



MEMO

DATE: November 2, 2018

TO: Planning Commission Members

FROM: Patrick R. Zenner, Development Services Manager

Re: Short-term Rentals - UDC Revision Schedule

Pursuant to prior Planning Commission work session discussion regarding the topic of short-term rentals (STR), staff is proposing that the following schedule (shown below) be implemented to permit public engagement as it relates to proposed UDC amendments on this topic. The schedule has been designed to meet expectations that UDC amendments be reviewed by the Planning Commission prior to the end of 2018 and formally recommended to City Council in January 2019 so that they may be concurrently considered with other related text changes to the City Code.

In addition to the proposed UDC amendments, revisions to provisions within Chapters 12 and 22 of the City Code will be required to ensure all proposed regulatory aspects associated with short-term rentals have been addressed. These revisions are outside the purview of the UDC and as such will not be directly addressed by the Commission. These proposed revisions will generally track concurrently with the Commission's work and, for contextual purposes, will likely be discussed during future work sessions and public hearings.

Proposed schedule:

11/08: PZC work session, update on schedule

11/12: Application submission

- Proposed text distributed for official review to public and stakeholders
- Prepare press release to announce Feedback Meetings and provide link to draft code text

11/20: Public Feedback Meeting

11/29: Public Feedback Meeting

12/06: PZC work session - follow up on public feedback meeting comments

12/20: PZC Public Comment Hearing (i.e. final public listening session)

1/10: PZC holds public hearing

1/21 OR 2/4: Council First read

The proposed schedule will be discussed at the November 8 work session. If you have questions or recommended changes feel free to contact me.