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# SKAMANIA COUNTY PLANNING COMMISSION

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## AGENDA

**Tuesday, November 17, 2020 @ 6:15 PM**

REMOTE PARTICIPATION BY ZOOM MEETING TELEPHONE AND VIDEO CONFERENCE

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**I. CALL TO ORDER**

**II. PLEDGE OF ALLEGIANCE**

**III. ROLL CALL**

**IV. AGENDA ITEMS**

1. Approval of minutes from the October 6, 2020, Planning Commission Meeting.
2. Continue deliberation on proposed text amendments to Title 21 (Zoning) adopting regulations for short-term vacation rentals.

**V. PLANNING COMMISSION BUSINESS**

**VI. ADJOURN**

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**Participation Instructions:**

To join the Zoom meeting online, visit <https://us02web.zoom.us/j/6564597957>.

To join by telephone, call (253) 215-8782, and enter the following meeting ID when prompted:  
**656 459 7957**



# Skamania County Planning Commission

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## PLANNING COMMISSION MEETING MINUTES

**Tuesday, October 6, 2020**

**Remote participation by Zoom Meeting telephone and video conference**

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Planning Commission Members:  
Present: Ken Bajema, Sue Davis,  
John Prescott, Cyndi Soliz

Community Development Department Staff  
Present: Mike Beck, Alan Peters

### AUDIENCE

Ann Bain

### PROCEEDINGS

Meeting was called to order at 6:20 P.M. by Vice-Chair, Cyndi Soliz

Ms. Soliz led the Pledge of Allegiance.

Roll Call. Quorum was met.

1. Approve Minutes from the August 18, 2020 Planning Commission meeting.
    - a. John Prescott moved to approve the minutes of the August 18, 2020 Planning Commission Meeting. Sue Davis seconded the motion.
    - b. Motion passed 4-0.
  
  2. Public Hearing on proposed text amendments to Title 21 (Zoning) adopting regulations for short-term vacation rentals.
    - a. Alan Peters, Assistant Planning Director, provided background on the proposal including a summary of public input, Planning Commission workshops, and revisions to the proposed language. Mr. Peters recommended that the Planning Commission forward a recommendation to the Board of County Commissioners to approve the proposed language, but stated that the purpose of today's hearing was to hear public comment and for the Planning Commission to deliberate. Staff noted that a comment letter was received from Dan and Kathy Huntington.
    - b. Vice-Chair Cyndi Soliz invited each Planning Commission member the opportunity to provide feedback on the proposal. John Prescott wanted the proposal to be changed to reflect the request from the Huntingtons with respect to wayfinding signs. Cyndi Soliz agreed with this change. Ken Bajema expressed concerns with the proposal and offered a suggestion that operators report annually on how often their unit was rented. Sue Davis recommended that language be included with an ordinance to require the Planning Commission to review the ordinance after it is implemented to determine if the objectives are being achieved. The Planning Commission discussed when a revoked permit should be reinstated, and Staff suggested this be determined on a case-by-case basis.
-

