

Chelan County Short-Term Rentals

Planning Commission Recommendations October 15, 2020 | **BOCC Options November 5, 2020**

Introduction

A short-term rental refers to a residential dwelling rented out on a nightly basis for less than 30 days to individual guests. It could be a whole home or just part of it. Short-Term Rentals are found across the county, but particularly in the Leavenworth-Peshastin area, Lake Wenatchee, Manson, and Chelan. The number of short-term rentals has increased rapidly in the last six years especially in Leavenworth and Manson areas.

Chelan County has been considering how to best address short-term rentals to allow for property owner income while protecting the character of residential communities across the county.

In 2019 Chelan County considered draft regulations. The Planning Commission and Board of County Commissioners heard comments and felt proposals did not meet the County's and community's needs, and denied the 2019 draft.

The Board of County Commissioners desire to look at new code options in 2020. The process includes: development of a situation assessment; development of code options; Planning Commission review, hearing, and recommendations; and Board of County Commissioner review, hearing, and decision.

The Chelan County Planning Commission met seven times over April to July 2020 to develop draft short-term rental regulations, with a hearing on June 17, 2020 and deliberations on June 24 and July 9, 2020.

The Board of County Commissioners met in July and August 2020 to consider the Planning Commission Recommendations. The Board remanded the short-term rental code back to the Planning Commission for reevaluation in September 2020 including a new hearing and deliberation.

The Planning Commission held a public hearing on September 9, 2020 on their recommendations developed July 9, 2020. The Planning Commission held deliberations on September 23, 2020 and on October 15, 2020. They made revised recommendations on October 15, 2020 reflected in this document. **Also reflected in this document are options to address the BOCC discussion on October 28, and November 3, 2020, shaded in green**

Data on short-term rentals and the evolution of the draft code can be found at:

- Project website: <https://www.co.chelan.wa.us/community-development/pages/short-term-vacation-rentals>. Public comments received through the review process are posted at the project website.
- Planning Commission packets are located at this link: <https://www.co.chelan.wa.us/community-development/pages/planning-commission>.

Planning Commission Recommendations

Planning Commission recommendations are illustrated in Exhibit 1 and described below.

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- **Zones Allowed:** A short-term rental owner/operator would determine if the zoning district permits or conditionally permits a short-term rental. Tier 1 owner-occupied short-term rentals are permitted in most zones in the County provided they meet operational standards and obtain a land use permit. Tier 2 short-term rentals are non-owner occupied, and are permitted but are further restricted on smaller lots in certain zones with a sunset clause grace period, or limited in numbers in areas where there is a high concentration of existing short-term rentals. Tier 3 short-term rentals are those with larger occupancies (over 12 total guests) and would require conditional use permits and have similar restrictions on locations and numbers as Tier 2.
 - **Number Allowed:** New non-owner-occupied units (Tier 2) and larger occupancy short-term rentals (over 12 guests; Tier 3) would be limited in number to 1% of existing compliant short-term rentals documented countywide. The Tier 2 and Tier 3 short-term rentals could locate in unincorporated areas except for zip codes, overlay zones, and Urban Growth Areas (UGAs) with more than 5% short-term rentals as a share of total units.¹ See Attachment A for a map of zip codes, and Attachment B for a map of the Leavenworth-Lake Wenatchee subareas. These areas are referenced in relation to the restrictions on locations where short-term rentals make up more than 5% of the housing stock. Also, due to community preferences and concern over neighborhood quality, new short-term rentals would be limited in Peshastin and Manson UGAs particularly in residential zones. Tier 1 includes developments specifically designed for short-term rentals (e.g. Planned Unit Developments and Master Planned Resorts) are not subject to the cap.
 - **Operational Standards:** Tier 1, 2, or 3 units would be required to meet standards such as occupancy, parking, noise, solid waste, pool/hot tub monitoring, adequate sewer and water, fire preparedness, access to a qualified person within 60 minutes, establishing a property management plan, etc.
 - **Existing Units:** Existing short-term rentals established prior to the effective date of the code August 25, 2020 would need to meet criteria regarding use allowances in their zones (locating in a zone that allowed for a similar use such as a bed and breakfast), use as a short-term rental, proper payment of taxes, and compliance with operational standards. Permits would need to be obtained as well. Where existing units are in the RR2.5 and RV zones but are on lots less than 2.5 acres, there is a 53-year sunset clause grace period. Where existing units are in a zone that prohibits them, there is a 23-year sunset grace period.
 - **Permit Process:** Once compliant numbers of existing units are established through a land use permit process, the 1% cap of new units would be determined. Then new units could be permitted. The first permit would require inspections and more detailed review, but annual renewal would be based on

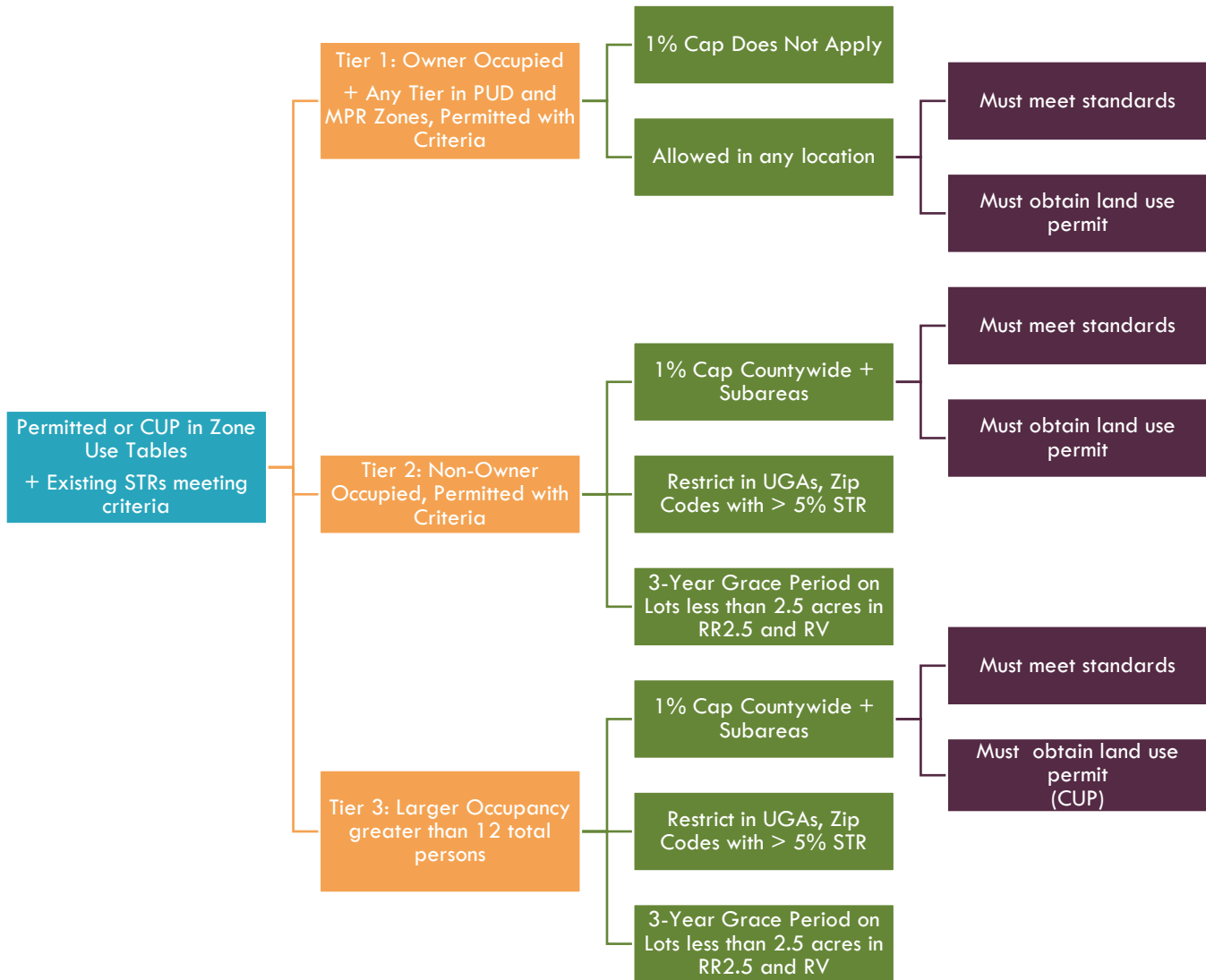
¹ The threshold share of short-term rentals is 5% of the total housing stock which is similar to a recommendation in a study of Oregon jurisdictions that found that where short-term rental growth and household formation is increasing at a faster rate than total housing unit growth there can be a constraint on housing affordability. See copy of study hosted by the City of Olympia's website: <https://engage.olympiawa.gov/4076/documents/5992>.

