

**ORDINANCE NO. 2026-444**

**AN ORDINANCE AMENDING ORDINANCE NO. 2026-201 ESTABLISHING  
REGULATIONS CONCERNING SHORT-TERM RENTALS  
IN THE CITY OF MADISON, ALABAMA**

**WHEREAS**, on June 22, 2026, the City of Madison, Alabama (the "City"), adopted Ordinance No. 2026-201 establishing regulations concerning short-term rentals in the City (the "Ordinance"); and

**WHEREAS**, the City Council of the City of Madison, Alabama (the "City Council"), desires to amend the Ordinance in order to provide for an administrative appeal process and the creation of a board to hear appeals.

**THEREFORE, BE IT HEREBY ORDAINED** by the City Council of the City of Madison, Alabama (the "City Council"), as follows:

**Section 1.** Section 11 is amended to read as follows:

Section 11. Denial, Suspension, Revocation, & Appeals

A. Grounds for Denial, Suspension, or Revocation.

Any STR Permit and/or business license issued pursuant to this Article may be denied, suspended, or revoked by the City, following notice as provided in herein, for any of the following causes:

1. Any fraud, misrepresentation, or false statement contained in the application or made in connection with any transaction;
2. Any violation of this Article; or
3. The operation of a business permitted under this Article in an unlawful manner, or in such a manner as to constitute a breach of the peace or a menace to the health, safety, or general welfare of the public.

Any suspension imposed under this subparagraph shall be for such period as the Building Department determines appropriate to the circumstances, not to exceed twelve (12) months.

B. Mandatory Suspension and Revocation for Substantiated Complaints.

In addition to the authority herein, if three (3) valid complaints concerning a Short-Term Rental are substantiated by the City within a twelve (12) month period, the Operator's STR Permit shall be suspended by the Building Department for a period of no less than six (6) months. If an Operator's STR Permit is suspended a second time within any twenty-four (24) month period, the second suspension shall be for a period of no less than twelve (12) months. If an Operator's STR Permit is suspended a third time within any thirty-six (36) month period, the STR Permit shall be permanently revoked.

C. Notice of Denial, Suspension, or Revocation.

The Building Department shall issue written notice of any denial, suspension, or revocation under this Ordinance. The notice shall set forth specifically the grounds for the action, including, where applicable, the date and nature of each substantiated complaint; the effective date and duration of any suspension; and the right to appeal under this Paragraph, including the deadline for filing an appeal.

1. *Notice of Denial.* Notice of denial shall be served on the applicant by certified or registered mail, postage prepaid, at the mailing address listed in the application.
2. *Notice of Suspension or Revocation.* Notice of suspension or revocation shall be served on the Owner of record by certified or registered mail, postage prepaid, to the Owner's listed mailing address and to the address of the Short-Term Rental. Notice shall also be given to the Operator (if different from the Owner) and to the Local Contact Person.

D. Short-Term Rental Appeals Board.

1. *Establishment.* There is hereby established the Short-Term Rental Appeals Board (the "Board"), which shall hear and decide appeals as provided in this Paragraph.
2. *Membership.* The Board shall consist of five (5) members as follows:
  - i. One (1) employee of the Madison Police Department, designated by the Chief of Police;
  - ii. One (1) employee of the Planning Department, designated by the Director of Planning;
  - iii. One (1) employee of the Madison Fire Department, designated by the Fire Chief;
  - iv. One (1) person with professional experience in construction or the building trades, appointed by the City Council; and
  - v. One (1) person appointed by the Mayor.

No member shall own, operate, or manage a Short-Term Rental within the City. Members appointed under items (iv) and (v) shall be residents of the City of Madison at the time of appointment and throughout their term. Each official designating a member under items (i) through (iii) may also designate an alternate employee from the same department to serve in the member's absence or disqualification.

3. *Terms.* Members designated under items (i) through (iii) shall serve at the pleasure of the designating official and only while employed by the designating department. Members appointed under items (iv) and (v) shall serve terms of three (3) years. Appointed members may be reappointed and shall serve until a successor is appointed. A vacancy shall be filled for the remainder

of the unexpired term in the same manner as the original designation or appointment.