- c. Vice-Chair Cyndi Soliz opened the public hearing at 7:13 PM.
  - i. Ann Bain provided public comment in support of the proposal.
  - ii. No other public was present, so the public hearing was closed at 7:14 PM.
- d. Vice-Chair Cyndi Soliz provided a list of modifications to the proposal based on the Planning Commission's deliberations.
  - i. Section 21.70.190(B)(3) remove "No off-premise signage is permitted".
  - ii. Section 21.70.190(E)(2) add new subsection (d) stating "Operators shall report on the number of nights occupied and average number of occupants for the prior year."
  - iii. Section 21.70.190(E)(2) add section stating that "The period of time for which a permit is revoked will be determined on a case-by-case basis."
  - iv. Also include in recommendation that the Planning Commission would like the Community Development Department and Board to work towards the most conservative permit fees possible and to require the Planning Commission to review the regulations after one year to determine whether objectives are being achieved.
- e. Sue Davis made a motion to forward a recommendation to the Board of County Commissioners to adopt the proposal with the amendments proposed by Cyndi Soliz. Alan Peters requested that these items be repeated for the record. Cyndi Soliz repeated the amendments as follows:
  - i. Section 21.70.190(B)(3) remove "No off-premise signage is permitted".
  - ii. Section 21.70.190(E)(2) add new subsection (d) stating "Operators shall report on the number of nights occupied and average number of occupants for the prior year."
  - iii. Section 21.70.190(E)(2) add section stating that "The period of time for which a permit is revoked will be determined on a case-by-case basis."
  - iv. Also include in recommendation that the Planning Commission would like the Community Development Department and Board to work towards the most conservative permit fees possible and to require the Planning Commission to review the regulations after one year to determine whether objectives are being achieved.
- f. Sue Davis accepted the amendments and John Prescott seconded the motion. The vote on the motion was 3-1, with Ken Bajema voting against the proposal.
  - i. Alan Peters explained that the Planning Commission's bylaws require a vote of the majority of the full body of the Planning Commission for actions related to changes to the zoning or comprehensive plan. Because there are seven Planning Commissioners, four votes are required, and the motion fails.
  - ii. The Planning Commissioners decided that they should continue their deliberations at the October 20<sup>th</sup> meeting and try again to forward a recommendation to the Board of County Commissioners.

### 3. Planning Commission Business.

- a. Alan Peters explained the state requirements currently in effect with respect to in-person public meetings during the COVID-19 pandemic. Because Skamania County is in Phase 3, in-person meetings are allowed provided that a remote participation option is available, social distancing is enforced, all attendees wear face masks, and attendance is limited to 10 persons. Due to the limit on 10 persons and the face mask requirement, Staff felt that the Planning Commission should continue to meet remotely.
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4. MEETING ADJOURNED at 7:30 PM after motion by John Prescott, seconded by Sue Davis.

**ATTEST**

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Planning Commission Chair

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Secretary

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# Skamania County

## Community Development Department

Building/Fire Marshal • Environmental Health • Planning

Skamania County Courthouse Annex

Post Office Box 1009

Stevenson, Washington 98648

Phone: 509-427-3900 Inspection Line: 509-427-3922

### STAFF REPORT

**TO:** Skamania County Planning Commission  
**FROM:** Alan Peters, Assistant Planning Director

**REPORT DATE:** October 15, 2020  
**PROPOSAL:** Short-term Vacation Rental Code Amendments

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At the direction of the Board of County Commissioners, Planning Staff has spent the last several months working with the Planning Commission to developing regulations for short-term vacation rentals (STVR) in Skamania County. At their November 13, 2019 meeting, the Board directed Planning Staff to prepare a STVR ordinance and requested that new regulations be adopted by August 2020 and go into effect in January 2021.

The Planning Commission held a public hearing on October 6, 2020 and deliberated on the proposal before voting on a motion 3-1. Because the Commission's bylaws require that a recommendation on zoning amendments pass by a majority of the full membership of the Planning Commission (four votes), the motion failed. The Planning Commissioners felt that deliberations should be continued at a future meeting date.

The Planning Commission did provide specific direction to Staff on the draft proposal, offering the following recommendations:

- Section 21.70.190(B)(3) remove "No off-premise signage is permitted".
- Section 21.70.190(E)(2) add new subsection (d) stating "Operators shall report on the number of nights occupied and average number of occupants for the prior year."
- Section 21.70.190(E)(2) add section stating that "The period of time for which a permit is revoked will be determined on a case-by-case basis."
- Also include in recommendation that the Planning Commission would like the Community Development Department and Board to work towards the most conservative permit fees possible and to require the Planning Commission to review the regulations after one year to determine whether objectives are being achieved.

Since that meeting, Staff also met with Planning Commission Member Ken Bajema in order to discuss his particular concerns with the proposal. As a result of these discussions, Staff has prepared a revision that has consolidated much of the language in the original draft and has removed some redundancies from the text. These changes have resulted in a 15% reduction in the overall word count of the proposal and a 21% reduction from the original draft considered by the Planning Commission in the summer.

