



SHORT-TERM VACATION RENTAL PROGRAM AD-HOC COMMITTEE MINUTES THURSDAY, NOVEMBER 5, 2020

CALL TO ORDER

A regular meeting of the Short-Term Vacation Rental Program Ad-Hoc Committee (Committee) was called to order at 4:01 p.m. by Committee Secretary Lorette.

This meeting was held by teleconference pursuant to Executive Orders N-25-20, N-29-20, N-33-20, and N-35-20, executed by the Governor of California in response to the state of emergency relating to novel coronavirus disease 2019 (COVID-19) and enabling teleconferencing accommodations by suspending or waiving specified provisions of the Ralph M. Brown Act (Government Code § 54950 *et seq.*).

ROLL CALL

PRESENT: Committee Members Best, Butler, Caldwell, Church, Coronel, Franco, Grotzky, Jonasson, McDonough, Monroe, Shelton, Spinney, Tamm and Chair Schutz

ABSENT: Committee Member Navarro

STAFF PRESENT: Design & Development Director Castro, Hub Manager Sanchez, Permit Technician/Committee Secretary Lorette, Public Safety Manager Mendez, Code Compliance Supervisor Meredith, and Community Resources Director Escobedo

PLEDGE OF ALLEGIANCE

Committee Secretary Lorette led the Committee in the Pledge of Allegiance.

PUBLIC COMMENTS ON MATTERS NOT ON THE AGENDA

Committee Secretary Lorette announced the following WRITTEN PUBLIC COMMENTS were received as of 12:00 p.m., which were distributed to the Committee, and incorporated into the agenda packet and public record of the meeting:

- Sandy and Tom Baak – commenting on the Short-Term Vacation Rental (STVR) hotline;
- Greg Schierholz – requesting an extension of Executive Order No. 10 imposing a moratorium on new STVR permits and recommending tiered permit fees;
- Charles Eckman – recommending stronger restrictions on STVRs, and requesting enforcement assistance from the City for STVRs located within residential communities with homeowner associations (HOAs);
- Keith Benham – requesting the termination of Executive Order No. 9 imposing stricter regulations on the use and occupation of STVRs;
- Anthony Amini and Richard LaBrie – providing suggestions to the Committee to consider when making recommendations related to STVRs for Council’s consideration;
- Carrie Babij – recommending how to improve the STVR program and requesting the termination of Executive Order No. 10;
- Meagan Beavers, Arlene Gotshalk, and Jeffrey Smith – in opposition of STVRs;
- Nelda Esmeralda – requesting new applications be accepted for homeshare STVRs during the moratorium imposed by Executive Order No. 10;
- Barbara (Barb) Montavon – commenting on over occupancy for STVRs and monitoring advertisements for unlicensed properties;
- James Lewis – recommending improvements for the STVR program;
- David Dinnel – in support of STVRs and providing information on volunteer services to assist the City in collecting data.

CONFIRMATION OF AGENDA

Chair Schutz requested to switch the agenda order by taking up the Business Session items first, followed by Study Session. The Committee concurred.

CONSENT CALENDAR

1. APPROVE MEETING MINUTES OF OCTOBER 1, 2020

MOTION – A motion was made and seconded by Committee Members Best/Caldwell to approve the Consent Calendar as submitted. Motion passed: ayes 14, noes 0, absent 1 (Navarro).

REPORTS AND INFORMATIONAL ITEMS

1. CODE ENFORCEMENT UPDATE

Community Resources Director Escobedo provided an update on Code

Enforcement activities:

- Staff is drafting a report to present to the City Council at the November 17, 2020, regular meeting outlining the STVR program's characteristics; the City's past, current, and future objectives and initiatives; and enforcement efforts;
- City Council approved one additional Code Compliance Officer position on October 20, 2020;
- A weekly posting of active and suspended STVR properties is available on the City website;
- Staff is preparing to send out Cease and Desist letters to all unlicensed properties.

Director Escobedo answered related questions from Committee Members.

