



**Date:** November 23, 2022  
**To:** Planning and Zoning Commission Members  
**From:** Patrick R. Zenner, Development Services Manager  
**Re:** Draft Regulations – Short-term Rentals

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Attached please find the most current version of the draft regulations relating to short-term rentals. This draft was updated on November 10, 2022 to include revisions discussed during the work session. The most significant revision dealt with allowing ADUs to be used as a short-term rental. Additionally, the Commission agreed to identify use-specific standard B.1 as being applicable to all three (3) proposed STR Tiers. There was lengthy discussion as it related to use-specific standard B.2 (Licensure); however, no acceptance of the provision was obtained. The lack of acceptance was due to concerns expressed with regards to the limitation on the number of licenses proposed to be made available to an “owner”, as defined within the regulations, when the owner authorized a long-term tenant of their dwelling (i.e. the permanent resident) the authority to seek licensure to have the dwelling permitted as an STR.

Aside from the changes to the draft discussed above, staff believes that the remainder of the proposed language within the document represents what, at a minimum, would be necessary to be added to the UDC to address the topic of STR. The margin notes within the draft either explain what impact a particular provision will have or a request for clarification on what staff understood the Commission’s intent was with that specific provision.

Attached to this memo is also an outline prepared by Chairman Geuea-Jones proposing how the Commission may desire to address the remaining regulatory provisions yet to be discussed. The outline proposes to address those topics that are less likely to generate significant discussion to those that will generate the most and potentially require revisions. While the outline has been proposed, staff is open to whatever process the Commission desires to undertake such that we arrive at a “final working draft” of the regulations by December 8 in advance of the scheduled December 19 City Council work session on this topic.

The attached document represents a significant accomplishment relating to this topic that would not have been possible without your commitment. It is with sincere appreciation that I thank each of you for “staying the course” in getting us here. I look forward the upcoming work session and the ensuing discussion.

Please let me know if you have questions.

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