

**SHORT-TERM RENTALS
CHELAN COUNTY CODE 11.88.290**

Code Section	Current Adopted Code	County Commissioner & Staff Proposed Changes	Planning Commission Recommendation (12/18/24)	Notes/Comments	PG																																																						
1	11.88.290(1)(A) Purpose Short-term rental use is a commercial use. Where excess rental units exist in residential communities, it has been shown to be detrimental to the affordable residential housing inventory and adversely affect the residential character of those neighborhoods.	Short-term rental use is a commercial use. Where excess rental units exist in residential communities, it has been shown to be detrimental to the affordable residential housing inventory and adversely affect the residential character of those neighborhoods.	No change – keep current adopted language	Planning Commission deliberation discussed that this was the underlying justification for the code – cause/effect Split vote at the Planning Commission and vote to delete language failed	1																																																						
2	11.88.290(1)(C) Purpose The provisions of this chapter are necessary to promote the public health and safety by protecting year-round residents' enjoyment of their homes and neighborhoods by minimizing the nuisance impact of short-term rentals on adjacent residences and by minimizing the detrimental impact of excessive short-term rentals on the affordable housing supply.	The provisions of this chapter are necessary to promote the public health and safety by protecting year-round residents' enjoyment of their homes and neighborhoods by minimizing the nuisance impact of short-term rentals on adjacent residences, and by minimizing the detrimental impact of excessive short-term rentals on the affordable housing supply.	No change – keep current adopted language	Planning Commission deliberation discussed that this was the underlying justification for the code – cause/effect Split vote at the Planning Commission and vote to delete language failed	1																																																						
3	11.88.290(2)(A)(i) Type Tier 1. Owner-occupied short-term rentals where either (a) rooms are rented and the owner is personally present at the dwelling during the rental period, or (b) the short-term rental is located within the same parcel as the owner's principal residence and the owner is personally present at the dwelling during the rental period, or (c) the entire dwelling is rented no more than fifteen total days in a calendar year; provided, that an on-site qualified person is there during the owner's absence. Portions of calendar days shall be counted as full days.	Tier 1. Owner/Manager/Operator-occupied short-term rentals where either (a) rooms are rented and the owner/manager/operator (to include title holders, corporate officers, and contract purchasers) is personally present at the dwelling during the rental period, or (b) the short-term rental is located within the same parcel as the owner/manager/operator's principal residence and the owner/manager/operator is personally present at the dwelling during the rental period, or (c) the entire dwelling is rented no more than fifteen total days in a calendar year; provided, that an on-site qualified person is there during the owner/manager/operator's absence. Portions of calendar days shall be counted as full days.	Tier 1. Owner-occupied (as defined in 14.98.1363) short-term rentals where either (a) rooms are rented and the owner (to include title holders, corporate officers, and contract purchasers) is personally present at the dwelling during the rental period, or (b) the short-term rental is located within the same parcel as the owner's principal residence and the owner is personally present at the dwelling during the rental period, or (c) the entire dwelling is rented no more than fifteen total days in a calendar year; provided, that an on-site qualified person is there during the owner's absence. Portions of calendar days shall be counted as full days.	Public testimony and deliberation among planning commission members questioned if not requiring the owner to occupy the residence and opening it to managers and operators, then what distinguishes this from a Tier 2? Would this just make a classification of Tier 2 STRs without a cap (Tier 1 is not included in the cap)?	2																																																						
4	11.88.290(2)(B)(ii)(a) Tiered Permits and Numbers Allowed Maximum Share of Short-Term Rentals <table border="1" data-bbox="282 590 897 1196"> <thead> <tr> <th>Area</th> <th>Name of Area</th> <th>Maximum Share of Short-Term Rentals*</th> </tr> </thead> <tbody> <tr> <td>Zip Code 98826</td> <td>Leavenworth</td> <td>6%</td> </tr> <tr> <td>Subarea 1</td> <td>Lake Wenatchee</td> <td>6%</td> </tr> <tr> <td>Subarea 2</td> <td>Plain</td> <td>6%</td> </tr> <tr> <td>Subarea 3</td> <td>Leavenworth</td> <td>6%</td> </tr> <tr> <td>Other Zip Codes</td> <td>Each individually</td> <td>6%</td> </tr> <tr> <td>Urban Growth Area</td> <td>Manson</td> <td>9%</td> </tr> <tr> <td>Urban Growth Area</td> <td>Peshastin</td> <td>0%</td> </tr> <tr> <td>City Assigned Unincorporated Urban Growth Areas</td> <td>Each individually</td> <td>6%</td> </tr> </tbody> </table>	Area	Name of Area	Maximum Share of Short-Term Rentals*	Zip Code 98826	Leavenworth	6%	Subarea 1	Lake Wenatchee	6%	Subarea 2	Plain	6%	Subarea 3	Leavenworth	6%	Other Zip Codes	Each individually	6%	Urban Growth Area	Manson	9%	Urban Growth Area	Peshastin	0%	City Assigned Unincorporated Urban Growth Areas	Each individually	6%	<p>Revisit/reassess all cap numbers or remove – PC to provide recommendations</p> <p>Maximum Share of Short-Term Rentals <table border="1" data-bbox="201 1227 836 1818"> <thead> <tr> <th>Area</th> <th>Name of Area</th> <th>Maximum Share of Short-Term Rentals*</th> </tr> </thead> <tbody> <tr> <td>Zip Code 98826</td> <td>Leavenworth</td> <td>6%</td> </tr> <tr> <td>Subarea 1</td> <td>Lake Wenatchee</td> <td>6%</td> </tr> <tr> <td>Subarea 2</td> <td>Plain</td> <td>6%</td> </tr> <tr> <td>Subarea 3</td> <td>Leavenworth</td> <td>6%</td> </tr> <tr> <td>Other Zip Codes</td> <td>Each individually</td> <td>6%</td> </tr> <tr> <td>Urban Growth Area</td> <td>Manson</td> <td>9 6%</td> </tr> <tr> <td>Urban Growth Area</td> <td>Peshastin</td> <td>0%</td> </tr> <tr> <td>City Assigned Unincorporated Urban Growth Areas</td> <td>Each individually</td> <td>6%</td> </tr> </tbody> </table> </p>	Area	Name of Area	Maximum Share of Short-Term Rentals*	Zip Code 98826	Leavenworth	6%	Subarea 1	Lake Wenatchee	6%	Subarea 2	Plain	6%	Subarea 3	Leavenworth	6%	Other Zip Codes	Each individually	6%	Urban Growth Area	Manson	9 6%	Urban Growth Area	Peshastin	0%	City Assigned Unincorporated Urban Growth Areas	Each individually	6%	No change – keep current adopted language	This was a request from the Manson Community Council to lower to 6% to match other areas of the county as they were not yet at 6%. Public testimony and planning commission deliberation considered that the 9% in the current adopted code was negotiated and there were trade-offs. A change in this percent warranted a deeper look at the reasons for the negotiation and to possibly send back to a study group.	3