BUSINESS SESSION – *items taken out of agenda order*

1. APPROVE PERMITTING SUB-COMMITTEE REPORT WITH RECOMMENDATIONS TO MODIFY SHORT-TERM VACATION RENTAL PERMIT PROCESS AND REQUIREMENTS

Committee Member Jonasson provided an overview of the proposed recommendations to modify the current STVR permit process and requirements:

- Two types of permits – Homeshare and standard STVR;
- Minimum stay requirements;
- Neighbor notification of a new permit or permit renewal;
- Review of costs for STVR program to ensure all costs are fully covered by permit/license fees;
- Permits shall be non-transferrable;
- Enhance City databases to improve enforcement and reporting of the STVR program;
- Suspended STVR property addresses to be published on the City website;
- Properties to be suspended for 6 months for operating without a permit and denied a permit if this type of violation re-occurs.

MOTION – A motion was made and seconded by Committee Members Monroe/Shelton to approve the permitting sub-committee report with recommendations to modify short-term vacation rental permit process and requirements. Motion passed: ayes 12, noes 2, absent 1 (Navarro).

2. APPROVE DENSITY SUB-COMMITTEE REPORT WITH

RECOMMENDATIONS TO MODIFY SHORT-TERM VACATION RENTAL OCCUPANCY LIMITS

Committee Member Best noted the Committee considered this item at the October 1, 2020, meeting; and provided an overview of the proposed recommendations, which were amended based on the comments and feedback received from the Committee:

- Studio and 1-bedroom properties are not to be considered the same;
- Increase of Studio occupancy from 2 to 3 occupants, with one occupant being 12 years of age or younger;
- Increase of 1-bedroom occupancy from 2 to 4 occupants, with 2 occupants being 12 years of age or younger;
- Maintain recommendation on occupancy level for 2-bedroom properties at 4 occupants;
- Maintain recommendation on occupancy level for 3-bedroom properties at 6 occupants.

MOTION – A motion was made and seconded by Committee Members Caldwell/McDonough to approve the density sub-committee report with recommendations to modify short-term vacation rental occupancy limits. Motion passed: ayes 11, noes 3, absent 1 (Navarro).

3. APPROVE DENSITY SUB-COMMITTEE REPORT WITH RECOMMENDATIONS TO INCLUDE SHORT-TERM VACATION RENTAL PROPERTY DENSITY LIMITS

Committee Member Caldwell provided an overview of the proposed recommendations for density limits on STVRs:

- Divide STVR community into 2 groups: homeshares and standard STVRs;
- Homeshares would be exempt from density limitations;
- Single family STVR properties would be subject to one STVR property per 300-foot radius of another permitted property;
- Condominium complexes consisting of 4 or more units would be subject to 2 STVR properties per 300-foot radius;
- STVRs within Tourist Commercial Zones would be exempt from density limitations;
- A variety of recommendations on how density recommendations can be implemented successfully.

MOTION – A motion was made and seconded by Committee Members Church/Spinney to approve density sub-committee report with

recommendations to include short-term vacation rental property density limits. Motion passed: ayes 10, noes 4, absent 1 (Navarro).

STUDY SESSION – *items taken out of agenda order*

1. DISCUSS MARKETING SUB-COMMITTEE REPORT AND UPDATE

Committee Member McDonough provided an update to the Committee on the focus of the Marketing Sub-Committee. They will continue to work on a host checklist, Good Neighbor/Good Guest brochure, develop host training and best practices for hosts, create a violation notice/supplement for guests to receive, and research the creation of a welcome video for guests.

Chair Schutz informed the Committee that all recommendations have been approved, therefore no further sub-committee meetings are needed for density, enforcement, and permitting.

The Committee reached a general consensus that the next regularly scheduled Committee Meeting of December 3, 2020, will be the Committee's final meeting.

ADJOURNMENT

There being no further business, it was moved and seconded by Committee Members Franco/Grotsky to adjourn this meeting at 5:55 p.m.

Respectfully submitted,



LORI LORETT, Committee Secretary
City of La Quinta, California