The rate of short-term rental growth has been occurring faster than new home construction in the Leavenworth Zip Code within unincorporated areas. The Zip Codes with greater than 10% share of short-term rentals compared to total dwellings within unincorporated areas include: Leavenworth (15.6%) and Manson (11.2%). Peshastin Zip Code is at 5.5%. Chelan is 3.9% and others are less than 2%. These percentages are based on whole house rentals and are corrected to exclude housing inside city limits. The number where only a room is offered is < 100. See Attachment D for the updated information.

The date of the moratorium on short-term rental uses in Resolution 2020-86: <https://www.co.chelan.wa.us/files/community-development/documents/STR/Short-term%20Rental%20Moratorium.pdf>

66 self-certification and a more abbreviated review. Fees would be set to recover costs of permit
 67 reviews and inspections such as by the fire marshal, health district, etc.

68 **Exhibit 1. Proposed Short-Term Rental Regulation Process** addressed grace period
 69 see separate options for use chart and permits which could alter this chart



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71 Task Force

72 In addition to the permitting and code compliance standards in the proposed regulations, the Planning
 73 Commission has recommended a Task Force be formed to review the effectiveness of the regulations
 74 after a 2-to-3-year period. It would have nine members.

75 See Attachment C.

76 **Schedule**

77 The Board of County Commissioners will take up the Planning Commission recommendations and conduct
78 their own study sessions and a hearing and determine how to regulate short-term rentals. More
79 information about the schedule can be found at the project website:

80 <https://www.co.chelan.wa.us/community-development/pages/short-term-vacation-rentals>

81

Chelan County

Draft Short-term Rental Code

DRAFT October 15, 2020 | Planning Commission Recommendations

Use Allowance Amendments

CHAPTER 11.04 DISTRICT USE CHART

11.04.020 District Use Chart

The use chart located on the following pages is made a part of this section. The following acronyms apply to the following use chart. If a cell in the table is blank, the use listed in the left hand column is a prohibited use in the zone that is the heading for that cell.

P — Permitted use

P(1) — Permitted use subject to development standards in Chapters 11.88, 11.93 and/or within the applicable zoning district standards

P(2) — Permitted use subject to development standards in Chapters 11.88, 11.93 and/or within the applicable zoning district standards, except for on parcels that are twelve thousand square feet or smaller, the use/structure must be located on a lot with an existing single-family residence

(3) On lots 2.5 acres or smaller the short-term rental shall ~~be subject to a grace period within 3 years of XXX [effective date]~~ August 25, 2020

A — Accessory use

A(1) — Accessory use subject to development standards in Chapters 11.88, 11.93 and/or within the applicable zoning district standards

CUP — Conditional use permit

District Use Chart

See separate options for use chart and permits which could alter this chart

| USE/ACTIVITY | RR20 | RR10 | RR5 | RR2.5 | RW | RRR | RV | RC | RI | RP | AC | FC | MC |
|----------------------------------|-------------|-------------|-------------|----------------|-------------|-------------|----------------|-------------|----|----|------------|------------|------------|
| <u>Short-Term Rentals Tier 1</u> | <u>P(1)</u> | <u>P(1)</u> | <u>P(1)</u> | <u>P(1)</u> | <u>P(1)</u> | <u>P(1)</u> | <u>P(1)</u> | <u>P(2)</u> | | | <u>CUP</u> | <u>CUP</u> | <u>CUP</u> |
| <u>Short-Term Rentals Tier 2</u> | <u>P(1)</u> | <u>P(1)</u> | <u>P(1)</u> | <u>P(1)(3)</u> | <u>P(1)</u> | <u>P(1)</u> | <u>P(1)(3)</u> | <u>P(2)</u> | | | <u>CUP</u> | <u>CUP</u> | <u>CUP</u> |
| <u>Short-Term Rentals Tier 3</u> | <u>CUP</u> | <u>CUP</u> | <u>CUP</u> | <u>CUP(3)</u> | <u>CUP</u> | <u>CUP</u> | <u>CUP(3)</u> | <u>P(2)</u> | | | <u>CUP</u> | <u>CUP</u> | <u>CUP</u> |

CHAPTER 11.22 PESHASTIN URBAN GROWTH AREA

11.22.030 Permitted, Accessory and Conditional Uses

(1) A district use chart is established and contained herein as a tool for the purpose of determining the specific uses allowed in each use district. No use shall be allowed in a use district that is not listed in the

97 use chart as either permitted, accessory or conditional use, unless the administrator determines, by a
 98 written administrative interpretation that may be appealed to the hearing examiner, that an unlisted use
 99 is similar to one that is already enumerated in the use chart and may therefore be allowed, subject to the
 100 requirements associated with that use and all other applicable provisions.

101 (2) The following acronyms apply to the following use chart:

Uses:

PRM = Permitted use

ACC = Accessory use

CUP = Conditional use

Where a cell is empty, the use is prohibited in that zone. All of these assume compliance with any and all development standards.

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Districts:

R-1 = Low Density Residential

R-2 = Medium Density Residential

R-3 = High Density Residential

C-D = Downtown Commercial

C-H = Highway Commercial

I = Industrial

I-C = Campus Industrial

P-U = Public Use

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| Land Uses | R-1 | R-2 | R-3 | C-D | C-H | I | I-C | P-U |
|---|-----|-----|-----|------------------|------------------|-----|-----|-----|
| RESIDENTIAL USES | | | | | | | | |
| Boarding/ Lodging House ³ | ACC | ACC | ACC | ACC ¹ | ACC ¹ | | | |
| Short-Term Rentals Tier 1 or Tier 2 ³ | | | | ACC | ACC | | | |
| Short-Term Rentals Tier 3 | | | | P | P | | | |
| COMMERCIAL USES | | | | | | | | |
| Hotels/Motels/ Lodging Facilities | | | | PRM | PRM | PRM | PRM | |

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¹ In existing single-family residences only, as of July 1, 2008.

² Indoor facility only.

³ Per CCC 18.88.170 (4) In any district that permits single-family residences, the renting of rooms to not more than two boarders, roomers, or lodgers is permitted as an accessory use.

108 CHAPTER 11.23 MANSON URBAN GROWTH AREA

109 11.23.030 DISTRICT USE CHART.

110 The use chart located on the following pages is made a part of this section. The following acronyms apply
 111 to the following use chart. If a cell in the table is blank, the use listed in the left hand column is a
 112 prohibited use in the zone that is the heading for that cell.

UR1 Urban Residential-1

³ Removed prior proposal showing "PRM" in R-1, R-2, and R-3 zones.

| | |
|-----|-------------------------|
| UR2 | Urban Residential-2 |
| UR3 | Urban Residential-3 |
| CT | Tourist Commercial |
| CD | Downtown Commercial |
| MLI | Manson Light Industrial |
| UP | Urban Public |

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| | |
|-----|---|
| P | Permitted use—Subject to development standards in Chapter 11.88 and/or 11.93 |
| A | Accessory use—Subject to development standards in Chapter 11.88 and/or 11.93 |
| CUP | Conditional use permit—Subject to development standards in Chapter 11.93 and/or within this chapter |

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Table 9.1 – District Use Chart

| USE/ACTIVITY | UR1 | UR2 | UR3 | CT | CD | MLI | UP |
|---|----------------|----------------|----------------|----------------|----------------|-----|----|
| Vacation-Short-Term Rentals Tier 1 or Tier 2 | P ¹ | P ¹ | P ¹ | A ¹ | A ¹ | | |
| Short-Term Rentals Tier 3 | | | | P ¹ | P ¹ | | |

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P¹ = Permitted with Standards

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11.23.040 STANDARDS.

