



SHORT-TERM RENTAL LICENSING

In Boulder County

Understanding the Licensing Program

- Short-term Rental Prior to 2021
- Short-term Rental now
- Short-term Rental Tiers
- Planning Process v Licensing Process
- Why the Change?
- First Steps
- Questions

Short-Term Rental since 1954

- The Code first defined dwelling in 1954
- In 2008, short-term rental added as lodging use
 - Rental of a property for fewer than 30 days
 - Impact was defined by zoning district & nights rented
 - Properties with more than 15 nights of short-term rental required a review process
 - Most required Limited Impact Special Use Review

Short-Term Rental as of 2021

- Balance between residency and income generation
- Three tiers
- Focused on intensity of use
- Creation of a licensing ordinance

Three Tiers of Short-Term Rental

- Primary Residence Short-Term Rental
 - An accessory use
- Secondary Residence Short-Term Rental
 - An accessory use
- Vacation Rental
 - A lodging use

Primary Residence Short-Term Rental

- An accessory residential use
- Must be the primary residence of the owner
- No rental limit
- No planning process required
- \$200 licensing fee
- Neighbors will be informed of rental by mail

Secondary Residence Short-Term Rental

- An accessory residential use
- Rental limit of no more than 60 nights per year
- 2 night minimum
- No Accessory Dwelling Units
- Requires a Planning Process
 - Limited Impact Special Use Review
 - Waiver
- \$200 licensing fee
- Neighbors will be informed through the planning process

Vacation Rental

- A Lodging Use
- More than 60 nights per year (maximum set through Public Process)
- 2 night minimum stay
- No accessory dwelling units
- No Vacation Rentals in platted subdivisions
- Requires a Planning Process
 - Special Use Review
- \$300 licensing fee
- Neighbors will be informed through the planning process

Licensing Ordinance

- Occupancy limit: 2 adults per bedroom, 8-person max occupancy
- Local Manager Required (owner can be manager)
- Wildfire mitigation required in Wildfire Zone 1
- Must be a Building Lot
- Must prove safe water and sewer

Licensing Ordinance

- Only one short-term rental per owner
- All licensed properties must carry proper insurance
- All short-term rentals subject to inspection
- Licenses are renewed every two years
- Fines established
- Enforcement with 3rd Party Support

Licensing Ordinance

- Online application
- Common concerns explained:
 - Proof of primary residency
 - Proof of insurance
 - Parking and floor plan
 - Sales tax license
 - Energy Audit

Licensing v Planning

- Planning Process before License Submittal
 - Secondary Residence Rental
 - Vacation Rental
- Licensing Requirements v Planning Requirements
- Planning Process fees
 - Limited Impact Special Use Review
 - Special Use Review

Why the Change?

- Impacts to housing resources
- Neighborhood noise concerns
- Wildfire concerns
- Intensity of uses

First Steps

- Call our staff or visit our website
- Get started as early as you can

Questions