

**The following definitions are to be added to the Unified Development Code (UDC) as a reconstituted Section 29-1.11(g) [Definitions] with existing Section 29-1.11(g) being renumbered to Section 29-1.11 (h). All text is new.**

(g) *Short-term Rentals*. For the purpose of chapter 29, article 3, section 29-3.3(uu) the following words and terms as used are defined to mean the following:

***Owner*. TBD (Potentially unnecessary given definition of principal/secondary residence and use of “owner of property”)**

*Designated Agent*. When used in the context of Short-Term Rentals this term shall mean, an individual or management company located within the City of Columbia that is available 24-hours per day who assumes full responsibility for addressing matters arising with the operation or use of a dwelling unit licensed as a short-term rental in the absence of the owner of the property upon which such dwelling is located. The individual or management company is not required to be on-site in the absence of the owner of the property regardless if such property is the owner’s principal residence and is being offered as a short-term rental.

*Principal Residence*. The one dwelling unit where an owner of the property, or tenant of a period greater than 30 days (“*permanent resident*”), has their true, fixed, and permanent home to which, whenever absent, they intend to return and that shall continue as a principal residence until another principal residence is established. [*As defined in Ann Arbor, MI*]

*Secondary Residence*. A dwelling unit in which the owner of the property lives temporarily for time intervals less than their principal residence, as defined herein, and for which all necessary utilities remain connected, functional, and in good standing with the applicable utility provider(s).

*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 (Tier 1)*. A principal residence that is offered, on occasion, in whole or in part, for no greater than a total of thirty (30) calendar days per year, as an accommodation for transient guests.

*Short-term Rental (Tier 2)*. A principal or secondary residence that is offered, on occasion, in whole or in part, for no greater than a total of one-hundred twenty (120) calendar days per year as an accommodation for transient guests.

*Short-term Rental (Tier 3)*. A residential dwelling unit offered, in whole or in part, on occasion for greater than one-hundred twenty (120) calendar days per year, as an accommodation for transient guests.

*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.

*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.

**The following existing definitions within Section 29-1.11(a) [Definitions] of the Unified Development Code shall be amended as follows. Strikethrough text to be deleted and underlined text to be added.**

*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 ~~(30)~~ (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.

*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.

### **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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(uu) *Accessory and temporary uses of land and buildings: Short-term Rental.*

A. *Short-term rental types.* Short-term rentals shall be classified as either a Tier 1, Tier 2, or Tier 3 dwelling unit subject to the following provisions:

1. "Tier 1" short-term rental.
  - i. Shall be an accessory use in zoning districts R-1, R-2, R-MF, M-OF, and M-N provided the following criteria are met:
    1. The dwelling unit is a principal residence; and

2. The dwelling unit or portion of the dwelling unit is made available for occupancy by transient guests no greater than a total of thirty (30) calendar days per year.
2. “Tier 2” short-term rental.
    - i. Shall be a permitted use in zoning districts R-1, R-2, R-MF, M-OF, and M-N, M-C, and M-DT provided the following criteria are met:
      1. The dwelling unit is a principal residence; and
      2. The dwelling unit or portion of the dwelling unit is made available for occupancy by transient guests for no greater than one-hundred twenty (120) calendar days per year.
    - ii. Shall be a permitted use in zoning districts M-OF, and M-N, M-C, and M-DT provided the following criteria are met:
      1. The dwelling unit is a secondary residence; and
      2. The dwelling unit or portion of the dwelling unit is made available for occupancy by transient guests for no greater than one-hundred twenty (120) calendar days per year.
    - iii. Shall be a conditional use in zoning districts R-1, R-2, and R-MF provided the following criteria are met:
      1. The dwelling unit is a secondary residence; and
      2. The dwelling unit or portion of the dwelling unit is made available for occupancy by transient guests for no greater than one-hundred twenty (120) calendar days per year; and
      3. A conditional use is approved the City Council in accordance with the provisions of Section 29-6.4 of this Code.
  3. “Tier 3” short-term rental.
    - i. Shall be a permitted use in zoning districts M-N, M-C, and MDT and shall be a conditional use in zoning district M-OF provided the following criteria are met:
      1. The dwelling unit is not the principal or secondary residence of the owner of record; and

2. The dwelling unit is made available for occupancy by transient guests for a period greater than 120 calendar days per year; and
3. A conditional use, where required, has been approved by City Council in accordance with Section 29-6.4 of this Code.

B. Supplemental use-specific standards. The following standards shall be applicable to all short-term rentals regardless of their “tier” of designation.

1. Registration and Licensure. 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 (Rental Conversation Law) of the City Code, shall be submitted on forms provided by the City, and shall grant the City the right to inspect the dwelling unit for compliance with the all applicable codes.
2. Limits on Licensure. **Text under development**
3. Proof of ownership. Concurrent with submission of registration forms, provided by the City, the property owner shall submit an affidavit affirming the following:
  - i. The dwelling unit to be used as a short-term rental is under the applicant’s ownership,
  - ii. If the dwelling is the applicant’s principal or secondary residence (as defined in Section 29-1.11 of this Chapter 29), or is solely an investment property,
  - iii. The total number of days the dwelling is to be used as a short-term rental annually, and
  - iv. The name, address, and contact number of a designated agent who shall assume full responsibility for addressing matters arising with the operation or use of the dwelling unit in the absence of the owner.
4. Conditional use permit and adjacent property owner notification. When applicable, a separate application for approval of a conditional use permit shall be submitted for Planning Commission review/recommendation and City Council review/approval prior to the granting of a license to operate. Such conditional use application shall comply with the provisions of Section 29-6.4 of this Chapter 29 and these supplemental requirements. Adjacent property owner and Neighborhood Association notification of such application shall be provided in accordance with the provision of Section 29-6.3 of this Chapter 29.

5. Maximum occupancy. The maximum number of occupants permitted in a dwelling unit offered and operated as a short-term rental shall be subject to the “occupancy limitations” of the most recently adopted edition of the International Property Maintenance Code (IPMC). In no instance, regardless of short-term rental tier designation, shall a dwelling unit be occupied by more than a total of eight (8) occupants.
6. Multi-family Structure Usage. **Text under development**
7. Accessibility. **Text to be added – recommended by Commissioner Loe**
8. Dwelling unit usage. **Text to be added from prior ordinance**
9. Parking Required. One (1) off-street parking space for every 2 occupants of the dwelling unit shall be provided.
10. Spacing and Separation. No short-term rental shall be any closer than 300 feet to another short-term rental. In calculating such separation, measurement shall be taken from the property lines of the parcel upon which the dwelling unit (detached, attached, or multi-family) is being used for short-term rental purposes.
11. Certificate of Compliance Posting. **Text to be added from prior ordinance**
12. Rental Platform Identification. **Text to be added from prior ordinance.**
13. Accessory Dwelling Unit (ADU) usage. **If desired, text can be added from prior ordinance**
14. Signage. **Text to be added from prior ordinance**
15. Compliance – existing short-term rental operations. **Text under development**
16. Short-term rental certificate non-transferable. **Text to added from prior ordinance**
17. Revocation of a certificate of compliance – short-term rental. **Text to be added from prior ordinance**

Revisions to conditional use criteria will need to be developed. This will involve modification of Section 29-6.4 of the UDC.