



Skamania County

PLANNING COMMISSION

JULY 21, 2020

PLEASE REMAIN MUTED.

THE MEETING WILL BEGIN AT 6:15 PM.

Agenda

- **CALL TO ORDER**
- **PLEDGE OF ALLEGIANCE**
- **ROLL CALL**
- **AGENDA ITEMS**
 - Approval of minutes from the July 7, 2020, Planning Commission Meeting.
 - Workshop #5 to discuss Short-term Vacation Rental regulations.
- **PLANNING COMMISSION BUSINESS**
- **ADJOURN**



GRAHAM COUNTY COURT HOUSE

Short-term Vacation Rental Discussion Draft



- July 7th PC Workshop
- July 14th BOCC Workshop
- **July 21st PC Workshop**

- Next Steps –
 - Finalize Draft
 - SEPA/Hearing Notices
 - Planning Commission Hearing
 - Board of County Commissioners Adoption

Summary of Draft

- Definition
- Short-term Vacation Rentals
 - Purpose
 - Development Standards and Operational Requirements
 - Liability Insurance
 - Taxes
 - Short-term Vacation Rental Permits
 - Application Procedure
 - Term of Annual Permit
 - Revocation
- Accessory Dwelling Units

Occupancy

- **Edited to not restrict family occupancy of STVRs and to allow for greater occupancy when STVR is designed to accommodate greater occupancy (e.g. use of bunk rooms or multiple beds per room)**

2. Occupancy shall be limited to no more than two adult guests per bedroom, plus two additional adult guests. Guests under the age of 18 shall not count towards this occupancy limit. This limit may be increased if an operator demonstrates that their STVR is designed to accommodate a higher number of occupants.

Contact Person

- Edited to require a contact person be available, but not necessarily local.

Operational Requirements

A ~~local~~ contact person must be provided who is able to respond 24 hours a day, seven days a week to any complaints or inquiries.

Application Procedure

Contact Person Information. This person must be available to respond 24 hours a day, seven days a week to any complaints or inquiries. If the owner does not permanently reside in the local area ~~or is not always available when the property is being rented, the owner shall provide the name, telephone number and email of a contact person from the local area to represent the owner regarding the uses of the property and/or complaints related to the STVR~~ it is recommended that the owner provide a local contact.

Neighbor Notice

- Edited to clarify that the notice is required only when a permit is first obtained and not annually.
- Edited to clarify that notice is provided to properties immediately adjacent to the STVR.

Operational Requirements

Notice to Neighbors. Upon approval of an initial STVR permit, the owner or contact person shall provide a mailing or otherwise distribute by hand, a flier to all property owners of record and/or occupants of properties immediately adjacent to and abutting the STVR and shall provide a copy of this notice to the Community Development Department. The notice shall include the telephone number of the owner and contact person. The purpose of this notice is so that neighboring property owners and residents can contact a responsible person to report and request resolution of problems associated with the operation of the STVR. If the permanent contact information changes during the license period, the new information must be mailed or distributed again.

Inspections

- Edited to make clear that inspections may be requested in response to a complaint, but not as part of an ordinary application review.

Application Procedure

Inspection Access. A statement allowing the County reasonable access to the property for the purpose of ~~reviewing the proposal for the health and safety requirements in RCW 64.37.030 and~~ verifying compliance with this section should the County receive complaints about the STVR.

Application Fees

- **Application fees will be set by the BOCC after a review of the costs required to process a STVR permit. Basing fees on tiers of STVRs will ensure that fees are related to the intensity of the STVR.**

Application Procedure

Application and renewal fees shall be determined by the intensity of the STVR as set by the following tiers:

Tier 1. Any room, suite, or accessory dwelling unit located within an owner-occupied single-family dwelling.

Tier 2. Any STVR that is not a Tier 1 or Tier 3 STVR.

Tier 3. Any single-family dwelling that operates as a STVR full-time or is not occupied by its owner for at least four months per year.

Revocation

- Removal of following section which granted county staff a lot of discretion to revoke permits.

Revocation

~~Such other violations of this chapter of sufficient severity in the reasonable judgement of the Community Development Department, so as to provide reasonable grounds for immediate revocation of the permit.~~

Permit Program Features



Mobile-Enabled Registration and Tax Collection: Mobile/web forms and back-end systems for streamlining registration and tax collection processes and capturing required documentation, signatures and payments electronically.



Address Identification: Automated monitoring of 50+ STVR websites and online dashboard with complete address information and screenshots of all identifiable STVRs in county.



Compliance Monitoring: Ongoing monitoring of STVRs for zoning and permit compliance coupled with automatic outreach to those operating without permits.



Rental Activity Monitoring and Tax Calculation Support: Ongoing monitoring of STVR listings for signs of rental activity. Enables data-informed tax compliance monitoring and other enforcement practices that require knowledge of STVR activity level.



Dedicated Hotline: 24/7 staffed telephone hotline and online platform for neighbors to report non-emergency STVR problems, submit evidence and initiate automatic follow-up activities.

Planning Commission Business

- No meeting August 4th
- Public Hearing August 18th
 - Carson home occupations/light-home industries
 - Various edits to subdivision code
 - One time 5-acre exemption
 - Lot size averaging
 - Process clarifications

