



# **Town of Chapel Hill**

## **SHORT TERM RENTAL (STR) TASK FORCE**

Wednesday, January 15, 2020, 4:30 p.m.-6:30 p.m.  
Chapel Hill Public Library, Meeting Room A  
100 Library Drive, Chapel Hill, NC 27514

### **Meeting Agenda**

Members: Housing Advisory Board Member, Manish Atma, Anthony Carey, Shelley De Fosset, Jennifer Hoffman, Jamine Ifedi, Nathan Ligo, Alexa Nota, James Parrott, Sally Persing, John Quinterno, Mary Stowe, Steven Whitlow

#### **1. Opening**

##### **a. Roll Call**

##### **b. Approval of Action Minutes**

#### **2. Old Business**

Regulating STRs. Rebecca Badgett, UNC School of Government, and Jim Huegerich, Town of Chapel Hill Ombudsman, will continue to lead the Task Force in a facilitated discussion on STR regulations that will be incorporated into a future ordinance. The discussion will continue to focus on:

- Occupancy Caps
- Safety Inspections
- Designation of Responsible Party
- Insurance Requirements
- Signs

#### **3. New Business**

Identify areas of agreement for recommendation to Town Council. The Task Force will work on creating a list of recommendations to share with Council about STR ordinance provisions related to their charge:

- Occupancy Caps
- Safety Inspections
- Designation of Responsible Party
- Insurance Requirements
- Signs

#### **4. Public Comment**

#### **5. Adjournment**

**Charge of the Task Force:** The Town Council has charged the STR Task Force with: (1) Identify goals of developing an effective STR ordinance relating to whole house and whole unit investor-owned rental for staff to

share with the Council on November 18, 2019. (2) Review staff recommendations for processes to handle registration and safety checks for all STRs. (3) Attend regularly scheduled meetings where staff and guest speakers will present qualitative and quantitative information to help guide larger discussions on themes related to STR regulations. (4) Actively participate in meetings to review and deliberate on themes related to STRs. Work with staff to identify topics needing further discussion as needed. (5) Identify impacts of possible STR regulations on various stakeholder groups as presented by staff. Seek a balanced approach to regulating STRs in a way that reflects the views of multiple stakeholder groups. (6) Develop a set of final recommendations for STR regulations for category 3 above (whole house, non-owner occupied rentals), including safety checks and registration that can be translated by staff and presented to the Council for consideration and enactment in March 2020.

**Public Charge:** The STR Task Force pledges its respect to the public. The Task Force asks the public to conduct themselves in a respectful, courteous manner, both with the Task Force and with fellow members of the public. Should any member of the Task Force or any member of the public fail to observe this charge at any time, the Chair will ask the offending person to leave the meeting until that individual regains personal control. Should decorum fail to be restored, the Chair will recess the meeting until a genuine commitment to this public charge is observed.

**Public Participation:** The community is welcome to attend and provide public comment at STR Task Force Meetings. Please submit all written comments to Anya Grahn, Senior Planner, via email at [agrahn@townofchapelhill.org](mailto:agrahn@townofchapelhill.org) for distribution to the STR Task Force members. All written public comment will be made available online.

# STR Task Force DRAFT Recommendations

*Based on discussion at January 15, 2020 meeting*

Where/in what zoning districts should dedicated STRs be permitted?

- Campus removed from discussion
- Some members believe STRs should be allowed anywhere residences are allowed
- Some members believe STRs should be allowed only in areas where overnight lodging is currently allowed
- Discussion continued to February 5<sup>th</sup> meeting

How many dedicated STRs should be allowed to operate?

- All members believe dedicated STR permits should be capped
- Some members believe dedicated STR permits should be capped as a percentage of total housing by zone
- Some members believe dedicated STR permits should also have a minimum proximity limitation
- Some members do not believe dedicated STR permits should also have a minimum proximity limitation

Occupancy

- All task force members believe there should be an occupancy cap in dedicated STRs
- Some members believe dedicated STR occupancy should be capped at 2 per bedroom plus 4 (who can sleep anywhere)
- Some members believe dedicated STR occupancy should capped per fire code

Designated Responsible Party

- All members believe dedicated STRs should be required to list a designated responsible party, who could be the owner
- Some members believe the designated responsible party or their proxy should be available by phone 24/7 and available to respond on site within 2 hours in case of a nuisance issue or emergency

Signs

- All members believe the property address should be clearly visible from the street at all hours of the day and night
- All members believe dedicated STRs should not be allowed to post signs advertising its short-term rental use

## Insurance

- All members believe dedicated STRs operators should sign an affidavit confirming they have short-term rental specific insurance coverage at all times the property is rented

## Safety Standards & Checklist

*Discussion continued to February 5<sup>th</sup> meeting*