

Burlington Planning Commission

149 Church Street
Burlington, VT 05401
Telephone: (802) 865-7188
(802) 865-7195 (FAX)
(802) 865-7144 (TTY)

www.burlingtonvt.gov/pz

Andy Montroll, Chair
Bruce Baker, Vice-Chair
Yves Bradley
Alexander Friend
Emily Lee
Harris Roen
Jennifer Wallace-Brodeur

Joint Meeting Burlington Planning Commission with the City Council Ordinance Committee

Tuesday, August 11, 2020, 6:30 P.M.

Remote Meeting via Zoom

To Join the Meeting on a Computer

Link: <https://us02web.zoom.us/j/82549989365>

To Join the Meeting on a Phone

Number: +1 312 626 6799 Meeting ID: 825 4998 9365

AGENDA

I. Agenda

II. Public Forum- Time Certain 6:35 p.m.

Public Forum for items not on the agenda. *See pg. 2 of the Agenda Packet for details on how to participate in the public forum for this meeting.*

III. Proposed CDO Amendment: Short Term Rentals

The Joint Committee will receive an update from staff and continue discussing a proposed amendment to the *Comprehensive Development Ordinance* and *Chapter 18* of the *City Code of Ordinances* related to the regulation of short-term rentals. Information related to this item is included in the agenda packet on page 3.

Staff Recommendation: Provide feedback to staff regarding refinements to this proposal.

IV. Short Term Rental Public Forum

Public forum regarding the proposed STR amendment. *See pg. 2 of the Agenda Packet for details on how to participate in the public forum for this meeting*

V. Commissioner Items

- a. Upcoming Meetings – likely Joint Meetings with City Council Ordinance Committee, via Zoom
 - i. Tuesday, August 25, 2020 at 6:30 p.m.
 - ii. Tuesday, September 8, 2020 at 6:30 p.m.

VI. Minutes & Communications

- a. The minutes of the July 28, 2020 meeting are enclosed in the agenda packet on page 30.

VII. Adjourn

The City of Burlington will not tolerate unlawful harassment or discrimination on the basis of political or religious affiliation, race, color, national origin, place of birth, ancestry, age, sex, sexual orientation, gender identity, marital status, veteran status, disability, HIV positive status, crime victim status or genetic information. The City is also committed to providing proper access to services, facilities, and employment opportunities. For accessibility information or alternative formats, please contact Human Resources Department at (802) 540-2505. Written comments on items may be directed to the Planning Commission at 149 Church Street, Burlington, VT 05401, or at mtuttle@burlingtonvt.gov

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Guidance for Participating in a Virtual Planning Commission Meeting

As social distancing measures to preserve public health and safety continue to be required to prevent the spread of COVID-19, or are recommended as a standard practice, the Office of City Planning will be supporting the Planning Commission to conduct their meetings online via Zoom. Here is information about how to join a virtual meeting, and what to expect while participating.

General Guidance for Public Participation

Please remember that in this digital meeting environment, meetings are open to the public and anyone may be watching or listening even if you cannot see them. Meetings will be recorded, and both the recording and chat content of the meeting will be maintained as a public record.

Please ensure your display photo and screen name are professional, such as using your first and last name. Please test your audio and video prior to the start of a meeting, and familiarize yourself with how to join a meeting by your chosen method. And finally, please be patient with us. Technology doesn't always work as planned, and we are all learning how to hold a successful virtual meeting!

How to Join a Virtual Meeting

Zoom allows participation via either computer or telephone. Each agenda for a meeting that will be conducted virtually will include details about how to join via either of these options, including a web address, phone number, Meeting ID, and password.

If you participate via computer, you have the option of seeing Commissioner videos and any presentation materials that may be shared. If you use either a standard phone or cell phone to call in, you will only hear the audio portion of the meeting. If you join via a smartphone, you may have the option to download the Zoom app, which will enable you to see and hear the meeting.

How to Participate in a Virtual Meeting

During meetings, only Planning Commission members and limited staff members will be viewed on video. Members of the public attending a meeting will be muted, except when invited to speak during public forum or a public hearing. Whether members of the public can speak at other times during the meeting is the discretion of the Chair.

If you want to speak during public forum, please take the following steps to assist us in making this process run as smoothly as possible:

- Email staff at mtuttle@burlingtonvt.gov by 5pm on the day before a meeting to indicate your interest in speaking. You do not need to provide your comments. Staff will enable your microphone as your name is called from a list of interested speakers.
- During a meeting, you can use the "Raise Hand" feature, or indicate in a chat message that you wish to speak during public forum. Staff will enable your microphone as your name is called.
- If you are interested in submitting your comments in writing instead of speaking during the meeting, you may do so by 5pm the day before a meeting, they will be forwarded to the Commissioners ahead of the meeting.

TO: Burlington Planning Commission
FROM: Scott Gustin, Principal Planner & Zoning Division Manager
Meagan Tuttle, Comprehensive Planner, Office of City Planning
DATE: August 4, 2020
RE: Proposed CDO Amendment ZA-20-05: Short Term Rentals

Overview & Background

A short term rental (or STR) is typically a dwelling unit that is rented in whole or in part to guests for less than 30 consecutive days for overnight stays. It may be an apartment, a house, or just a bedroom within a housing unit. AirBnB exemplifies short term rentals.

In the last several years, there has been significant and growing demand for STR's internationally, and locally. They benefit owners with a source of income that can help subsidize a cost of living that may otherwise be unaffordable. STR's may also encourage investment in a property. They benefit Burlington's tourism economy and provide guests with a convenient, and often more affordable, place to stay when traveling. They also generate city and state tax revenue via the Rooms & Meals Tax (RMT). Short term rentals, however, do not come without impacts. Some have the effect of removing dwelling units for long-term occupancy, and they may contribute to rising rental rates and purchase prices. Given the high turn-over of guests, short-term rentals may bring about nuisance impacts such as traffic, noise, and trash to neighborhoods.

Burlington has some 10,000+ rental housing units, with a sustained vacancy rate between 1% and 2%. The city's housing market, including rentals and owner-occupied units, is tight, and prices continue to rise. Short-term rentals have replaced a growing number of dwelling units citywide. According to data provided by HostCompliance, the number of short term rentals within Burlington increased 26% between 2018 and 2019. Growth in 2020 has, thus far, been much slower, at just under 2%. The total number of short term rentals within city limits in July of 2020 is 418. Of the total number of short term rentals, 69% are an entire dwelling unit, whereas 31% are partial dwelling units (i.e. bedrooms). This is a change from 67% and 33% respectively in 2019. In 2020, 58% of the city's STR's are in single-family properties and 42% in multi-family properties.

