

CENTRAL VALLEY TOWN
RESIDENTIAL SHORT-TERM RENTAL ORDINANCE
RULES AND REGULATIONS
Ordinance Number 2023-001

Section 1 — Preamble

WHEREAS The Central Valley Town Planning Commission and Town Council identified a need to prepare a Residential Short-Term Rental Ordinance;

WHEREAS the purpose of this ordinance is to establish regulations for the use of privately-owned single-family dwellings that ensure basic health and safety to renters and neighbors and minimize the negative secondary effects of such use on surrounding residential neighborhoods.

Section 2 — Definitions

For the purpose of this title the following definitions shall apply:

Property owner: An individual, corporation, partnership, association, joint stock company, business trust, or any unincorporated organization that is the owner of a rental dwelling or has a financial interest in the rental dwelling.

Short term rental: Any single "unoccupied" family dwelling that is available for use as accommodation or lodging of guests for a period of less than thirty (30) consecutive days wherein guests pay a fee or other compensation for said use such as but not limited to Air B & B's, VRBO's (vacation rentals by owners).

Section 3 – Requirements

- A. Short-term rentals shall be conducted only in a single “unoccupied” family dwelling and only by the owner of the dwelling or an agent thereof, and shall meet all applicable requirements of this ordinance, and all other land use ordinances, building and health codes as applicable.
- B. One (1) off street parking area for each guest room, in addition to any parking requirements for the single-family dwelling, shall be provided. Parking of guest vehicles during the rental period, shall be allowed in the frontage of the short-term rental unit so

long as they do not block driveways, sidewalks, or the clear view of a street or driveway of an adjoining property or impede traffic in the street.

- C. The address of any dwelling unit used for a short-term rental shall be clearly visible.
- D. No accessory structure such as a motor home, travel trailer, boat, or similar vehicle or facility shall be used as a guest room.
- E. Short-term rental shall be a single “unoccupied” dwelling on its own parcel that can be sold as its own separate entity. Short-term rentals shall not be allowed in apartments. There shall be NO partial rental of a single-family dwelling.
- F. Owner (s) must obtain a Central Valley Town Conditional Use Permit and comply with all terms of mitigation.

Section 4 - Business License

It is unlawful for any person to keep, conduct, operate, or maintain a short-term rental without a Central Valley Town business license. A person who owns multiple short-term rentals is required to obtain one (1) business license for the operation and maintenance of each rental.

- A. License term: License shall expire on December 31st of the current year unless sooner cancelled and shall be issued for one (1) year only.
- B. License fee: Assessed as per the current Central Valley Town Consolidated Fee Schedule.
- C. License Application information shall contain the following information:
 - a. Location of short-term rental
 - b. The number of guests the short-term rental will accommodate.
 - c. Name, address, and telephone number of local responsible party who is available by phone call twenty-four (24) per day.
 - d. Proof of sufficient off-street parking to support the maximum number of potential guests.
 - e. Current copies of the license IDs in the name of the owner(s) or the property management company, ie.: Town Business License #, Lodging Sales tax #, State Business License #, Federal tax ID #.
 - f. The application shall include a statement by the applicant owner (s) affirming that the owner/s is/are currently in compliance with all legal requirements and has paid all applicable taxes, fees, and other charges, *ie.*, business license charges.

Section 5 - Maintenance, Structures and Grounds, Other Requirements and Limitations

A short-term rental shall be maintained and operated to the following minimum rules and regulations:

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The short-term rental owner must comply with the following:

1. A Short-Term Rental application must be filed with the Central Valley Town Clerk for each proposed rental property.
2. A short-term rental must be located and in a single-family dwelling and the rental conducted only by the owner or agent of the dwelling.
3. A short-term rental must meet all applicable requirements of the current Central Valley Town Short-Term Rental Ordinance and all other applicable requirements of the Towns current Land Use Ordinance, State and County Building Codes and Health Codes.
4. Short-term rentals are not allowed in apartments; there must be no partial rental of a single-family dwelling, or a shop/garage located outside of the dwelling.
5. Occupants of the short-term rental must comply with the current Central Valley Town Property, Maintenance Ordinance (Nuisance ordinance)
6. Access to the short-term rental unit and the layout of the rental must be designed so that noise and physical trespass from the rental is not likely to be a substantial intrusion on adjoining properties.
7. Every short-term rental requires its own Central Valley Town Business License.
8. Every short-term rental requires its own Central Valley Town Conditional Use Permit.
9. The owner or agent must mail or provide directly to the party signing or reserving any rental agreement a copy of all Short-term Rental Rules and Regulations as soon as possible, but no later than 10 days after reserving property. (*Central Valley Town Short-Term Ordinance – Rules and Regulations*).
10. Owner must prominently display on the property all rules and regulations pertaining to short-term rentals.
11. Owner must Collect Appropriate Sales, Resort and Transient Rental Taxes.
12. Owner must post clearly and legibly on the front door the following information:

- a. The name of the property management company, agent and/or owner(s) of the property living within 30 minutes of the property location, and any contact numbers at which the contact person can be reached on a 24-hour basis.
 - b. The maximum number of occupants permitted by the license.
 - c. The maximum number of vehicles permitted on the property and that all vehicles must be parked on the short-term rental property.
 - d. The number and location of all on-site parking spaces and parking rules for seasonal snow removal.
 - e. The trash pickup day and notification of all rules and regulations regarding trash removal, including without limitation, when trash may be left out and that animal proof containers must be used.
 - f. Emergency exit maps.
 - g. Emergency exit signs by all exterior doors and escape windows.
 - h. Owner/s or agent contact phone number/s.
 - i. Copy of current Central Valley Town Business License.
 - j. Copy of Central Valley Towns Short-Term Rental Rules and Regulations.
13. The use an occupancy of the short-term rental/s conform to applicable local, state, and federal laws including all applicable building codes and safety standards.
14. Guest parking must consist of one (1) off street parking space for each guest bedroom; parking of guest vehicles during the rental period can be allowed in the frontage of the rental unit so long as it does not block rental driveway or neighboring driveways or sidewalks.
15. As the property owner, I or my designated representative will be available to respond with twenty-four (24) hours to complaints regarding the condition, operation or conduct of occupants of the short-term rental and that remedial action will be taken to resolve such complaints.
16. As the property owner I am assuming responsibility for all guests' activities; and those violations may result in the town's business license denial, conditional use permit suspension or revocation.
17. As the property owner my best efforts will be focused to ensure that the occupants and/or guests of the short-term rental do not create unreasonable noise or disturbances, engage in disorderly conduct, or violate any provisions of the town's ordinances or State Law, including but not limited to noise, disorderly conduct, illegal consumption of alcohol or the use of illegal drugs.

18. There are no HOA and/or CC&R's that restrict me from using my residence as a short-term rental.
19. The short-term rental will be rented out to no more than two (2) guests per bedroom. The number of bedrooms must determine the number of guests allowed in the rental.
20. Each bedroom and corridor of the short-term rental leading to a bedroom must contain a working smoke detector.
21. Each floor of the short-term rental must contain a working carbon monoxide detector.
22. Each floor of the short-term rental must contain a visibly marked and easily accessible fire extinguisher as per State fire code.
23. As a condition to hold a valid short-term rental business license and conditional use permit, the owner agrees to provide or arrange to provide for adequate maintenance of both the dwelling and the yard property.
24. **Prohibited Uses**
 - a. Occupancy beyond the specified amount in the business license.
 - b. Outdoor sleeping of individual(s) which exceeds the permitted occupancy.
 - c. The preparation of food on site for people other than the allowed occupants and the allowed guests.
 - d. No accessory home, structure or travel trailers, boats or similar vehicle or facility can be used as a guest room.
 - e. No renter may use a short-term rental for a purpose not incidental to a normal residential use, such as running a non-authorized commercial business, distribution of retail products or personal services to invitees for marketing or similar purposes or the outdoor display of goods or/and merchandise for sale.
 - f. Trash and refuse cannot be stored within public view, except in proper containers for the purpose of collection by the towns authorized waste hauler on scheduled collection day.
 - g. At no time may the guests of the short-term rental violate State and Municipal Law concerning nuisances, noise and/or disturbing the peace.

Section 6 — Penalty

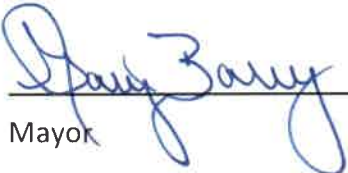
- A. Any person violating any provision of this ordinance could be found guilty of a Class C Misdemeanor.

Section 7 — Appeals

Any person or entity aggrieved by a decision in the enforcement and/or administration of this section shall have the right to appeal such decision to the Board of adjustments if a written request for an appeal is filed with the Zoning Administrator within thirty days (30) of verification that the aggrieved person or entity has been made aware of the decision.

This ordinance shall take effect upon adoption and posting.

Ordinance passed and adopted this 19th day of July 2023.



Mayor



ATTEST:


Town Clerk