Staff believes these changes still satisfy the purpose of balancing the desire to promote tourism and economic development in the community while minimizing impacts to existing neighborhoods. These changes are included in the attached red-line document and will be addressed in detail at the October 20<sup>th</sup> meeting.

Staff also has included additional changes to the accessory dwelling unit code, removing the requirement from that code to record a declaration with the Auditor's Office about the owner's intent to occupy the property and not use the unit as a vacation rental. With the proposed changes removing these restrictions on the use of ADUs, this declaration is no longer necessary.

### **Recommendation**

Based on the analysis in this report, Planning Staff recommends that the Planning Commission forward a positive recommendation to the Board of County Commissioners to approve the proposed amendments to Title 21, establishing standards for Short-term Vacation Rentals in Skamania County.

Staff would also recommend that the development standards and operational requirements go into effect in January 2021 as planned. However, Staff would recommend that the permit requirements not go into effect until some later date, either July 1, 2021 or January 1, 2022. The reason for this delayed implementation is that the County would not be able to provide adequate notice to operators in the short amount of time between now and the new year.

A revised motion is included in this packet.

Alternatively, the Planning Commission may amend the proposal before forwarding it to the Board or may forward a recommendation to not adopt the proposal.

1 **SHORT-TERM VACATION RENTALS**  
2 **PROPOSED TEXT AMENDMENTS**

3  
4  
5 NEW DEFINITION

6  
7 21.08.010 **DEFINITIONS - INTERPRETATION**

8 . . .

9 Short-term vacation rental: means a lodging use, that is not a hotel or motel or bed and breakfast, in which  
10 a dwelling unit, a residential accessory building, or portion thereof, is offered or provided to a guest by a  
11 short-term vacation rental operator for a fee for fewer than thirty consecutive nights.

12  
13 NEW SECTION

14  
15 21.70.190 **SHORT-TERM VACATION RENTALS**

16  
17 A. PURPOSE

18 The purpose this section is to establish regulations for the operation of short-term vacation rentals  
19 (STVRs) in Skamania County. These regulations do not apply to hotels, motels, or bed and  
20 breakfasts which operate as commercial uses. The provisions in this section are necessary to  
21 promote tourism and economic development within Skamania County while preventing  
22 unreasonable burdens on services and minimizing impacts to rural residential neighborhoods.

23  
24 B. DEVELOPMENT STANDARDS AND OPERATIONAL REQUIREMENTS

25 1. A STVR may be located within any dwelling unit (including any entire dwelling unit or any  
26 portion of a dwelling unit), within any accessory dwelling unit, or within a residential accessory  
27 building. A park model recreational vehicle may be used as a STVR in accordance with the  
28 occupancy restrictions in SCC 21.70.120(A).

29 2. Dedicated on-site parking shall be provided to accommodate all guests.

30 ~~3. One sign either attached to the dwelling or placed in front of the dwelling and containing no~~  
31 ~~more than four square feet is permitted. No off-premise signage is permitted.~~

32 43. STVR shall conform to all applicable standards in the building, plumbing, electrical,  
33 mechanical, fire, health (water and septic), and any other applicable codes. Functioning carbon  
34 monoxide detectors and smoke detectors shall be kept in operating order and installed as required  
35 by the International Residential Code (IRC). At least one functioning fire extinguisher shall be  
36 installed within the STVR.

37 ~~54.~~ Address numbers for the STVR shall be visible from the road.

38 65. The STVR shall be operated in a way that will prevent disturbances to neighboring properties  
39 not typical of a residential neighborhood, including but not limited to, loud music, loud noises,  
40 excessive traffic, loud and uncontrolled parties, junk/debris/garbage accumulation in the yards,  
41 trespassing, barking dogs, or excess vehicles, boats or recreational vehicles parked in the streets  
42 in front of the unit. The rental shall not be used at any time to host commercial events, unless the  
43 rental is associated with an approved commercial event center.