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5	11.88.290(2)(C)(iv)(a) 11.88.290(2)(C)(iv)(a)(1) 11.88.290(2)(C)(iv)(b) 11.88.290(2)(C)(v)	Existing non-conforming language	delete	Legal counsel has concerns with deleting this language	6																																																			
6	11.88.290(2)(D)(i) Lot Size and Lot Location Standards	Minimum Lot Area (Acres) Required to Accommodate New Short-Term Rental <table border="1"> <thead> <tr> <th>Zone</th> <th>Tier 2</th> <th>Tier 3</th> </tr> </thead> <tbody> <tr> <td>RR20</td> <td>10</td> <td>10</td> </tr> <tr> <td>RR10</td> <td>10</td> <td>10</td> </tr> <tr> <td>RR5</td> <td>5</td> <td>5</td> </tr> <tr> <td>RR2.5</td> <td>2.5</td> <td>Not allowed</td> </tr> <tr> <td>RRR</td> <td>0.275</td> <td>Not allowed</td> </tr> <tr> <td>RW</td> <td>0.275</td> <td>Not allowed</td> </tr> <tr> <td>RV</td> <td>0.275</td> <td>Not allowed</td> </tr> </tbody> </table>	Zone	Tier 2	Tier 3	RR20	10	10	RR10	10	10	RR5	5	5	RR2.5	2.5	Not allowed	RRR	0.275	Not allowed	RW	0.275	Not allowed	RV	0.275	Not allowed	Minimum Lot Area (Acres) Required to Accommodate New Short-Term Rental <table border="1"> <thead> <tr> <th>Zone</th> <th>Tier 2</th> <th>Tier 3</th> </tr> </thead> <tbody> <tr> <td>AC</td> <td>10</td> <td>Not Allowed</td> </tr> <tr> <td>RR20</td> <td>10</td> <td>10</td> </tr> <tr> <td>RR10</td> <td>10</td> <td>10</td> </tr> <tr> <td>RR5</td> <td>5</td> <td>5</td> </tr> <tr> <td>RR2.5</td> <td>2.5</td> <td>Not allowed</td> </tr> <tr> <td>RRR</td> <td>0.275</td> <td>Not allowed</td> </tr> <tr> <td>RW</td> <td>0.275</td> <td>Not allowed</td> </tr> <tr> <td>RV</td> <td>0.275</td> <td>Not allowed</td> </tr> </tbody> </table>	Zone	Tier 2	Tier 3	AC	10	Not Allowed	RR20	10	10	RR10	10	10	RR5	5	5	RR2.5	2.5	Not allowed	RRR	0.275	Not allowed	RW	0.275	Not allowed	RV	0.275	Not allowed	AC zoning requires a CUP, but needed clarification that it still also had to meet the minimum lot size. Inadvertently left out of codified version.	7
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7	11.88.290(2)(E)(i)(a-g) 11.88.290(2)(E)(ii)(a)(1-4) 11.88.290(2)(E)(ii)(c) 11.88.290(2)(E)(iii)(e)(1-3) 11.88.290(2)(E)(iii) 11.88.290(2)(E)(iv) 11.88.290(2)(E)(v)(a-c)	Existing non-conforming language	delete	Legal counsel has concerns with deleting this language	7 8 9 10																																																			
8	11.88.290(3)(A)(ii) Primary or Accessory Residence	A short-term rental owner may operate only one short-term rental per parcel as designated on their permit application form, which may be in either the primary dwelling or the accessory dwelling unit but not both. If the short-term rental occurs in a multifamily dwelling the same owner may not rent more than one unit in the development.	A short-term rental owner may operate only one short-term rental per parcel as designated on their permit application form, which may be in either the primary dwelling or the accessory dwelling unit but not both. <u>The property owner (which includes title holders, corporate officers, and contract purchasers) shall occupy either the primary unit or the accessory unit as their permanent residence if property is permitted and used as a short-term rental. In the case a corporate entity owns the property, at least one principal officer must be a permanent resident of the property. Proof of residence includes, but is not limited to government issued identification, voter's registration, or utility bills. If the short-term rental occurs in a multifamily dwelling the same owner may not rent more than one unit in the development.</u>	A short-term rental owner may operate only one short-term rental per parcel as designated on their permit application form, which may be in either the primary dwelling or the accessory dwelling unit but not both. <u>The property owner (which includes title holders, corporate officers, and contract purchasers) shall occupy either the primary unit or the accessory unit as their permanent residence if property is permitted and used as a short-term rental. In the case a corporate entity owns the property, at least one principal officer must be a permanent resident of the property. Proof of residence includes, but is not limited to government issued identification, voter's registration, or utility bills. If the short-term rental occurs in a multifamily dwelling the same owner may not rent more than one unit in the development.</u>	11																																																			
9	11.88.290(3)(B)(i)(b) Occupancy	Occupancy of bedrooms is limited to two persons per bedroom, including children.	Occupancy of bedrooms is limited <u>limits are based off to two persons per bedroom, including children not including children under 24 months of age.</u>	Occupancy of bedrooms is limited <u>limits are based off to two persons per bedroom, including children.</u>	11																																																			

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<p>10 11.88.290(3)(B)(ii)(a&b) Occupancy</p>	<p>(ii) Tier 1 and Tier 2 Occupancy Limits. (a) Overnight Occupancy. The owner or operator must limit overnight occupancy to no more than two persons per bedroom, not to exceed: Tier 1: a total of eight persons including children. Tier 2: a total of twelve persons including children. Tier 3: a total of sixteen persons including children. (b) Daytime Occupancy.</p>	<p>(ii) Tier 1 and Tier 2 Occupancy Limits. (a) Overnight Occupancy. The owner or operator must limit overnight occupancy to no more than two persons per bedroom, not to exceed: Tier 1: a total of eight persons including children-owners <u>and any children over 24 months of age.</u> Tier 2: a total of twelve persons including children <u>over 24 months of age.</u> Tier 3: a total of sixteen persons including children-any onsite owners <u>and children over 24 months of age.</u> (b) Daytime Occupancy.</p>	<p>(ii) Tier 1 and Tier 2 Occupancy Limits. (a) Overnight Occupancy. The owner or operator must limit overnight occupancy to no more than two persons per bedroom, not to exceed: Tier 1: a total of eight persons including children. Tier 2: a total of twelve persons including children. Tier 3: a total of sixteen persons including children. (b) Daytime Occupancy.</p>	<p>With public testimony, Fire Marshal testimony and deliberation among planning commission members, the recommendation was to refer these proposed changes to a work group to further study</p>	<p>11 12</p>
