



Colonial Heights City Council
Agenda Item Executive Summary

MEETING TYPE: City Council Work Session

MEETING DATE: July 19, 2023

ITEM: Short Term Rental Ordinance Discussion

DEPARTMENT: Planning & Community Development

PROPOSED ACTION: Provide Recommendation on Ordinance Development

BACKGROUND:

As previously discussed, recent bills introduced to the state legislature, [HB1362](#) and [HB2271](#), both presented legislation that would restrict the City's ability to regulate Short Term Rental uses (STR) that are "managed" by a licensed VA realtor since the City does not currently have specific ordinance provisions regulating the use. The primary objective of this task is to have an ordinance adopted by City Council to regulate Short Term Rental uses before the end of the year. During the retreat in February 2023, Staff informed City Council of these on-going efforts and recommended that research be conducted for a report to City Council.

At the May 2, 2023 meeting, Planning Commission discussed Staff's research and findings for short term rental ordinances ("STR ordinance"). After a deliberate discussion, the Planning Commission recommended Staff prepare an ordinance regulating the operation of Short Term Rentals for the City. The Planning Commission recommendations are attached in the June 20 Council Executive Summary.

At the June 20, 2023 Council Work Session, Staff provided a report of Staff's research of short term rental ordinances for other jurisdictions and summarized the recommendations of the Planning Commission and Staff. Council forwarded the discussion of the subject to a future work session which was decided to be July 19, 2023.

Given the limited time available for the remainder of the year, it is imperative that Staff receive direction at this time to prepare an ordinance to adopt before the end of the year. Should Council have any questions in advance of the work session, please feel free to contact Staff to discuss.

BUDGET/FINANCIAL IMPACT:

Funding for this item was: included not included in the current-year budget N/A

RECOMMENDATION:

Staff recommends City Council provide direction regarding the recommendations and topics presented herein so that Staff may develop a DRAFT ordinance for the regulation of Short Term Rental uses for consideration at a future Council meeting.

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ATTACHMENTS:

- July 19 2023 STR Discussion Points with Attachments
 - Attachment 1 – City Home Occupation Regulations
 - Attachment 2 – City Accessory Apartment Regulations
 - Attachment 3 – Sample Conditions of Approval for STR uses
- June 20 2023 STR Executive Summary Report to Council
- June 20 2023 Council Meeting Presentation Slides

- Staff will be making a detailed presentation on this agenda item at the meeting.**
- Staff will provide brief comments and answer questions on this item at the meeting.**
- This is a routine procedural item and no presentation is planned for the meeting.**

Councilmembers who have any detailed questions or would like to request additional information regarding this item are encouraged to contact the City Manager at their earliest convenience.