



## Staff Report

**To:** Planning Advisory Board  
**From:** Brigid Reynolds, Director of Community Planning  
**Meeting Date:** July 1, 2020

---

### Purpose

To provide the PAB with a summary of short-term rental (STR) applications

### Background/Discussion

Following a year of discussion and review the short-term rental code was amended and updated in XXX. The new code created an annual licensing program for STRs and established four types of STRs:

- Type I – hosted, max 2 bedrooms in the home or in an ADU
- Type II – B&B Inn
- Type III – unhosted, commercial zone
- Type IV – unhosted, max five bedrooms, whole home and ADU

The ordinance granted an amnesty for previously permitted operators to continue to operate until the end of 2019. Because it was adopted so late in the year, the ordinance also granted new operators who applied and were approved in 2019 that their license to be valid until the end of 2020.

The City currently has a total of 21 STRs: 4 - Type I; 1 - Type II; 4 - Type III; and 12- Type IV.

In June 2019 the records show that there were 35 operators of STRs in the City. A number of these would not have been operating legally.

Council requested that we review the new code a year following adoption. From staff's perspective the process is working well. We continue to utilize Host Compliance's services which include monitoring, hot line and notification of non-compliance. The most effective tool is the monitoring dashboard where we can see who's operating in the City. Without this information it would be too resource intensive to stay on top of this activity.

Staff have not received any complaints regarding STRs operating in the City. However, we don't know what operators, their neighbors or managers think about the process. A next possible step is to reach out to these groups to receive some input.

### Recommendation

To provide further direction on next steps in this review.