



WDCA19-0008: Short-Term Rentals

(Trevor)



BCC March 23, 2021: 2nd Reading & Adoption

- Overview of Board Directed Ordinance Modifications
- Overview of Proposed Fines, Fees, and Program Implementation Costs

Presenters: Trevor Lloyd and Chad Giesinger



Board Modifications

UPDATES SINCE THE FEB. 25, 2020 AND FEB. 23, 2021 BOARD MEETINGS

(Trevor)

Changes Since the Feb. 25, 2020 BCC Meeting:

- **External placards** – requirement removed
- **Unscheduled safety inspections** – removed
- **Self-certifications/annual inspections** – Physical inspection only required prior to initial permit issuance and every three years thereafter.



Board Modifications

UPDATES SINCE THE FEB. 25, 2020 AND FEB. 23, 2021 BOARD MEETINGS

(Trevor)

- **Occupancy calculation method updated** – Revised method based on total habitable space:
 - 1 occupant per 200 sq. ft. habitable space;
 - Not room-specific;
- **Clarify 30-minute response time** – text response by responsible party; 1 hour if physical response needed



Board Modifications

UPDATES SINCE THE FEB. 25, 2020 AND FEB. 23, 2021 BOARD MEETINGS *(Trevor)*

- **Per parcel STR limit** – 2nd STR allowed if within legally permitted accessory dwelling (attached or detached)
- **Defensible space inspections** – allows conditional approval when properties are obscured by snow
- **Emergency restrictions** - Additional restrictions during declared emergencies
- **Handout on STR cleaning recommendations** - To be created in coordination with Health District (advisory only)



Board Modifications

(Trevor)

Changes Since the Feb. 23, 2021 BCC Meeting:

- **Parking** – Stricter standards for Tahoe only
- **Noise – Quiet Hours:** 10 pm to 7 am quiet hours standard modified apply for Tahoe only.
- **Defensible space inspections** – Only apply in Extreme or High Fire Risk Rating zones



Timing After Board Adoption

(Trevor)

- **Timing** - If adopted on March 23, 2021:
 - 25-day judicial appeal period begins.
 - April 2021 - Staff develops permitting and application process.
 - May 1, 2021 staff begins accepting applications
 - 3-month grace period in which to obtain a permit (from submittal to issuance).
 - August 1, 2021 - Enforcement of STR standards begins.



Next Steps

(Trevor)

Phase 4 – Grace Period

Expand Outreach;
Establish Processes

Accept Applications;
Start Issuing Permits

Phase 5 Program Launch/Enforce

March 23, 2021
Adoption (25-day
appeal period)

May
Launch w/
Grace Period
2021

August
Full Enforcement
2021



**NOVEMBER 2021- STATUS UPDATE TO BCC ON
STR ORDINANCE BASED ON DATA – POSSIBLE DIRECTION**



Fees and Fines

(Chad)

- **Fees:** Proposed fees are based on covering the costs of implementing and enforcing the STR program
 - Based on revised assumption of issuing 500 permits avg.
 - Includes 10% discount for using a licensed property mgr.
 - Renewal fee lower, even lower if self-certification utilized
- **Fines:** Admin. Enforcement scaled system (per violation);
 - More than double the current enforcement fines
 - Expedited compliance/payment timeline (cut in half)
 - Penalty for operating without a permit = cost of permit + \$400 fine (\$1,158)



Cost Breakdown – Base Rate

(Chad)

STR Estimated Annual Costs (Base Fee)

Item	Annual Cost	Notes
<i>Host Compliance</i>	\$60,000	3-year rate with 10% discount; includes addition of compliance module, plus address ID, mobile permitting, and 24/7 hotline
<i>CEO II</i>	\$105,020	Represents max range for salary with benefit costs
<i>CEO II Overhead</i>	\$16,811	At current rate of 16.01%
<i>CEO vehicle</i>	\$2,353	Total cost (\$23,530) divided by 10 for initial purchase
<i>CEO vehicle ESD</i>	\$6,375	Covers replacement, O&M, fuel and asset fee
<i>CEO phones</i>	\$1,260	\$55/mo (mobile) + \$40/mo (mifi) + \$10/mo. (landline)
<i>Other CEO tech</i>	\$400	Total cost (\$2000) divided by 5 for initial purchase (PC, monitor, mobile case, Surface Pro, MiFi, camera, badge)
TOTAL	\$192,219	This is estimating non-inspection/non-hourly costs only. Cost of inspections/hourly work will be added to base fee.



