



STAFF REPORT

TO: THE HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

MEETING DATE: APRIL 20, 2026

FROM: ERIN VENTURA, CONTRACT PLANNER

SUBJECT: SHORT TERM RENTALS

RECOMMENDATION:

Staff recommends that the City Council review the attached draft Short Term Rental Ordinance and provide feedback.

DISCUSSION:

The City Council held discussions regarding a Short Term Rental Ordinance on the following dates (recordings linked below):

- [February 2, 2026](#)
- [March 2, 2026](#)
- [March 16, 2026](#)

Staff took the comments and directions provided at the previous City Council meetings, and drafted the attached draft ordinance. There are still a few areas where direction is needed.

Maximum Number:

- What is the total number of allowed STR within the City?
- How is that number divided up within the City?

The ordinance was drafted to divide the city into two districts, within the Historic District and outside of the Historic District.

Staff recommends the City Council set a percentage for total number of units within those two districts. With a percentage, it will adjust as the housing stock adjusts.

Waitlist:

Since the City will be putting a cap on the number of STR permits issued, the City Council should determine how to handle a waitlist, if the cap is met. The following was added to the draft ordinance:

“Waiting List. STR permit applications shall be reviewed on a first-come, first-serve basis with a waiting list for new STR permits once all authorized STR permits are issued.”

These discussion points can also be passed down to the Planning Commission for consideration or addressed by the City Council.

NEXT STEPS:

Staff recommends that the City Council review the draft ordinance and either create an ad hoc committee to continue to work on it or send the draft ordinance to the Planning Commission for review and comment.

The final draft ordinance will be brought back to the City Council for review and adoption at a later date.