

**Short-term Rental Ordinance Consolidated Amendments
FOR REVIEW and DISCUSSION PURPOSES ONLY**

The following contains the amendments voted by Council at the February 3, 2020 City Council meeting along with staff edits to ensure consistency in throughout the document(s). This document is shown in underline and strikeout to the original bills (ie. - the underlines and strikeouts shown in the original bills were removed to allow for easier viewing of the amendments) and has been created for discussion purposes only. The reader should be aware the final version of each amended bill contained in the Council meeting packet will look substantially different because the amended bill will contain all of the underlines and strikeouts from both the original bill and the amendments.

**B348-19
AN ORDINANCE**

amending Chapter 29 of the City Code to establish use-specific standards governing the operation of short-term rentals; and fixing the time when this ordinance shall become effective.

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Sec. 29-1.11. Definitions and rules of construction.

(a) Definitions—General. For the purpose of this chapter 29, the following words and terms are defined to mean the following:

Basement. For all purposes, except floodplain regulations, a story that is not a story above grade plane (see "story above grade plane").

Bed and breakfast. A residential building containing not more than five (5) guest rooms that provides sleeping units and meals for transient guests, and that is managed and occupied by the owner of the property. The definition of bed and breakfast shall exclude a hotel and a short-term rental.

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Hospital. An institution providing health services primarily for human inpatient or medical or surgical care for the sick or injured, including related facilities such as laboratories, outpatient departments, training facilities, medical or dental clinics, sanitariums, and medical laboratories.

Hotel. A building occupied or used as a temporary abiding place of individuals or groups of individuals, with or without meals, in which the typical stay is between one and thirty-one (31) days. Accessory uses may include restaurants, cafes, swimming pools, meeting rooms, or sports/health facilities. The definition of hotel shall exclude bed and breakfast establishments and short-term rentals.

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Shopping center master sign (and industrial park master sign). A sign indicating the name of the shopping center or industrial park and/or names of businesses in the shopping center or industrial park.

Short-term rental. A residential dwelling unit, portion of a dwelling unit or room within a residential dwelling unit rented by a transient guest for a period less than thirty-one (31) days.

Short-term rental hosted. A residential dwelling unit occupied by the owner of record as owner's primary place of residence that is offered, on occasion, as an accommodation for transient guests either while the owner is onsite and represented by a designated agent not required to be onsite, but having an address within the city limits of Columbia and being accessible 24-hours a day.

Short-term rental intermediary. A marketplace or network that facilitates the listing, marketing, or rental of a short-term rental on a site, also referred to as a platform.

Comment [A1]: Staff created a new definition for Short-term rental intermediary in order to address the registration and reporting requirements. The same definition was also added to B23-20.

Short-term rental un-hosted. A residential dwelling unit not occupied by the owner of record as owner's primary place of residence that is offered, on occasion, as an accommodation for transient guests.

Sidewalk. A constructed, dedicated and accepted pedestrian way for public use, generally to provide for pedestrian circulation along streets and highways.

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Tract. An area, parcel, site, piece of land, lot, or property.

Transient guest. A person who occupies a room in a hotel, motel or tourist court as well as a bed and breakfast or short-term rental for a period less than thirty-one (31) days.

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Sec. 29-3.3. Use-specific standards.

All uses for which the permitted use table in section 29-3.2 shows use-specific standard(s) shall comply with the applicable standard(s) in this section. In addition, all development shall comply with all other applicable provisions of this chapter.

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(pp) *Accessory and temporary uses of land and buildings: short-term rental.*

A. *Short-term rental types.* Short-term rentals shall be classified as either “short-term rental hosted” or “short-term rental un-hosted” dwelling units subject to the following provisions:

1. A dwelling unit shall be considered “short-term rental hosted” if:
 - i. It is the primary residence of the owner of record and occupied by the owner for a period of two hundred seventy (270) or more calendar days per year;
 - ~~ii. The dwelling is occupied by the owner of record when it is being offered for transient accommodations with the exception of daytime and/or work hours.~~
 - ~~ii.iii.~~—In the event the owner of record cannot ~~not~~ be present while the home is utilized by transient guests as a short term rental, offered for transient accommodations the owner shall have a designated agent registered with the City of Columbia who can be a point of contact in the owner’s absence. Such designated agent shall not be required to be onsite while the dwelling is utilized by transient guests as a short term rental offered for transient accommodations; however, the designated agent shall be located have an address within the corporate limits of City of Columbia and shall be accessible 24-hours a day during any period of time the owner of record is not available. The designation of an agent shall not relieve the property owner of the requirement that the dwelling unit shall be the owner’s primary residence.
2. A dwelling unit shall be considered “short-term rental un-hosted” if:
 - i. It is not the primary residence of the owner of record, or;
 - ii. It is occupied by the owner of record for a period of two hundred sixty-nine (269) or fewer calendar days per year.

B. *Authorization to operate.* Authorization to operate a short-term rental shall be based upon its classification under section 29-3.3 (pp)A. and may be granted administratively by the director ~~or the director’s designee~~ or following the approval of a conditional use permit by the city council pursuant to the requirements of section 29-6.4(m) of this chapter.

1. Administrative approval. A “short-term rental hosted” may be authorized by administrative action of the director or the director’s designee pursuant to the following ~~conditions~~ criteria.
 - i. ~~In the R-1 zone district, a short-term rental hosted shall:~~ In any zoning district where a short-term rental is an allowed permitted or accessory use, a short-term rental hosted may be granted administrative approval by director if the short-term rental hosted meets the following conditions:
 - a. ~~Not exceed a maximum of two (2) three (3) transient guests per bedroom subject to the requirements of this section.~~
 - b. ~~Have All bedrooms offered for rental that shall meet the requirements of the adopted International Property Maintenance Code and other applicable codes and/or laws passed or adopted by the city. A non-conforming bedroom shall not be utilized for a short term rental.~~
 - c. ~~Demonstrate compliance with the provisions~~ Meet all of the other requirements of subsection 29-3.3(pp)C. of this section.
 - ii. ~~In the R-2, R-MF, M-OF, M-N, M-DT, or M-C zoning districts, a short-term rental hosted shall:~~
 - a. ~~Not exceed a maximum of four (4) transient guests.~~
 - b. ~~Have bedrooms offered for rental that meet the requirements of the adopted International Property Maintenance Code and other applicable codes and/or laws passed or adopted by the city.~~
 - c. ~~Not have more than one (1) dwelling unit registered as a short-term rental when a lot is improved with a two-family dwelling unit, multi-family dwelling unit, or a lot containing multiple detached dwelling units.~~
 - d. ~~Demonstrate compliance with the provisions of subsection 29-3.3(pp)C. of this section.~~
 - ii. Any short-term rental hosted or short-term rental un-hosted in the M-C or M-DT districts in which a short term rental is an allowed permitted or accessory use and which meets the following conditions may be granted administrative approval by director:

Comment [A2]: This section originally only authorized administrative approval of hosted STRs under certain conditions. The amendments limited the number of transient guests. The amendments also authorized **un-hosted** STRs to be granted administrative approval under certain conditions: mixed use zones, less than 95 days per year, or one adjacent hosted STR. Because of the substantial amendments, both the “Administrative Approval” and “Conditional Use Permit” sections were re-written for clarity.