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~~(3) Vacation-Short-Term Rentals. See 11.88.280 Short-Term Rentals. Vacation rentals, any unit being rented for less than thirty consecutive days, shall be permitted as identified in Section 11.23.030, District use chart. All vacation rentals shall receive an annual permit from January 1st to December 31st, under Title 14 limited administrative review, documenting conformance and agreement to conform to the following provisions:~~

122

~~(A) Vacation rentals shall maintain the character of the surrounding neighborhood by:~~

123

~~(i) Providing year-around solid waste receptacles and pickup service. Trash cans, on the right-of-way, should be removed within twenty-four hours of pickup; and~~

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~~(ii) Provide at least one off-street parking space, outside of the required setbacks for each two rented bedrooms. Where off-street parking requirements cannot be met the number of rented bedrooms shall be limited; and~~

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~~(iii) Noise emanating from any use shall be in conformance with Chapter 7.35; and~~

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~~(iv) Occupancy. The maximum number of occupants permitted to stay overnight shall be two people for each bedroom plus two additional persons, excluding children under the age of six; and~~

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~~(v) Placing, adjacent to the front door (outside), a legible sign clearly visible to the general public listing the maximum number of occupants permitted to stay overnight, the maximum number of vehicles allowed to be parked on-site, and the name and contact information of the local contact person.~~

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~~(B) Vacation rentals shall provide a local contact person (within a forty-mile radius) twenty-four hours a day seven days a week. Contact information shall be provided to the adjacent properties, the Manson community council, District 5 fire chief, and the Chelan County sheriff.~~

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137 ~~Enforcement. Any violation of the provisions of this chapter is punishable pursuant to Title 16.~~
138 ~~Enforcement actions may be brought against the owner of the vacation rental home for the conduct~~
139 ~~constituting the violation.~~

140 Short-Term Rental Standards

141 CHAPTER 11.88 SUPPLEMENTARY PROVISIONS AND ACCESSORY USES

142 **11.88.280 Short-Term Rental Regulations**

143 (1) PURPOSE

144 ~~(A) The purpose of this section is to establish regulations for the operation of short-term rentals as~~
145 ~~defined in Chelan County Code (CCC) 14.98.1692, within the unincorporated portions of Chelan~~
146 ~~County. This chapter also establishes a short-term rental land use permit.~~

147 ~~(B) The provisions of this chapter are necessary to promote the public health and safety by~~
148 ~~protecting year-round residents' enjoyment of their homes and neighborhoods by minimizing the~~
149 ~~impact of short-term rentals on adjacent residences.~~

50 ~~(C) The provisions of this chapter are necessary to meet the overall intent and requirements of the~~
51 ~~Chelan County Comprehensive Plan including but not limited to,~~

52 ~~(i) Land Use Element considerations of commercial and residential development that~~
53 ~~provides sustainable economic opportunity while limiting localized sprawl, maintaining~~
54 ~~community character, and providing employment opportunities for residents, and~~
55 ~~anticipating future needs.~~

56 ~~(ii) Housing Element goals and policies including, but not limited to, appropriate placement~~
57 ~~of vacation rentals to avoid impacting neighborhood character⁴ and housing stock,~~
58 ~~accessibility to affordable housing for all residents, providing for a variety of residential~~
59 ~~housing types and densities, and supporting regulatory changes that promote affordable~~
60 ~~housing options in all locations in the county.~~

61 ~~(iii) Rural Element goals and policies including, but not limited to, maintaining natural~~
62 ~~environment features that support natural resource-based economic activities, wildlife~~
63 ~~habitats, traditional rural lifestyles, outdoor recreation, and open space.~~

164 (2) TYPE, NUMBER, AND LOCATION

165 ~~(A) Type. Short-term rentals are distinguished in three tiers.~~

166 ~~(i) Tier 1: Owner-occupied short-term rentals where either (a) rooms are rented and the~~
167 ~~owner is personally present at the dwelling during the rental period, or (b) the short-term~~
168 ~~rental is located within the same parcel as the owner's primary residence, or (c) the entire~~
169 ~~dwelling is rented no more than 15 total days in a calendar year provided that an on-site~~

⁴ Relates to Policy H 2.4 that is directly relevant to this proposed code.

170 qualified person is there during the owner's absence. Portions of calendar days shall be
 171 counted as full days.

172 (ii) Tier 2: Short-term rentals at a dwelling that is not ~~the owner's principal residence or~~
 173 ~~that is rented more than 15 total days in a calendar year a Tier 1 or Tier 3 short-term~~
 174 ~~rental.~~

175 (iii) Tier 3: Short-term rentals exceeding occupancy limits of 11.88.280(3) or containing
 176 group facilities designed to host events such as weddings, gatherings, or retreats.

177 (B) Number and Density

178 (i) Tiered Permits and Numbers Allowed.⁵

179 (a) Tier 1: Short-term rentals are allowed where permitted per subsection (C).

180 (b) Tier 2 and Tier 3: The annual number of new short-term rental land use permits
 181 issued must be capped to one percent (1%) of the total number of permitted short-
 182 term rentals in the county as determined through land use permit procedures in
 183 subsection (4) below, provided that:

184 (1) Short-term rentals in the following zones are not subject to the 1% cap:
 185 Planned Unit Development Overlay Districts expressly permitting short-term
 186 rentals, or Master Planned Resorts Overlay Districts.

187 (2) The number of short-term rentals subject to the cap cannot be located
 188 where short term rentals make up 5% or more of the total housing stock:
 189 zip codes, urban growth areas, or the Leavenworth-Lake Wenatchee
 190 Overlay or any subarea within the overlay. If allowed in the future by
 191 paragraph (D), the number of short-term rentals subject to the cap cannot
 192 exceed 1% of the total countywide short-term rentals or exceed 1% of
 193 those located in the Leavenworth-Lake Wenatchee Overlay or any
 194 subarea within the overlay.

195 (3) Leavenworth-Lake Wenatchee Overlay: An overlay district co-terminus
 196 with Zip Code 98826 encompassing Leavenworth-Lake Wenatchee. [See
 197 Attachment A.] It is further subdivided into three sub-areas for Lake
 198 Wenatchee, Plain, and Leavenworth, as well as lands abutting Fish Lake
 199 areas. [See Attachment B.]

200 (C) Zones Allowed. Short-term rentals must be permitted, accessory permitted, conditionally
 201 permitted, or prohibited pursuant to:

202 (i) Section 11.04.020 applicable to all Rural and Resource Designations, except as limited
 203 in Subsection (2)(B).

204 (ii) Section 11.22.030 applicable to the Peshastin Urban Growth Area, except as limited
 205 in Subsection (2)(B).

⁵ Editorial: Could move the (B)(i) to become title of (B) and renumber subsections accordingly.

206 (iii) Section 11.23.030 applicable to the Manson Urban Growth Area, except as limited in
 207 Subsection (2)(B).

208 (iv) The Board of Chelan County commissioners adopts the cities of Cashmere, Chelan,
 209 Entiat, Leavenworth, and Wenatchee land use regulations, development standards and
 210 land use designations, as they apply to short term or vacation rentals of 30 days or less
 211 within the unincorporated cities of Cashmere, Chelan, Entiat, Leavenworth, and Wenatchee
 212 urban growth areas, in-city assigned Urban Growth Areas, pursuant to a city's land use
 213 regulations, development standards, and land use designations, where the County has
 214 adopted such pursuant to the County-City Memorandum of Understanding filed with the
 215 Chelan County Auditor July 8, 1997, provided that, the County's review procedures in this
 216 subsection 11.88.280 must control.

217 (D) New short-term rentals may be established in the locations cited in subsection (2)(B) if the
 218 combined percentage of Tier 2 and Tier 3 short-term rentals as a share of total dwelling units is
 219 less than five percent (5%) and the applications meet all requirements of this section 11.88.280
 220 as determined by the Director.⁶ Total dwelling units must be determined based on the latest
 221 annual count of total housing units by the State of Washington Office of Financial Management.
 222 Short-term rental percentages must be determined at the time the number of allowed short-term
 223 rentals is determined per subsections (2)(B) and (4) of this section.

224 (E) Existing Short-Term Rentals:

225 (i) A use shall not be considered lawfully established and existing as of the effective date
 226 of this ordinance ~~XXX [effective date]~~ August 25, 2020 unless the owner proves all of the
 227 following:

228 (a) That similar uses were allowed in the subject zones at the time the short-term
 229 rental was established, including but not limited to: bed and breakfast, guest inn,
 230 boarding house, lodging facility, hotel/motel, or other transient accommodation;
 231 and⁷

232 (b) That a location was used for short-term rental purposes during January 1,
 233 2019 to ~~XXX [effective date]~~ August 25, 2020. The Director may permit homes
 234 with approved building permits after January 2019, constructed within six months
 235 of the effective date of this ordinance to be considered as an existing short-term
 236 rental; and

237 (c) That all applicable state and local taxes were fully and timely paid for all
 238 short-term rental use that occurred prior to ~~XXX [effective date]~~ August 25, 2020,
 239 which at a minimum includes sales tax and hotel/motel taxes; and

240 (d) That the short-term rental meets all requirements of subsection (3); and

⁶ Per 14.98.580 Director. "Director" means the director of the Chelan County department of community development or designee. This term is synonymous with administrator.

