

**TOWN OF PALMER LAKE
BOARD OF TRUSTEES - AGENDA MEMO**

DATE: February 23, 2023	ITEM NO.	SUBJECT: Review/Direction on Short Term Rental Status and STR Code
Presented by: Town Administrator /Clerk		

It is one year of data collected since implementing the Short Term Rental code and permitting in the town of Palmer Lake. Following is a summary of the collection of a total of 49 STR licensed in the town –

22 owner occupied w/ 9 accessory:

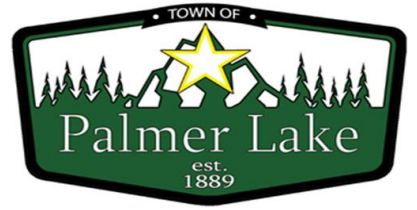
Walkout basement
Garage & storage area conversion
Loft over garage
Apartment above garage
Cottage behind the main home
Bunk House
Garage conversion apartment
Tiny home
Cottage on the backside of the property

26 non-owner-occupied w/ 3 conditional use w/ 1 accessory:

Apartment above garage

An area of concern is primarily accessory use, as the zoning code does not define/speak to accessory dwellings. It is recommended that any accessory dwelling requires a conditional use permit going forward. Multiple units for non-owner-occupied property follow the process of conditional use. It is recommended that *any parcel with more than one dwelling should require a conditional use permit*. The idea of this is to review any accessory dwelling that may hinder a neighborhood. Are setbacks adhered to? For example, on accessory use (ie., shed smaller than 200sf per PPRBD), property setbacks have not historically been applied. Further definition of accessory dwelling can be addressed with Planning Commission as land use code is reviewed.

It is also recommended to consider a cap on both type of license. Currently there is a 10% cap on non-owner-occupied rentals, meaning a limit of approximately 112 licenses within the town. Staff recommendation is to reduce this number overall and establish a cap/limit for owner-occupied rentals as well. A suggested cap to consider is 5% for non-owner and 10% for owner occupied.



A draft code amendment is included reflecting some of these suggestions with Board direction.