- a. Not exceed two (2) transient guests per bedroom subject to compliance with the requirements of this section.
 - b. All bedrooms offered for rental shall meet the requirements of the adopted International Property Maintenance Code and other applicable codes and/or laws passed or adopted by the city. A non-conforming bedroom shall not be utilized for a short term rental.
 - c. Meet all of the other requirements of subsection 29-3.3(pp)C. of this section.
 - d. An operator of a short-term rental in M-C or M-DT seeking to exceed the transient guest limitations imposed by this section shall request approval of a conditional use permit by the city council.
- iii. Any short-term rental un-hosted in any district which is an allowed permitted or accessory use and meets the following conditions may be granted administrative approval by the director:
- a. The short-term rental un-hosted is located on a lot that shares a property line with or is directly across a public or private street or public alley to the operator's primary residence in which a short-term rental hosted is operated or if the short-term rental un-hosted is located in a multi-family structure it shall be located in the same building as the operator's primary residence;
 - b. No more than one (1) additional dwelling unit owned by the operator of a short-term rental hosted may be permitted to be approved by the director as a short-term rental un-hosted pursuant to this subsection;
 - c. Not exceed two (2) transient guests per bedroom subject to compliance with the requirements of this section.
 - d. All bedrooms offered for rental shall meet the requirements of the adopted International Property Maintenance Code and other applicable codes and/or laws passed or adopted by the city. A non-conforming

bedroom shall not be utilized for a short term rental.

e. Meet all of the other requirements of subsection 29-3.3(pp)C. of this section.

iv. Any short-term rental un-hosted in any district which is an allowed permitted or accessory use and meets the following conditions may be granted administrative approval by the director:

a. The short-term rental un-hosted is operated as an accommodation to transient guests less than ninety-five (95) nights per calendar year; and

b. The property owner owns and/or operates no more than one (1) short-term rental within the city and may hold only one (1) short-term rental certificate of compliance. For purposes of this section, a property owner shall include any single individual who is a member, manager, officer, director, trustee, shareholder, or has other ownership interest in a business entity who owns or operates a short-term rental.

c. Not exceed two (2) transient guests per bedroom subject to compliance with the requirements of this section.

d. All bedrooms offered for rental shall meet the requirements of the adopted International Property Maintenance Code and other applicable codes and/or laws passed or adopted by the city. A non-conforming bedroom shall not be utilized for a short term rental.

e. Meet all of the other requirements of subsection 29-3.3(pp)C. of this section.

2. *Conditional use permit.* Any short-term rental which is not eligible for administrative approval and is located in a district for which a conditional use permit is authorized not meeting the classification of "short-term rental hosted" or not authorized under the provisions of subsection 29-3.3(pp)B.1. of this section shall obtain a conditional use permit from the city council prior to its operation. Approval of a conditional use permit shall be in accordance with the provisions of section 29-6.4(m) of this chapter and shall be subject to the following additional standards:

- ~~i. In the R-1 zone district, short-term rental hosted or short-term rental un-hosted dwelling units shall:~~
- ~~i. a. In any residential zoning district the applicant may request up to a maximum of two (2) transient guests per. A short-term rental in any other zoning district may be subject to such occupancy limitations as may be determined appropriate based upon the criteria for approval of the conditional use permit. Not exceed a maximum of three (3) transient guests; however, transient guest occupancy may be increased upon authorization of city council as part of the conditional use application. Maximum transient guest occupancy shall be calculated based upon bedroom square footage and required living and dining room area as specified within the adopted International Property Maintenance Code and any other general criteria established under the conditional use permit process in section 29-6.4(m) of this chapter.~~
- ~~ii. b. Have All bedrooms offered for rental that shall meet the requirements of the adopted International Property Maintenance Code and other applicable codes and/or laws adopted or passed by the city. A non-conforming bedroom shall not be utilized for a short term rental.~~
- ~~iii. A separate certificate shall be required for each dwelling unit in a multi-family structure.~~
- ~~iv. In a multi-family structure containing four (4) or more dwelling units or on a single lot containing four (4) or more dwelling units, a maximum of twenty-five percent (25%) of the dwelling units may be operated as a short-term rental un-hosted.~~
- ~~v. e. Meet all of the other requirements Demonstrate compliance with the provisions of subsection 29-3.3(pp)C. of this section.~~
- ~~ii. In the R-2, R-MF, M-OF, M-N, M-DT, or M-C zoning districts, short-term rental un-hosted dwelling unit conditional use applications shall demonstrate compliance with the provisions of subsection 29-3.3(pp)C. and may:~~
 - ~~a. Request up to a maximum of two (2) transient guests or fewer per bedroom; however, transient guest~~

~~occupancy per bedroom may be increased upon authorization of the city council as part of the conditional use application. Maximum transient guest occupancy shall be calculated based upon bedroom square footage and required living and dining room area as specified within the adopted International Property Maintenance Code and any other general criteria established under the conditional use process in section 29-6.4(m) of this chapter.~~

- ~~b. Request short-term rental un-hosted designation of both dwelling units when application has been made for a two-family dwelling unit provided the provisions of section subsection 29-3.3(pp)B.2.ii.a. are met.~~
- ~~c. Request short-term rental un-hosted designation for up to a maximum of twenty five percent (25%) of the dwelling units within a multi-family structure containing four (4) or more dwelling units or on a lot containing four (4) or more detached dwelling units provided the provisions of subsection 29-3.3(pp)B.2.ii.a. are met.~~

C. *Supplemental use-specific standards.* The following standards shall be applicable to all short-term rentals regardless of classification under subsection 29-3.3(pp)A.

1. *Adjacent property owner notification.* The city shall provide public notice for any conditional use application seeking to increase the number of permitted transient guests for a short-term rental hosted or to establish a short-term rental un-hosted in accordance with the provisions of section 29-6.3(c) of this chapter.
2. *Proof of ownership.* The property owner shall submit, upon forms provided by the city, an affidavit affirming the following:
 - (a) The dwelling unit to be used as a short-term rental is under the property owner's ownership,
 - (b) The number of days the dwelling serves as the property owner's primary residence, and
 - (c) The name, address and contact number of a designated agent when application to establish a short-term rental hosted is sought.

