

STAFF REPORT

DATE: 03/05/2026

TO: Bel Aire City Council Workshop
FROM: Paula Downs
RE: Short Term Rental Regulations

STAFF COMMUNICATION

FOR MEETING OF	3/10/2026
CITY COUNCIL	
INFORMATION ONLY	

SUMMARY: Short-Term Rental Properties in City of Bel Aire

General Information:

The City of Bel Aire currently does not have a specific Chapter or Article in the City Code titled "Short Term Rental". At this time Short-Term Rental properties have not been required to obtain a general business license.

Purpose of agenda item is to provide an overview of the draft regulation sections and discuss next steps.

Short- Term Rental Draft Regulation Overview:

1. **City Council requested the following issues** be addressed in the Short-Term Rental Regulations:
 - a. Limit on number of Short-Term Rental properties owned by a single owner/entity
 - b. Occupancy and gathering limits
 - c. Density considerations
 - d. Surrounding property owner notification and public hearing
 - e. Good Neighbor requirements- parking, noise, trash, etc.
 - f. HOA ability to be more restrictive
 - g. Number of days allowed to rent outside of permit/license requirement
 - h. Protest petition option
 - i. Permit is Administrative and simple unless appealed or protest petition is filed
 - j. Short-Term Rental property violation and enforcement
 - k. Threshold for number of days rented (under 28 days)
 - l. Owner response to issues on site

2. **Regulation details to be defined:**
 - a. Definitions section
 - b. Fees for permit, license, appeals, etc.
 - c. Public hearing format
 - d. Appeals process
 - e. Enforcement language

3. Draft Regulation Sections:

- a. Purpose
- b. Presumption of Ownership
- c. Short-Term Rental Administrative Permit Requirements
- d. Application for Short-Term Rental Permit Requirements
- e. Expiration and Renewal of Permit
- f. Short-Term Rental Regulations
- g. Duties of Owner
- h. Duties of Management Agent (if identified)
- i. General Business License Requirement
- j. Short-Term Rental Permit- Denial or Non-Renewal, Suspension, or Revocation
- k. Denial of Permit
- l. Suspension of Permit
- m. Revocation of Permit
- n. Notice of License Denial, Suspension, or Revocation
- o. Appeals Process
- p. Enforcement and Penalties
- q. Violations not exclusive
- r. Initial Compliance
- s. Severability

Considerations and Next Steps:

1. Review draft regulations with city staff and legal to finalize regulations.
2. Identify areas in the existing code that may need to be updated/modified to address the new regulations.
3. Update fee schedule to accommodate new application and license fees.
4. Develop application, Good Neighbor Checklist, and Permit documents.
5. Create website language and social media posts.
6. Bring regulations and fee schedule to City Council for approval.