



60 West Main Street
Hyrum, Utah 84319
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www.hyrumcity.gov

Staff Evaluation

First Review

Application: Hyrum City, Ordinance Amendment - An ordinance amending Title 17 Zoning of the Hyrum City Municipal Code to create Chapter 17.62 Short-Term Rental; amend 17.04.070 Definitions to define and include "Short-Term Rental"; and amend Use Regulations in sections 17.28.010, 17.44.020, and 17.45.020 to include Short-Term Rental as a conditional use in the Residential Zones R-1 and R-2, Commercial Zones C-1 and C-2.

Application Number: 25-037
Preparation Date: October 31, 2025
Applicant Name: Hyrum City

Planning Commission: November 13, 2025
Commission Role: Recommending Body to City Council
Application Type: Amendment

Application Overview: The proposed application is initiated by Hyrum City to create a Short-Term Rental ordinance that aims to regulate residential rental structures and units for fewer than thirty (30) consecutive days in duration.

Staff Comments:

1. Supports the need to license and regulate short-term rental options as proposed in efforts to provide housing options for tourism while preventing short-term rentals from impacting housing affordability and long-term rental housing options.
2. The city received input from concerned citizens that request STRs not be located in developments specifically planned as a mixed-use commercial residential sites that are adjacent to a single-family residential use request any STR be located a block away from any private or public school.

Planning Commission Responsibility:

1. A public hearing must be held by the Planning Commission.

Staff Recommendation:

1. The Planning Commission should have a thorough discussion of the application, staff evaluation, and specifying conditions and requirements.

Stipulations:

1. All proposed amendments shall first be recommended by the Planning Commission for its recommendation to the City Council for its consideration.
2. Staff will submit the proposed amendments to the City Attorney for review and comment prior to submission to the City Council.

Findings of Fact:

1. The public hearing was noticed in accordance with Utah Code 10-9a-205.

Attachments:

1. "Exhibit A" – Draft Amendments
2. "Exhibit B" – Short-Term Rental Business License Application

17.0.070 Definitions

Short-Term Rental (STR) - "Short-Term Rental" means "Short-term rental" means a residential unit or any portion of a residential unit that the owner of record or the lessee of the residential unit offers for occupancy for fewer than 30 consecutive days.

17.28.010 Use Regulations

C. Conditional uses:

3. Short-Term Rental.

17.44.020 Use Regulations

C. Conditional uses:

4. Short-Term Rental.

17.45.020 Use Regulations

C. Conditional uses:

4. Short-Term Rental.

17.62 Short-Term Rental

A. Definitions. For the purpose of this section, the following definitions shall apply:

1. Residential Unit – "Residential Unit" means a residential structure or any portion of a residential structure that is occupied as a residence.

B. Purpose and Intent.

1. The purpose and intent of this chapter is to provide short-term rental (STR) options for fewer than thirty (30) consecutive days in certain zoning districts in a residential unit or any portion of a residential unit.

C. Conditional Use Permit and Short-Term Rental Business License Required.

1. No residential unit shall be occupied or rented as an STR without first obtaining a Hyrum City conditional use permit and short-term rental business license.

D. Operational Strategy Plan Required.

1. The owner of a STR shall submit with the conditional use permit an operational strategy plan that outlines the operation and property management of the STR.

E. Plot Plan and Floor Plan Required.

1. A plot plan that includes property lines, location of all building structures including setbacks from property lines, entrances, and designated off-street parking.

2. A floor plan drawn to scale with labels on rooms indicating the proposed uses and include the square feet clear floor space area of each room.

3. Site plan approval may be required as regulated by this Title.

4. Zoning clearance may be required as regulated by this Title.

F. Locations.

1. No more than one (1) STR shall be permitted per one-thousand (1000) people of the Hyrum City total population as estimated by the current U.S. Census Bureau Population.

2. The STR shall only be permitted in a single-family and multi-family residential structure; or within a permitted development specifically planned as a mixed-use commercial residential site with a qualifying residential unit.

3. No more than one (1) STR shall be permitted in a multi-family residential structure. (i.e., if the multi-family residential structure is a fourplex only one (1) unit may be permitted as a STR).

