

Planning Commission suggested Title 4 changes Oct 2025

The Planning Commission would like to focus on 2 priorities for this fall: 1: tightening up Short-term Rental (STR) applications, permissions, and enforcement and 2. Making sure the appeals process matches state statutes.

Priority 1. STR Discussions.

Existing Code Definitions:

HOTEL/MOTEL: A structure which provides a common entrance, lobby, hall and stairways, and in which temporary lodging is provided for compensation.

SHORT TERM RENTAL: a dwelling or portion of a dwelling that is rented for a period of fewer than 30 consecutive days. This includes, but is not limited to Airbnb, VRBO and similar short-term vacation and living accommodations.

Draft new definitions:

Short Term Rental: A dwelling or portion of a dwelling that is rented to a customer or customers for a time period of 30 days or less, and which is the primary residence of the individual offering the dwelling or portion of the dwelling to be rented.

Hostel: A business which rents single beds to customers for a time period of 30 days or less, and in which all other living quarters and amenities are shared between renters.

Motel: A business which rents individual rooms to customers for a time period of 30 days or less, where entrances to each room are accessed directly from a parking lot.

Hotel: A business which rents individual rooms to customers for a time period of 30 days or less, where entrances to each room are accessed from a common hallway.

It was discussed that there needs to be harmony between the building code and the zoning code regarding the difference between a hotel/motel and hostels. Hotels, motels, short term rentals (STR) and hostels are all typically occupied rentals for less than 30 days.

Assuming an occupation of 10 persons or less and also using the distinction or cut-off of residential building codes of 10 persons or less, one distinction is that a hostel may have up to 10 unique reservations at one time. A STR is typically 1 unique reservation at a time. It was discussed that a hostel requires the owner to also have the structure as their primary residence.

It was discussed that licenses can still be a useful tool. Licenses could consider grandfathering in the existing or transitioning them to the new system over 1-3 years.

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The chart below reflects the remainder of the discussions.

Occupancy	Building Code	Zoning Code	District	Permitted/ Conditional	Residency Requirement
More than 10	IBC, R1 Building Occupancy	Hotel Motel Hostel STR	Commercial Manufacturing (Light Industrial)	Permitted	No primary requirement
10 or less Subject to City’s square footage requirements per fire code (50 s/f per person)	IBC, IRC, R3 Building Occupancy	Hostel	R5 (requirement of owner occupancy)	Conditional Permit Annual Short Term Rental License for 12 months and a fee	4-12 Section Clarify primary residence only
10 or less Subject to City’s square footage requirements per fire code (50 s/f per person)	IBC, IRC, R3 building occupancy	STR	R5, R3, R2, R1, RMed, Ag (requirement of owner occupancy)	Conditional Permit Annual Short Term Rental License for 12 months and a fee	4-12 Section Clarify primary residence only

Priority 2. Appeals process and application.

Appeals sections were drafted in the 2024 packet to meet state standards. The only change suggested is that the Board of Adjustment appeals process would come to council before going directly to District Court. The Planning Commission appeals already go to Council in accordance with the existing code. Adam and RaJean are responsible for drafting the language for the appeals sections.