<p>11 11.88.290(3)(C)(i) Parking</p>	<p>Provide residential parking, not located within a setback and not within any recorded access easement, consistent with the provisions of Chapter 11.90.</p>	<p>Provide residential parking, not located within a setback and not within any recorded access easement, consistent with the provisions of Chapter 11.90.</p>	<p>Provide residential parking, not located within a setback and not within any recorded access easement, consistent with the provisions of Chapter 11.90.</p>	<p>Homes not used as STRs are allowed to park in their setbacks as long as they can provide proof that they have 2 parking spaces outside the setback (typically in the garage). Make it consistent with parking section of the code.</p>	<p>12</p>

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12 11.88.290(3)(C)(ii) Parking	The number of vehicles allowed at the short-term rental must be limited to the number required per Section 11.90.060 ; this requirement must be included in the property management plan per subsection (3)(K) of this section; provided, that any short-term rental may exceed these limits for hosted events if a conditional use permit has been obtained and all requirements of approval including traffic and parking requirements have been satisfied consistent with Section 11.93.315 .	The number of vehicles allowed at the short-term rental must be limited to the number required per Section 11.90.060 ; this requirement must be included in the property management plan per subsection (3)(K) of this section; provided, that any short-term rental may exceed these limits for hosted events if a conditional use permit has been obtained and all requirements of approval including traffic and parking requirements have been satisfied consistent with Section 11.93.315 . <u>Properties with a short-term rental permit need to have their parking on the same parcel as the short-term rental. Number of vehicles allowed at a short-term rental must include any boats, trailers, campers, personal watercraft, etc.</u>	The number of vehicles allowed at the short-term rental must be limited to the number required per Section 11.90.060 ; this requirement must be included in the property management plan per subsection (3)(K) of this section; provided, that any short-term rental may exceed these limits for hosted events if a conditional use permit has been obtained and all requirements of approval including traffic and parking requirements have been satisfied consistent with Section 11.93.315 . <u>Properties with a short-term rental permit need to have their parking on the same parcel as the short-term rental. Number of vehicles allowed at a short-term rental must include any boats, trailers, campers, personal watercraft, etc.</u>	Clear expectations to minimize impacts on neighboring properties and access roads/drives	13
13 11.88.290(3)(G)(i) Signs	All owners or operators must display and maintain the address of the residence so that it is clearly visible from the street or access road in compliance with Section 10.20.520 requirements. The rental must also display and maintain an additional sign outside identifying the property as short-term rental and displaying the Chelan County short-term rental registration number and central phone number required by the county. The sign must not exceed eight square feet in area and if illuminated, must be indirectly illuminated, and letters and numbers must be at a minimum four inches in height.	All owners or operators must display and maintain the address of the residence so that it is clearly visible from the street or access road in compliance with Section 10.20.520 requirements. The rental must also display and maintain an additional sign outside identifying the property as short-term rental and displaying the Chelan County short-term rental registration permit number and central phone number of qualified person/local contact to be called if an issue needs someone onsite within 60 minutes as required by the county. The sign must not exceed eight square feet in area and if illuminated, must be indirectly illuminated, and letters and numbers must be at a minimum four inches in height. <u>The sign must be all-weather, reflective, and permanently self-posted.</u>	All owners or operators must display and maintain the address of the residence so that it is clearly visible from the street or access road in compliance with Section 10.20.520 requirements. The rental must also display and maintain an additional sign outside identifying the property as short-term rental and displaying the Chelan County short-term rental registration permit number and central phone number of qualified person/local contact to be called if an issue needs someone onsite within 60 minutes as required by the county. The sign must not exceed eight square feet in area and if illuminated, must be indirectly illuminated, and letters and numbers must be at a minimum four inches in height <u>and permanently posted.</u>	Clarification	14
14 11.88.290(3)(G)(ii)(a) Signs	(a) For short-term rental structures located fifty feet or less from the primary road, the sign text shall be displayed on the side of the structure facing the road and shall be visible from the road designated in the assigned address. (b) For short-term rental structures located fifty feet or more from the primary road, or for buildings not visible from the road, the sign text shall be posted inside the owner's property line at the access point to the road designated in the assigned address.	(a) For short-term rental structures located fifty feet or less from the primary road, the sign text shall be displayed on the side of the structure facing the road and shall be visible from the road designated in the assigned address. (b) For short-term rental structures located fifty feet or more from the primary road, or for buildings not visible from the road, the sign text shall be posted inside the owner's property line at the access point to the road designated in the assigned address.	(a) For short-term rental structures located fifty feet or less from the primary road, the sign text shall be displayed on the side of the structure facing the road and shall be visible from the road designated in the assigned address. (b) For short-term rental structures located fifty feet or more from the primary road, or for buildings not visible from the road, the sign text shall be posted inside the owner's property line at the access point to the road designated in the assigned address.	The sign needs to be displayed, not just the text	14 15