Designation of an agent shall be provided annually at the time of business license renewal or within thirty (30) days of any change to the required affidavit content.

3. *Property registration.* The property owner shall register the short-term rental with the city prior to being granted a certificate of compliance. Such registration shall follow the provisions of chapter 22 of this Code and shall grant the city the right to inspect the dwelling unit for compliance with all applicable city codes.
4. *Dual rental designation.* A dwelling unit that has an active certificate of compliance, pursuant to the Rental Unit Conservation Law, may apply to have an approved short-term rental added to such certificate subject to the provisions of subsection 29-3.3(pp)B. and other applicable city codes, without requiring re-inspection.

If approved to become a short-term rental, the dwelling unit may be offered for rental purposes as either a short-term rental, subject to the provisions of subsection (pp), or as a traditional rental unit pursuant to the provisions of the Rental Unit Conservation Law of this Code. This dual designation shall not relieve the property owner of remittance of any applicable lodging tax or business licensing requirements as adopted or passed by the city.
5. *Certificate of compliance – posting.* The certificate of compliance issued by the city shall be conspicuously posted at the entry of the dwelling unit or in a readily available location onsite for review upon the request of a police officer or city inspector investigating a violation of this subsection (pp), chapter 16, article IV (Nuisances), or chapter 22, article V (Rental Unit Conservation Law) of this Code. In addition to posting the issued certificate, the operator shall post their contact information as well as the contact information of any designated agent.
6. *Rental platform identification.* Upon application to register a dwelling unit as a short-term rental and annually thereafter, the property owner shall provide the city with a list of all specific website or other media where the dwelling unit will be advertised for rental following issuance of a certificate of compliance. Such advertising shall include the certificate of compliance license number.
7. *Dwelling unit usage.*
 - i. Only one (1) rental reservation for the dwelling unit shall be permissible at any given time. If additional sleeping room or transient guest occupancy remains available it shall be unlawful to make a second reservation to maximize dwelling unit usage. The dwelling unit shall not be advertised as being available on an individual sleeping room basis.

- ii. The dwelling unit shall not be used for activities otherwise prohibited by this Code.
- 8. *Accessory Dwelling Units (ADUs) as short-term rentals.* When a property has been legally authorized to accommodate an ADU, the property owner, at the time of application, shall designate which dwelling shall become a short-term rental. In no instance shall both the ADU and the principal dwelling be permitted to be utilized for short-term rental purposes.
- 9. *Signage.* One (1) non-illuminated building-mounted sign no greater than one (1) square foot in area shall be permitted to identify the dwelling unit as a short-term rental. One (1) non-illuminated onsite directional sign no greater than one-half (½) square foot shall be permitted for guest way-finding purposes.
- 10. *Short-term rental certificate non-transferable.* An active certificate of compliance that includes authorization to operate a dwelling unit as a short-term rental and, if applicable, any conditional use permit granted under the provisions of subsection 29-3.3(pp)B. shall be void upon sale of the dwelling unit. Establishment of the dwelling unit as a short-term rental by a new property owner shall require compliance with the provisions of subsection (pp) of this section. If the dwelling unit was approved to operate under a “dual” designation, the long-term rental certificate of compliance shall remain transferable pursuant to the provisions of chapter 22, article V (Rental Unit Conservation Law) of this Code.
- 11. *Revocation of a certificate of compliance – short-term rental.* Operation of a short-term rental, regardless of classification, in violation of any of the foregoing provisions of subsection (pp) of this section shall constitute a violation of this Code and shall be subject to any fines and penalties of such. Any property owner who has had the short-term rental certificate of compliance revoked shall only be permitted to seek a conditional use permit to re-establish the short-term rental.

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Sec. 29-3.2. Permitted use table.

Table 29-3.1: COLUMBIA, MISSOURI, PERMITTED USE TABLE														
P=Permitted use C=Conditional use A=Accessory use CA=Conditional Accessory use T=Temporary use														
Zoning District	Residential				Mixed Use					Special Purpose				Use-Specific Standards, in Section 29-3.3
	R-1	R-2	R-MF	R-MH	M-OF	M-N	M-C	M-DT	M-BP	IG	A	O	PD	
LAND USE CATEGORY														
...														
COMMERCIAL USES														
...														
Guest Accommodations														
Bed and Breakfast		C	C		C	P	P	P						
Short-term Rentals	A/C	A/C	A/C		A/C	A/C	P/C	P/C						
Hotel							P	P	P	P				
Travel Trailer Park							C					C		
...														

B 23-20
AN ORDINANCE

amending Chapter 22 of the City Code to add short-term rental provisions to the City's Rental Unit Conservation Law; and fixing the time when this ordinance shall become effective.

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Sec. 22-181. Title.

This article shall be known and may be cited as the "Rental Unit Conservation Law of the City of Columbia, Missouri." The provisions of this article apply to short-term rental and long-term rental of dwelling units within the corporate limits of the City of Columbia, as defined herein, and shall adhere to the specific regulatory provisions for inspection and issuance of a certificate of compliance prior to the operation of a dwelling unit as either a short-term or a long-term rental.

Sec. 22-182. Article provisions deemed supplemental.

The requirements of this article and all penalties imposed herein shall be in addition to the requirements of all other applicable ordinances.

Sec. 22-183. Definitions.

Unless otherwise expressly stated, for the purpose of this article, the following terms shall have the meanings indicated:

Agent of the owner, designated agent. A person who is authorized to act on behalf of the owner, as herein defined, with regard to repairs and maintenance of a dwelling or rooming unit.

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Rooming unit. Any room or group of rooms forming a single habitable unit used or intended to be used for living and sleeping, but not for cooking or eating purposes.

Short-term rental. A residential dwelling unit, portion of a dwelling unit or room or space within a residential dwelling unit rented by a transient guest for a period less than thirty-one (31) days.

Short-term rental intermediary. A marketplace or network that facilitates the listing, marketing, or rental of a short-term rental on a site, also referred to as a platform.

Single rental unit. Any dwelling unit existing in a dwelling in which the operator thereof provides, for lease, up to but not to exceed one dwelling unit.

Temporary housing. Any tent, trailer or other structure used for human shelter which is designed to be transportable and which is not attached to the ground, to another structure, or to any utilities system on the same premises for more than thirty (30) consecutive days.

Transient guest. Any person who rents and occupies a guest room in a hotel, motel, tourist court, bed and breakfast, or short-term rental for a period of less than thirty-one (31) days.

