

Objective 1: Formalized Process	Objective 2: Maintain Community Character	Objective 3: Rules to Ensure Public Safety
<ul style="list-style-type: none"> Annual Permitting Process <ul style="list-style-type: none"> Annual business license = required but NO fee Annual short-term rental operators license = \$45 fee was mentioned but not confirmed—council said “make it as much as possible” at this time with the understanding that it would be updated after the Cost of Service Study 	<ul style="list-style-type: none"> Allowed in all zone districts with residential use—Yes 	<ul style="list-style-type: none"> Licensees to receive copies of city’s noise, parking, and trash regulations—no decision from council; seemed to agree
<ul style="list-style-type: none"> Current licensees must be compliant by 1/XX/XXXX <ul style="list-style-type: none"> Staff to reach out and deal with current licenses on an administrative basis <ul style="list-style-type: none"> Remove date requirement for current licensees from ordinance Time frame compliance for those who don’t already have a license—immediate (staff will work with people on specific issues of coming into compliance, i.e. people have already rented the house) 	<ul style="list-style-type: none"> One per applicant (must reside in Littleton)—Must be a primary residence occupied for at least 8 months 	<ul style="list-style-type: none"> Licensee must have a local contact who resides w/in the city or within a certain distance—10 mile radius from the STR

	<ul style="list-style-type: none"> ○ Planned Developments—allowed in every residential zone district (including PDs) unless PD specifically prohibits 	<ul style="list-style-type: none"> ○ Enforcement to be: ○ Complaint driven <ul style="list-style-type: none"> ▪ Give the phone number of the local contact to neighbors for the purposes of immediate complaints that the police are unable to resolve/respond to? ▪ Just handle it like all non-emergent complaints are handled now? ○ License revocation process ○ Use a compliance service (i.e. Host Compliance) ○ Create civil sanctions/fines against the licensee for violations up front <ul style="list-style-type: none"> ▪ Amount of fines? ▪ Structure?
	<ul style="list-style-type: none"> ● Occupancy limits: <ul style="list-style-type: none"> ○ <i>CM Fey wanted to calculate using square footage per person w/ a total maximum # (i.e. Lakewood model)</i> ○ <i>CMs Elrod and Schlacter didn't want to limit occupancy beyond building code limitations</i> ○ Handle outside of the definition of family and only w/in the STR licensing structure 	

	<ul style="list-style-type: none"> ○ 2 people per “sleeping area” and staff to create an exception through the licensing process 	
	<ul style="list-style-type: none"> ○ Parking requirements—No discussion 	

Bold and in red = no clear answer/consensus

Bold and in black = clear council direction/approval

Parking Lot/Additional Questions Raised:

- City to fast track a Cost of Service Study for S.T.R. fees in 1st quarter of 2019 per Mark
 - Add cost of compliance service to consideration about fees
- Update applicant requirement of residing in Littleton if we have the primary residence requirement??
- Define how a corporation can meet the primary residency requirement—business location/headquarters in Littleton?
- Did we remove the family definition section from the ordinance?
- Karina’s concerns regarding language
 - Karina to work directly with Steve and Jocelyn