44 ~~7. Operators must post the following information in a conspicuous place within each STVR:~~

45 ~~a. The STVR street address;~~

46 ~~b. The emergency contact information for summoning police, fire, or emergency medical~~  
47 ~~services;~~

48 ~~c. The floor plan indicating fire exits and escape routes;~~

49 ~~d. The maximum occupancy limits;~~

50 ~~e. The contact information for the operator or designated contact; and~~

51 ~~f. The STVR permit issued by the Community Development Department.~~

52 9. Notice to Neighbors. Upon approval of an initial STVR permit, the owner or contact person  
53 shall provide a mailing or otherwise distribute by hand, a flier to all property owners of record  
54 and/or occupants of properties within 300 feet of the STVR. The notice shall include the  
55 telephone number of the owner and contact person. The purpose of this notice is so that  
56 neighboring property owners and residents can contact a responsible person to report and request  
57 resolution of problems associated with the operation of the STVR. If the permanent contact  
58 information changes during the license period, the new information must be mailed or distributed  
59 again within 30 days of any change.  
60

#### 61 C. LIABILITY INSURANCE AND TAXES

62 1. Per RCW 64.37.050, a STVR operator must maintain primary liability insurance to cover the  
63 STVR in the aggregate of not less than one million dollars or conduct each STVR transaction  
64 through a platform that provides equal or greater primary liability insurance coverage.  
65

#### 66 2.

#### 67 D. TAXES

68 Per RCW 64.37.020, STVR operators must remit all applicable local, state, and federal taxes  
69 unless the platform does this on the operator's behalf. ~~If the STVR platform collects and remits an~~  
70 ~~occupancy, sales, lodging, and other tax, fee, or assessment to which a STVR operator is subject~~  
71 ~~on behalf of such operator, the platform must collect and remit such tax to the appropriate~~  
72 ~~authorities.~~  
73

#### 74 DE. SHORT-TERM VACATION RENTAL PERMITS

75 All operators of STVRs shall maintain a short-term vacation rental permit as required in this  
76 section. It is a violation of this section to rent, offer for rent, or advertise for rent a STVR without  
77 first obtaining a STVR permit.

#### 78 1. APPLICATION PROCEDURE

79 a. An application for a STVR permit shall be made to the Community Development  
80 Department on a form provided by the Department. The application shall include at a  
81 minimum:

82 ~~i. Property Owner Information. Owner's name, permanent residence address,~~  
83 ~~telephone number, owner's mailing address.~~

84 ~~ii.i. Contact Person Information. This person and the information for a contact~~  
85 ~~person who must be available to respond 24 hours a day, seven days a week~~  
86 ~~to any complaints or inquiries. If the owner does not permanently reside in~~  
87 ~~the local area it is recommended that the owner provide a local contact.~~

88 ~~iii.ii. Occupancy Limits. The operator shall state the proposed occupancy limit for~~  
89 ~~the STVR. limit for the STVR as determined by the operator.~~

90 ~~iv.iii. Tax Information. A statement of intent to collect and remit all required taxes~~  
91 ~~associated with the vacation rental home as required by RCW~~  
92 ~~64.37.020 STVR.~~

93 ~~v.iv. Inspection Access. A statement allowing the County reasonable access to the~~  
94 ~~property for the purpose of verifying compliance with this section should the~~  
95 ~~County receive complaints about the STVR.~~

96 ~~vi.v. Self-certification. A statement that the STVR complies with the development~~  
97 ~~standards and operational requirements in SCC 21.70.190(B).~~

98 ~~vii.vi. Neighborhood Notice. A statement of intent to notify neighbors of the~~  
99 ~~STVR. all property owners of record and/or occupants of properties within~~  
100 ~~300 feet of the STVR. The notice shall include the telephone number of the~~  
101 ~~owner and contact person. The purpose of this notice is so that neighbors can~~



102 contact a responsible person to report and request resolution of problems  
103 associated with the STVR.