Two-family dwelling. Any dwelling or combination of related dwellings having the same owner, located in a contiguous area, and operated as a single business entity, in which the operator provides for lease two (2) dwelling units.

Sec. 22-184. Certificate of compliance and notice of occupancy limitations.

- (a) The following provisions shall apply to long-term rental units:
 - (1) It shall be unlawful to operate within the city any apartment house, rooming house, two-family dwelling, or single rental unit without a current certificate of compliance. The certificate of compliance shall be displayed in the office of the manager.
 - (2) It shall be unlawful for any person to lease or sublease any apartment house, rooming house, two-family dwelling or single rental unit without first providing to the lessee or sublessee written notice of the zoning district in which the property is located and the applicable occupancy limitations under chapter 29. The notice shall be signed by the lessor and each lessee and shall either be contained in the written lease or shall be on a zoning occupancy disclosure form provided by the director.
 - (3) It shall be unlawful for any owner, operator, agent or property manager of a rental unit to fail to immediately, upon request by a police officer or city inspector investigating a violation of this article, provide the certificate of compliance and notice of occupancy limitations signed by all lessees or sublessees pertaining to the unit. No person shall be found guilty of violating this subsection if the person demonstrates to the city that the person met the disclosure requirements of this section at the time of the alleged violation by producing the properly executed documentation within ten (10) business days of the date of the request.
- (b) The following provisions shall apply to short-term rental units:
 - (1) It shall be unlawful to operate a short-term rental within the city without a current short-term rental certificate of compliance. The short-term rental

certificate of compliance shall be displayed within the dwelling ~~or~~ and readily available onsite.

- (2) It shall be unlawful for any owner, or designated agent, of a short-term rental to fail to immediately, upon request by a police officer or city inspector investigating a violation of this article, to provide the short-term rental certificate of compliance pertaining to the dwelling.
- (3) Short-term rental operators must annually attest to meeting the requirements of Chapter 29 and this article on forms created by the director. Failure to provide an annual attestation authorizes the director to revoke the certificate of compliance.

Sec. 22-185. Dual application and inspection allowed.

Notwithstanding anything herein to the contrary, a property owner shall be allowed to seek a certificate of compliance for both a long-term rental and a short-term rental for the same dwelling unit. Provided the application for both types of use is made at the same time, a single inspection may be performed and the property shall only be required to pay a single application and inspection fee to determine if the dwelling unit meets the requirements of this article.

Sec. 22-186. Application for certificate.

- (a) The following provisions shall apply to long-term rental units:
 - (1) *Formal application required.* Every operator shall submit an application for a certificate of compliance to the director. If the certificate of compliance has been revoked pursuant to section 22-193 of this article or if the owner, operator or tenant has been convicted of a violation of chapter 29 of this Code, the operator is ineligible for a certificate of compliance for that dwelling for a period of three (3) years.
 - (2) *Content and form.* The application for such certificate of compliance shall be a written statement. One application may be submitted for all property in common ownership and under a common operator. The application for the certificate of compliance shall be on forms provided by the director and shall include:
 - a. The street address and a general description of the premises for which the certificate is sought.
 - b. The name, address and telephone number of the owner of the premises.

- c. The name, address and telephone number of the agent of the owner (operator).
- (3) *Consent to inspection.* The application may be accompanied by a written consent on forms provided by the director authorizing the director to enter upon and inspect the premises for which the certificate is sought at any reasonable time for the purpose of determining whether or not the premises are in compliance with chapters 6, 9 (article II), 24, and 29 of this Code.
- (4) *Inspection fees.* The application shall be accompanied by the full payment of the inspection fees.
- (5) *Heating and ventilation systems certificates of inspection and approval.* The application shall be accompanied by a certificate of inspection and approval signed by a journeyman or master mechanical heating, ventilation, air conditioning and refrigeration mechanic licensed by the city. The certificate shall state that all fuel fired appliances in the premises for which a certificate is sought were personally inspected by the mechanic and were functioning properly and safely. The certificate shall also state the date on which the inspection was made. For renewal certificates, the inspection must have been made within ninety (90) days before the current certificate of compliance expires. For original certificates, the inspection must have been made within ninety (90) days before the application is filed. If the dwelling has a valid certificate of compliance as a short-term rental at the time of the long-term rental application, the provisions of this subsection shall be considered satisfied and no additional inspections for heating and ventilation systems shall be required.
- (b) The following provisions shall apply to short-term rental units:
 - (1) *Formal application required.* Every owner requesting to establish a short-term rental shall submit an application for a short-term rental certificate of compliance to the director. If the owner has been previously granted a short-term rental certificate of compliance for the dwelling and has had such certificate revoked pursuant to section 22-193 of this article, the owner shall be ineligible to obtain a short-term rental certificate of compliance for that dwelling unless such owner receives a conditional use permit to re-establish the short-term rental in accordance with the provisions of chapter 29 of this Code.
 - (2) *Content and form.* The application for such a short-term rental certificate of compliance shall be in such form as determined by the director. A separate application for each dwelling unit to be designated as a short-term rental shall be submitted. The application for the short-term rental certificate of compliance shall include:

- a. The street address and zoning district in which the dwelling is located.
 - b. The name, address and telephone number of the owner of the dwelling. If the owner is a limited liability company or other business entity, the name, address and telephone number of each member of the limited liability company or officers or owners of the corporation or business entity shall be provided.
 - c. An affidavit, signed and notarized, by the owner of record of the dwelling that attests to the number of days the owner resides in the dwelling as their principal residence.
 - d. The name, address and telephone number of the designated agent of the owner, if any, for all dwellings that seek certificate issuance as a “short-term rental hosted” dwelling.
 - e. A list of all specific website or other media platforms where the dwelling will be advertised for rental. The owner may supplement this list at any time following the filing of the initial application.
- (3) *Consent to inspection.* The application shall be accompanied by a written consent on forms provided by the director authorizing the director to enter upon and inspect the premises for which the certificate is sought at any reasonable time for the purpose of determining whether or not the premises are in compliance with city code requirements.
- (4) *Inspection fees.* The application shall be accompanied by the full payment of the inspection fees as established in section 22-188 of this article.
- (5) *Heating and ventilation systems certificates of inspection and approval.* The application shall be accompanied by a certificate of inspection and approval signed by a journeyman or master mechanical heating, ventilation, air conditioning and refrigeration mechanic licensed by the city. The certificate shall state that all fuel fired appliances in the premises for which a certificate is sought were personally inspected by the mechanic and were functioning properly and safely. The certificate shall also state the date on which the inspection was made. For renewal certificates, the inspection must have been made within ninety (90) days before the short-term rental certificate of compliance expires. For original short-term rental certificates, the inspection must have been made within ninety (90) days before the application is filed. If the dwelling has a valid certificate of compliance as a long-term rental at the time of short-term rental application, the provisions of this subsection shall be considered satisfied and no additional inspections for heating and ventilation systems shall be required.

