



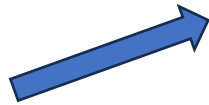
Vacation Rental Licensing Program

City Council
November 18, 2024



Review

- ▶ Provided Council with list of all known lodging facilities.
- ▶ 1st Reading Notification sent to Vacation Rental property owners.



CITY OF ASTORIA
FOUNDED 1811 • INCORPORATED 1936
COMMUNITY DEVELOPMENT

November 12, 2024

RE: VACATION RENTALS

You are receiving this mailing because you own and/or manage a property that operates as a lodging facility within the City limits of Astoria.

For several months, City Council has explored policy options that the City could implement to provide better oversight and regulation of lodging facilities – specifically, for vacation rentals. After many discussions, a license program is proposed to be adopted into the Astoria City Code (ACC). The most recent draft ordinance is enclosed for your review.

The ordinance proposes an annual license for vacation rentals with a required fire-life-safety inspection. The intent is to create a regulatory framework to register and monitor vacation rentals that are operating as a legal nonconforming use with standards to determine if the use has been discontinued. Additional parameters within the ordinance would include the following:

- Creates a definition for vacation rentals;
- Establishes an initial license fee of \$500 and a \$250 renewal fee per calendar year for each unit;
- Imposes a maximum cap of 50 vacation rental units;
- Establishes an enforcement mechanism;
- Violations could result in suspension or revocation of license.

The City Council will hold a first reading of the proposed ordinance at their next meeting, scheduled for Monday, November 18, 2024 at 6:00pm. Remote participation is also available via Zoom. Instructions are also provided on the back page of this notice. Be sure to check the City's website at www.astoria.gov for more details on the agenda and full agenda packet (typically posted three days prior to a meeting).

If you have specific questions, you may contact the Community Development Department via email at planning@astoria.gov or by calling (503) 338-5183.

Encl. Vacation Rentals DRAFT Ordinance



Updates

- ▶ Vacation Rental Definition
- ▶ License Application Requirements, 8.745.A.4
- ▶ License Denial, Suspension, or Revocation, 8.747.D
- ▶ Fee Schedule

Further Discussion

- ▶ Proposed License Application Fees
- ▶ Fire–Life–Safety Inspection Requirement



Vacation Rental Definition

- ▶ Page 53 / Definitions – updated language
 - ▶ **Vacation Rental** means any structure or portion of any structure offered for dwelling, lodging, or sleeping purposes for 30 days or less, is not occupied by an owner or manager at the same time as the renters, and does not meet the definition of lodging places per ACC Section 8.700. A Vacation Rental shall include any structure or portion of structure built and/or used as a residential dwelling converted to transient lodging; and/or any existing commercial structure or portion of commercial structure converted to transient lodging and/or any new structure constructed for transient lodging of five lodging units or less. Any portion of the structure that can be rented individually shall be considered its own lodging unit.



License Application Requirements

- ▶ **Page 55 / A.4 – updated language**
 - ▶ The applicant received City approval for vacation rental as a permitted outright use, a conditional use, or the vacation rental is documented as a non-conforming use.



License Denial, Suspension, or Revocation

- ▶ **Page 58 / D. – updated language**
 - ▶ The determination that a violation exists shall result in immediate suspension of the license. If the violation(s) are not cured within thirty (30) calendar days; or, if a plan to cure violation(s) has not been submitted and approved by the City within thirty (30) calendar days, the license will be revoked, effectively immediately.



Fee Schedule

- ▶ Amendment to adopt the Fee Schedule for Vacation Rental Licensing
- ▶ Proposed Fees:
 - ▶ New/Initial License \$500/1 calendar year
 - ▶ License Renewal \$250/1 calendar year
 - ▶ F-L-S Inspection by BO \$300
 - ▶ VR License Appeal \$500



Questions?

