



August 11, 2022

Staff has prepared a list of frequently asked questions (FAQs) in response to constituent inquiries related to the Short-Term Rentals Urgency Ordinance which was adopted by City Council on August 9, 2022. This information is also available on the City's [short-term rentals website](#).

**1. Does the cap apply to hosted short-term rentals (STRs)?**

The cap does not apply to hosted STRs.

**2. Does the proposed cap eliminate the 1000' separation requirement between new non-hosted STRs?**

The proposed cap does not eliminate the 1000-foot separation requirement between new non-hosted STRs (which is any applicant that does not qualify as an operator in good standing).

**3. What is the basis for the 198-cap proposed for non-hosted STR Permit issuance?**

A cap of 198 was chosen to accommodate all non-hosted STR applications that have been approved and those in the queue when the Ordinance was adopted. If non-hosted STR Permits currently in the queue are withdrawn or denied, new applications will be accepted until the cap is reached. Staff is currently developing a process for how these additional applications will be accepted.

**4. Does the cap impact existing non-hosted STR Permit applicants?**

The cap allows all existing applications to continue being processed. All applications that are currently in the queue will continue to be processed and those which meet all requirements will receive a STR Permit.

**5. According to the City's Permit Search Tool, as of 7/17/22, 189 Non-Hosted STR Permit applications have been submitted, which number includes applications in all stages of processing - submitted (1), accepted (56), under review (54), issued (78) and denied (4). This reflects less than 215 Non-Hosted STR Permit applications.**

The Permit Search Tool indicates the number of *parcels* for which a STR Permit application has been submitted. If a parcel has more than one STR Permit application in process (e.g., a Unit A and Unit B, or in the case of multi-family development), the parcel is counted only once. Note that approval of more than one STR Permit per parcel in these scenarios may be possible if all applications have been submitted by operators in good standing (who are not subject to the 1000-foot separation requirement).

Adding 102 non-hosted STR Permit applications that are currently in process (and potentially approvable) to the 96 non-hosted STR Permits that have been approved/issued results in 198 potential non-hosted STRs. It is possible that some non-hosted STR permit applications currently in process could be withdrawn or denied. This would allow new non-hosted STR Permit applications to be accepted and ultimately approved while remaining at the 198 cap. Staff is developing a process for how this will be achieved.

**6. Can Code Enforcement begin to issue violation notices and fines to:**

- **New Operators that are advertising and operating without a permit, and**
- **STR that simply advertise and operate without even applying for a permit?**

The Code Enforcement team is working with the City Attorney's Office to determine how to best enforce these situations. Once the requested legal guidance is received a plan will be finalized and implemented. Note that Code Enforcement Officers have continued to investigate all complaints related to STR operations without a permit.

**7. What are the next steps?**

Staff continues to collect feedback and suggestions which will help to inform discussions around a more comprehensive suite of amendments that are anticipated for spring/summer 2023. Staff is developing a community engagement strategy for this fall and winter with plans to return to the Economic Development Subcommittee early next year. This plan will allow staff to present to the Economic Development Subcommittee the lessons we have learned from the initial permitting and code enforcement process, and from ongoing community engagement. Staff will draft additional amendments following Economic Development Subcommittee direction.