ASSEMBLY MEMBERS SULTE + ZALETEL
SHORT TERM RENTALS
WWW.MUNI.ORG/ASSEMBLY
GOALS OF THE ORDINANCE

SAFEGUARD PROPERTY & NEIGHBORHOOD VALUE
Ensure that the use, value and qualities of the neighborhood with solutions that do not impose on rights of property owners.

NET ZERO LICENSING
Create a licensing program that fits into existing processes and pays for itself.

COLLECT DATA
Understand the role of STRs in our housing market and evaluate next steps.

WWW.MUNI.ORG/ASSEMBLY
AO 2023-110
• Introduced in October 2023
• 2-year license with annual $400 license fee thru Clerk’s Office
• Issued to property owners
• $500K minimum insurance coverage required
• 24/7 On-Call Manager required
• Effective March 1, 2024

AO 2023-110(S)
• January 23, 2024 Addendum
• Annual $400 license fee with 1- or 2-year period determined by the Clerk
• Issued to property owners
• $500K minimum insurance coverage required OR comparable to a B&B of similar size
• 24/7 On-Call Manager required AND/OR alternate
• Effective 120 days after passage
KEY COMPONENTS

IMPLEMENT A STR LICENSE PROGRAM

INCLUDE A MODEST LICENSE FEE

ENFORCE PUBLIC SAFETY REQUIREMENTS

EMPOWER CLERK TO MANAGE LICENSING
MUNICIPAL CLERK RESPONSIBILITIES

**PROGRAM**
- Leverages existing licensing program

**FEES**
- Evaluates program cost and fee amount annually
- Recommends fee adjustments to assembly

**TERMS**
- Evaluates and readjusts license term
FEES & FINES

$400 BI-ANNUAL FEE

• Waived if the owner lives onsite or on an adjacent property.
• Funds the operations of the licensing program.
• The Municipal Clerk will evaluate the license fees and costs and adjust fees.

TIERED FINES FOR CODE VIOLATIONS

1. Warning
2. $100
3. $300

DRAFTER ERROR: This fee is intended to be $200 per year, or $400 per 2-year license. Expect a FA to resolve this error.
RESPONSIBLE MANAGER CLAUSE

TIME RESTRICTIONS
Must be able to respond daily.

RESPONSIBILITIES
If can be handled by phone or other means, that is acceptable, however does not negate the requirement to be one hour away.

ALTERNATE
Additional flexibility for manager.
THANK YOU