Workshop meetings are informal discussion style meetings that are open to the public. No official city business is conducted; therefore official minutes are not kept. The summary below is provided for informational purposes only. It has been generated from notes and is not a comprehensive report of workshop discussions and events.

Workshop called to order at 6:33 p.m. and adjourned at 6:58 p.m.

PARTICIPANTS:
Mayor Dingle; Council Members Foote, Jones (arriving at 6:37 p.m.), Swenson and Zenner, City Administrator Walsh, Consulting Planner Sparks, Planning Commission Chair Dingle, and City Clerk Orququist.

SUBJECT(s):
Short-term Rental Ordinance

INTRODUCTION:
The City has been receiving complaints related to the issue of short-term rentals. The item was presented to the Planning Commission back in April and the Commission recommended that the City Council discuss this item further.

SUMMARY:
Consulting Planner Sparks informed the Council that short-term or vacation rentals have become a common alternative to traditional hotels, bed and breakfast, and resorts. Instead of getting a hotel room, people may instead rent a house or a room in a residential area for a weekend. These short-term rentals have introduced a “transient” element to the residential areas; that is why zoning codes regulate hotels including the licensing of.

Short term or vacation rentals are not currently mentioned in the City Code or have any provisions related to rental housing.

Short-term Rental Ordinances vary from city to city. Some communities have prohibited this practice, others have permitted the activity with restrictions. Restrictions sometimes require an interim or conditional use permit and/or a license with requirements for minimum standards that may include parking, occupancy limits, screening, noise, garbage, and other such requirements. In most communities that permit short term rentals with restrictions have defined short-term rentals as having a term of less than 30 days. There are cities that have 15-day terms and 90-day terms.

The Council can take the following directions:
- Do nothing
- Amend the ordinance to prohibit short term rentals
- Amend the ordinance to allow short term rentals with restrictions
- Consider regulations for all rental housing.

This can be addressed in two ways:
- Zoning Code—which will require a public hearing
- Housing Code—no public hearing needed. The recommended approach was to expand the Housing Code to address short-term rental, whether to permit or prohibit them. The Code amendment would need to include a reference to a Property Maintenance Code, Inspection requirement, fee and licensing requirements. Currently the City requires the inspection and issuance of a Certificate of Occupancy for rental property; however, past practices haven’t included single family home rentals. Expanding the Housing Code will require additional personnel to conduct inspections of “all” rental properties.

RECOMMENDATION:
Council Member Swenson would like to see solid deterrents to prohibit behavior whether the City allows or prohibits short-term rentals.
Planning Commission Chairman Dingle informed the Council that the short-term rental is being advertised for its outdoor pool/parties and the owners are not in town/home while it is being rented.

City Administrator Walsh added that a criminal citation which requires a court appearance should be a solid deterrent. Noting that the property owner and/or the tenant can be cited with a misdemeanor.

It was the consensus of the Council to prohibit short term rentals, defining short term rentals as less than 90 days. It was recommended that the ordinance be presented before the Planning Commission for review.

City Planner Sparks informed the Council that after Planning Commission review, it will be sent to the City Attorney for review and recommendation to amend the Zoning or Housing Code.

Respectfully submitted,
Sharon Ornquist, City Clerk