As the Joint Committee has heard from many of the city's STR hosts, short-term rentals are uniquely flexible and come in a variety of forms—beyond the major distinction between whole unit and partial unit STR's. The same dwelling unit may alternate between long- and short-term rental uses within a relatively short period of time. A dwelling unit may serve as one's primary residence for most of the year, and serve as a short-term rental while the resident is away. A short-term rental may coexist with a number of long-term rentals within a multi-family building. This variability and flexibility needs to be considered within the context of the overarching policy objective: to protect Burlington's limited housing stock, while affording reasonable opportunity to host short-term rentals within the city.

The Joint Committee received information on STRs in the city, as well as significant feedback from hosts at its meetings in January and February 2019. In response to public and Joint Committee comments, the draft regulatory framework has been revised in two major ways:

- Allow some degree of off-site hosting for STR's, particularly within multi-unit buildings
- Consider an alternative to Housing Replacement fees, such as a higher RMT or rental registration fee for STRs. In either scenario, the purpose of the fee is to support the City's Housing Trust Fund.

As a result of the Committee's feedback during the February 18, 2020 meeting, several other

changes are outlined in the attached materials as well. These include the elimination of a requirement for an additional on-site parking space when a single bedroom is rented within a host's dwelling unit, revision of standards for permitted vs. conditional use for a number of the example scenarios, and a related change to replace "hotel/motel" and "hostel" uses with a more general "lodging" use that also includes entire buildings used as STRs.

Some existing standards in both the *Comprehensive Development Ordinance*, and Chapter 18 of the *City Code of Ordinances* continue to be applicable. Specifically, use of a whole or partial unit as a short-term rental will not require a zoning permit if it meets the existing "temporary use" thresholds in the *CDO*. This exempts any use from requiring a zoning permit if it is operating for less than 10 consecutive days, and up to 30 total days within a year. Conversely, a long-term rental (defined as having a single lease or contract for 30 or more consecutive days) also does not require a zoning permit.

While outside of the *CDO*, this amendment is accompanied by related revisions to Chapter 18 of the *City Code of Ordinances*. These revisions will be made to include short-term rentals in the city's rental registration and inspection process. To be consistent with state statute, which defines a short-term rental as operating for "less than 30 days", the threshold between a short-term and long-term rental within Chapter 18 has been revised. Applicability of Chapter 18 will ensure that minimum life safety standards are adhered to for STRs. These proposed amendments are attached to this memo, following changes to applicable sections of the *CDO*.

Proposed Amendment

Amendment Type

Text Amendment	Map Amendment	Text & Map Amendment
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Purpose Statement

The proposed zoning amendments are aimed at minimizing the potential for adverse impacts to the city's housing stock, while balancing some flexibility for hosts to operate short-term rentals. The proposed standards are intended to be clear, reasonable, and enforceable. The proposed amendments are intended to allow the short term rental of bedrooms within a dwelling, and the use of a host's own dwelling occasionally as a short-term rental, with minimal burden to the host. More rigorous standards are applied to whole-unit short term rentals operated by off-site hosts so as to limit their proliferation. In an effort to balance the benefits to hosts with the preservation of our neighborhoods, short-term rentals would generally be allowed wherever residential uses are allowed; however, in most scenarios, hosts must be a resident of the property. Within residential and institutional zones, buildings with multiple STR's, and those with off-site hosts, would be a "conditional use" thereby affording a forum to identify and address potential impacts by the Development Review Board.

Proposed Amendments

To achieve the goals identified above, the proposed amendment affects the following sections of the *Burlington Comprehensive Development Ordinance*:

1. Create Section 5.4.14 within Citywide General Regulations for Short Term Rentals

This will expressly enable and directly address Short Term Rental (STR) uses, replacing the current system of treating them as either a Bed & Breakfast or a Hotel/Motel. This section will establish the base standards for both whole unit and partial unit STRs, address where off-site hosting is permitted, and establish limits on the number of STRs in a building or on a lot. In most cases, the host is required to reside on the lot where the STR is located; the notable exception is for STR's located within multi-unit buildings.

2. Amend Article 13 Definitions to add STR types, modify lodging definitions

Create definitions for Whole Unit and Partial Unit STR's and STR hosts. Additionally, streamline the definitions of Bed & Breakfast, Hotel/Motel, and Hostel to a more general "Lodging" definition to reduce redundancy and inconsistencies in how various lodging options are permitted.

3. Add Whole Unit and Partial Unit STRs as "special residential uses" to Appendix A- Use Table and in Article 14- Downtown Code

This will establish where various STR types are permitted, not permitted, or permitted by conditional use, as well as set limits on the number of rooms or units that may be rented as an STR. Short-term rentals that are comprised of bedrooms within a host-occupied unit will be permitted in most cases, and will largely be based on existing Bed & Breakfast standards. Short-term rentals that are comprised of an entire dwelling unit will be a permitted use in most cases. However, when operated by an off-site host in Residential districts, conditional use will apply. See attached excerpts of these sections of the CDO.

4. Amend Table 8.1.8-1 Minimum Off-Street Parking Requirements

This will establish the related parking standards for each STR type, and amend standards for traditional lodging establishments. Generally, a requirement of one parking space will apply for Whole Unit short term rentals, and 0.75 spaces per rented bedroom for Partial Unit STRs. The exception is that no parking will be required for a Partial Unit STR when just one bedroom is rented within a dwelling unit. Additionally, STR's of any type may not be required to provide a minimum number of parking spaces if located within the "Shared Use, Multi-Modal Parking District" that is currently under consideration in proposed ZA-20-04.

****Begin Proposed Text Amendments****

Excerpt of **ARTICLE 5: CITYWIDE GENERAL REGULATIONS**

PART 4: SPECIAL USE REGULATIONS

Sec. 5.4.1 - 5.4.13 *As written.*

Sec. 5.4.14 Short Term Rental (Partial and Whole Unit)

All short term rentals shall be subject to the site and design review standards in Art 6.

In addition to conditional use standards where applicable, all short term rentals shall comply with the following requirements:

- (a) All dimensional standards for the underlying zoning per the requirements of Art. 4 shall be applicable;
- (b) Short term rentals shall register with the city as rental units under Chapter 18: Housing unless exempted under that Chapter; and,
- (c) The host may be the property owner or tenant. The host's primary residence shall be within the same building or on the same lot (on-site) as the short term rental except as per criterion (f) below.