⁷ See CCC 11.04. Generally Bed and Breakfasts are allowed in all rural residential zones and resource zones as accessory uses, and guest houses are conditional use permits in the same zones except they are not allowed in commercial forest zones (FC). Lodging facilities are allowed in the RC zone.

241 (e) That the short-term rental operator has obtained the required land use permits
 242 in subsection (4); and

243 (f) If located inside of the Manson Urban Growth Area, documentary evidence that
 244 the short-term rental was properly registered as a vacation rental with Chelan
 245 County per 11.23.040 as of ~~December 31~~ August 25, 2020.

246 (ii) Nonconforming Short-Term Rental Units in Restricted Zones: Where a zone does not
 247 allow short-term rental units as of ~~XXX [effective date]~~ August 25, 2020 according to CCC
 248 Sections 11.04.020, 11.22.030, or 11.23.030, only those short-term rentals that exist as
 249 of ~~XXX [effective date]~~ August 25, 2020 and are compliant with criteria in subsection (i)
 250 above, will be allowed as nonconforming uses. Such uses may not be significantly
 251 changed, altered, extended, or enlarged and must cease after ~~two-three~~ years from ~~XXX~~
 252 ~~[effective date]~~ August 25, 2020. After expiration or revocation of the permit authorizing
 253 a legal nonconforming short-term rental, no operator shall operate a short-term rental.

254 (iii) See CCC 11.04.020. Within the RR2.5 and RV zones, short-term rentals on lots 2.5
 255 acres or smaller shall ~~unset~~ be subject to a grace period within ~~5-three~~ years of ~~XXX~~
 256 ~~[effective date]~~ August 25, 2020.⁸

257 (3) SHORT-TERM RENTAL STANDARDS

258 (A) Primary or Accessory Residence. Short-term rentals must be operated out of an owner's main
 259 house or a legally established accessory dwelling unit. ~~A short-term rental owner may operate~~
 260 ~~only one short-term rental per parcel, which may be in either the main house or the accessory~~
 261 ~~dwelling unit but not both.~~ In no case, shall an owner or operator make available a recreational
 262 vehicle, tent, or other temporary or mobile unit for short-term rental.

263 (B) Occupancy.

264 (i) Overnight Occupancy. The owner or operator must limit overnight occupancy to no more
 265 than two guests per bedroom, not to exceed a total of 12 guests including children.
 266 Occupancy limits must comply with the International Residential Code.

267 (ii) Daytime Occupancy. At no time shall the total number of persons at a short-term rental
 268 exceed 12 persons, including children.

269 (iii) Exceeding Nighttime or Daytime Occupancy. In order to exceed daytime or nighttime
 270 occupancy limits an operator must obtain a Conditional Use Permit provided that the zone
 271 allows short-term rentals as an accessory, permitted, or conditionally permitted use and
 272 meets all other short-term rental requirements of this section. All applicable criteria of
 273 CCC Chapter 11.93 shall be met.

274 (iv) The number of bedrooms shall not exceed the number approved in relation to the on-
 275 site sewage system approved by the Chelan-Douglas Health District.

⁸ To match Planning Commission's recommendations on the use chart in CCC 11.04.020.

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(C) Parking.

(i) One off-street patron parking space in addition to the residential parking requirements, not located within a setback, shall be provided for each bedroom.

(ii) The number of vehicles allowed at the short-term rental must be limited to the number of bedrooms plus one; this requirement must be included in the Property Management Plan per Section (3)(K).⁹

(D) Garbage. Trash containers must be provided. Trash must be in proper containers on collection day. Where curbside recycling is available to the unit receptacles must be provided. Receptacles must be set out on the right-of-way and removed within twenty-four hours of pickup. Trash must be managed in compliance with CCC Chapter 4.04 Garbage. This requirement must be included in the Property Management Plan per Section (3)(K) and good neighbor guidelines per subsection (3)(M).

(E) Noise. Short-term rentals must be operated in compliance with Chapter 7.35 Noise Control. This requirement must be included in the Property Management Plan per Section (3)(K).

(I) Public disturbance noise complaints. Renters are subject to the provisions of Chapter 7.35. Owners of short term rental properties are responsible to promptly abate public disturbance noise complaints on their property. If the owner fails to cause the noise to be abated within 60 minutes of notification of the complaint, he is subject to compliance with Chapter 7.35 and the enforcement penalties jointly and severally with the renter creating the public disturbance noise.

(II) Repeat violations. Repeated public disturbance noise violations on the same property may be subject to additional penalties under Chapter 16.20, up to and including revocation of the owner's short term rental land use permits under Section 16.20.030.

(F) Trespass. Owners or operators must provide rules in rental contracts restricting occupants from trespassing on neighboring private property and identify proper routes to public places such as easements to shorelines. Such trespass rules must be included in the property management plan in (3)(K) and good neighbor guidelines per subsection (3)(M).

(G) Signs. All owners or operators must display the address of the residence so that it is clearly visible from the street or access road. The rental must have a sign or other identifier on outside as short-term rental. The sign must be made of natural materials not exceeding two square feet in area and if illuminated, must be indirectly illuminated.

(H) Consumer Safety. All Consumer Safety requirements of RCW 64.37.030 must be met by the owner or operator. Violations are subject to Title 16. Requirements must be included in the property management plan in (3)(K).

(I) Fire Safety and Outdoor Burning. Each owner or operator must include a fire protection plan in their property management plan in subsection (3)(K) to alert renters to respect firewise efforts on a property, or to comply with travel or activity restrictions of CCC Chapter 7.52, Fire Hazard Areas. The fire protection plan shall demonstrate consistency with a Ready Set Go program or

⁹ Consider cross referencing to parking code and placing parking requirement in Chapter 11.90.

314 equivalent. This includes, but is not limited to, restricting use of outdoor fire places or grills and to
 315 properly secure and restrict portable barbeques.

316 (i) At least one 2A:10BC fire extinguisher, charged, maintained, and in serviceable
 317 condition shall be prominently available in the common living space.

318 (J) Qualified Person.

319 (i) The owner or operator must provide the name, telephone number, address, and email
 320 of a qualified person (which can be a person or company) who can be contacted
 321 concerning use of the property and/or complaints and can respond to the property within
 322 60 minutes to complaints related to the short-term rental consistent with the requirements
 323 of this section. The owner or operator must provide a valid telephone number where
 324 qualified person can be reached 24 hours per day, every day.

325 (ii) The owner or operator must post a sign of similar materials and dimension as
 326 subsection (3)(G) with the contact information of the qualified person. If the permanent
 327 contact information changes during the permit period, the new information must be
 328 changed on the sign. Renewal applications must provide evidence of the sign. The Director
 329 may allow annual mailings to neighboring properties and an interior posted notice for
 330 tenants in lieu of an exterior sign where a property's size and visibility make an exterior
 331 sign ineffective. The purpose of this sign is so that adjacent property owners and residents
 332 can contact a qualified person to report and request resolution of problems associated
 333 with the operation of the short-term rental.

334 (K) Property Management Plan. Short-term rentals must maintain an up-to-date property
 335 management plan on file with the Chelan County Community Development Department and
 336 property owners within 300 feet of parcel boundaries within which the short-term rental is
 337 located. The property management plan must include the following:

338 (i) Provide a floor plan and site map clearly depicting the property boundaries of the
 339 short-term rental, and the escape route in case of an emergency. The map must indicate if
 340 there is an easement that provides access to a shoreline; if so, the boundaries of the
 341 easement must be clearly defined. If there is no access, this must be indicated together
 342 with a warning not to trespass;

343 (ii) Provide the unified business identifier number, and the names and addresses of the
 344 property owner;

345 (iii) Designate a qualified person and provide contact information consistent with (3)(j) ;
 346 and

347 (iv) Provide information required for Consumer Safety per (3)(H) and RCW 64.37.030
 348 and fire protection plan per (3)(I).

349 (v) All units must have an operable landline telephone installed to aid in emergency
 350 response, and the dwelling recorded in "Rivercom" data base.

351 (vi) The plan must identify the method by which the owner/operator will notify renters of
 352 emergency or temporary conditions such as burn bans.¹⁰

353 (vii) The plan must specify the maximum number of guests and number of bedrooms.