Sec. 22-187. Procedure for issuance of certificate.

- (a) The following provisions shall apply to long-term rental units:
 - (1) *Inspection prerequisite.* The director shall make an inspection of the dwelling or dwellings for which a satisfactorily completed and executed application for a certificate of compliance is filed. Such inspection shall be made pursuant to consent or a search warrant issued under the provisions of section 22-189 of this article. No person shall be prosecuted for a violation of this article prior to inspection of the dwelling or dwellings for which an application for a certificate of compliance has been filed, provided that such application is satisfactorily completed and executed and is filed prior to the date when the applicant must obtain or renew the certificate of compliance.
 - (2) *Inspection of each unit.* An inspection shall be required for each dwelling or rooming unit sought to be licensed, provided that the director, upon written request by the applicant, may determine by random sampling of at least thirty (30) percent of the dwelling or rooming units, whether an apartment house or rooming house containing more than thirty (30) dwelling or rooming units complies with the provisions of chapters 6, 9 (article II), 24, and 29 of this Code, provided that those units inspected must be representative of the various types and location of units in the dwelling and further that all units for which a violation complaint has been received shall be inspected.
 - (3) *Issuance.* If, as a result of the inspection, the director determines that the dwelling is in compliance with the provisions of chapters 6, 9 (article II), 24, and 29 of this Code, the director shall issue a certificate of compliance to the operator.
 - (4) *Violations.* If, as a result of the inspection, the director shall determine that the dwelling is in violation of any of the provisions of chapters 6, 9 (article II) 24, or 29 of this Code, the director shall notify the operator of the violations and proceed to correct such violations under the provisions of chapters 6, 9 (article II), 24, or 29 of this Code, whichever is applicable.

The operator of an apartment house, rooming house, two-family dwelling, or single rental unit where any such violation is found to exist shall have all rights and remedies and shall be subject to the procedures established by chapters 6, 9 (article II), 24, or 29 of this Code, whichever is applicable.

- (5) *Certificate of use conditioned on compliance:*
 - a. *Pending appeal.* The operator of a dwelling where violations of chapters 6, 9 (article II), 24, or 29 of this Code are found to exist may apply to the director for a certificate of use conditioned on compliance

to allow the operator to appeal from a notice of violation under the applicable procedures. Such certificate shall be issued only if:

1. An appeal under the applicable ordinance has been filed; and
2. Only for such time as is actually necessary to complete said appeal.

A certificate of use conditioned on compliance issued hereunder shall expire upon completion of the appeals process unless extended under the provisions of this article.

- b. *Period of compliance.* A certificate of use conditioned on compliance may be issued by the director, on application, to make available a reasonable time for existing apartment houses, rooming houses, two-family dwellings, or single rental units to come into compliance with the provisions of chapters 6, 9 (article II), 24, or 29 of this Code. Such certificate shall be issued only:

1. On signing of a notarized agreement by the operator admitting such violations and agreeing to remove such violations within a reasonable time period agreed to by the director, or established by an appeals board on appeal; and
2. Only for the period as determined by the director or established by an appeals board on appeal, which is reasonably required to remove such violations, which period, if established by the director, shall in no event exceed one hundred eighty (180) days. A certificate of use conditioned on compliance shall be revoked if it appears that the operator is not correcting the violations in accordance with the established compliance schedule.

A certificate of use conditioned on compliance may not be issued for a new dwelling, two-family dwelling, or single rental unit, and may not be issued for any dwelling or rooming unit which the director has declared to be an unsafe building or a structure unfit for human occupancy under the building code of the city.

- (6) *Provisional certificate of compliance.* If the owner, operator or tenant of a dwelling has been convicted of a violation of chapter 29 of this Code, or the director has revoked the certificate of compliance for the dwelling, the owner of the dwelling may apply to the director for a provisional certificate of compliance. In addition to the requirements contained in section 22-186 of this article, the owner must also provide the director with information on the owner's compliance efforts or procedural changes which will ensure compliance with city codes. A provisional certificate of compliance shall

expire one (1) year from the date of issuance. The director shall only issue a provisional certificate of compliance when the owner satisfies the director that the structure and the use of the structure is in compliance with city code. The director shall impose conditions upon which the provisional certificate of compliance is granted. At a minimum, these conditions shall include the following requirements:

- a. Owner must consent to inspection by inspectors at all reasonable times upon request by a city inspector.
- b. Immediate revocation of the provisional certificate of compliance if the code inspector finds a violation of city codes.

If there are no violations of chapter 29 of this Code, the owner may apply to the director for an extension of the provisional certificate of compliance for an additional one-year term. The director may grant no more than two (2) extensions of the provisional certificate of compliance.

(b) The following provisions shall apply to short-term rental units:

(1) *Inspection prerequisite.* The director shall make an inspection of the dwelling or dwellings for which a satisfactorily completed and executed application for a short-term rental certificate of compliance is filed. Such inspection shall be made pursuant to consent or a search warrant issued under the provisions of section 22-189 of this article. No person shall be prosecuted for a violation of this article prior to inspection of the dwelling or dwellings for which an application for a short-term rental certificate of compliance has been filed, provided that such application is satisfactorily completed and executed and is filed prior to the date when the applicant must obtain or renew the short-term rental certificate of compliance.

(2) *Issuance.* If, as a result of the inspection, the director shall determine that the short-term rental dwelling is in compliance with the provisions of chapters 6, 9 (article II), 13, 24, 26 and 29 of this Code, the director shall issue a short-term rental certificate of compliance to the owner.

(3) *Eligibility for platform listing.* A short-term rental dwelling that has been issued a short-term rental certificate of compliance by the director shall be issued a permit number indicating that the property is eligible for short-term rental use and listing on a short-term rental intermediary platform. The director shall maintain a list of all short-term rentals that are eligible to be listed on a short-term rental intermediary's platform. The list shall be made available to all short-term rental intermediaries, the public and/or regulatory authorities. The director shall notify the short-term rental intermediaries in the case of a suspension or revocation of a short-term rental certificate of compliance. It shall be unlawful for any property owner to list a dwelling unit

Comment [A3]: Staff drafted this section based on Council request for removal from platform listing if an operator does not maintain a rental certificate of compliance.

on a short-term rental intermediary platform without a valid permit number issued by the director.