15 11.88.290(3)(J) Qualified Person	Qualified Person	Qualified Person/ <u>Local Contact</u>	Qualified Person/ <u>Local Contact</u>	Clarification	15
16 11.88.290(3)(J)(iii) Qualified Person/Local Contact	Repeat Violations: A second subsequent violation within twelve months of the previous violation of failing to have a qualified person available, or failing to respond to a complaint once notified by the sheriff, county staff, or by any monitoring service employed by the county, is grounds for revocation of the short-term rental permit under Section 16.20.040 .	Repeat Violations: A second subsequent violation within twelve months of the previous violation of failing to have a qualified person available, or failing to respond to a complaint once notified by the sheriff, county staff, or by any monitoring service employed by the county, is grounds for revocation of the short-term rental permit under Section 16.20.040 .	Repeat Violations: A second subsequent violation within twelve months of the previous violation of failing to have a qualified person available, or failing to respond to a complaint once notified by the sheriff, county staff, or by any monitoring service employed by the county, is grounds for revocation of the short-term rental permit under Section 16.20.040 .	Clean up We have a monitoring service under contract	16

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17	11.88.290(3)(K)(i) Property Management Plan	Short-term rentals must maintain an up-to-date property management plan on file with the Chelan County community development department and be prominently displayed within the common living area portion of the rental. The property management plan must include the following:	Short-term rentals must maintain an up-to-date property management plan on file with the Chelan County community development department and be prominently displayed within the common living area portion of the rental. <u><i>If changes are made during the term of the permit, the Department must be provided the information in the form of updated forms.</i></u> The property management plan must include the following:	Short-term rentals must maintain an up-to-date property management plan on file with the Chelan County community development department and be prominently displayed within the common living area portion of the rental. <u><i>If changes are made during the term of the permit, the Department must be provided the information in the form of updated forms.</i></u> The property management plan must include the following:	Clarification	16
18	11.88.290(3)(O) Taxes	The owner or operator must comply with Chapter 6.30, and other local sales taxes and state hotel/motel/lodging and sales taxes in accordance with the Department of Revenue.	The owner or operator must comply with Chapter 6.30, and other local sales taxes and state hotel/motel/lodging and sales taxes in accordance with the Department of Revenue. <u><i>Proof of paid sales tax and lodging tax must be provided annually at the time of renewal.</i></u>	The owner or operator must comply with Chapter 6.30, and other local sales taxes and state hotel/motel/lodging and sales taxes in accordance with the Department of Revenue.	Planning Commission discussion determined that lack of taxes being paid was an issue between DOR and the business owner. The County cannot identify through DOR lodging tax remittance which properties it was from – only a receipt from the owner verifies	18
19	11.88.290(4)(A)(ii) Land Use Permits	All uses on the property must fully comply with this title and the property may not have existing unresolved Chelan County code permitting, land use, or other violations under Title 3, 11, 15, or 16 in order to be eligible for an administrative short-term rental land use permit or conditional use permit under this chapter. Existing properties claiming nonconforming short-term rentals may be issued a provisional short-term rental permit and may be provided the time of their respective grace period pursuant to subsection (2)(E)(i)(c) of this section, but no later than December 31, 2022, to address all violations. No provisional or other short-term rental land use permits shall be issued after that date until any violations are resolved. The director may extend the timeframe for up to six additional months to obtain compliance upon a showing of a good faith effort.	All uses on the property must fully comply with this title and the property may not have existing unresolved Chelan County code permitting, land use, or other violations under Title 3, 11, 15, or 16 in order to be eligible for an administrative short-term rental land use permit or conditional use permit under this chapter. Existing properties claiming nonconforming short-term rentals may be issued a provisional short-term rental permit and may be provided the time of their respective grace period pursuant to subsection (2)(E)(i)(c) of this section, but no later than December 31, 2022, to address all violations. No provisional or other short-term rental land use permits shall be issued after that date until any violations are resolved. The director may extend the timeframe for up to six additional months to obtain compliance upon a showing of a good faith effort.	All uses on the property must fully comply with this title and the property may not have existing unresolved Chelan County code permitting, land use, or other violations under Title 3, 11, 15, or 16 in order to be eligible for an administrative short-term rental land use permit or conditional use permit under this chapter. Existing properties claiming nonconforming short-term rentals may be issued a provisional short-term rental permit and may be provided the time of their respective grace period pursuant to subsection (2)(E)(i)(c) of this section, but no later than December 31, 2022, to address all violations. No provisional or other short-term rental land use permits shall be issued after that date until any violations are resolved. The director may extend the timeframe for up to six additional months to obtain compliance upon a showing of a good faith effort.	Existing non-conforming language Legal counsel has concerns with deleting this language	18