354 (viii) The plan must be kept up to date at the time of the annual permit and include the
 355 annual permit number per subsection (L).

356 (ix) The plan must include the Good Neighbor Guidelines per subsection (M).

357 (L) Annual Permit Number. The owner or operator must include the Chelan County land use permit
 358 number for the short-term rental in all advertisements (AirBnB, VRBO, Craigslist, poster, etc.) and
 359 marketing materials such as brochures and websites.

360 (M) Good Neighbor Guidelines. Owners and operators must acknowledge receipt and review of
 361 a copy of the good neighbor guidelines. Owners and operators must provide evidence that the
 362 good neighbor guidelines have been effectively relayed to short-term rental tenants, by
 363 incorporating it into the property management plan, and rental contract, posting it online,
 364 providing it in a conspicuous place in the dwelling unit, or a similar method.

365 (N) Liability Insurance. A short-term rental owner or operator must maintain primary liability
 366 insurance consistent with RCW 64.37.050.

367 (O) Taxes. The owner or operator must be in compliance with CCC Chapter 6.30 Lodging Tax,
 368 and other local sales taxes and state hotel/motel and sales taxes in accordance with the
 369 Department of Revenue.

370 (4) LAND USE PERMITS

371 (A) Land Use Permit Required. No short-term rental owner or operator may advertise, offer,
 372 operate, rent, or otherwise make available or allow any other person to make available for
 373 occupancy or use a short-term rental without a valid short-term rental land use permit issued by
 374 the Director. All dwelling units on a single parcel shall be reviewed concurrently in the same
 375 application.

376 (B) Annual Renewal. Annual renewal of the short-term rental land use permit is required.

377 (C) Permit Applications. Short-term Rental owners must apply for a land use permit to establish
 378 compliance with this code. Fees consistent with CCC 3.24.010 must be paid. The Director may
 379 waive the initial conditional use permit fee if the applicant provides written and notarized proof
 380 that an approval was granted by Chelan County prior to the effective date of this code. All other
 381 permit costs apply.

382 (D) Application Acceptance and Evaluation.

383 (i) From September 1 to October 31 each year, existing short-term rental owners must
 384 submit a Short-Term Rental Land Use Application. By February 1 of each following year the

¹⁰ The Planning Commission discussed adherence to health guidelines such as 24 hours between guests and determined that standards of cleanliness are likely beyond the scope of a land use permit (and may be self-regulating as guests would likely use short-term rentals where an owner/operator strives to demonstrate voluntary measures to provide for health). This provision to ensure that emergency or temporary conditions are communicated to guests by the owner/operator/qualified person could encompass health if there was an emergency health district order.

385 Director must report the baseline number of authorized existing short-term rentals and
 386 identify the number of new short-term rentals allowed pursuant to subsection (2)(B). From
 387 February 15 to March 15, the Director must accept new applications for short-term
 388 rentals. Compliant permits will be entered into a lottery by June 1. The lottery must be
 389 conducted at a public meeting after the publishing of a legal notice a minimum of 10 days
 390 prior to the lottery. The number of issued permits selected by lottery will not exceed the
 391 number allowed per the applicable cap in subsection (2)(B). Selected permits remain valid
 392 until such time as an annual renewal is required.

393 (ii) Within the first year of adoption of this code ~~(effective date XXX, 2020)~~ ~~from August~~
 394 ~~25, 2020~~, the Director may provisionally approve initial short-term rental land use
 395 permits subject to the owner completing a self-certification form provided that inspections
 396 in subsection (4)(H) are accomplished prior to the first renewal thereafter.

397 (E) Term. A short-term rental land use permit must be issued for a period of one year, with its
 398 effective date running from the date the application is due as set forth in subsection (4)(D) above.
 399 and must be renewed annually by the owner or operator provided all applicable standards of
 400 this section are met.

401 (F) Forms and Procedures. Applications for short-term rental land use permits must be on forms
 402 provided by the County, demonstrating the application meets the standards required by this
 403 section. Permit review procedures must be consistent with Title 14.

404 (G) Nonuse. All short-term rentals must operate under a current short-term rental land use permit
 405 regardless of nonuse. If a property has not been rented in a twelve-month period, renewal of
 406 short-term rental land use permit must still be met to maintain the validity of the permit.

407 (H) Fire, safety, health and building compliance.

408 (i) Fire and Emergency Safety. Prior to approving the initial short-term rental permit, the
 409 applicable fire district or fire marshal must perform a life-safety inspection, except as
 410 provided under subsections (H)(iv) and (H)(v).

411 (ii) Water and Wastewater. Each applicant ~~for a short-term rental shall provide~~
 412 ~~documentation indicating they shall demonstrate to the satisfaction of the Director they have~~
 413 ~~a proper onsite sewage system meeting Health District standards for the occupancyes~~
 414 ~~been properly serviced or inspected in the prior year by a qualified person.~~ The
 415 applicant shall also ensure that there is a verifiable legal source of water that meets
 416 applicable standards.

417 ~~(iii) Hot Tubs or Pools. The Chelan-Douglas Health District must inspect new hot tubs or~~
 418 ~~pools. Existing and new hot tubs and pools shall be annually monitored by either the~~
 419 ~~District or a third-party inspector. Water quality shall be consistent with Chapter 246-260~~
 420 ~~WAC and Chapter 246-262 WAC.~~

421 ~~(vii)~~ The Director may waive inspections under subsections (H)(i) and (H)(ii) and (H)(iii)
 422 associated with the initial short-term rental permit if the owner provides a notarized
 423 affidavit from the applicable fire district or fire marshal or Chelan-Douglas Health District
 424 that the short-term rental is in compliance with applicable requirements in subsections (H)(i)
 425 and (H)(ii).

426 (v) The County building official must review each initial short-term rental application to
 427 ensure occupancy and other applicable building code requirements are met.

428 (vi) After the unit is approved for rental, a completed self-certification checklist for health
 429 and safety is required to be submitted by the owner with each annual short-term land use
 430 permit renewal consistent with forms provided by the Director.

431 (vii) Owner Responsibility. It is the owner's responsibility to assure that the short-term
 432 rental is and remains in substantial compliance with all applicable codes regarding fire,
 433 building and safety, health and safety, and other relevant laws.

434 (I) A short-term rental permit shall not transfer; new owners may apply for a short-term rental
 435 permit pursuant to the provisions of this code. ~~A transfer occurs when the property is sold to a~~
 436 ~~person or when officers of corporations are changed to remove former officers and add new~~
 437 ~~officers. All permits shall include the following provision: "This permit shall automatically expire~~
 438 ~~upon sale or transfer of the property."~~ The operator must obtain a new short-term rental permit
 439 compliant with this section following expiration or cease operation. New owners must certify
 440 compliance with the conditions of permit approval within 90 days after the closing date of the
 441 sale of the property. Written certification must be submitted to the Community Development
 442 Department on forms specified by the Director. New owners must apply for a new permit by the
 443 annual deadline.

444 (I) A transfer occurs when the property is sold to a person or when officers of corporations
 445 are changed to remove former officers and add new officers. A transfer does not occur
 446 when officers are changed due to death where title is held in survivorship with a spouse or
 447 a transfer on the owner's death to a trust which benefits only a spouse or child(ren) for the
 448 lifetime of the spouse or child(ren). The survivor may not sell or transfer title, except that
 449 title may transfer among the survivors. A transfer also does not occur when due to divorce
 450 a former spouse's name is removed from the deed or corporation.

451 (J) Approval Criteria. To receive approval or renewal, an owner or operator must demonstrate to
 452 the satisfaction of the Director that all approval criteria listed below have been satisfied:

453 (i) The short-term rental is located in a base or overlay zone that allows its use pursuant to
 454 this section.

455 (ii) The short-term rental is consistent with density limitations of this section.

456 (iii) The short-term rental is consistent with short-term rental standards of this section.

457 (iv) The short-term rental is consistent with all applicable health and safety requirements of
 458 this section.

459 (v) The short-term rental is not the subject of outstanding code violations per Title 16.

460 (K) Appeals of the denial or conditions of short-term rental land use permits or annual renewals
 461 must be filed in compliance with Title 14 CCC.

462 (5) ENFORCEMENT

463 (A) Within Chelan County jurisdiction, a short-term rental must not operate without an approved and valid
 464 Short-Term Rental Permit. Evidence of operation includes advertising, online calendars showing
 465 availability, guest testimony, online reviews, rental agreements, or receipts.