- (4) *Violations.* If, as a result of the inspection, the director shall determine that the short-term rental dwelling is in violation of any of the provisions of chapters 6, 9 (article II), 13, 24, 26 or 29 of this Code, the director shall notify the owner of the violations and proceed to correct such violations.

The owner of a short-term rental unit where any such violations are found to exist shall have all rights and remedies and shall be subject to the procedures established by chapters 6, 9 (article II), 13, 24, 26 or 29 of this Code, whichever is applicable.

(4)(5) *Certificate of use conditioned on compliance:*

- a. *Pending appeal.* The owner of a dwelling where violations of chapters 6, 9 (article II), 13, 24, 26 or 29 of this Code are found to exist may apply to the director for a certificate of use conditioned on compliance to allow the operator to appeal from a notice of violation under the applicable procedures. Such certificate shall be issued only if:

1. An appeal under the applicable ordinance has been filed;
2. The director finds no immediate danger to the public exists and there is a reasonable likelihood of success by the owner in the appeal process; and
3. Only for such time as is actually necessary to complete said appeal.

A certificate of use conditioned on compliance issued hereunder shall expire upon completion of the appeals process unless extended under the provisions of this subsection.

- b. *Period of compliance.* A certificate of use conditioned on compliance may be issued by the director, on application, to make available a reasonable time for existing short-term rental units to come into compliance with the provisions of chapters 6, 9 (article II), 13, 24, 26 or 29 of this Code. Such certificate shall be issued only:

1. On signing of a notarized agreement by the owner admitting such violations and agreeing to remove such violations within a reasonable time period agreed to by the director, or established by an appeals board on appeal under this subsection; and

2. Only for the period as determined by the director or established by an appeals board on appeal under this subsection, which is reasonably required to remove such violations, which period, if established by the director, shall in no event exceed one hundred eighty (180) days. A certificate of use conditioned on compliance shall be revoked if it appears that the owner is not correcting the violations in accordance with the established compliance schedule.

A certificate of use conditioned on compliance may not be issued for a dwelling unit that has not provided evidence it was being used as a short-term rental prior to the effective date of these provisions and may not be issued for any dwelling unit which the director has declared to be an unsafe building or a structure unfit for human occupancy under the building code of the city or otherwise detrimental to the public, health, safety and welfare.

~~(5)~~(6) *Provisional certificate of compliance.* If the owner of a dwelling being operated as a short-term rental has been convicted of a violation of chapters 22, 26, or 29 of this Code, or the director has revoked the certificate of compliance for the dwelling, the owner of the dwelling may apply to the director for a provisional certificate of compliance. In addition to the requirements contained in section 22-186 of this article, the owner must also provide the director with information on the owner's compliance efforts or procedural changes which will ensure compliance with city codes. A provisional certificate of compliance shall expire one (1) year from the date of issuance. The director shall only issue a provisional certificate of compliance when the owner satisfies the director that the structure and the use of the structure is in compliance with city code. The director shall impose conditions upon which the provisional certificate of compliance is granted. At a minimum, these conditions shall include the following requirements:

- a. Owner must consent to inspection by inspectors at all reasonable times upon request by a city inspector.
- b. Immediate revocation of the provisional certificate of compliance if the city inspector finds a violation of city codes.

If there are no further violations of chapters 22, 26 or 29 of this Code, the owner may apply to the director for an extension of the provisional certificate of compliance for an additional one-year term. The director may grant no more than two (2) extensions of the provisional certificate of compliance.

Sec. 22-188. Fees and charges.

In order to defray the costs incident to the administration of this article, the following fees shall be required to be paid for the inspection and shall be nonrefundable:

- (a) The following fees shall apply to long-term rental units:
 - (1) There shall be an application fee of sixty dollars (\$60.00) per building for each application for a certificate of compliance.
 - (2) There shall, in addition, be an inspection fee of twenty-six dollars (\$26.00) per dwelling unit or rooming unit, as the case may be, covered by each certificate of compliance.
 - (3) There shall, in addition, be a reinspection fee of forty-three dollars (\$43.00) per unit.
 - (4) There shall, in addition, be a fee of thirty-four dollars (\$34.00) to be assessed when owner or owner's representative fails to meet with inspector at scheduled appointment time.

- (b) The following fees shall apply to short-term rental units:
 - (1) There shall be an application fee of sixty dollars (\$60.00) per dwelling unit for each application for a certificate of compliance.
 - (2) There shall, in addition, be an inspection fee of twenty-six dollars (\$26.00) per dwelling unit covered by each certificate of compliance.
 - (3) There shall, in addition, be a reinspection fee of forty-three dollars (\$43.00) per dwelling unit.
 - (4) There shall, in addition, be a fee of thirty-four dollars (\$34.00) to be assessed when owner or owner's representative fails to meet with inspector at scheduled appointment time.

(c) In addition to inspection upon application or complaint, units may be inspected at the request of the owner for which an inspection service charge of fifteen dollars (\$15.00) shall be charged. The inspector shall provide the owner with a written summary of the findings of the inspection, provided that such an inspection shall extend only to matters regulated under the provisions of these ordinances and shall not extend to the condition of items of personal property or to fixtures, the condition of which is not addressed by city codes.

(d) In the event that a unit for which an unexpired certificate of compliance has been issued is inspected pursuant to a complaint, the person making the complaint shall pay a fifteen dollar (\$15.00) inspection service charge if the unit is not found to be in violation of any ordinance.

(e) In the event fees due and payable under this section remain outstanding for a period of sixty (60) days, the account may be submitted to a collection agency for collection. All such collection costs, including but not limited to court costs and attorney fees, shall be paid by the debtor.

Sec. 22-189. Search warrant.

When application is made pursuant to this article for a certificate of compliance with respect to any house, dwelling or long-term or short-term rental unit, the municipal judge of the county circuit court shall have authority to issue search warrants for searches or inspections of such house, dwelling or unit to determine the existence of violations of chapters 6, 9 (article II), 24, or 29 of this Code. Warrants and searches or inspections made pursuant thereto shall conform to and be governed by the following provisions:

- (1) The city manager may make application for the issuance of a search warrant.
- (2) The application shall:
 - a. Be in writing;
 - b. State the time and date of the making of the application;
 - c. Identify the property or places to be searched in sufficient detail and particularity that the officer executing the warrant can readily ascertain it;
 - d. State facts sufficient to show probable cause for the issuance of a search warrant to search for violations of chapters 6, 9 (article II), 24, or 29 of this Code;
 - e. Be verified by the oath or affirmation of the applicant; and
 - f. Be filed in the municipal division of the county circuit court.
- (3) The application shall be supplemented by written affidavits verified by oath or affirmation. Such affidavits shall be considered in determining whether there is probable cause for the issuance of a search warrant and in filling out any deficiencies in the description of the property or places to be searched. Oral testimony shall not be considered.
- (4) The judge shall hold a nonadversary hearing to determine whether sufficient facts have been stated to justify the issuance of a search warrant. If it appears from the application and any supporting affidavits that there is probable cause to inspect or search for violations of chapters 6, 9 (article II), 24, or 29 of this Code, a search warrant shall immediately be issued to search for such violations. The warrant shall be issued in the form of an original and two (2) copies.