104 ~~viii. A statement of intent to collect and remit all required taxes associated with~~  
105 ~~the STVR. Good Neighbor Guidelines. A statement of intent to provide the~~  
106 ~~county provided Good Neighbor Guidelines to guests of the STVR.~~

107 ~~ix.vii. Liability Insurance. A statement of intent to provide liability insurance~~  
108 ~~coverage as required by RCW 64.37.050.~~

109 ~~b. Application Fee. Applications shall be accompanied by a nonrefundable fee payable~~  
110 ~~to the Skamania County Treasurer in an amount established by the Board of County~~  
111 ~~Commissioners. Application fees will be prorated if issued for less than half of the~~  
112 ~~annual term. Application and renewal fees shall be determined by the intensity of the~~  
113 ~~STVR operation as set by the following tiers:~~

114 ~~i. Tier 1. Any single family dwelling or accessory dwelling unit that operates as a~~  
115 ~~STVR full time or is not occupied by its owner for at least four months per year; or~~  
116 ~~any parcel that contains more than one STVR.~~

117 ~~ii.b. Tier 2. All other STVRs.~~

118 ~~c. Approval. Upon receipt of a complete application, the Community Development~~  
119 ~~Department will verify compliance with the requirements of this section and issue a~~  
120 ~~STVR permit. The operator shall post a copy of the current permit in a conspicuous~~  
121 ~~place in the STVR.~~

## 122 2. TERM OF ANNUAL PERMIT

123 a. A STVR permit shall be issued for a period not to exceed one year, with its effective  
124 date running from the date of issuance to December 31<sup>st</sup>.

125 ~~b. Permits may be renewed annually by the owner upon a showing that all applicable~~  
126 ~~standards continue to be met.~~

127 ~~e.b. The Community Development Department shall send annual notice prior to~~  
128 ~~December 31<sup>st</sup> informing operators of the expiration and renewal requirements.~~  
129 ~~STVR permits may be renewed annually. Operators shall report on the prior year's~~  
130 ~~occupancy at the time of renewal.~~

## 131 3. REVOCATION

132 a. In addition to other enforcement options available to the County under SCC 21.100,  
133 the County following provisions apply to violations of this section:

134 i. Failure to meet the operational requirements of SCC 21.70.190(B) or the  
135 discovery of material misstatements or providing of false information in the  
136 application or renewal process is grounds for immediate revocation of the  
137 permit.

138 ~~ii. The discovery of material misstatements or providing of false information in~~  
139 ~~the application or renewal process is grounds for immediate revocation of the~~  
140 ~~permit.~~

141 ~~iii.ii. Other violations of this chapter, including but not limited to~~  
142 ~~investigation/sustaining of complaints, shall be processed as follows:~~

143 1. For the first and second violations within a twelve-month period, the  
144 sanction shall be a warning notice.

145 2. If the same offense continues to occur or a third similar offense  
146 occurs at any time during a twelve-month period, the County may  
147 either issue a third warning, update the permit to include reasonable  
148 special operational standards, or revoke the permit.

149 ~~b. The period of time for which a permit is revoked will be determined on a case-by-~~  
150 ~~case basis, but shall not exceed 12 months.~~

151 b.

- 152 c. ~~Notice of Decision/Appeal/Stay.~~ If the STVR permit is updated or revoked as  
153 ~~provided in this section,~~ the Community Development Department shall send written  
154 notice to the owner stating the basis for the decision. ~~The notice shall include~~  
155 ~~information about the right to appeal the decision and the procedure for filing an~~  
156 ~~appeal with the Board of County Commissioners.~~ Operators may appeal the decision  
157 to the Board of County Commissioners within 14 calendar days. Upon receipt of an  
158 appeal, the Community Development Department shall stay the update or revocation  
159 decision until the appeal has been finally determined by the Board of County  
160 Commissioners.