466 (B) Enforcement of this section will be in accordance with Title 16 CCC.

467 (6) MONITORING

468 The Director shall report to the Board of County Commissioners on the status of short-term rental
 469 regulation implementation annually at the time the existing short-term baseline is reported per (4)(D). The
 470 County may initiate a review or amendment pursuant to Chapter 14.13.

471 **11.90.060 Required off-street parking.**

472 (1) Parking space shall be provided as shown in Table 11.90-3 for the land uses listed. The number of
 473 required parking spaces shall be rounded upward to the nearest whole number if the calculation results in
 474 a fractional space requirement of one-half space or more.

475 (2) When parking standards require ten or more parking spaces twenty-five percent of the spaces may
 476 be compact spaces and shall be marked "COMPACT ONLY."

Table 11.90-3

| Land Use | Required Off-Street Parking |
|--|---|
| Residential | |
| Single-family, two-family, and manufactured home parks | 2 spaces per dwelling unit |
| Accessory dwelling unit, guest houses | 1 additional space |
| Multifamily (3 or more units) | 1-1/2 spaces per dwelling unit |
| Bed and Breakfasts and Guest Inns and Short-Term Rentals | 1 space per bedroom and 1 space for manager |
| Institutional or group homes: nursing home, correctional, retirement | 1 space per 5 beds and 1 space per staff person |
| Medical Facilities | |
| Hospitals | 1-1/2 spaces per bed |
| Medical or dental clinics and offices | 1 space per 200 square feet |
| Public Assembly | |
| Auditoriums, gyms, clubs, lodges | 1 space per 4 seats or 8 feet of bench |
| Churches, funeral homes | 1 space per 4 seats or 8 feet of bench |
| Libraries, museums, galleries, municipal | 1 space per 300 square feet |
| Schools | |
| Pre-school, daycare, kindergarten | 0.07 pickup/drop-off spaces per enrolled student and 1 space per staff person |

Table 11.90-3

| Land Use | Required Off-Street Parking |
|---|---|
| Elementary schools | 0.05 parking spaces and 0.07 pickup/drop-off spaces per enrolled student |
| Junior high schools | 0.08 parking spaces and 0.06 pickup/drop-off spaces per enrolled student |
| High school, vocational schools, colleges | 0.20 parking spaces and 0.03 pickup/drop-off spaces per enrolled student |
| Commercial and Public Recreation | |
| Archery, gun, swimming and tennis clubs or similar use | 0.3 parking spaces for every attendee |
| Bowling alleys | 5 spaces per lane |
| Golf courses | 2 spaces per each 100 yards length plus 1 space per 200 square feet of club house |
| Hotels, motels, resorts, lodging facilities | 1 space per guest room or suite and 1/2 space per employee |
| Outdoor amusement area | 0.3 spaces for every attendee |
| Sports field | 1 space per participant (est. 45 participants per ball field) |
| Stadiums, arenas, theaters, race tracks | 1 space per 4 seats or 8 feet of bench |
| Swimming pools, skating rinks, dance halls | 0.3 spaces for every attendee |
| Commercial | |
| Banks, personal and professional services | 1 space per 300 square feet of floor area |
| Eating and drinking establishments | 1 space per 100 square feet of floor area |
| Retail | 1 space per 300 square feet of floor area |
| Retail handling bulky merchandise | 1 space per 600 square feet of floor area |
| Service and repair shops | 1 space per 600 square feet of floor area |
| Industrial | |
| Auto salvage yard | 5 spaces plus 1 space per each 2 acres |
| Manufacturing, assembly, freight terminal, wholesale, packing, storage, warehouse | 1 space per employee at peak shift and 1 space per 300 square feet office space |
| Transportation terminals | 1 space per 100 square feet waiting area |

Chapter 11.93 Conditional Use Permits

11.93.450

All short-term rental applications requiring a conditional use permit shall be consistent with CCC 11.88.

Chapter 3.24 Community Development Department Fees

3.24.010 FEE SCHEDULE.

(a) Planning.

| Application Type | Fee |
|--|----------------|
| Conditional use permit | \$1,520 |
| <u>Short-term rental (Tier 1, first permit)</u> | <u>\$500</u> |
| Short-term rental (<u>Tier 2, inspection not required, annual first</u> permit) | \$500 |
| <u>Short-term rental (Tier 2, inspection required first permit)</u> | <u>\$900</u> |
| <u>Short-term rental (Tier 3 first permit)</u> | <u>\$1,520</u> |
| <u>Short-term rental (Tier 1 annual renewal)</u> | <u>\$75</u> |
| <u>Short-term rental (Tier 2 annual renewal)</u> | <u>\$150</u> |
| <u>Short-term rental (Tier 3 annual renewal)</u> | <u>\$225</u> |

Definitions

See separate options for use chart and definitions

14.98 DEFINITIONS

14.98.1410 Person.

“Person” means any individual, firm, association, partnership, corporation, or any entity, public or private.
For the purposes of short-term rental regulations, person is defined consistent with in RCW 82.04.030.

14.98.1692 (Short-Term Rental) Grace Period

For the purposes of CCC 11.88, a “grace period” means a period of time beyond a scheduled date during which a required action may be taken without incurring the ordinarily resulting adverse consequences, such as a penalty or cancellation. (adapted from Webster’s

(OR) Additional time scheduled or allocated to complete a task, such as complying with a regulation, meeting an obligation, or obtaining an agreement. (from Black’s Law Dictionary)

14.98.1632 Bedroom

For the purposes of CCC 11.88, a “bedroom” means either enclosed or open areas within a structure being used as a Short Term Rental that provides sleeping accommodations such as mattresses, beds, sofa sleepers, roll away beds, day/trundle beds, bunkbeds, murphy beds, etc.

14.98.1692 Short-Term Rental

"Short-Term Rental" means a dwelling unit, or portion thereof, that is offered or provided to a guest by a short-term rental owner or operator for a fee for fewer than thirty consecutive nights. They are commonly referred to as vacation rentals. They are a form of tourist or transient accommodations. Short-term rental units may be whole house rentals, apartments, condominiums, or individual rooms in homes. For the purpose of administration and enforcement of this title, the terms "overnight rental," "nightly rental," and "vacation rental" are interchangeable with short-term rentals. Subleasing or subletting of units for short-term rental is prohibited if the underlying zone prohibits such use.

14.98.1693 Short-Term Rental Operator

"Short-term rental operator" means any person who receives payment for owning or operating a dwelling unit, or portion thereof, as a short-term rental unit, or their authorized agent including a property management company or other entity or person who has been designated by the owner, in writing, to act on their behalf.

14.98.1694 Short-Term Rental Owner

"Owner" means any person who, alone or with others, has title or interest in any building, property, dwelling unit, or portion thereof, with or without accompanying actual possession thereof, and including any person who as agent, executor, administrator, trustee, or guardian of an estate has charge, care, or control of any building, dwelling unit, or portion thereof. A person whose sole interest in any building, dwelling unit, or portion thereof is solely that of a lessee under a lease agreement is not considered an owner.

16.20. SHORT-TERM RENTAL ENFORCEMENT AND VIOLATIONS

16.20.010 Compliance

Short-term rental owner's or operator's must comply with short-term rental regulations in Titles 11 and 14 CCC. Violations and enforcement must be in accord with Title 16 CCC.

16.20.020 Enforcement Procedures, Notices, and Citations

(1) Enforcement Procedures. Except as specified in this Chapter 16.20, all enforcement procedures of Title 16 apply to short-term rental owner's or operator's.

(2) Notice of Violation for Consumer Safety by County Attorney. If an owner or operator is suspected of violating Consumer Safety requirements of RCW 64.37.030, the County Attorney must issue a warning letter to the owner or operator for the first violation. Other procedures or requirements with regard to the warning letter must be consistent with Title 16. For any repeated violations, the County will employ its standard code compliance process consistent with Title 16.

(3) Citations must be issued consistent with Chapter 16.08, provided that citations may be issued on-site at the discretion of the code compliance officer if a violation of Short-Term regulations in Titles 11 and 14 CCC occurs. Alternatively, the citation may be accomplished in another manner consistent with Title 16.

535 **16.20.030 Civil Penalties**

536 (1) Civil penalties must be consistent with Title 16 including Chapter 16.16. except as identified in (2)
537 below.

538 (2) The first violation of Consumer Safety requirements of RCW 64.37.030 is a class 2 civil infraction
539 under chapter 7.80 RCW with a fine of one hundred twenty-five dollars (\$125). The fine for repeated
540 violations must be consistent with CCC 16.16.010 Assessment Schedule.

