

Short-Term Rental Program

January 15, 2019
City Council Meeting

Transient Use Standards

- ▶ Owner may only rent one unit, must be their primary residence
- ▶ Only one single housekeeping unit rental at a time
- ▶ No commercial events permitted
- ▶ ADUs cannot be rented
- ▶ Permit application and Business License renewed annually
- ▶ Owner required to remit TOT
- ▶ Self-certification inspection required
- ▶ One on-site parking space

Residentially Zoned Properties

- ▶ Only hosted stays permitted
- ▶ Must be Property Owner of unit to be rented
- ▶ Must be “owner-occupied”
- ▶ Owner present during lodger’s stay
- ▶ Unlimited number of stays
- ▶ Rental must be primary dwelling unit (no ADUs)
- ▶ Properties with four or more units prohibited

Commercially Zoned Properties

- ▶ Hosted and **un-hosted** stays permitted
- ▶ Must be Property Owner of unit to be rented
- ▶ Must be “owner-occupied”
- ▶ Owner **need not be** present during lodger’s stay **but must retain a local contact to respond to complaints**
- ▶ Unlimited number of stays
- ▶ Rental must be primary dwelling unit (no ADUs)
- ▶ Properties with four or more units prohibited

Ordinance Key Features

- ▶ Rental considered a “transient use” and duration less than 30 days
- ▶ Rental considered an accessory use
- ▶ Unit is owner-occupied and the Owner’s primary residence
- ▶ Rentals not permitted in ADUs
- ▶ One on-site parking space required for lodger

Permit Application Process

Short-Term
Rental
Application

- Submit application and required documents
- Pay application fee

Code
Enforcement
Review and
Determination

- Review application for completeness
- Meet with Owner to review guidelines

Permit
Approval

- Pay for permit and obtain Business License
- Owner permitted to rent unit on short-term basis
- Owner remits TOT

Code Enforcement

- ▶ Online Compliance Service
- ▶ Part-time Contract Staff
 - Expedited application intake, review and approval
 - Annual Inspections
 - Patrol, fielding complaints, and citations
 - Consistent and proactive education and enforcement

Staff Recommendation

- ▶ Conduct a public hearing:
 - Introduce Ordinance No. 19-0001 amending the MBMC;
 - Introduce Ordinance No. 19-0002 amending the LCP;
 - Adopt Resolution No. 19-0011 establishing fees; and
 - Direct staff to develop and implement a Short-Term Rental Program in accordance with the Ordinance.