



Short-Term Rental Business Licensing

City Council - November 17, 2020

Reid Betzing, City Attorney

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Requested Council Action

- Approve Ordinance 41-2020 adding Chapter 23, entitled Short-Term Rentals, to Title 3 Business Regulations of the Littleton Municipal Code

Short-Term Rentals Schedule

- **Currently:**

- Use existing resources - police, code, mediation

- **Proposed:**

- Phase 1: Update licensing code via Ordinance 41-2020
- Phase 2: Reconciliation through ULUC

Analysis

- 47 registered short-term rentals (STRs)
- No specific definition for STRs in Code
- Proposed STR business license ordinance to provide:
 - Definition
 - License application requirements
 - License denial, removal, and revocation
 - License requirements restrictions
 - Good neighbor handout and letter

New Definitions

- Two New definitions:
 - SHORT-TERM NON-PRIMARY RENTAL: shall mean a dwelling unit that is not a primary residence and that is leased, in part or in whole
 - SHORT-TERM PRIMARY-RENTAL: shall mean a dwelling unit that is a primary residence of which a portion is leased
- Both can be leased to one (1) party at a time for periods of less than twenty-eight (28) consecutive days

License Requirements and Restrictions

- STRs not permitted in accessory dwelling units
- Limit of 2 STR renters per bedroom, with 8 total max
- All STRs shall provide 2 off street parking spaces
- Each STR must display Good Neighbor Handout
- Each STR must mail Good Neighbor Letter

Citizen Recommended Modifications After First Reading

Added for 2nd Reading:

- Parking requirements
- Posting location of Good Neighbor handouts
- Timing of mailing
- Proof of ownership

Not Included at this time:

- License renewal timeframe
- Maximum occupancy
- Multiple uses of an STR



GOOD NEIGHBOR GUIDELINES

REFERENCE FOR PROPERTY OWNER AND MANAGERS



HELLO NEIGHBOR

Dear Neighbor,

I wanted to let you know that I've been approved by the *City of Littleton* to utilize my home as a short term rental, at:

Littleton, CO

FULL STREET ADDRESS

ZIP CODE

I am looking forward to the opportunity of sharing our wonderful city with guests, but also want to make sure that my

Fiscal Impacts

- Currently no fee for STR Business License
- Currently no annual renewal requirement
- A \$200 license fee is proposed to cover:
 - administrative costs necessary to process applications
 - code enforcement time necessary to ensure applicable city regulations are being met
 - building inspector time necessary to ensure code compliance
 - possible outside consultant for monitoring rental websites
 - range of license fee per other municipalities: \$250-500

Staff Recommendation

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