20	11.88.290(4)(B)(i) Annual Renewal	The department shall by September 1st of each year, mail a renewal reminder notice to the permitted owner or operator, sent to the postal address or the email address on file reminding of the renewal requirement of the rental permit requirement.	The department shall by September 1st of each year, mail send a renewal reminder notice to the permitted owner or operator, sent to the postal address or the email address on file reminding of the renewal requirement of the rental permit requirement. <u><i>Reminders are a courtesy to short-term rental operators and failure to receive a reminder does not relieve the owner of any duty under the Chelan County Code or act as a defense to any action by the County to enforce this section.</i></u>	The department shall by September 1st of each year, mail send a renewal reminder notice to the permitted owner or operator, sent to the postal address or the email address on file reminding of the renewal requirement of the rental permit requirement. <u><i>Reminders are a courtesy to short-term rental operators and failure to receive a reminder does not relieve the owner of any duty under the Chelan County Code or act as a defense to any action by the County to enforce this section.</i></u>	Clarification – forward thinking for alternate forms of communication.	18
21	11.88.290(4)(B)(iv) Annual Renewal	All permit renewal applications for permitting year 2023, and beyond, must be received by October 31st of the preceding year.	All permit renewal applications for permitting year 2023, and beyond, must be received <u><i>annually</i></u> by October 31st of the preceding year.	All permit renewal applications for permitting year 2023, and beyond, must be received <u><i>annually</i></u> by October 31st of the preceding year.	Legal counsel suggested language We file affidavits of mailing to the addresses provided by the permittees, but cannot guarantee they read them, or keep them.	18

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<p>22 11.88.290(4)(B)(iv)(a) Annual Renewal</p>	<p>At their discretion the director may, upon showing of a hardship reason for applicant's delay, accept permit renewal applications received after October 31st but before December 31st of the same year and may assess double the normal fees for permitting, provided the short-term rental may not continue operation past December 31st until the permit application is approved and a permit issued.</p>	<p>At their discretion the director may, upon showing of a hardship reason for applicant's delay, accept permit renewal applications received after October 31st but before December 31st of the same year and may assess double the normal fees for permitting, Annual renewal applications will be considered on time if received between September 1 – October 31 each year. Renewal applications received between November 1 – November 30 will be considered late and pay a late fee of twice the permit fee in addition to the renewal fee. Renewal applications received between December 1 – December 31 will be considered very late and pay a late fee of triple the permit fee in addition to the renewal fee. The late renewals will be processed provided the short-term rental may not continue operation past December 31st until the permit application is approved and a permit issued. This applies to all permit tier levels.</p>	<p>At their discretion the director may, upon showing of a hardship reason for applicant's delay, accept permit renewal applications received after October 31st but before December 31st of the same year and may assess double the normal fees for permitting, Annual renewal applications will be considered on time if received between September 1 – October 31 each year. Renewal applications received between November 1 – November 30 will be considered late and pay a late fee of twice the permit fee in addition to the renewal fee. Renewal applications received between December 1 – December 31 will be considered very late and pay a late fee of triple the permit fee in addition to the renewal fee. The late renewals will be processed provided the short-term rental may not continue operation past December 31st until the permit application is approved and a permit issued. This applies to all permit tier levels</p>	<p>Eliminate the Director discretion as it made the determination of "hardship" subjective. What is a hardship to one person may not be a hardship to another. Replaced with hard dates and fees for late submittals.</p>	<p>19</p>
<p>23 11.88.290(4)(B)(iv)(b) Annual Renewal</p>	<p>Permit renewal applications received after December 31st will not be accepted, and the short-term rental must immediately cease operations on January 1st of the following year. The owner and property lose any vesting to continue operation as a legally conforming or nonconforming short-term rental under this chapter. Expired short-term rentals under this subsection are then subject to the housing cap provisions of subsection (2)(B) of this section and must apply as a new short-term rental if all other provisions of this section allow, and consistent with the applicable district use chart.</p>	<p>Permit renewal applications received after December 31st will not be accepted, and the short-term rental operations enby January 1st of the following year. The owner and property lose any vesting to continue operation as a legally conforming or nonconforming short-term rental under this chapter. Expired short-term rentals under this subsection are then subject to the housing cap provisions of subsection (2)(B) of this section and must apply as a new short-term rental if all other provisions of this section allow, and consistent with the applicable district use chart.</p>	<p>Permit renewal applications received after December 31st will not be accepted, and the short-term rental operations enby January 1st of the following year. The owner and property lose any vesting to continue operation as a legally conforming or nonconforming short-term rental under this chapter. Expired short-term rentals under this subsection are then subject to the housing cap provisions of subsection (2)(B) of this section and must apply as a new short-term rental if all other provisions of this section allow, and consistent with the applicable district use chart.</p>	<p>Clarification</p>	<p>19</p>