In addition to the above criteria, Whole Unit short term rentals shall comply with the following requirements:

- (d) Occupancy of the short term rental shall be by a family as defined in Article 13;
- (e) The number of Whole Unit short term rentals shall be limited by building and lot as follows:

- 1. 1 short term rental within a 3 dwelling unit building.

2. 2 short term rentals within a 4 – 5 dwelling unit building.
3. 3 short term rentals within a 6 or more dwelling unit building.

For lots containing 2 or more detached primary structures with a combined total of 6 or more dwelling units, the total number of short term rentals on the lot shall not exceed 3 STRs, or 5% of the total number of dwelling units on the lot, whichever is greater, regardless of the number of buildings.

- (f) An off-site host may be allowed for Whole Unit short term rental(s) within multi-unit buildings, as per criterion (e) above.

Excerpt of **ARTICLE 8: PARKING**

Sec. 8.1.1 – 8.1.7 *As written.*

Sec. 8.1.8 Minimum Off-Street Parking Requirements

Parking for all uses and structures shall be provided in accordance with Table 8.1.8-1.

- (a) Where no requirement is designated and the use is not comparable to any of the listed uses, parking requirements shall be determined by the DRB upon recommendation by the administrative officer based upon the capacity of the facility and its associated uses.

When the calculation yields a fractional number of required spaces, the number of spaces shall be rounded to the nearest whole number.

Table 8.1.8-1 Minimum Off-Street Parking Requirements			
	Neighborhood Districts	Shared Use Districts	Downtown Districts
RESIDENTIAL USES	Per Dwelling Unit except as noted		
No changes			
RESIDENTIAL USES - SPECIAL	Per Dwelling Unit except as noted		
** Rest of Special Residential Uses unchanged**			
Bed and Breakfast (per room, in addition to single-family residence)	1	0.75	0.5
<u>Short Term Rental – Partial Unit (per bedroom for 2 or more bedrooms, in addition to dwelling unit)</u>	<u>1</u>	<u>0.75</u>	<u>0.5</u>
<u>Short Term Rental – Whole Unit</u>	<u>1</u>	<u>1</u>	<u>1</u>
NON-RESIDENTIAL USES	Per 1,000 square feet of gross floor area (gfa) except as noted		
** Rest of Non-Residential Uses unchanged**			
Hostel (per two (2) beds)	0.5	0.5	None
Hotel/Motel <u>Lodging</u> (per room)	1	0.75	0.75

ARTICLE 13: DEFINITIONS

Sec. 13.1.1 Miscellaneous *As written.*

Sec. 13.1.2 Definitions

For the purpose of this ordinance certain terms and words are herein defined as follows:

Unless defined to the contrary in Section 4303 of the Vermont Planning and Development Act as amended, or defined otherwise in this section, definitions contained in the building code of the City of Burlington, Sections 8-2 and 13-1 of the Code of Ordinances, as amended, incorporating the currently adopted edition of the American Insurance Association's "National Building Code" and the National Fire Protection Association's "National Fire Code" shall prevail.

Additional definitions specifically pertaining to *Art. 14 planBTV: Downtown Code* can be found in *Sec. 14.8*, and shall take precedence without limitation over any duplicative or conflicting definitions of this Article.

All other definitions as written.

Bed and Breakfast: ~~An owner-occupied residence, or portion thereof, in which short-term lodging rooms are rented and where only a morning meal is provided on-premises to guests.~~

Host: A person who operates a whole or partial unit short term rental. The host may be the property owner or tenant.

Hostel: ~~A place where travelers may stay for a limited duration, as recognized by the International Hostel Association.~~

Hotel, Inn or Motel Lodging: ~~An establishment providing for a fee three or more temporary guest rooms and customary lodging services (such as onsite staffing at all hours, lobby space, and room service), and subject to the Vermont rooms and meals tax. Lodging may, or may not, be owner occupied. Lodging does not include historic inns or short term rentals, except when an entire multi-unit building is used for STR purposes.~~

Short Term Rental – Whole Unit: A dwelling unit (as defined in Article 18 of the Burlington City Code of Ordinances) that is rented to guests for overnight stays of less than 30 consecutive days and is subject to the Vermont rooms and meals tax. Short term rental does not include lodging.

Short Term Rental – Partial Unit: A dwelling unit (as defined in Article 18 of the Burlington City Code of Ordinances) wherein only bedrooms are rented to guests for overnight stays of less than 30 consecutive days and is subject to the Vermont rooms and meals tax. A morning meal may be provided onsite such as with a traditional bed and breakfast.

****End Proposed Text Amendments****

Relationship to planBTV

This following discussion of conformance with the goals and policies of planBTV is prepared in accordance with the provisions of 24 V.S.A. §4441(c).

Compatibility with Proposed Future Land Use & Density

The proposed amendments are intended to protect existing housing from unlimited conversion to short term rental use. Data shows increasing numbers of short term rentals, largely at the expense of our long term housing stock. This increase puts additional pressure on the city's available housing and degree of affordability. The proposed measures will establish parameters for allowing short term rentals while limiting their adverse impacts on the city's housing supply and affordability.

Impact on Safe & Affordable Housing

The proposed amendments will have no impact on the intensity or density of future land use. They will, however, ensure that future short term rentals are compatible with the residential neighborhoods that so many of them occupy. Short term rentals will be allowed as another one of many uses in the city's mixed use and downtown areas.

Conditional use review of STR's operated by offsite hosts in our residential areas will ensure compatibility with our existing neighborhoods. Overall limits will prevent wholesale conversion of residential units into short term rentals.

Planned Community Facilities

This amendment has no impact on any planned community facilities.