- (5) The application and any supporting affidavits and a copy of the warrant shall be retained in the records of the municipal judge.
- (6) Search warrants issued under this section shall:
 - a. Be in writing and in the name of the issuing authority;
 - b. Be directed to any police officer or deputy in the city;
 - c. State the time and date the warrant is issued;
 - d. Identify the property or places to be searched in sufficient detail and particularity that the officer executing the warrant can readily ascertain it;
 - e. Be limited to a search or inspection for violations of chapters 6, 9 (article II), 24, or 29 of this Code;
 - f. Command that the described property or places be searched and that any photographs of violations found thereof or therein be brought, within ten (10) days after filing of the application, to the judge who issued the warrant, to be dealt with according to law; and
 - g. Be signed by the municipal judge, with his title of office indicated.
- (7) A search warrant issued under this section may be executed only by a police officer or deputy of the city. The warrant shall be executed by conducting the search commanded.
- (8) A search warrant shall be executed as soon as practicable and shall expire if it is not executed and the return made within ten (10) days after the date of the making of the application.
- (9) After execution of the search warrant, the warrant with a return thereon, signed by the officer making the search, shall be delivered to the judge who issued the warrant. The return shall show the date and manner of execution and the name of the possessor and of the owner of the property or places searched, when he is not the same person, if known.
- (10) A search warrant shall be deemed invalid:
 - a. If it was not issued by a judge of the municipal division of the Boone County, Missouri, Circuit Court;
 - b. If it was issued without a written application having been filed and verified;

- c. If it was issued without probable cause;
- d. If it was not issued with respect to property or places within the city;
- e. If it does not describe the property or places to be searched with sufficient certainty;
- f. If it is not signed by the judge who issued it; or
- g. If it was not executed within the time prescribed by subsection (8) of this section.

Sec. 22-190. Unlawful to refuse entry.

It shall be unlawful for any person to refuse entry or access to any long-term or short-term rental unit, dwelling or structure to any person to whom a search warrant has been issued authorizing inspection of said unit, dwelling or structure pursuant to the provisions of this article.

Sec. 22-191. Duration of certificates; renewal.

- (a) The following provisions shall apply to long-term rental units:
 - (1) A certificate of compliance issued pursuant to this article, except for a certificate of use conditioned on compliance or a provisional certificate of compliance, shall be effective for three (3) years from the expiration date of the current certificate at time of application or, if no certificate existed at time of application, from its date of issue, unless sooner revoked, or unless extended by the director under the procedures established in paragraph (2) herein, or unless title or ownership of the property or any portion of the dwelling changes. Such certificate of compliance shall be renewable triennially upon forms supplied by the director in accordance with the procedures for obtaining a certificate of compliance set forth herein. Initial certificates shall be issued for new structures in conjunction with issuance of occupancy permits; inspection for the purposes of determining compliance with the building code shall satisfy the inspection provisions of this article.
 - (2) The director may, upon written application of the operator and payment of a forty-three dollars (\$43.00) fee per building, extend a current certificate of compliance for a period not to exceed three (3) years without further inspection, if the apartment house, rooming house, two-family dwelling, single rental unit for which the certificate of compliance is issued had no violations for the past three (3) years.

- (3) A provisional certificate of compliance shall be effective for one (1) year from the date of issue unless sooner revoked, or unless title or ownership of the property or any portion of the dwelling changes.
- (b) The following provisions shall apply to short-term rental units:
 - (1) A short-term rental certificate of compliance issued pursuant to this article shall be effective for three (3) years from its date of issue, unless sooner revoked, or unless extended by the director under the procedures established in this article, or unless title or ownership of the dwelling changes. Such short-term rental certificate of compliance shall be renewable triennially upon forms supplied by the director in accordance with the procedures for obtaining a short-term rental certificate of compliance set forth herein. Initial short-term rental certificates shall be issued for new structures in conjunction with issuance of occupancy permits provided that application to establish the dwelling as a short-term rental was submitted in accordance with the provisions of this article; inspection for the purposes of determining compliance with the building code shall satisfy the inspection provisions of this article.
 - (2) The director may, upon written application of the owner and accompanied by a renewal payment of forty-three dollars (\$43.00), extend a current short-term rental certificate of compliance for a period not to exceed three (3) years without further inspection, provided that the dwelling for which the short-term rental certificate of compliance was issued has not been the subject of any violations of this article within the prior three (3) years.
 - (3) A provisional short-term rental certificate of compliance shall be effective for one (1) year from the date of issue unless sooner revoked, or unless title or ownership of the property or any portion of the dwelling changes.

Sec. 22-192. Transfer of ownership.

- (a) The following provisions shall apply to long-term rental units:
 - (1) Upon the transfer of record, legal title of any dwelling or portion thereof which has a certificate of compliance or a provisional certificate of compliance, the transferee shall either:
 - a. Apply for a new certificate of compliance or a provisional certificate of compliance and pay all fees pursuant to this article; or
 - b. Apply to transfer an existing certificate as provided in this section.
 - (2) If the transfer of title occurs within eighteen (18) months of the last satisfactory city rental inspection, and if there have been no complaints

regarding the property, the transferee may cause an existing certificate to be transferred for the unexpired portion of the term for which it was issued upon making written application to the community development department, on forms to be supplied by the community development department, within fifteen (15) days from the date of the transfer of title and upon payment of a ten dollar (\$10.00) transfer fee per building. The application for transfer shall contain the same information and be in the same form as required for an original application. A transferred certificate of compliance shall not be extended beyond the original expiration date without further inspection.

- (3) Nothing contained in this section shall affect the validity of any sale, transfer or disposition of any interest in real property.
- (b) The following provisions shall apply to short-term rental units:
 - (1) Upon the transfer of record, legal title of any dwelling or portion thereof which has a short-term rental certificate of compliance or a provisional short-term rental certificate of compliance, the short-term rental certificate and any approved conditional use permit required pursuant to chapter 29 of this Code to operate such rental shall become null and void.
 - (2) Nothing contained in this section shall affect the validity of any sale, transfer or disposition of any interest in real property.