<p>24 11.88.290(4)(C) Permit Applications</p>	<p>Short-term rental owners must apply for an administrative land use permit to establish compliance with this code. Fees consistent with Section 3.24.010 must be paid. Applicable fees shall reflect costs for review, inspections, and permitting of different short-term rental tiers, and inspections at the appropriate stage. All other permit costs apply. Fees are due at the time of permit application.</p>	<p>Short-term rental owners must apply for an administrative land use permit to establish compliance with this code. <u>This will include a Short-Term Rental permit and, in some cases, an additional land use permit.</u> Fees consistent with Section 3.24.010 must be paid. Applicable fees shall reflect costs for review, inspections, and permitting of different short-term rental tiers, and inspections at the appropriate stage. All other permit costs apply. Fees are due at the time of permit application.</p>	<p>Short-term rental owners must apply for an administrative land use permit to establish compliance with this code. <u>This will include a Short-Term Rental permit and, in some cases, an additional land use permit.</u> Fees consistent with Section 3.24.010 must be paid. Applicable fees shall reflect costs for review, inspections, and permitting of different short-term rental tiers, and inspections at the appropriate stage. All other permit costs apply. Fees are due at the time of permit application.</p>	<p>Clarification</p>	<p>19</p>
<p>25 11.88.290(4)(D)(i) 11.88.290(4)(D)(ii) 11.88.290(4)(D)(ii)(a) 11.88.290(4)(D)(iv)</p>	<p>Existing non-conforming language</p>	<p>delete</p>	<p>delete</p>	<p>Legal counsel has concerns with deleting this language</p>	<p>19 20</p>

**SHORT-TERM RENTALS
CHELAN COUNTY CODE 11.88.290**

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<p>26 11.88.290(4)(D)(v)(a) Application Acceptance and Evaluation</p>	<p>New short-term rental applications are not allowed for 2021. Applications for 2022 new compliant short-term rentals in urban growth areas or Zip Codes below the cap based upon available data may apply for a short-term rental land use permit application starting December 1, 2021, and by no later than July 29, 2022, as provided herein. No new 2022 permit applications will be accepted after July 29, 2022. Permit applications, or reservations for application appointments, will be taken on a first-come, first-served basis at the community development office starting at nine a.m. After the 2022 permitting year, permit applications for subsequent years are only accepted on the published dates allowing permit submission. The number of permit applications accepted shall not exceed the number of short-term rentals allowed per the applicable housing cap within each Zip Code and urban growth area as provided in subsection (2)(B) of this section. Once the limit on the number of applications for Tier 2 and Tier 3 short-term rentals has been reached, the window of time for submission shall be closed for that year; provided, that Tier 1 applications do not have a limit on the number of applications.</p>	<p>New short-term rental applications are not allowed for 2021. Applications for 2022 new compliant short-term rentals in urban growth areas or Zip Codes below the cap based upon available data may apply for a short-term rental land use permit application starting December 1, 2021, and by no later than July 29, 2022, as provided herein. No new 2022 permit applications will be accepted after July 29, 2022. Permit applications, or reservations for application appointments, will be taken on a first-come, first-served basis at the community development office starting at nine a.m. After the 2022 permitting year, permit applications for subsequent years are only accepted on the published dates allowing permit submission. The number of permit applications accepted shall not exceed the number of short-term rentals allowed per the applicable housing cap within each Zip Code and urban growth area as provided in subsection (2)(B) of this section. Once the limit on the number of applications for Tier 2 and Tier 3 short-term rentals has been reached, the window of time for submission shall be closed for that year; provided, that Tier 1 applications do not have a limit on the number of applications.</p>	<p>New short-term rental applications are not allowed for 2021. Applications for 2022 new compliant short-term rentals in urban growth areas or Zip Codes below the cap based upon available data may apply for a short-term rental land use permit application starting December 1, 2021, and by no later than July 29, 2022, as provided herein. No new 2022 permit applications will be accepted after July 29, 2022. Permit applications, or reservations for application appointments, will be taken on a first-come, first-served basis at the community development office starting at nine a.m. After the 2022 permitting year, permit applications for subsequent years are only accepted on the published dates allowing permit submission. The number of permit applications accepted shall not exceed the number of short-term rentals allowed per the applicable housing cap within each Zip Code and urban growth area as provided in subsection (2)(B) of this section. Once the limit on the number of applications for Tier 2 and Tier 3 short-term rentals has been reached, the window of time for submission shall be closed for that year; provided, that Tier 1 applications do not have a limit on the number of applications.</p>	<p>Old language that is no longer applicable</p>	<p>20</p>
