



Kristin Kirkpatrick, Chair
Gerald Hart, Vice Chair
Jennifer Carpenter
Jeff Hansen
Emily Heinz
Michael Hobbs
Jeffrey Schneider

Conference Room A
281 N. College Avenue
Fort Collins, Colorado
80524

Planning and Zoning Hearing will be held on Thursday, June 9, 2016, in City Hall Chambers.

Regular Work Session June 3, 2016

281 N. College Avenue – Conference Room A
12:00 - 4:00 pm

Projected Time
12:00 – 12:15pm

Consent:

1. May 12, 2016, P&Z Hearing Draft Minutes
2. Arrowhead Cottages (Branson)
3. Majestic Place Annexation and Zoning, ANX160003 (Lorson)
4. CSU Whitcomb Streetscape Improvements (SPAR) (Holland)

Discussion:

5. Harmony 23 Modification Request (Mapes) 12:15 – 1:30pm
6. Food Truck Vendors (Wray)
7. Oakridge Crossing (Mounce)

Policy and Legislation:

- Street Oversizing Capital Expansion Fee Study (Baker) 1:30 – 2:30pm
- Short-Term Rentals – Draft Regulations (Shepard/Sawyer)

Board Topics:

- Old Town Planning Projects Update (Gloss/Wray/McWilliams) 2:30 – 4:00pm
- Small Cellular Facilities (Mounce)
- Mountain Vista Open Lands Scenario (Gloss)
- CSU Update on IGA Projects and Campus Access (Holland)



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MEMORANDUM

TO: Planning and Zoning Board

THROUGH: Cameron Gloss, Planning Manager

FROM: Ted Shepard, Chief Planner ^{TS}
Clay Frickey, City Planner

DATE: May 31, 2016

RE: Short Term Rentals – Status Report and Definitions

Administration:

The administration of allowing and licensing Short Term Rentals will not be a part of the Land Use Code. Instead, it will be part of Chapter 15 of the City Code which is titled ***Licenses and Business Regulations***. This is because a Short Term Rental would be licensed to a person and not considered as a land use per se. The actual land use will remain residential and a Short Term Rental would be considered an Accessory Use. Chapter 15 is specific and, by way of example, regulates such business activities as contractors, solid waste and recycling services, retail marijuana, outdoor vendors and the like. An important distinction is that should a licensee fail to comply with applicable regulations, a license can then be subject to a revocation procedure versus a zoning violation procedure.

Schedule:

- An online survey / questionnaire is currently available on the City's website. <http://www.surveygizmo.com/s3/2765655/Short-Term-Rental-Survey>
- An open house is scheduled for June 22, 2016, 6:00 – 7:30 p.m. at the Community Room, 215 N. Mason Street.
- City Council Worksession is scheduled for July 12, 2016.
- City Council First Reading is scheduled for September 6, 2016.

Land Use Code:

Because the current definition of *Bed and Breakfast* establishments will conflict with the proposed definitions for *Short Term Rentals*, staff is recommending that the Land Use Code be revised in the following manner:

Revise Existing Definition:

Bed and breakfast shall mean an establishment operated in a private residence or portion thereof, which provides temporary accommodations to overnight guests for a fee, a morning meal limited to guests only, and which is occupied by the operator of such establishment. A *bed and breakfast* may provide accommodations to individuals or multiple separate parties concurrently on both a reservation and walk-in basis.

Add Two New Definitions:

Short Term Rental – Primary shall mean a dwelling that is used exclusively for residential occupancy by the owner as a principal residence and where the owner leases a portion of the dwelling for periods of less than 30 days.

Short Term Rental – Non-Primary shall mean a dwelling that is used exclusively for residential occupancy by non-owners and where the owner leases the entire dwelling for periods of less than 30 days.

Staff anticipates bringing these Land Use Code revisions to the Planning and Zoning Board after the City Council Worksession and prior to First Reading.