161  
162 OTHER AMENDMENTS

163  
164 21.70.180 **ACCESSORY DWELLING UNITS**

165 B. STANDARDS AND CRITERIA

166 1. Only one ADU may be established per legal lot of record and only if a lot contains one principal  
167 dwelling unit and no other dwellings. ~~The property owner must occupy either the principal unit or the~~  
168 ~~ADU as their permanent residence for at least six months out of each year. To meet this requirement, a~~  
169 ~~property owner may include any spouse, child, sibling, parent, grandchild, grandparent, aunt, uncle, niece,~~  
170 ~~or nephew of the property owner on title.~~

171 . . .

172 8. Either the ADU or the principal unit, but not both units, may be rented as a short-term vacation rental.  
173 ~~Neither the ADU nor the principal unit shall be used at any time as a short term vacation rental. A short-~~  
174 ~~term vacation rental is a unit rented out for any period of less than sixty days.~~

175 . . .

176 D. APPLICATION PROCEDURE.

177 . . .

178 ~~2. A declaration shall be signed by the applicant and recorded in the auditor's office specifying that the~~  
179 ~~owners, successors, heirs, and assigns of the property shall abide by the standards and criteria of this~~  
180 ~~section, including specifically the requirement that they occupy either the principal unit or the ADU as~~  
181 ~~their permanent residence for at least six months out of each year, and that neither the ADU nor the~~  
182 ~~principal unit shall be used at any time as a short term vacation rental.~~

1 **SHORT-TERM VACATION RENTALS**  
2 **PROPOSED TEXT AMENDMENTS**  
3  
4

5 NEW DEFINITION  
6

7 21.08.010 **DEFINITIONS - INTERPRETATION**  
8

9 . . .

10 Short-term vacation rental: means a lodging use, that is not a hotel or motel or bed and breakfast, in which  
11 a dwelling unit, a residential accessory building, or portion thereof, is offered or provided to a guest by a  
12 short-term vacation rental operator for a fee for fewer than thirty consecutive nights.

13 NEW SECTION  
14

15 21.70.190 **SHORT-TERM VACATION RENTALS**  
16

17 A. PURPOSE

18 The purpose this section is to establish regulations for the operation of short-term vacation rentals  
19 (STVRs) in Skamania County. These regulations do not apply to hotels, motels, or bed and  
20 breakfasts which operate as commercial uses. The provisions in this section are necessary to  
21 promote tourism and economic development within Skamania County while preventing  
22 unreasonable burdens on services and minimizing impacts to rural residential neighborhoods.  
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- 25 1. A STVR may be located within any dwelling unit (including any entire dwelling unit or any  
26 portion of a dwelling unit), within any accessory dwelling unit, or within a residential accessory  
27 building. A park model recreational vehicle may be used as a STVR in accordance with the  
28 occupancy restrictions in SCC 21.70.120(A).  
29 2. Dedicated on-site parking shall be provided to accommodate all guests.  
30 3. STVR shall conform to all applicable standards in the building, plumbing, electrical,  
31 mechanical, fire, health (water and septic), and any other applicable codes. Functioning carbon  
32 monoxide detectors and smoke detectors shall be kept in operating order and installed as required  
33 by the International Residential Code (IRC). At least one functioning fire extinguisher shall be  
34 installed within the STVR.  
35 4. Address numbers for the STVR shall be visible from the road.  
36 5. The STVR shall be operated in a way that will prevent disturbances to neighboring properties  
37 not typical of a residential neighborhood, including but not limited to, loud music, loud noises,  
38 excessive traffic, loud and uncontrolled parties, junk/debris/garbage accumulation in the yards,  
39 trespassing, barking dogs, or excess vehicles, boats or recreational vehicles parked in the streets  
40 in front of the unit. The rental shall not be used at any time to host commercial events, unless the  
41 rental is associated with an approved commercial event center.  
42

43 C. LIABILITY INSURANCE AND TAXES

- 44 1. Per RCW 64.37.050, a STVR operator must maintain primary liability insurance to cover the  
45 STVR in the aggregate of not less than one million dollars or conduct each STVR transaction  
46 through a platform that provides equal or greater primary liability insurance coverage.  
47 2. Per RCW 64.37.020, STVR operators must remit all applicable local, state, and federal taxes  
48 unless the platform does this on the operator's behalf.  
49

50 D. SHORT-TERM VACATION RENTAL PERMITS

51 All operators of STVRs shall maintain a short-term vacation rental permit as required in this  
52 section. It is a violation of this section to rent, offer for rent, or advertise for rent a STVR without  
53 first obtaining a STVR permit.

