Short Term Rental Regulations

March 12, 2019

ADDISON

Previous Discussion

- January 22, 2019 discussion with Council
  - Short Term Rentals Overview
  - Other Local Regulations
  - Council Direction
    - Pilot program similar to Coppell
    - Amend Code to collect Hotel Occupancy Tax

Registration Requirements

- Short Term Rentals would be required to register with the Town
- Registration application:
    - Contact information of property owner and local emergency contact
    - Verification that the Short Term Rental property is the owners primary residence
    - Maximum number of occupants
    - Floor Plan with dimensional layout indicating maximum number of occupants
    - Site Plan/Survey of the property indicating the maximum number of vehicles that can legally park on the property
- $25 application fee
- Registration good for one year

Restrictions on Short Term Rentals

- No external signage
- Limits on occupants
  - No more than two adult guests per bedroom plus two additional adults
  - Max 10 persons
- Limits on number of vehicles
  - Lesser of one car per bedroom or the maximum number that can be parked on the property
- Shall not offer or use the property as a party venue
- Owner must provide an informational brochure
  - Contact information of owner and local emergency contact
  - Pertinent neighborhood information (parking, trash collection schedules)
  - Contact information for Town services

Notification of Short Term Rentals

- Town required to send notice within 10 business days to property owners within 100 feet of Short Term Rental property

- Include 24 hour complaint line and information about the ordinance

Implementation Timeline

- 3/12/19   Tentative Council Approval

- 5/01/19   Effective date when all Short Term Rentals would need to be registered

- 4/30/20   Sunset provision unless extended by Council (Pilot Program)

Hotel Occupancy Tax

- Amend Chapter 74 to collect Hotel Occupancy Tax from Short Term Rentals

Questions?

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