Proposed Fees

(Chad)

APPLICATIONS	COMMUNITY SERVICES DEPT. FEES			FIRE FEES	Tech Fees	TOTAL
	Base Fee	Planning	Building	Fire District	RTF	
SHORT-TERM RENTAL (Article 319) (See Notes 10 & 11)						
Initial Permit (See Note 12)	\$384	\$90	\$180	\$90	\$14.40	\$758.40
Initial Permit (with licensed property manager as local responsible party)	\$346	\$81	\$180	\$90	\$14.04	\$711.04
Renewal with Inspection	\$384	\$45	\$90	\$90	\$9.00	\$618.00
Renewal with Inspection (with licensed property manager as local responsible party)	\$346	\$40.50	\$90	\$81	\$8.46	\$565.96
Renewal with Self-Certification (See Note 13)	\$384	\$45	\$45	\$45	\$5.40	\$524.40
Renewal with Self-Certification (with licensed property manager as local responsible party)	\$346	\$40.50	\$45	\$40.50	\$5.04	\$477.04
APPEAL OF STR ADMINISTRATIVE HEARING ORDER/DECISION to Board of County Commissioners (See Note 14)	-	\$250	-	-		\$250
INVESTIGATIVE FEE (per hour for relevant agencies)	-	-	-	-		\$90/hr.

STR nightly rates*	
Average across WC	\$334
Median across WC	\$239
Average across Incline/CB	\$350
Median across Incline/CB	\$247



Proposed Fines

(Chad)

Short Term Rental (STR) Administrative Penalties	Penalty
First administrative penalty (see note 2)	\$400.00
Second administrative penalty (see note 2)	\$700.00
Third administrative penalty	\$1,000.00 and potential revocation of STR permit
Operating an STR without the required permit (see note 5)	\$1,158.00

- The above represents penalties (i.e. fines) levied through the Administrative Enforcement process and are subject to the procedures outlined in WCC Ch. 125.
- It is possible additional enforcement mechanisms could be utilized, if necessary, including issuance of a misdemeanor criminal citation, which carries a potential fine of \$1,000.



Fees and Fines

(Chad)

Max. Fees by Tier (both permit and planning fees)

STR Tier	Permit Requirements	Permit Fees*
Tier 1 (1-10 occupants)	Standard STR Permit	Initial permit: \$758.40 Renewal: \$618 or less
Tier 2 (11-20 occupants)	Standard STR Permit with Administrative Review Permit	Initial permit: \$758.40 (Standard STR Permit), plus \$1,248 (Admin Review Permit) Renewal: \$618 or less
Tier 3 (Over 20 occupants)	Standard STR Permit with Administrative Permit	Initial permit: \$758.40 (Standard STR Permit), plus \$2,092-\$2,132 (Administrative Permit) Renewal: \$618 or less

- Planning fees are non-refundable; no guarantee of approval.
- Effective date of April 15, 2021 to be ready for May 1 submittals.
- Adoption by resolution (Master Fee and Penalty Schedules)
- Will be reassessed within the first 6-12 months of operation



Conclusion

(Chad)

- Extensive public input has been received
- Based on Board direction
- Fullfilled the vision statement / guiding principles (fair, implementable, balances interests, enforceable)
- Unique and designed to meet Washoe County needs, issues, and existing land use system
- Not perfect – continual review and improvement proposed
- Status report proposed in November, 2021



Motion

(Chad)

- This presentation covers both STR agenda items (21 & 21A) and staff reports
- Included for your reference at the end of each staff report is a possible motion for the respective subject matter (i.e. adopting WCC ch. 110, 50, 125 ordinances vs. adoption by resolution for the fees and fines)
- NOTE: Per legal advice, please do not include the last paragraph in the motion to adopt the ordinances

Do not include



“Further move to direct staff to conduct regular reviews of the program and report to the Board on regular basis regarding the status of the program, not to exceed 6 months between reviews from the date enforcement of the ordinance begins.”



Questions ?

Subject Matter Experts on Standby:

Planning: Trevor Lloyd & Chad Giesinger

Building: Mojra Hauenstein

North Lake Tahoe Fire PD: Chief Sommers & Fire Marshal Jennifer Donohue

Truckee Meadows Fire PD: Deputy Chief, Dale Way

Sheriff: Captain Don Gil

RSCVA: Robert Douglas, Senior Tax Auditor

IVGID: Indra Winquest, General Manager

WC Legal: Nate Edwards, DA

Thank you