4. No STR shall be permitted within a development specifically planned as a mixed-use commercial residential site when adjacent to a single-family residential use.

5. No STR shall be permitted within six-hundred-sixty (660) feet of a property line that is owned or operated by a private or public school.

6. No STR shall be permitted within a detached accessory building.

G. Occupancy.

1. The STR maximum occupancy shall be no more than one (1) occupant per two hundred (200) square feet of open-floor space area of the residential structure or portion of residential structure that is occupied as a STR. (i.e., if the open-floor space area is 2,400 square feet, the maximum occupancy shall be no more than twelve (12) occupants).

H. Standards.

1. The STR is subject to Hyrum City zoning ordinance, business license ordinance, and conditional use permits ordinance.
2. The STR is subject to Hyrum City nuisance ordinances regarding garbage collection and disposal, weed control, noise disturbance, and offenses against public peace, morals, and welfare.
3. The STR exterior lighting shall prevent glare onto adjacent properties and shall be dark-sky sensitive.
4. The STR sleeping rooms will allow emergency egress.
5. The STR sleeping rooms will be equipped with smoke detectors.
6. The STR is limited to the number of allowed pets at any one residence.
7. The STR signage is limited to one (1) non-internally illuminated sign, no larger than three (3) square feet, and shall only be mounted to the wall of the building.

I. Parking Requirements.

1. A total of one (1) additional off-street parking space will be provided per two (2) rooms.
2. Parking stalls are to be nine (9) feet by twenty (20) feet and of a hard surface such as asphalt, cement or brick. Gravel, road base, etc., are not considered hard surfaces.
3. All required STR parking must provide adequate provision of ingress and egress by standard-sized automobiles.
4. All required STR off-street parking and the parking of trailers, boats, ATVs, or similar vehicles associated with the guest use shall be contained on the lot or parcel of the licensed STR.
5. No on-street parking or parking within the public right of way is permitted for vehicles associated with the guest use.

J. Fire Safety Inspection Required.

1. The STR business license application shall be referred for approval to the Hyrum City Fire Department for investigation and inspection as to whether or not all ordinances and codes pertaining to fire and safety compel compliance prior to the issuance of a STR business license.



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Exhibit B

Short-Term Rental Business License Application

Short-Term Rental Address: _____

Unit Number (if applicable): _____ Tax ID/Parcel Number: _____

Overall Clear Floor Space Area of Short-Term Rental: _____ Square Feet.

Name: _____ Date: _____

Address: _____ City, State, Zip: _____

Telephone: _____ Email: _____

Name of Designated Contact: _____

Mailing Address: _____

Telephone: _____ Email: _____

The Following Items Are Required To Be Submitted With The Application:

- ☐ Plot Plan that includes property lines, location of all building structures including setbacks from property lines, entrances, and designated off-street parking; or a site plan approval and/or zoning clearance approval if applicable.
- ☐ Floor Plan drawn to scale with labels on rooms indicating the proposed uses and include the square feet clear floor space area of each room.
- ☐ A copy of the approved Conditional Use Permit and Operation Strategy Plan.

Short-Term Rental Licenses will be valid for 1 year at which time an annual \$75.00 renewal fee is incurred.

Applicant Certification: I certify under penalty of perjury that this application and all information submitted as a part of this application is true, complete and accurate to the best of my knowledge. Should any of the information or representations submitted in connection with this application be incorrect or untrue, I understand that Hyrum City may rescind any approval or take any other legal or appropriate action. I also acknowledge that I have reviewed the applicable sections of the Hyrum City Code and that items and/or checklists contained in this application are basic and minimum requirements only and that other requirements may be imposed that are unique to individual projects or uses. I also agree to allow appointed agent(s) of the City to enter the subject property to make any necessary inspections thereof.

Applicant Signature: _____ Date: _____

Hyrum City Approval:

Business Licensing: _____ Date: _____

Zoning Department: _____ Date: _____

FOR OFFICE USE ONLY	Application Fee	Business License Fee	Due	Total
Short-Term Rental Business License	\$10	\$75	Upon Submission	\$85
Receipt Number:	Date:		Submission Fee	\$85