4. *Removal.* A designating official may replace a member designated under items (i) through (iii) at any time. A member appointed under item (iv) or (v) may be removed by the appointing authority for cause, including neglect of duty, misconduct, an undisclosed conflict of interest, or failure to attend three (3) consecutive meetings without excuse, after written notice and an opportunity to be heard. Any member who comes to own, operate, or manage a Short-Term Rental within the City shall immediately vacate their seat.
5. *Conflicts of Interest.* All members shall comply with the Alabama Ethics Law for officials and members appointed to serve on City boards.
6. *Officers and Records.* The Board shall elect a chair and vice chair from among its members and may appoint a secretary to keep minutes and records of all proceedings. The secretary shall not be required to be a member of the Board.
7. *Meetings, Quorum, and Voting.* All meetings and hearings of the Board shall be open to the public and conducted in accordance with the Alabama Open Meetings Act. A majority of the members shall constitute a quorum. The concurring vote of a majority of the members present and voting, but not less than three (3) members, shall be required to reverse or modify a decision under appeal.
8. *Jurisdiction.* The Board shall hear and decide appeals of the denial, suspension, or revocation of an STR Permit and/or business license issued pursuant to this Ordinance. The Board shall have no authority to waive, vary, or amend any requirement of this Article.

E. Appeal.

An applicant, Owner, or Operator may appeal a denial, suspension, or revocation by serving written notice of appeal on the City Clerk within fifteen (15) calendar days of receipt of the notice detailed herein. The notice of appeal shall include the name and address of the appellant, the address of the Short-Term Rental, a copy of the notice being appealed, and a statement of the grounds for the appeal. An appeal not timely filed shall not be heard, and the denial, suspension, or revocation shall be final.

The filing of an appeal shall not stay a suspension or revocation, which shall remain in effect unless reversed or modified by the Board. The filing of an appeal from a denial shall not authorize the operation of a Short-Term Rental.

The Board shall hear the appeal no later than sixty (60) calendar days after the notice of appeal is filed, unless the appellant agrees in writing to a later date. Written notice of the date, time, and place of the hearing shall be served on the appellant by certified or registered mail at least fifteen (15)

days before the hearing. At the hearing, the appellant and the City may present testimony, documents, and other evidence, and the appellant may be represented by counsel. The hearing shall be recorded, and all evidence submitted shall become part of the record.

The Board may affirm, reverse, or modify the denial, suspension, or revocation, and in reversing a denial may direct the issuance of the STR Permit and/or business license subject to compliance with all other requirements of this Article. The Board shall issue a written decision stating its findings of fact and the reasons for its decision within fifteen (15) calendar days after the close of the hearing, and shall serve a copy on the appellant.

Any appellant aggrieved by a decision of the Board may appeal the decision to the City Council by serving written notice of appeal on the City Clerk within fifteen (15) calendar days of receipt of the Board's written decision. The notice of appeal shall include a copy of the Board's decision and a statement of the grounds for the appeal. If no appeal is timely filed, the decision of the Board shall be final.

The City Council shall hear the appeal at a regularly scheduled meeting held no later than sixty (60) calendar days after the notice of appeal is filed, unless the appellant agrees in writing to a later date. Written notice of the date, time, and place of the hearing shall be served on the appellant by certified or registered mail at least fifteen (15) calendar days before the hearing.

The City Council's review shall be limited to the record of the proceedings before the Board, including the Board's written decision, and to argument by the appellant and the City. The City Council may affirm, reverse, or modify the decision of the Board by a majority vote of the members present and voting. The City Council shall issue a written decision stating its findings and the reasons for its decision within fifteen (15) calendar days after the hearing, and the City Clerk shall serve a copy on the appellant. The decision of the City Council shall be final. The effect of an appeal to the City Council on any suspension, revocation, or denial shall be the same as provided herein.

#### F. Judicial Review.

Any person aggrieved by a final decision of the City Council may seek judicial review in the Circuit Court of the county in which the Short-Term Rental is located, as otherwise provided by law, within fifteen (15) calendar days after the date of the City Council's written decision.

**Section 2.** This Ordinance shall be effective upon its adoption and publication as provided by law.

**Section 3.** If any clause, phrase, sentence, paragraph, or provision of this Ordinance shall be invalidated by a court of competent jurisdiction, it is the intent of the City Council that such invalidation shall not affect the validity of any other clause, phrase, sentence, paragraph, or provision thereof.

**READ, PASSED, AND ADOPTED** at a regularly scheduled meeting of the City Council of the City of Madison, Alabama, on this 9<sup>th</sup> day of November 2026.

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***President***  
**Madison City Council**

**ATTEST:**

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***Lisa D. Thomas, City Clerk-Treasurer***

**APPROVED** this \_\_\_\_\_ day of November 2026.

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***Ranae Bartlett, Mayor***  
**City of Madison, Alabama**