541 **16.20.030 Revocation**

542 (1) Repeated failure of the owner or operator to timely and reasonably respond to a complaint(s)
543 relayed by code compliance officers are grounds for civil fines, revocation, or other penalties consistent
544 with Title 16.

545 (2) The following conditions may result in revocation of land use permits granted under short-term rental
546 regulations in Titles 11 and 14 CCC:

547 (A) Failure to renew a short-term rental land use permit pursuant to CCC 11.88.280 short-term
548 rental regulations and Title 14 is grounds for immediate revocation of the permit.

549 (B) Failure to meet the criteria of CCC 11.88.280 Short-Term Rental Regulations is grounds for
550 immediate revocation of the short-term rental land use permit.

551 (C) The discovery of material misstatements or providing of false information in the short-term
552 rental land use permit application or renewal process is grounds for immediate revocation of the
553 permit.

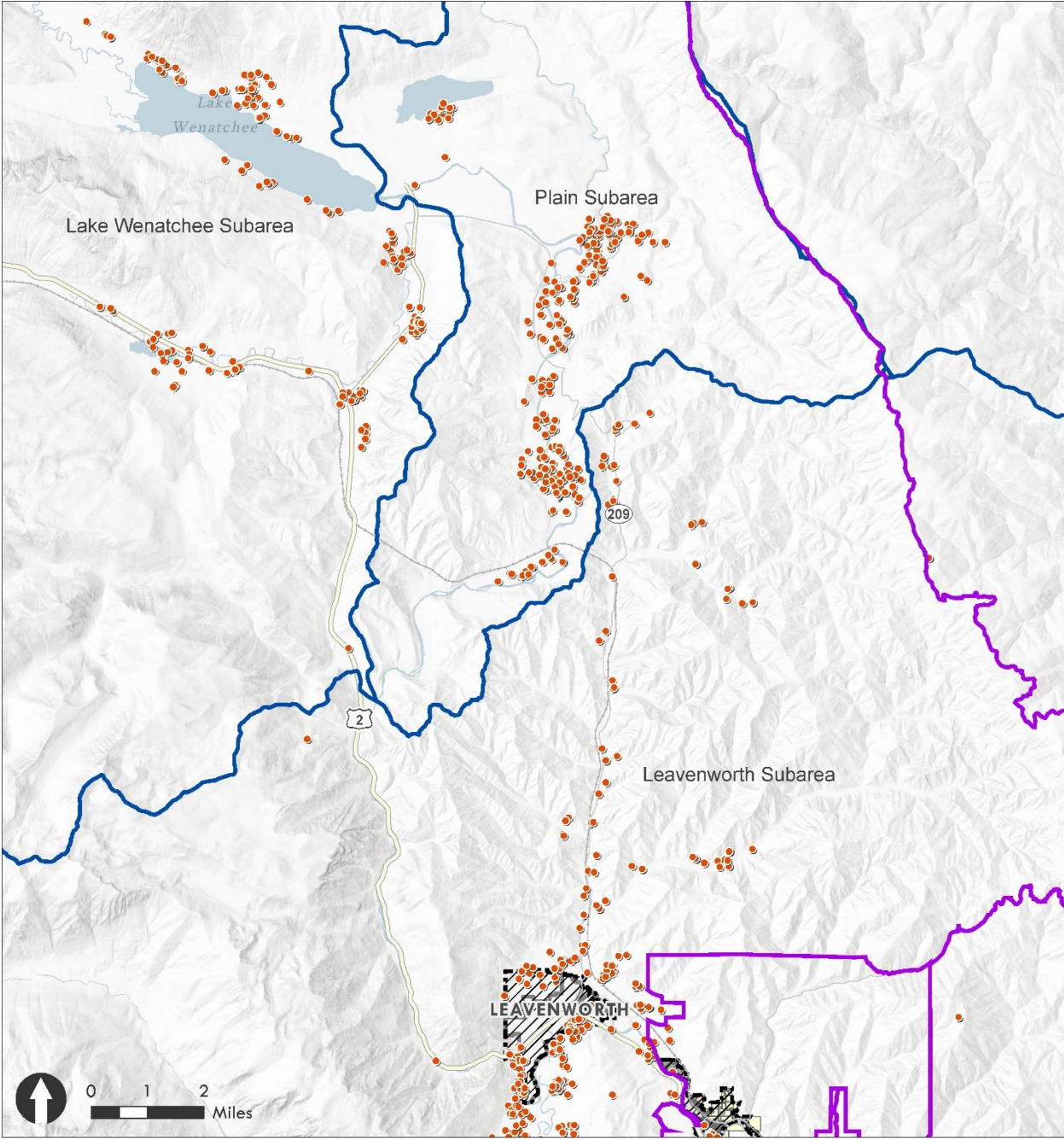
554 (D) Such other violations of Titles 11, 14, and 16 of sufficient severity in the reasonable judgment
555 of the Administrator,¹¹ so as to provide reasonable grounds for immediate revocation of the land
556 use permit.

557 (E) If three violations are verified under subsection (D) at any time during a twelve-month period,
558 the penalty shall be revocation in addition to any required civil penalties under 16.20.030.

¹¹ In Title 16, reference is made to “Administrator” whereas in Title 11 reference is made to “Director”. Both have a similar meaning in Title 14 definitions.

562

Attachment B: Leavenworth-Lake Wenatchee Subareas



563

LEGEND

- Urban Growth Areas
- Short-term Rental
- STR (on tribal land)
- Preliminary Boundaries
- ZIP Code Areas



Source: AirDNA, 2020.
 Data notes: This data tracks individual short-term rental property level from AirBNB and HomeAway. The location data on individual properties is within 500 meters of accuracy. It shows only properties that are assumed to be in unincorporated areas and are listed as an entire home/apartment.

564

Sources: Chelan County GIS, 2020. BERK 2020. Powered by AirDNA: <https://www.airdna.co>, 2020.

ATTACHMENT C: STR TASK FORCE

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BOARD OF COUNTY COMMISSIONERS
CHELAN COUNTY, WASHINGTON

RESOLUTION NO. 2020-_____

Summary: A resolution creating the Short Term Rental Task Force to study issues pertaining to short term rental uses code implementation in Chelan county. And to recommend regulation adjustments, of additions needed to county codes for subsequent Board of Commissioners action under Title 14 of the Chelan County code.

Whereas, on October 15, 2020 the Planning Commission passed a draft short term rental code within Chapter 11.88 of the Chelan County Code that also contained a formal request to the Board of Commissioners consider the creation of a "Task Force" to study and monitor future progress of the adopted code in meeting its purpose, and

Whereas, on Tuesdays, October 28, 2020, and November 3, 2020, at 1:00 p.m., the Board of Commissioners conducted workshops regarding that proposed short term rental code, and

Whereas, the Board of Commissioners recognize that short term rental use is a substantially a new regulated use county-wide with numerous considerations, and that the county, neighboring residents, short term rental owners, business interests, housing advocacy interests, and others may identify new, or continuing concerns and problems that may require adjustments to the adopted code, and

Whereas, Chelan County has received large volumes of public input regarding potential regulations pertaining to short term rentals and said public input has been both positive and negative, and

Whereas, the Board of Commissioners recognize that the initial adopted code may need to be adjusted through time to ensure the intent of the Board is being achieved, and that engaging the various interested parties in the analysis can provide for a balanced approach to evaluating the effectiveness of the adopted code, and

Whereas, the Board of Commissioners recognize that engaging the various interested parties in the analysis of code adoption can provide for a balanced approach to evaluating the effectiveness of the adopted code, and

Whereas, the Board of Commissioners believe the creation of a Short Term Rental Task Force composed of representatives of the aforementioned interested parties will provide for a balanced analysis and report to the board as to the effectiveness of the adopted code, and

Whereas, the Board of Commissioners want to adopt a short term rental code that meets all the needs of the citizens of Chelan County and is consistent with the county comprehensive plan's goals, and

Whereas, the Board of Commissioners are not herein granting any regulatory authority to the Task Force under any titles of the Chelan County Code, and are creating the Task Force as an Ad Hoc body with only advisory standing, and the individual members and Task Force itself exist solely at the pleasure of the Board, and

613 Whereas, this Task Force is not required by code or resolution to be created and convened by the Board
614 of Commissioners, but instead may be created and convened at the discretion of the Board, and will
615 exist for a period not to exceed 12 months unless extended for good cause by resolution at a later date;

616
617 **NOW, THEREFORE, BE IT RESOLVED** as follows by the Chelan County Board of Commissioners:

618
619 1. The above recitals are hereby adopted as findings and conclusions herein.

