

RESOLUTION NO. RES-2022-177

RESOLUTION OF THE COUNCIL OF THE CITY OF SANTA ROSA ASSIGNING EXISTING SERVICE FEES TO SHORT-TERM RENTAL PERMIT RENEWAL APPLICATIONS AND AUTHORIZING THE DIRECTOR OF PLANNING AND ECONOMIC DEVELOPMENT TO APPROVE FUTURE FEE ADOPTIONS AND CHANGES TO THE SHORT-TERM RENTAL RENEWAL PERMITTING PROCESS

WHEREAS, prior to October 13, 2021, the City of Santa Rosa did not have regulations addressing the short-term rental of residential properties for a period of less than 30 calendar days, other than prohibiting short-term rentals of accessory dwelling units (ADUs) completed after January 11, 2018, and it was estimated, at that time, that more than 350 short-term rentals were operating within the City limits without regulations or operational standards; and

WHEREAS, on October 13, 2021, the City Council adopted Ordinance No. ORD-2021-011 on an urgency basis adding Chapter 20-48, Short-Term Rentals, to the Zoning Code to establish a regulatory framework for short-term rentals which are rooms or residences that are rented and occupied for less than 30 days; and

WHEREAS, the goals, policies, processes, procedures, and guidelines associated with short-term rentals are outlined in Ordinance No. ORD-2021-011; and

WHEREAS, the permitting path that Ordinance No. ORD-2021-011 established for short-term rentals was used to inform the development of policies and procedures associated with Short-Term Rental Permit renewals; and

WHEREAS, for the purposes of when short-term rental renewal fees may be applied, Chapter 20-48, Section 20-48.040(E), Annual Requirement, outlines a renewal process for Short-Term Rental Permits including the requirement that applicants annually submit a new Short-Term Rental Permit application subject to all requirements set forth in the Code and provide information regarding the status of any violations received as well as information required by the Tax Collector; and

WHEREAS, existing Conditional Use Permit, Temporary, Over the Counter application fees will be applied to all Short-Term Rental Permit renewal applications as published in the City's Fee Schedule (last updated July 1, 2022 and as amended from time to time) under "Planning Application Fees"; and

WHEREAS, where re-noticing is required, such as for changes in Local Contact information, any additional fees shall be determined by the Director of Planning and Economic Development; the determination will be based on the full cost recovery hourly rate for the staff involved as well as any hard costs associated with the public notice and postage pursuant to the City's Fee Schedule under "Planning Application Fees."

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NOW, THEREFORE, BE IT RESOLVED that the Council of the City of Santa Rosa assigns existing service fees, as set forth in the City's Fee Schedule, to Short-Term Rental Permit renewal applications as outlined above.

BE IT FURTHER RESOLVED that the Council authorizes the Director of Planning and Economic Development to approve future changes to the Short-Term Rental Permit renewal requirements, adopted fee schedules, or application submittal processes.

IN COUNCIL DULY PASSED this 9th day of August, 2022.

AYES: (7) Mayor C. Rogers, Vice Mayor Alvarez, Council Members Fleming, MacDonald, N. Rogers, Sawyer, Schwedhelm

NOES: (0)

ABSENT: (0)

ABSTAIN: (0)

ATTEST: \_\_\_\_\_ APPROVED: \_\_\_\_\_  
City Clerk Mayor

APPROVED AS TO FORM: \_\_\_\_\_  
City Attorney