Sec. 22-193. Noncompliance; revocation of certificate.

(a) Whenever the director shall determine that any unit in an apartment house, rooming house, two-family dwelling, ~~or single rental unit, long-term rental, or short-term rental~~ for which a certificate of compliance has been issued under this article is in violation of the provisions of chapters 6, 9 (article II), ~~20, 23, 24, 25~~ or 29 of this Code, or whenever the director shall determine that the conditions of a certificate of use conditioned on compliance are not being satisfied because violations are not being corrected in accordance with the terms and time limits set forth in the certificate of use conditioned on compliance, the director shall notify the operator or owner of same in accordance with the notice provisions set forth in chapters 6, 9 (article II), ~~20, 23, 24, 25~~ or 29 of this Code, as applicable. Before revoking a certificate of compliance for such violations, a hearing shall be held in accordance with the hearing procedures set forth in chapters 6, 9 (article II), ~~20, 23, 24, 25~~ or 29 of this Code. The operator of the apartment house, rooming house, two-family dwelling, or single rental unit, long-term rental, or owner of the short-term rental, to which the certificate of occupancy issued shall have all rights and remedies and shall be subject to the procedures established by chapters 6, 9 (article II), ~~20, 23, 24, 25~~ or 29 of this Code, whichever is applicable with regard to such violations.

(b) With regard to short-term rentals, in addition to the foregoing the director is authorized to revoke a short-term rental certificate of compliance after receiving two (2) or

more substantiated complaints against a short-term rental in one calendar year. The director shall notify the short-term rental intermediaries in the case of a suspension or revocation of a short-term rental certificate of compliance.

Sec. 22-194. False complaints.

(a) It shall be unlawful for any person to knowingly make a false complaint against the owner of any structure or relating to any structure subject to the inspection provisions of this article.

(b) A false complaint shall be presumed to be knowingly made where such complaint is the third or more complaint made with respect to any structure or any owner by such person, in any twelve-month period, where inspections pursuant to such complaints fail to reveal any violation of the provisions of city ordinance upon inspection by housing inspectors of the city. This presumption shall be rebuttable.

(c) Any person violating the provisions of this section shall be deemed guilty of a misdemeanor and, upon conviction therefor, shall be fined an amount of not less than twenty dollars (\$20.00) nor more than one hundred dollars (\$100.00), or by imprisonment in the city jail for not exceeding three (3) months, or by both such fine and imprisonment. Each false complaint shall constitute a separate offense.

(d) In addition to the criminal remedies herein provided for, the city counselor is hereby authorized to pursue any person who knowingly makes a false complaint, who shall be liable for the city's actual costs of inspection resulting from such complaint.

Sec. 22-195. Penalty.

Any person violating the provisions of this article shall be deemed guilty of a misdemeanor and upon conviction therefor shall be punished as provided in section 1-8 of this Code. In addition thereto, the city may institute injunction, mandamus or other appropriate forms of remedy or relief. Provided, that it shall be a defense to a prosecution under this article that a person charged requested and used reasonable efforts to obtain access to a long-term rental, short-term rental, dwelling unit or rooming unit under lease to another and was refused access by the lessee or person in possession of such unit.

B22-20
AN ORDINANCE

amending Chapter 13 and Chapter 26 of the City Code relating to bed and breakfast establishments and short-term rentals of residential dwelling units; and fixing the time when this ordinance shall become effective.

...

Sec. 13-27. License fee schedule.

(a) Businesses and occupations shall pay annual license fees according to the following fee schedule, except that any business or occupation shall pay at least one dollar and twenty-five cents (\$1.25) for every regular employee or associate in such business during the preceding year, with a maximum fee of seven hundred fifty dollars (\$750.00), and the license fee shall be the higher of that computed by the fee schedule or that based on the number of employees:

...

(2) Business and occupations. The following businesses and occupations shall pay annual license fees as indicated above:

...

Beauty shops.

Bed and breakfast establishment.

Beds.

...

Shooting galleries.

Short-term rental premises.

Shows or exhibitions.

...

DIVISION 3. SHORT-TERM RENTALS

Sec. 13-260.5. Definitions.

For the purpose of this section, the following words and terms shall have the meanings respectively ascribed:

Short-term rental. A residential dwelling unit, portion of a dwelling unit or room or space within a residential dwelling unit rented by a transient guest for a period less than thirty-one (31) days.

Sec. 13-260.6. Short-term rental business license and certification required.

It shall be unlawful for any person to rent a dwelling unit or portion thereof to a transient guest within the city without a license under this chapter and certification as a short-term rental or other authorized entity under this Code, unless otherwise allowed by law.

Sec. 13-260.7. Short-term rental insurance requirements.

Every person licensed to engage in the activities of a short-term rental shall maintain during the time the license is in effect business liability insurance covering both bodily injury, including accidental death, and property damage, to cover all claims arising from short term rental activities. No license to engage in the activities of a short term rental shall be issued unless the applicant provides the business license administrator a certificate of insurance prepared by the insurance company which includes a provision requiring the city to be notified within ten (10) days of cancellation of the policy.

Sec. 13-260.8. Short-term rental nuisance enforcement surcharge.

Every person licensed to engage in the activities of a short-term rental business shall, in addition to any other business license fees, pay a two dollar (\$2.00) per night surcharge on every short-term rental night for the purpose of nuisance enforcement and monitoring. Such rental night surcharge shall be reported in a manner as determined by the business license administrator and may be remitted to the city by a short term rental intermediary on behalf of the operator.

Sec. 13-260.9. Penalty.

Any person violating any provision of this division shall be deemed guilty of a misdemeanor and upon conviction thereof shall be punished as provided in section 1-8 of this Code.

...

Sec. 26-76. Definitions.

For the purpose of this article, the following words and terms shall have the meanings respectively ascribed:

Gross daily rental receipts. The entire amount of any receipt from the rental of sleeping accommodations by hotels or motels, whether paid in cash, credits or property,

excluding all state, federal and local taxes but without any other deduction or exemption therefrom whatsoever.

Hotel, motel or tourist court. Any structure or building, under one management, which contains rooms furnished for the accommodation or lodging of guests, with or without meals being so provided, and kept, used, maintained, advertised or held out to the public as a place where sleeping accommodations are sought for pay or compensation to transient guests or lodgers and having one (1) or more bedrooms furnished for the accommodation of such guests. This definition shall include bed and breakfast establishments and short-term rentals of a residential dwelling unit, or room or space within a residential dwelling unit, by a transient guest for lodging purposes.

Transient guest. Any person who rents and occupies a guest room in a hotel, motel or tourist court for a period of less than thirty-one (31) days.