Process Overview

The following chart summarizes the current stage in the zoning amendment process, and identifies any recommended actions:

Planning Commission Process				
Draft Amendment prepared by: Staff, based on referral of City Council	Presentation to & discussion by Joint Committee 1/14, 1/28, 2/11, 2/19, 8/11	Approve for Public Hearing	Public Hearing	Approve & forward to Council
				Continue discussion
City Council Process				
First Read & Referral to Ordinance Cmte	Ordinance Committee discussion	Ordinance Cmte recommends to Council	Second Read & Public Hearing	Approval & Adoption
				Rejected

Appendix A-Use Table – All Zoning Districts

	Urban Reserve	Recreation, Conservation & Open Space			Institutional	Residential			Downtown Mixed Use ¹	Neighborhood Mixed Use				Enterprise	
USES	UR	RCO - A	RCO - RG	RCO - C	I	RL/W	RM/W	RH	DW-PT ¹⁶	NMU	NAC	NAC-RC	NAC-CR	E-AE	E-LM
RESIDENTIAL USES	UR	RCO - A ¹	RCO - RG	RCO - C	I	RL/W	RM/W	RH	DW-PT ¹⁶	NMU	NAC	NAC-RC	NAC-CR	E-AE	E-LM
As written															
RESIDENTIAL SPECIAL USES	UR	RCO – A	RCO - RG	RCO - C	I	RL/W	RM/W	RH	DW-PT ¹⁶	NMU	NAC	NAC-RC	NAC-CR	E-AE	E-LM
Rest of Residential Special Uses as written.															
Bed and Breakfast^{4,-6}	N	N	N	N	CU	CU	CU	CU	N	Y	Y	Y	N	N	N
Short Term Rental – Partial Unit (See Sec. 5.4.14)⁴	N	N	N	N	Y	Y/CU	Y/CU	Y/CU	N	Y	Y	Y	Y	N	N
Short Term Rental – Whole Unit – (See Sec. 5.4.14)	N	N	N	N	Y/CU³³	Y/CU³³	Y/CU³³	Y/CU³³	N	Y	Y	Y	Y	N	N
NON-RESIDENTIAL USES	UR ²¹	RCO - A	RCO - RG	RCO - C	I	RL/W	RM	RH	DW-PT ¹⁶	NMU	NAC	NAC-RC	NAC-CR	E-AE	E-LM
Rest of Non-Residential Uses as written.															
Hostel	N	N	N	N	Y	N	N	CU	N	Y	Y	Y	Y	N	N
Hotel, Motel Lodging	N	N	N	N	CU	N	N	N	(See Sec. 4.4.1 (d) 1)	N	Y	N	Y	N	N

1. Residential uses are not permitted except only as an accessory use to an agricultural use.
2. Duplexes may be constructed on lots which meet the minimum lot size specified in Table 4.4.5-1.
3. Duplexes shall only be allowed as a result of a conversion of an existing single family home. New duplexes are prohibited.
4. ~~No more than 5 rooms permitted to be let in any district where bed and breakfast is a conditional use. Up to 2 bedrooms permitted to be let in any district where allowed. Between 3 and 5 bedrooms let in any residential or institutional district shall be a conditional use.~~ No more than 3 ~~bed~~rooms permitted to ~~may~~ be let in the RL district. ~~No more than 5 bedrooms may be let in any district.~~
5. An existing fraternity, sorority, or other institutional use may be converted to dormitory use subject to conditional use approval by the DRB.
6. Must be owner-occupied.
7. Must be located on a major street.
8. Small daycare centers and small preschools in the RCO zones shall only be allowed as part of small museums and shall constitute less than 50% of the gross floor area of the museum.
9. Automobile sales not permitted other than as a separate principal use subject to obtaining a separate zoning permit.
10. Exterior storage and display not permitted.
11. All repairs must be contained within an enclosed structure.
12. No fuel pumps shall be allowed other than as a separate principal use subject to obtaining a separate zoning permit.
13. Permitted hours of operation 5:30 a.m. to 11:00 p.m.
14. Such uses not to exceed ten thousand (10,000) square feet per establishment.
15. Excludes storage of uncured hides, explosives, and oil and gas products.
16. See Sec.4.4.1(d) 2 for more explicit language regarding permitted and conditional uses in the Downtown Waterfront – Public Trust District.
17. Allowed only as an accessory use.
18. A permitted use in the Shelburne Rd Plaza and Ethan Allen Shopping Center.
19. [Reserved].
20. Accepted agricultural and silvicultural practices, including the construction of farm structures, as those practices are defined by the secretary of agriculture, food and markets or the commissioner of forests, parks and recreation, respectively, under 10 VSA §1021(f) and 1259(f) and 6 VSA §4810 are exempt from regulation under local zoning.
21. See Sec. 4.4.7 (c) for specific allowances and restrictions regarding uses in the Urban Reserve District.
22. See Sec. 4.4.5 (d) 6 for specific allowances and restrictions regarding Neighborhood Commercial Uses in Residential districts.
23. Allowed only on properties with frontage on Pine Street.
24. Such uses shall not exceed 4,000 square feet in size.

Legend:	
Y	Permitted Use in this district
CU	Conditional Use in this district
N	Use not permitted in this district
Abbreviation	Zoning District
RCO – A	RCO - Agriculture
RCO – RG	RCO – Recreation/Greenspace
RCO – C	RCO - Conservation
I	Institutional
RL/W	Residential Low Density, Waterfront Residential Low Density
RM/W	Residential Medium Density, Waterfront Residential Medium Density
RH	Residential High Density
DW-PT	Downtown Waterfront-Public Trust
NMU	Neighborhood Mixed Use
NAC	Neighborhood Activity Center
NAC-RC	NAC – Riverside Corridor
NAC-CR	NAC – Cambrian Rise
E-AE	Enterprise – Agricultural Processing and Energy
E-LM	Enterprise – Light Manufacturing

Appendix A-Use Table – All Zoning Districts

- 25. Dormitories are only allowed on properties contiguous to a school existing as of January 1, 2010.
- 26. The mixed uses shall be limited to those that are either permitted, conditional, or pre-existing nonconforming in the zoning district.
- 27. This use is permitted or conditionally permitted on lots south of Home Avenue only when one or more Industrial or Art Production use(s) exists on the lot, and when the combined gross floor area of all uses with this footnote does not exceed 49% of the Gross floor Area on the lot.
- 28. Grocery Stores up to but not to exceed 35,000 square feet may be permitted subject to conditional use approval by the DRB in that portion of the Enterprise-Light Manufacturing District between Flynn and Home Avenue.
- 29. Must be fully enclosed within a building.
- 30. New single detached dwellings are not permitted. However, a pre-existing single detached dwelling may be reverted to a single family use regardless of its present use if the building was originally designed and constructed for that purpose.
- 31. See special use standards of Sec. 5.4.13, Emergency Shelters.
- 32. Performing Arts Centers in the ELM zone shall be limited to properties with frontage on Pine Street up to 5,000 square feet in size, and to properties with frontage on Industrial Parkway up to 15,000 square feet in size. Performing Arts Centers may contain accessory space for preparation and serving food and beverages, including alcohol, provided this accessory space comprises less than 50% of the entire establishment.
- 33. Short term rentals operated by off-site hosts are subject to conditional use review. Short term rentals operated by onsite hosts are a permitted use.