54 1. APPLICATION PROCEDURE

- 55 a. An application for a STVR permit shall be made to the Community Development  
56 Department on a form provided by the Department. The application shall include at a  
57 minimum:
- 58 i. Property owner information and the information for a contact person who  
59 must be available to respond 24 hours a day, seven days a week to any  
60 complaints or inquiries.
  - 61 ii. Occupancy limit for the STVR as determined by the operator.
  - 62 iii. A statement of intent to collect and remit all required taxes associated with  
63 the STVR.
  - 64 iv. A statement allowing the County reasonable access to the property for the  
65 purpose of verifying compliance with this section should the County receive  
66 complaints about the STVR.
  - 67 v. A statement that the STVR complies with the development standards and  
68 operational requirements in SCC 21.70.190(B).
  - 69 vi. A statement of intent to notify all property owners of record and/or occupants  
70 of properties within 300 feet of the STVR. The notice shall include the  
71 telephone number of the owner and contact person. The purpose of this  
72 notice is so that neighbors can contact a responsible person to report and  
73 request resolution of problems associated with the STVR.
  - 74 vii. A statement of intent to collect and remit all required taxes associated with  
75 the STVR. and to provide liability insurance coverage as required by RCW  
76 64.37.
- 77 b. Applications shall be accompanied by a nonrefundable fee payable to the Skamania  
78 County Treasurer in an amount established by the Board of County Commissioners.  
79 Application fees will be prorated if issued for less than half of the annual term.
- 80 c. The operator shall post a copy of the current permit in a conspicuous place in the  
81 STVR.

82 2. TERM OF ANNUAL PERMIT

- 83 a. A STVR permit shall be issued for a period not to exceed one year, with its effective  
84 date running from the date of issuance to December 31<sup>st</sup>.
- 85 b. STVR permits may be renewed annually. Operators shall report on the prior year's  
86 occupancy at the time of renewal.

87 3. REVOCATION

- 88 a. In addition to other enforcement options available to the County under SCC 21.100,  
89 the following provisions apply to violations of this section:
- 90 i. Failure to meet the operational requirements of SCC 21.70.190(B) or the  
91 discovery of material misstatements or providing of false information in the  
92 application or renewal process is grounds for immediate revocation of the  
93 permit.
  - 94 ii. Other violations of this chapter, including but not limited to  
95 investigation/sustaining of complaints, shall be processed as follows:
    - 96 1. For the first and second violations within a twelve-month period, the  
97 sanction shall be a warning notice.
    - 98 2. If the same offense continues to occur or a third similar offense  
99 occurs at any time during a twelve-month period, the County may  
100 either issue a third warning, update the permit to include reasonable  
101 special operational standards, or revoke the permit.

- 102 b. The period of time for which a permit is revoked will be determined on a case-by-  
103 case basis, but shall not exceed 12 months.  
104 c. If the STVR permit is updated or revoked, the Community Development Department  
105 shall send written notice to the owner stating the basis for the decision. Operators  
106 may appeal the decision to the Board of County Commissioners within 14 calendar  
107 days. Upon receipt of an appeal, the Community Development Department shall stay  
108 the update or revocation decision until the appeal has been finally determined by the  
109 Board of County Commissioners.

110  
111 OTHER AMENDMENTS

112  
113 21.70.180 **ACCESSORY DWELLING UNITS**

114 B. STANDARDS AND CRITERIA

115 1. Only one ADU may be established per legal lot of record and only if a lot contains one principal  
116 dwelling unit and no other dwellings. ~~The property owner must occupy either the principal unit or the~~  
117 ~~ADU as their permanent residence for at least six months out of each year. To meet this requirement, a~~  
118 ~~property owner may include any spouse, child, sibling, parent, grandchild, grandparent, aunt, uncle, niece,~~  
119 ~~or nephew of the property owner on title.~~

120 . . .