620
621 2. Chelan County does hereby create a non-regulatory advisory Ad Hoc Short Term Rental Task Force.

622
623 3. The members of the task force will be comprised of ten members, as follows:

624
625 One member from each Commissioner’s District if available, from anywhere in the county if not
626 and each (three members total) is an individual home owner living near a short term rental.

627
628 Three members who own a short term rental in Chelan County.

629
630 One member who is a realtor.

631
632 One member who is a representative of a housing authority, or other “affordable housing”
633 representative.

634
635 One member of the home construction industry of Chelan County and.

636
637 One “non-voting” member from Community Development who represents Chelan County, and
638 serves as the convener and facilitator. Additional staff may be used in a support role as needed.

639
640 6. The Chelan County Department of Community Development will create a report from the task force
641 with any recommendations to the Board of Commissioners 12 months after the creation of the task
642 force, and after each subsequent 12 month period if the task force continues for subsequent time periods.

643
644 9. This task force may be created upon passage of a resolution for the adoption of a final short term
645 rental code under Title 11.88 of the Chelan County code and is in the best interests of good government
646 and the public health, safety, and welfare.

647
648
649
650 **DATED** at Wenatchee, Washington this _____ day of October, 2020.

651
652 _____
653 CHELAN COUNTY BOARD OF COMMISSIONERS

654 _____
655 _____
656 DOUG ENGLAND, CHAIR

657

[Redacted signature line]

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BOB BUGERT, COMMISSIONER

659

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[Redacted signature line]

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KEVIN OVERBAY, COMMISSIONER

662

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Attest:

664

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[Redacted signature line]

666

Carlye Baity, Clerk of the Board

667

Dated: [Redacted date]

668

669

670 ATTACHMENT D: UPDATED SHORT-TERM RENTAL INFORMATION

671 Correct March 30, 2020 Situation Assessment: Account for city housing units: Exhibit 11, page 12

672 Does not change overall conclusions. While correcting for city dwellings, same Zip Codes exceed 5%
673 share of short-term rentals:

674 ■ Leavenworth (higher)

675 ■ Manson (no change)

676 ■ Peshastin (no change)

677 **Table D-1. Shares of Short-Term Rentals by Zip Code: Whole Home Short-Term Rentals**

| Zip Code Community Name | Zip Code | Total Dwellings 2019 | Total Unincorporated Dwellings 2019 | January 2020 Active short- term rentals | % short-term rentals - Unincorporated |
|-------------------------------|----------|-------------------------|---|---|---|
| Leavenworth | 98826 | 6,099 | 4,811 | 749 | 15.6% |
| Manson | 98831 | 2,519 | 2,519 | 281 | 11.2% |
| Chelan | 98816 | 5,333 | 2,492 | 97 | 3.9% |
| Peshastin | 98847 | 956 | 956 | 53 | 5.5% |
| Wenatchee | 98801 | 17,989 | 3,607 | 30 | 0.8% |
| Cashmere | 98815 | 2,977 | 1,785 | 28 | 1.6% |
| Malaga | 98828 | 908 | 908 | 5 | 0.6% |
| Entiat | 98822 | 1,138 | 551 | 4 | 0.7% |
| Various | Various | 836 | 836 | 0 | 0.0% |
| Total | | 38,672 | 18,466 | 1,247* | 6.8% |

678 Note: * Entire home/apartment.

679 Sources: Powered by AirDNA: <https://www.airdna.co>, 2020. State Office of Financial Management, 2019. BERK 2020.

680 **Table D-2. Zip Codes with No Short-Term Rentals per AirDNA**

| Zip Code Community Name | Zip Code | Total Dwellings 2019 (Unincorporated) |
|-------------------------|----------|--|
| Ardenvoir | 98811 | 37 |
| Chelan Falls | 98817 | 158 |
| Dryden | 98821 | 212 |
| Monitor | 98836 | 227 |
| Stehekin | 98852 | 203 |
| Total | | 836 |

681 Sources: Powered by AirDNA: <https://www.airdna.co>, 2020. State Office of Financial Management, 2019. BERK 2020.

682 Correct March 30, 2020 Situation Assessment Exhibit 12, page 13. Compare new housing units to short-
683 term rentals and correct for homes in city limits.

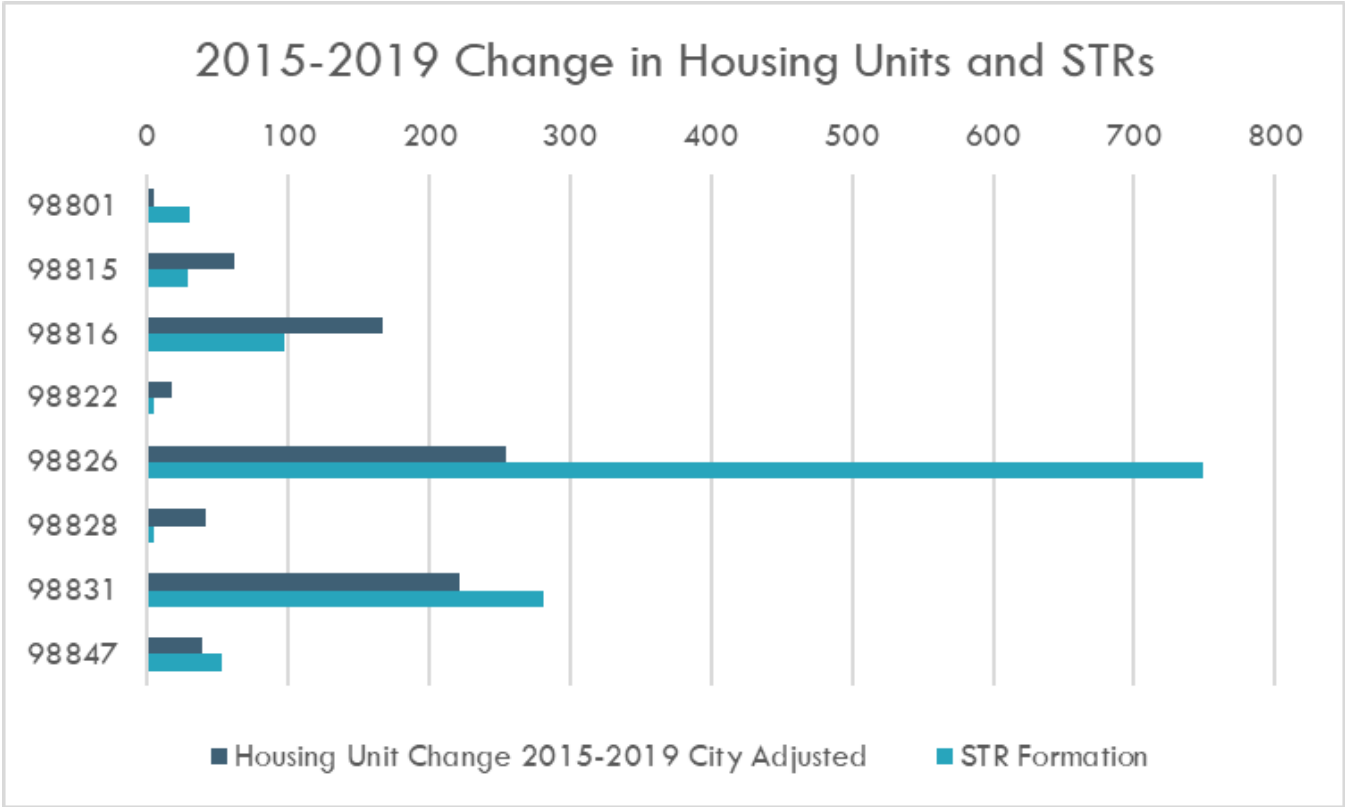
684 Results show a higher formation of short-term rentals compared to new housing stock in Zip Codes:

- 685 ■ Leavenworth (previously identified)
- 686 ■ Manson (new)
- 687 ■ Peshastin (new)

688 In Wenatchee, small formation of both dwelling units and short-term rentals.

689 These results are in line with other information about short-term rentals as a share of total housing stock.

690 **Figure D-1. Change in Housing Units and Short-Term Rentals: Whole Home Rentals**



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Sources: Powered by AirDNA: <https://www.airdna.co>, 2020. State Office of Financial Management, 2019. BERK 2020.