ⁱ For permitted and conditional uses within the Downtown and Waterfront Form Districts, refer to Article 14.

14.3.4-H- Use Type FD6

Uses not specifically listed in a use table, and that are not similar in nature and impact to a use that is listed, are not permitted.

RESIDENTIAL - GENERAL

Attached Dwellings	P
Single Detached Dwellings (only pre-existing Buildings originally designed and constructed for such purpose)	P

RESIDENTIAL - SPECIAL

Assisted Living	P
Boarding House ¹	P
Community House (Sec. 14.6.6.e)	P
Convalescent /Nursing Home	P
Short Term Rental- Partial Unit (Sec. 5.4.14)	P
Short Term Rental- Whole Unit (Sec. 5.4.14)	P

SHORT-TERM ACCOMMODATIONS

Bed and Breakfast ⁺	P
Historic Inn (Sec. 14.6.6.c)	P
Hotel	P
Lodging	P
Shelter	P

RETAIL - GENERAL

ATM	P
Auto/Boat/RV Sales/Rentals ³	P
Convenience Store	P
Fuel Service Station ² (Sec. 14.6.6.d)	CU
General Merchandise/Retail	P

RETAIL - OUTDOOR

Open Air Markets	P
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Key

Permitted Use	P
Conditional Use	CU

END NOTES

¹ Must be owner-occupied.

² Automobile sales not permitted as an Accessory Use

³ Exterior storage and display not permitted.

14.3.4-H- Use Type FD6

OFFICE & SERVICE

Animal Grooming	P
Auto/Boat/RV Service ³ (Sec. 14.6.6.d)	P
Beauty Salon/Barber Shop/Spa	P
Car Wash	P
Crisis Counseling Center (Sec. 14.6.6.g)	P
Office – General	P
Office – Medical	P
Office – Technical	P
Dry Cleaning Service	P
Funeral Home	P
Health Club/Studio	P
Laundromat	P
Mental Health Crisis Center	P
Tailor Shop	P

HOSPITALITY/ENTERTAINMENT/RECREATION

Aquarium	P
Art Gallery/Studio	P
Bar, Tavern	P
Billiards, Bowling & Arcade	P
Café	P
Cinema	P
Club, Membership	P
Community Center	P
Conference/Convention Center	P
Museum	P
Performing Arts Center	P
Performing Arts Studio	P
Recreational Facility - Indoor	P
Restaurant	P
Restaurant – Take Out	P

14.3.5-H- Use Types

FD5

Uses not specifically listed, and that are not similar in nature and impact to a use that is listed, are not permitted.

RESIDENTIAL - GENERAL

Attached Dwellings	P
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Single Detached Dwellings (only pre-existing buildings originally designed and constructed for such purpose)	P
--	---

RESIDENTIAL - SPECIAL

Assisted Living	P
-----------------	---

Boarding House ¹	P
-----------------------------	---

Community House (Sec. 14.6.6.e)	P
---------------------------------	---

Convalescent /Nursing Home	P
----------------------------	---

Group Home	P
------------	---

Short Term Rental- Partial Unit (Sec. 5.4.14)	P
---	---

Short Term Rental- Whole Unit (Sec. 5.4.14)	P
---	---

SHORT-TERM ACCOMMODATIONS

Bed and Breakfast ⁺	P
--------------------------------	---

Historic Inn (Sec. 14.6.6.c)	P
------------------------------	---

Hotel	P
-------	---

Lodging	P
---------	---

Shelter	P
---------	---

RETAIL - GENERAL

ATM	P
-----	---

Automobile and RV Sales and Rental ²	P
---	---

Convenience Store	P
-------------------	---

Fuel Service Station ² (Sec. 14.6.6.d)	CU
---	----

General Merchandise/Retail	P
----------------------------	---

RETAIL - OUTDOOR

Boat Sales/Rentals	P
--------------------	---

Garden Supply Store	P
---------------------	---

Open Air Markets	P
------------------	---

14.3.5-H- Use Types

FD5

OFFICE & SERVICE

Animal Grooming	P
-----------------	---

Beauty Salon/Barber Shop/Spa	P
------------------------------	---

Car Wash	P
----------	---

Crisis Counseling Center (Sec. 14.6.6.g)	P
--	---

Dry Cleaning Service	P
----------------------	---

Funeral Home	P
--------------	---

Health Club/Studio	P
--------------------	---

Laundromat	P
------------	---

Mental Health Crisis Center	P
-----------------------------	---

Office – General	P
------------------	---

Office – Medical	P
------------------	---

Office – Technical	P
--------------------	---

Tailor Shop	P
-------------	---

Vehicle/Boat Repair/Service ²	P
--	---

HOSPITALITY/ENTERTAINMENT/RECREATION

Aquarium	P
----------	---

Art Gallery/Studio	P
--------------------	---

Bar, Tavern	P
-------------	---

Key

Permitted Use	P
---------------	---

Conditional Use	CU
-----------------	----

END NOTES

¹Must be owner-occupied.

² Exterior storage and display not permitted.

ARTICLE I. IN GENERAL

18-1 Short title.

This chapter shall be known and may be cited as the "Minimum Housing Standards Ordinance of the City of Burlington."

(Rev. Ords. 1962, § 921)

18-2 Definitions.

For the purposes of this chapter, the following terms, phrases, words, and their derivations, shall have the meanings given herein:

Hotel or motel means an establishment which holds itself out to the public by offering temporary sleeping accommodations for consideration. Hotel or motel does not include short term rental.

Occupant shall mean any person including an owner living and sleeping in a dwelling unit or rooming unit.

Rental unit shall mean any structure, a part of which is rented out and occupied as a residence by another, for compensation, including duplex units, so called. Rental unit shall also include short term rental. The portion of any such unit being occupied as a residence by the owner shall be considered a rental unit.

Roominghouse shall mean any dwelling or that part thereof containing one or more rooming units in which space is let to three (3) or more persons. A roominghouse does not include short term rental.

Rooming unit shall mean any room or group of rooms forming a single habitable unit used or intended to be used for living and sleeping, but not for cooking or eating purposes. A rooming unit does not include short term rental.

