

Short Term Rentals - Recommendation Matrix

	Type A - Low Intensity	Type B - High Intensity
<b>Permitting Requirements</b>	Short Term Rental allowed by right. Over the Counter Permit.	Type III Conditional Use Review
	- Administrative Permit	- Quasi judicial land use decision
	- Permit related inspection	- Permit related inspection
	- May be revoked if failure to comply with regulations	
<b>Number of Bedrooms</b>	Option #1: 1-2 bedrooms	Option #1: 3-5 bedrooms
	Option #2: 4 or less bedrooms	Option #2: 5 or more bedrooms
<b>Owner Occupancy Status</b>	Option #1: Must be owner occupied	Can be non-owner occupied
	Option #2: Can be non-owner occupied (whole dwelling unit)	
<b>Strategies to Limit Impact on Single Family Residential use</b>	<b>Discussion #1:</b> Limit number of Licenses per neighborhood	Not applicable, this type goes through substantial review under conditional use process
	<b>Discussion #2:</b> Limit number of people that can stay	
	<b>Discussion #3:</b> Limit Non-owner Occupied; no limit on owner-occupied.	
	<b>Discussion #4:</b> Include "Hardship" clause for flexibility if permit limit reached in zones.	
<b>Building Type</b>	Allow in houses, attached houses, duplexes, apartments, condos	Only Owner may apply for Type B
	Allow owners of dwellings to rent out. Tenants of apartments, condos, other rented units must comply with lease/rent agreements.	
<b>Bedroom Requirements</b>	Legal definition of a bedroom: Two points of egress, direct access to the room, no less than 7 feet in any horizontal direction, no less than 70 square feet (IRC)	
<b>Number of Guests</b>	Total Occupancy equals: 2 people per bedroom multiplied by total number of rooms.	Maximum number set through the Conditional Use Review.

<b>Required Notice</b>	Operator sends a notice, including their contact information, to all recognized organizations and owners of property abutting and directly across the street from the residence. Must provide "welcome information" to guests which details safety info, emergency contact info, etc.	Public notice sent to property owners and recognized organizations within 400 feet of the residence for Type III Conditional Uses. Must provide "welcome information" to guests which details safety info, emergency contact info, etc.
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<b>Employees</b>	Do not allow nonresident employees. Allow hired service for normal maintenance of the residence or site, such as yard maintenance and housecleaning.	Continue to allow nonresident employees for activities such as booking rooms and food preparation. Maximum number and activities of nonresident employees can be set through the conditional use process.
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**Other Requirements**

<b>Special Events or Commercial</b>	Do not allow commercial meetings.	Continue to allow through a Type III Conditional Use.
<b>Insurance</b>	Proof of insurance for city requirements	
<b>Licensing</b>	Business license application, business license	
<b>Taxing</b>	Lodging, retail sales taxes	
<b>Insurance</b>	Must provide proof that STR activity is covered	Proof of insurance as part of Conditional Review process
<b>Parking</b>	Spokane Municipal Code Chapter 17C.230 Parking and Loading	
<b>Noise</b>	Spokane Municipal Code Chapter 10.08D Noise Control	
<b>Screening</b>	Spokane Municipal Code Chapter 17C.200 Landscaping and Screening	
<b>Food Service</b>	Spokane Regional Health Department	
<b>Smoking, Water Recreational facilities, Septic tanks</b>	Spokane Regional Health Department	
<b>State License</b>	State License requirement per WAC 246-360-010	
<b>Advertising</b>	Must list permit number to advertise a short term rental.	