

CITY OF PARIS, IDAHO

Ordinance #402

SHORT-TERM VACATION RENTAL ORDINANCE

CHAPTER 1: *Short Term Vacation Rental Ordinance*

The rules and regulations and process contained within this title shall be known as the Short-Term Rental Ordinance.

CHAPTER 2: *Definitions*

The following words and phrases shall have the definitions and meanings set forth below. If any words or phrases are defined elsewhere in this code, and there is a contradiction as to their meaning, the definitions set forth in this section shall control the Short Term Vacation Rental Ordinance.

A. Application shall mean the application for a Short-Term Rental License, which shall be a form, approved by the City Council. Such form may contain additional requirements.

B. Complete Application shall mean an Application that has satisfied all of the submittal requirements set forth in this Short-Term Rental Ordinance and otherwise complies with all of the criteria required for the issuance of a Short Term Rental License.

C. Clerk shall mean the Paris City Clerk.

D. Floor Plan shall mean a level-by-level plan of the Rental Property with labeling of all enclosed spaces within the structure and dimensions, including without limitation, all sleeping areas.

E. Nightly/Short Term Rental shall mean the rental of a Dwelling Unit or a portion thereof, including a Lockout Unit for less than thirty (30) days to a single person. Nightly Rental does not include the use of a Dwelling for commercial uses.

F. Owner shall mean the record titled owner of the residence for which a Short Term Rental License is sought or has been issued. The Owner may be a person or any form of business entity recognized by the State of Idaho. If the Owner is a form of business entity, the business entity shall maintain current registration with the Idaho Secretary of State or foreign equivalent.

G. Parking Space shall mean an area with a width of not less than: 9 feet and a length of not less than 18 feet located either within designated garages, or on impermeable surfaces such as asphalt, concrete, or gravel.

H. Property or Short Term Rental Property shall mean all such residences or dwelling units used for Short Term Rental purposes.

I. Property Management Company shall mean the Owner's agent for renting the Property, if any.

J. Sleeping Area shall mean any room that has a bed, bunk beds, daybed, or other furniture for sleeping, including, and without limitation, pull out couch or futon. To be a valid sleeping area the sleeping area shall have appropriate exits, ceiling heights, and windows. A sleeping area shall require a minimum of 100 square feet of floor space. Space shall include appropriate ingress and egress windows as well as smoke and CO detectors. A #5 fire extinguisher will be located at each entrance and a #10 fire extinguisher in the garage.

K. Use With Criteria shall mean the land use approval process contained in the City's Municipal Code; provided, however, if there are any conflicts, contradictions, or differences between the process and requirements set out in the Municipal Code and the process and requirements set out in this Short Term Rental Ordinance, the terms and conditions in the Short Term Rental Ordinance shall control.

L. Capacity/Occupancy shall be the maximum amount of people allowed to inhabit each unit as set forth in the permit and shall be no more than 1 person per 100 sq feet of livable space. Livable space shall include all areas of the home except garages, outbuildings etc.

M. Valid Objection shall mean an objection based on:

1. The Owner's objective failure to file a Complete Application; or
2. The Owner's failure to meet any of the required criteria (either contained in this section or on the application) for the issuance of a Short Term Rental License.

CHAPTER 3: *Licenses*

To operate as a Short-Term Rental, the Property Owner or Owner's Agent shall file an Application with the Clerk. An Owner's failure to meet the requirements of as set forth herein prior to renting shall be subject to the Penalties set forth in Section D below.

CHAPTER 4: *Requirements for Application*

The following information and documentation shall accompany the application and be provided to the Clerk:

1. The completed and signed application.
2. Proof of ownership for each unit intended to rent.
3. A site plan that includes dimensions for each unit that includes parking spaces.
 - a. -Include on the map proof of direct vehicular access to the property from /to a public street.
 - b. If no such access exists provide proof of easement onto rental property.
4. Proof of valid homeowners insurance that includes liability for each unit.

5. Floor plan including dimensions.
6. Copy of valid City of Paris business license.
7. Proof of registration of business with the Idaho Secretary of State or any appropriate state of incorporation, Idaho Sales Tax Commission Sellers Permit and Travel/Convention permit numbers.
8. Name and contact information for on-call 24-hour emergency contacts. Contact must live within 20 minutes of property.
9. A list of all utility providers and their contact numbers.
10. A random inspection by city officials anytime during the year.
11. The Owner shall sign the application certifying the accuracy of the information submitted and agreeing to comply with all regulations. If there is a Property Management Company or other agent of the Owner managing the Short Term Rental, the agent or an authorized officer of the Property Management Company, or both, shall also sign the application certifying the accuracy of the information submitted and agreeing to comply with all regulations.

CHAPTER 5: *Effective Date of License*

The License shall be issued by the Clerk upon approval by the City Council, provided that:

- A. The City Council has reviewed the application, and if necessary has interviewed the applicant/owner and set requirements as stipulated by this ordinance for issuing the license, and;
- B. The Council has reviewed all Valid Objections, and:
 1. The Applicant/owner has addressed and corrected any violations, listed in the objection, as stipulated by this ordinance, or
 2. The City Council finds that the objection is not valid as stipulated by this ordinance.
 3. All conditions of the license approval, by the City Council, have been completed by the applicant or owner.
- C. Fees. The application fee and annual renewal fee shall be set by resolution and will be used to offset the cost to the City to process, administer, and monitor the operation of Short Term Rentals.
- D. Penalties. Failure to comply with the licensing requirements either before or after a license is sought and/or issued as outlined above will result in a warning with 10 days granted to cure the violation. Failure to cure or any second subsequent violation will be fined in an amount of \$100, or an amount determined by resolution and given another 10 days to cure. Failure to cure or any third violation will be fined an additional fee in the amount of \$500 or any other amount set by resolution and will result in the loss of the party's short term rental license. Once revoked any attempt to continue to rent the property may result in city utilities being turned off to the property. Re-application may be sought after one (1) year.

CHAPTER 6: EFFECTIVE DATE

This ordinance shall be in full force and effect from and after its passage, approval and publication according to law.

Passes and approved this 16TH day of June, 2020.

City of Paris

By _____
Mayor Brad Wilks

ATTEST: David Matthews, Clerk

Publication Date: 9/23/2020