Short term rental shall mean a dwelling unit that is rented in whole or in part to guests for less than thirty (30) consecutive days for overnight stays. It may be a whole dwelling unit or just bedroom(s) within. For the purposes of this Chapter, short term rental shall not include "temporary uses" as defined in the Comprehensive Development Ordinance (zoning ordinance). See also Article 13: Definitions of the Comprehensive Development Ordinance for related definitions of short term rentals (whole unit and partial unit).

Target housing means any dwelling constructed prior to 1978, except any zero (0) bedroom dwelling or any dwelling located in multiple-unit buildings or projects reserved for the exclusive use of the elderly or persons

with disabilities, unless a child six (6) years of age or younger resides in or is expected to reside in that dwelling. "Target housing" does not include units in a hotel, motel, or other lodging, including condominiums that are rented for transient occupancy for less than thirty (30) days ~~or less~~.

All other definitions as written.

18-3 – 18-14 Reserved

As written.

ARTICLE II. ADMINISTRATION AND ENFORCEMENT

DIVISION 1. GENERALLY¹

18-15 Registration required.

(a) The owners of all rental units subject to inspection pursuant to Section 18-16 shall be required to annually file a registration application and fee with the enforcement agency, which shall be due annually on or before April 1. The owners must complete a rental property information form to be provided by the enforcement agency which contains the following information:

- (1) The address of the property.
- (2) The number of dwelling units~~s~~ at that address.
- (3) The number of rental units at that address.
- (4) The maximum number of residents in each rental unit.
- (5) The number of sleeping rooms in each rental unit.
- (6) The number of families living in each rental unit.
- (7) The number of unrelated adults in each rental unit.
- (8) The number of vehicles owned or used by residents of the premises and the number of parking spaces that are dedicated for the rental units at the property.
- (9) The name, address, phone number, date of birth, drivers license and state and military status (active or not) of the property owner, and if the owner is a corporation, the registered corporate agent

and the president of the corporation and his/her name and address, and if the owner is a partnership, the registered partnership agent, and the names and addresses of the general partners.

(10) The name, address and phone number of any local (within Chittenden County) managing agent. All owners who do not live within Chittenden County are required to designate a managing agent located in Chittenden County who is empowered to represent the owner in matters concerning compliance with this chapter.

(11) The name, address and phone number of an emergency contact for this property. All properties must have an emergency contact within Chittenden County.

(12) A designated person within the state for service of process for this property. All owners who do not live within Chittenden County are required to designate a managing agent located in Chittenden County for service of process. The name, address, phone number, date of birth, drivers license number and state and military status (active or not) of the designated agent.

(13) State yes or no to the following question: If the number of unrelated adults listed in paragraph (a)(7) above is greater than four (4), do those adults purport to reside in the rental unit as a "functional family" as that term is defined in the Burlington Zoning Ordinance?

(b) Upon purchase or transfer of property containing a rental unit, the purchasers shall file a new registration application and a fifty dollars (\$50.00) fee. The payment of this fee shall cover one (1) or more rental properties being transferred to a new owner on the same date.

(c) Prior to occupancy of any newly constructed rental unit or conversion of use to a rental unit, the owner shall file an application for registration with the agency and pay the required fee which shall be the pro rata portion of the fee due for that year based on the date of registration.

(d) It shall be a violation of the city minimum housing ordinance for an owner of any rental unit within the city to fail to register a rental unit as required by this section.

(e) Property owners shall have a continuing obligation to notify the enforcement agency of any changes in the information required under subsection (a) during the periods between the required filings of the registration applications.

(14) State yes or no to the following question: Does the rental property contain short term rental(s)? If yes:

(i) How many short term rentals are there in the building?

(ii) How many entire dwelling units are short term rentals?

(iii) How many dwelling units let only bedrooms as short term rentals?

(iv) What is the tax account number?

(Ord. of 4-12-93; Ord. of 4-24-95; Ord. of 9-11-00)

18-16 Inspection required.

The enforcement officer or his/her delegate shall make inspections of rental units within the city, including hotel and motel rooms which are regularly let to the same tenant(s) for a period ~~in excess~~ of thirty (30) days or more, for the purpose of determining whether a violation of this chapter exists.

Excluded from periodic inspection shall be all owner-occupied dwellings containing one (1) or two (2) rooms which are rented out for compensation (including partial unit short term rentals of just one {1} or two {2} bedrooms. See Article 13 of the Comprehensive Development Ordinance for definition of short term rental – partial unit). Also excluded from inspection are university and college dormitories that conduct regular, comprehensive inspection programs and annually certify compliance with the minimum housing standards ordinance to the enforcement agency. Inspections of dwellings and dwelling units other than those that are subject to periodic inspections, or of hospital rooms, hotel and motel rooms or dormitories not subject to periodic inspections as provided for in this section, shall be made only upon complaint or upon request of the owner thereof.

All records, including inspection reports, records of complaints received and investigated, and plan for inspections of rental units, shall be available for public inspection.

(Ord. of 4-12-93; Ord. of 9-11-00)

18-17 – 18-29

As written.

18-29a Termination of rental housing tenancy; rental housing rent increase.

(a) In any case where there is no written rental agreement, no landlord may terminate a tenancy of rental housing without cause unless at least 90 (ninety) days' advance written notice to the tenant(s) has been provided in situations where the tenancy has been less than two (2) years in duration, nor may any such

termination occur without at least one hundred twenty (120) days' advance written notice to the tenant(s) in situations where the tenancy has been for two (2) or more years.

(b) Unless inconsistent with the terms of a written rental agreement, no tenant may terminate a residential tenancy without providing actual notice to the landlord at least two (2) rental periods in advance of the termination date specified in such notice.

(c) No increase in rent for rental housing within the city shall be effectuated without at least 90 (ninety) days' advance written notice to the tenant(s).

(d) The provisions of this subsection do not apply to short term rentals.

(Ord. of 10-29-04)

18-29a Termination of rental housing tenancy; rental housing rent increase.

(a) In any case where there is no written rental agreement, no landlord may terminate a tenancy of rental housing without cause unless at least 90 (ninety) days' advance written notice to the tenant(s) has been provided in situations where the tenancy has been less than two (2) years in duration, nor may any such termination occur without at least one hundred twenty (120) days' advance written notice to the tenant(s) in situations where the tenancy has been for two (2) or more years.