121 8. Either the ADU or the principal unit, but not both units, may be rented as a short-term vacation rental.  
122 ~~Neither the ADU nor the principal unit shall be used at any time as a short term vacation rental. A short-~~  
123 ~~term vacation rental is a unit rented out for any period of less than sixty days.~~

124 . . .

125 D. APPLICATION PROCEDURE.

126 . . .

127 ~~2. A declaration shall be signed by the applicant and recorded in the auditor's office specifying that the~~  
128 ~~owners, successors, heirs, and assigns of the property shall abide by the standards and criteria of this~~  
129 ~~section, including specifically the requirement that they occupy either the principal unit or the ADU as~~  
130 ~~their permanent residence for at least six months out of each year, and that neither the ADU nor the~~  
131 ~~principal unit shall be used at any time as a short term vacation rental.~~



**Skamania County**  
**Community Development Department**  
Building/Fire Marshal • Environmental Health • Planning  
Skamania County Courthouse Annex  
Post Office Box 1009  
Stevenson, Washington 98648  
Phone: 509-427-3900 Inspection Line: 509-427-3922

**SKAMANIA COUNTY PLANNING COMMISSION  
MOTION TO RECOMMEND APPROVAL OF  
AMENDMENTS TO TITLE 21 ESTABLISHING REGULATIONS FOR THE  
OPERATION OF SHORT-TERM VACATION RENTALS**

The Skamania County Planning Commission conducted a public hearing to consider proposed text amendments to Title 21, establishing regulations for the operation of short-term vacation rentals and amending the requirements for accessory dwelling units.

I, \_\_\_\_\_, do hereby move that the Skamania County Planning Commission make the following Findings of Fact, and Conclusions.

**FINDINGS OF FACT**

- A. RCW 36.70 authorizes counties to adopt or amend zoning regulations.
- B. RCW 64.37 includes certain requirements for operation of short-term vacation rentals.
- C. The increased growth of short-term vacation rentals in Skamania County requires the adoption of development and operational standards.
- D. Short-term vacation rentals benefit the local economy of Skamania County, but can be a negative community impact if not addressed effectively.
- E. The proposed amendments to the County's Zoning regulations are consistent with state law, including RCW 36.70 and RCW 64.37, and the County's Comprehensive Plan.
- F. The Planning Commission, having provided proper notice in the Skamania County Pioneer, and with a quorum present, conducted a public hearing at its October 6, 2020, meeting.

**CONCLUSIONS**

Based on public comment and staff analysis, the proposed text amending Title 21 to establish regulations for the operation of short-term vacation rentals will help to promote tourism and economic development within Skamania County while preventing unreasonable burdens on services and minimizing impacts to rural residential neighborhoods, protects the general health, safety, and welfare of the public, and should be recommended to the Board of County Commissioners for approval.

**RECOMMENDATION**

Based upon the findings of fact and conclusions, I further move that the Planning Commission recommend to the Board of County Commissioners that they adopt the proposed text amendments.

The Planning Commission further recommends that:

1. That the requirement to obtain a permit to operate a STVR not go in effect until July 1, 2021.
2. The Community Development Department and Board of County Commissioners work towards the most conservative permit fees possible.
3. That the Planning Commission review these regulations after one year to determine whether intended objectives are being achieved.

Motion seconded by \_\_\_\_\_.

|                         | AYE   | NAY   |
|-------------------------|-------|-------|
| Mat Joy, Chair          | _____ | _____ |
| Cyndi Soliz, Vice Chair | _____ | _____ |
| Ken Bajema              | _____ | _____ |
| Tony Coates             | _____ | _____ |
| Sue Davis               | _____ | _____ |
| Adam King               | _____ | _____ |
| John Prescott           | _____ | _____ |