<p>27 11.88.290(4)(D)(v)(d) Application Acceptance and Evaluation</p>	<p>An application must be deemed complete before a permit is issued. Any applicant who does not complete the required application forms, complete any required inspections or other processes contained within this chapter, and fully submit any required supplemental information or who within thirty calendar days of notification fails to correct any application documentation submission deficiencies as requested by the department by any required deadlines, including submitting a complete application for any required conditional use permits, or who upon application review is found to have knowingly provided false information, or if the applicant or property is found to be out of compliance with this or other titles of Chelan County land use or development codes, is therefore ineligible for a short-term rental permit. The applicant shall not receive any further processing of their application. Once denied, the applicant shall not be eligible for rental permit application until such time as the owner can show compliance with Chelan County regulations, and then must reapply to restart the process.</p>	<p>An application must be deemed complete before a permit is issued. Any applicant who does not complete the required application forms, complete any required inspections or other processes contained within this chapter, and fully submit any required supplemental information or who within thirty calendar days of notification fails to correct any application documentation submission deficiencies as requested by the department by any required deadlines, including submitting a complete application for any required conditional use permits, or who upon application review is found to have knowingly provided false information, or if the applicant or property is found to be out of compliance with this or other titles of Chelan County land use or development codes, is therefore ineligible for a short-term rental permit. The applicant shall not receive any further processing of their application. Once denied, the applicant shall not be eligible for rental permit application until such time as the owner can show compliance with Chelan County regulations, and then must reapply to restart the process.</p>	<p>An application must be deemed complete before a permit is issued. Any applicant who does not complete the required application forms, complete any required inspections or other processes contained within this chapter, and fully submit any required supplemental information or who within thirty calendar days of notification fails to correct any application documentation submission deficiencies as requested by the department by any required deadlines, including submitting a complete application for any required conditional use permits, or who upon application review is found to have knowingly provided false information, or if the applicant or property is found to be out of compliance with this or other titles of Chelan County land use or development codes, is therefore ineligible for a short-term rental permit. The applicant shall not receive any further processing of their application. Once denied, the applicant shall not be eligible for rental permit application until such time as the owner can show compliance with Chelan County regulations, and then must reapply to restart the process.</p>	<p>Clarification</p>	<p>21</p>

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28	11.88.290(4)(D)(v)(e) Application Acceptance an Evaluation	NEW SECTION	<u>During annual renewal review process, the Director reserves the right to update and correct discrepancies, which may include adjustments to occupancy, tier level, etc.</u>	<u>During annual renewal review process, the Director reserves the right to update and correct discrepancies, which may include adjustments to occupancy, tier level, etc.</u>	Staff recommended section so adjustments can be made without full resubmittal of application materials	21
29	11.88.290(4)(H)(i) Fire, Safety, Health	Fire and Emergency Safety and Short-Term Rental Standards. Prior to approving the initial short-term rental permit, the applicable fire district or community development personnel must perform a life-safety and applicable short-term rental or conditional land use permit standards inspection, except as provided under subsections (4)(H)(iii) and (iv) of this section.	Fire and Emergency Safety and Short-Term Rental Standards. Prior to approving the initial short-term rental permit, the applicable fire district Fire Marshal's office or community development personnel must perform a life-safety and applicable short-term rental or conditional land use permit standards inspection, except as provided under subsections (4)(H)(iii) and (iv) of this section.	Fire and Emergency Safety and Short-Term Rental Standards. Prior to approving the initial short-term rental permit, the applicable fire district Fire Marshal's office or community development personnel must perform a life-safety and applicable short-term rental or conditional land use permit standards inspection, except as provided under subsections (4)(H)(iii) and (iv) of this section.	Initial proposal by Fire Marshal was to require annual fire and life safety inspections due to commercial use. Planning Commission recommended that the Fire Marshal's office conduct the initial inspection at the time of permitting and that all subsequent renewals would require a self-certification	22
30	11.88.290(4)(H)(iii & iv) Fire, Safety, Health	(iii) The director may waive inspections under subsections (4)(H)(i) and (ii) of this section associated with the initial short-term rental permit if the owner or operator provides a notarized affidavit from the applicable fire district or fire marshal or Chelan-Douglas health district that the short-term rental complies with applicable requirements in subsections (4)(H)(i) and (ii) of this section. (iv) After the unit is approved and permitted for rental, a completed self-certification checklist for health and safety is required to be submitted by the owner with each annual short-term land use permit renewal consistent with forms provided by the director.	(iii) The director may waive inspections under subsections (4)(H)(i) and (ii) of this section associated with the initial short-term rental permit if the owner or operator provides a notarized affidavit from the applicable fire district or fire marshal or Chelan-Douglas health district that the short-term rental complies with applicable requirements in subsections (4)(H)(i) and (ii) of this section. (iv) After the unit is approved and permitted for rental, a completed self-certification checklist for health and safety is required to be submitted by the owner with each annual short-term land use permit renewal consistent with forms provided by the director.	(iii) The director may waive inspections under subsections (4)(H)(i) and (ii) of this section associated with the initial short-term rental permit if the owner or operator provides a notarized affidavit from the applicable fire district or fire marshal or Chelan-Douglas health district that the short-term rental complies with applicable requirements in subsections (4)(H)(i) and (ii) of this section. (iv) After the unit is approved and permitted for rental, a completed self-certification checklist for health and safety is required to be submitted by the owner with each annual short-term land use permit renewal consistent with forms provided by the director.	Initial proposal by Fire Marshal was to require annual fire and life safety inspections due to commercial use. Planning Commission recommended that the Fire Marshal's office conduct the initial inspection at the time of permitting and that all subsequent renewals would require a self-certification	22