(b) Unless inconsistent with the terms of a written rental agreement, no tenant may terminate a residential tenancy without providing actual notice to the landlord at least two (2) rental periods in advance of the termination date specified in such notice.

(c) No increase in rent for rental housing within the city shall be effectuated without at least 90 (ninety) days' advance written notice to the tenant(s).

(d) Short term rentals are not subject to the standards of this section.

(Ord. of 10-29-04)

18-30 Fees.

(a) *Registration fee.* Pursuant to Section [18-15](#), a registration fee shall be charged to the owner of every rental unit in the city that is subject to periodic inspections. This fee shall be in an amount determined by and dedicated solely to the cost of providing rental housing inspection services, clerical, administrative and mediation support services for the housing board of review and landlord/tenant resource services. Any surplus remaining in this fund at the end of a fiscal year shall remain part of the fund and shall be carried forward to the next fiscal year. This fee shall be reviewed annually by the finance board. The fee shall be in the amount of one hundred ten dollars (\$110.00) per unit per year except for owner occupied dwellings with two (2) or less units, in which case the fee shall be eighty dollars (\$80.00) and except for partial-unit short term rentals, in which case the fee shall be fifty dollars (\$50.00).

Remainder of Sec. 18-30 as written.

18-31 – 18-69

As written.

ARTICLE III. MINIMUM STANDARDS¹

DIVISION 1. GENERALLY

18-70 Compliance with article required.

No person shall occupy as owner/occupant or shall let to another for occupancy any dwelling, roominghouse, dwelling unit or rooming unit which does not comply with the minimum standards as provided by this article, as evidenced by a current certificate of compliance or interim certificate of compliance. All repairs, maintenance work, alterations or installations which are caused directly or indirectly by the enforcement of these standards shall be performed and installed in a skilled manner and installed in accordance with the manufacturer's installation instructions in order to allow the performance intended and anticipated by the standards to be achieved and must meet the criteria of the definition of "skilled manner" in Section [18-2](#). [See Division 7 for Minimum Standards applicable to short term rentals.](#)

18-71 – 18-120

As written.

DIVISION 7. SHORT TERM RENTAL

18-121 Compliance with article required.

[No person shall establish, operate, or host guests in a short term rental which does not comply with the minimum standards as provided by this article, as evidenced by a current certificate of compliance or interim certificate of compliance. All repairs, maintenance work, alterations or installations which are caused directly or indirectly by the enforcement of these standards shall be performed and installed in a skilled manner and installed in accordance with the manufacturer's installation instructions in order to allow the performance intended and anticipated by the standards to be achieved and must meet the criteria of the definition of "skilled manner" in Section 18-2.](#)

18-122 Minimum Fire Safety Standards:

- (a) [Smoke and carbon monoxide alarms are provided per the following:](#)
 - i. [Photoelectric type smoke alarms are required in the immediate vicinity of sleeping rooms, inside each sleeping room, and on all floor levels including the basement. All newly installed smoke alarms must be hard wired into the buildings electrical system.](#)
 - ii. [Smoke alarms in sleeping rooms of buildings constructed prior to 1994, may be of the 10- year photoelectric lithium powered tamper resistant type.](#)
 - iii. [Outside each sleeping area in the immediate vicinity of the bedrooms. An additional detector shall be installed in each sleeping room that contains a fuel- burning appliance.](#)
 - iv. [Carbon Monoxide alarms installed or replaced in a dwelling after July 1, 2005 must be directly wired to the building electrical service and have a battery backup.](#)
 - v. [Existing single family dwellings and duplexes constructed prior to July 1, 2005 may use plug in style alarm with battery backup or battery power or may be hardwired.](#)
- (b) [GFI Outlets are provided in the following areas:](#)

i. Bathrooms, garages and accessory buildings having a floor located at or below grade level, not intended as a habitable room and limited to storage. Work areas, outdoors, crawl spaces, unfinished portions or areas of the basement not intended as a habitable room. Kitchen, where the receptacles are installed to serve countertop surfaces and sinks and where the receptacles are installed within 6ft from the top inside edge of the bowl of the sink. Boathouses and bathtubs or shower stalls, where receptacles are installed within 6ft of the outside edge of the bathtub or shower stall and laundry areas.

- (c) Every sleeping room is provided with a primary and secondary means of escape. A window meeting rescue and ventilation requirements can satisfy the secondary means of escape.
- (d) Heating systems (fuel and wood) have been inspected at least once every two (2) years by a certified fuel service technician.
- (e) Landings, decks, porches and balconies higher than thirty (30) inches from grade are provided with guards and intermediate rails spaced no more than four (4) inches apart. Stairs must be provided with graspable handrails.

18-123 Minimum General Standards:

- (a) Appliances are operational and in good repair, and hot and cold potable water have been supplied.
- (b) Guest rooms have been serviced and cleaned before each new guest.
- (c) Refuse containers are available and emptied at least once each week or more frequently, if necessary.
- (d) Swimming pools, recreational water facilities, and hot tubs are kept sanitary and in good repair.
- (e) Sewage system and toilets function and are in good repair.
- (f) Toxic cleaning supplies are properly labeled, safely stored and used according to the manufacturer's directions.
- (g) Guest rooms are free of any evidence of insects, rodents, and other pests.

ARTICLE IV. HOUSING DISCRIMINATION

18-200 Purpose.

As written.

18-201 Definitions.

- (a) For the purpose of this article, "adverse housing action" means any of the following:
 - (1) Refusal to rent;
 - (2) Refusal to negotiate a rental;
 - (3) Making a rental unit unavailable;
 - (4) Changing of the terms, conditions, or privileges of a rental including adding or increasing rental charges;
 - (5) Falsely representing that a rental unit is not available for a prospective tenant;
 - (6) Refusal to permit reasonable changes or modifications at other than the landlord's expense to a rental unit in order to render it suitable for occupancy by a handicapped person.

(b) For the purpose of this article, "rental unit" shall not include:

- (1) Dormitories or other housing provided by an educational institution including fraternities and sororities;
- (2) Dwellings which are directly or indirectly assisted or subsidized by a public agency or public monies for the purpose of making housing available for a particular group or classification of persons;
- (3) Housing provided for pious, charitable, or public purposes;
- (4) Dwellings where the available space or facilities are inadequate to house a person and all minors under applicable occupancy standards;
- (5) Dwellings which are owner-occupied duplexes-:

(6) Short term rentals.

(c) Notwithstanding the above, no dormitory or other housing provided by an educational institution, including fraternities and sororities, shall take an adverse housing action against any person because of the age, sexual orientation or handicap of the person.