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31	11.88.290(4)(i)(ii) Transfers	A nonconforming short-term rental permitted according to the provisions of subsection (2)(E) of this section is allowed to transfer the existing permitted nonconforming status and currently issued operating permit to continue under a new owner one time within five years, except three years within the Manson urban growth area, of the effective date of the ordinance codified in this section (September 27, 2021) consistent with subsection (4)(i)(iii) of this section, and the new owner may continue to operate under the existing short-term rental permit for the remainder of the current registration year and renew permits and operate in subsequent years under the permitting requirements applicable to the original owner; provided, that within thirty calendar days of closing the subject new owner has provided their contact name and registration information with the department. The new owner shall provide signage and notification consistent with subsection (3)(G) of this section.	A nonconforming short-term rental permitted according to the provisions of subsection (2)(E) of this section is allowed to transfer the existing permitted nonconforming status and currently issued operating permit to continue under a new owner one time within five years, except three years within the Manson urban growth area, of the effective date of the ordinance codified in this section (September 27, 2021) consistent with subsection (4)(i)(iii) of this section, and the new owner may continue to operate under the existing short-term rental permit for the remainder of the current registration year and renew permits and operate in subsequent years under the permitting requirements applicable to the original owner; provided, that within thirty calendar days of the property sale or transfer closing, the subject property's new owner wishing to transfer the short-term rental permit into their ownership has requested the transfer of the short-term rental permit from short-term rental staff at the Department and provided all requested materials to have provided their contact name and registration information with the department. The new owner shall provide signage and notification consistent with subsection (3)(G) of this section.	A nonconforming short-term rental permitted according to the provisions of subsection (2)(E) of this section is allowed to transfer the existing permitted nonconforming status and currently issued operating permit to continue under a new owner one time within five years, except three years within the Manson urban growth area, of the effective date of the ordinance codified in this section (September 27, 2021) consistent with subsection (4)(i)(iii) of this section, and the new owner may continue to operate under the existing short-term rental permit for the remainder of the current registration year and renew permits and operate in subsequent years under the permitting requirements applicable to the original owner; provided, that within thirty calendar days of the property sale or transfer closing, the subject property's new owner wishing to transfer the short-term rental permit into their ownership has requested the transfer of the short-term rental permit from short-term rental staff at the Department and provided all requested materials to have provided their contact name and registration information with the department. The new owner shall provide signage and notification consistent with subsection (3)(G) of this section.	Clarifying necessary documents and information	23
32	11.88.290(4)(i)(ii) Transfers	A transfer occurs when the property is sold by a person or corporation, to another person or corporation, or when officers of corporations are changed to remove former officers and add new officers, except that a transfer does not occur when in survivorship with a spouse or a transfer on the owner's death to benefit only a spouse or child(ren) for the lifetime of the spouse or child(ren). The survivor may not sell or transfer title, except that title may transfer among the survivors. A transfer also does not occur when due to divorce a former spouse's name is removed from the deed or corporation.	A transfer occurs when the property is sold transferred by a person or corporation entity , to another person or corporation entity , or when officers of corporations-entities are changed to remove former officers and add new officers any officer or add any new officer or officers . except that a transfer does not occur when officers are changed due to death where title is held in survivorship with a spouse or a transfer on the owner's death to benefit only a spouse or child(ren) for the lifetime of the spouse or child(ren). The survivor may not sell or transfer title, except that title may transfer among the survivors. A transfer also does not occur when due to divorce a former spouse's name is removed from the deed or corporation- entity .	A transfer occurs when the property is sold transferred by a person or corporation entity , to another person or corporation entity , or when officers of corporations-entities are changed to remove former officers and add new officers any officer or add any new officer or officers . except that a transfer does not occur when officers are changed due to death where title is held in survivorship with a spouse or a transfer on the owner's death to benefit only a spouse or child(ren) for the lifetime of the spouse or child(ren). The survivor may not sell or transfer title, except that title may transfer among the survivors. A transfer also does not occur when due to divorce a former spouse's name is removed from the deed or corporation entity .	Language proposed by legal counsel Clarifying what constitutes a change in ownership. Discussion about transfer of exact owners from individuals names to a "trust" with same names or an LLC with same governors would not constitute a transfer.	23