(Ord. of 10-9-84; Ord. of 9-24-90)

18-202 – 18-301

As written.

18-302 Exemptions.

- (a) This article shall not be applicable to single-family homes and duplexes.
- (b) This article shall not be applicable to properties that meet all of the following requirements:
 - (1) land tract with ten (10) or fewer housing units;
 - (2) a deed restriction making at least twenty-five (25) per cent of the housing units affordable to low income tenant households; and
 - (3) located in United States Census Bureau tract that contains less than fifty (50) per cent home ownership.

(c) This article shall not be applicable to short term rentals.

(Ord. of 3-30-87; Amend. of 1-8-07, eff. 2-14-07)

18-303 – 18-501

As written.

18-502 Applicability.

(a) This article shall be applicable to all rental properties subject to the Minimum Housing Code. In mixed commercial/residential buildings this article shall apply only to the residential portion of the building. This article shall not apply to owner-occupied portions of a multi-unit building.

(b) The following properties shall be exempt from meeting the requirements of this article:

- (1) Rental properties not rented between November 1 and March 31 of each year.
- (2) New construction subject to and in compliance with the Energy Conservation Ordinance, B.C.O. sections [8-100](#) to [8-104](#)
- (3) Hotels, motels, tourist rooming houses, dormitories, hospitals, hospices and nursing homes.
- (4) Buildings or apartments where heating costs are paid by owners of the rental properties.

(5) Short term rentals.

(Ord. of 3-24-97)

18-503 – 18-511

As written.

Short Term Rental Scenarios & Proposed Regulatory Framework for Joint Cmte Discussion- Updated August 2020

	Scenario 1: Renting my own home occasionally as an STR		Scenario 2: Renting my own home for several months at a time	Scenario 3: Renting bedroom(s) as STR within the home I live in		Scenario 4: Renting an ADU or ½ of a duplex, I live in the other unit		Scenario 5: Renting some unit(s) in a building with 3+ units when I live on the property		Scenario 6: Renting all unit(s) in building with 3+ units as STRs	
Zoning For all scenarios: - Zoning Permit is required if STR rented 10+ consecutive days, or 30+ total days/year - Parking space(s) not required <u>for any STR type</u> in new parking district <u>anticipated</u> per ZA-20-04		1 parking space per rented unit	If rental “term” 30+ days, it is NOT considered an STR. Simply renting a housing unit does not require a Zoning Permit.		For 2+ rooms, 1 parking space per rented room		1 parking space per rented unit		1 parking space per rented unit	 <u>Lodging Hotel/Motel</u>	
	Permitted Use in: N/A <u>In all zoning districts when host’s primary residence</u>	Conditional Use, Not Permitted: <u>In all zoning districts</u>		Permitted Use: - Up to 2 rooms in any residential zone - Up to 5 rooms in mixed use zones	Conditional Use: 3 rooms in RL zones 3-5 rooms in residential & institutional zones	Permitted Use: N/A	Conditional Use: In all zoning districts	Permitted Use: In mixed use districts; <u>and in residential districts when host on-site</u> Conditional Use: In residential districts <u>when host lives off-site</u>	# of STR in Bldg: 1 STR in Bldgs up to 3 units 2 STR in Bldgs up to 5 units 3 STR in Bldgs w/ 6+ units	Permitted Use: In mixed use zoning districts No limit to # of rented units.	Prohibited Use: In residential zoning districts
Rental Duration Host’s “primary residence” means that the host lives in/at the unit/property for at least half the year	- Individual rental “terms” are less than 30 days No limit to number of nights rented as STR as long as continues to be host’s primary residence		Individual rental “terms” are more than 30+ days	- Individual rental “terms” are less than 30 days No limit to number of nights rented as STR as long as continues to be host’s primary residence		- Individual rental “terms” are less than 30 days No limit to number of nights rented as STR as long as host’s primary residence		- Individual rental “terms” are less than 30 days <u>No limit to number of nights rented as STR as long as host’s primary residence</u> <u>STR units may be operated by an off-site host, per above scenarios</u>		- Individual rental “terms” are less than 30 days No limit to number of nights rented By nature, lodging not required to be host’s primary residence	
Housing Code Requirements	- Register annually as a rental - Meet basic Life Safety Standards in Chapter 18		- Register annually as a rental - Meet basic Life Safety Standards in Chapter 18	- Register annually as a rental - Meet basic Life Safety Standards in Chapter 18 Owner-occupied homes with 1 or 2 rented rooms are exempt from rental registration & annual housing inspection		- Register annually as a rental - Meet basic Life Safety Standards in Chapter 18		- Register annually as a rental - Meet basic Life Safety Standards in Chapter 18		“Minimum Housing” and rental registration not applicable because not “residential” - Building code requirements will depend on number of occupants in building	
Taxes & Fees	NOT required to pay Housing Replacement Fee - Register as a business - Pay Burlington & VT Rooms & Meals Taxes <u>[, including additional rate benefitting Housing Trust Fund (HTF)?]</u>		- NOT required to pay Housing Replacement Fee - Not required to register as a business - Not required to pay Burlington & VT Rooms & Meals Taxes	NOT required to pay Housing Replacement Fee - Register as a business - Pay Burlington & VT Rooms & Meals Taxes <u>[, including additional rate benefitting Housing Trust Fund (HTF)?]</u>		- Register as a business - Pay Burlington & VT Rooms & Meals Taxes Housing Replacement Fee if STR is replacing a long-term housing unit <u>[and/or additional rate benefitting Housing Trust Fund (HTF)?]</u> - Not required to pay Housing Replacement if building a new unit for use as an STR		- Register as a business - Pay Burlington & VT Rooms & Meals Taxes <u>, including additional rate benefitting the HTF</u> Housing Replacement Fee if STR is replacing a long-term housing unit		- Register as a business - Pay Burlington & VT Rooms & Meals Taxes Housing Replacement Fee req. if replacing long-term housing unit(s)	
Property Assessment	- Likely assessed as “residential” - Report any rental use to State of VT for Homestead Declaration		- Likely assessed as “residential” - Report any rental use to State of VT Homestead Declaration	- Some configurations may be assessed as “commercial” with 120% commercial value factor - Report any rental use to State of VT for Homestead Declaration		- Likely assessed as “residential” - Report any rental use to State of VT Homestead Declaration		- Some configurations may be assessed as “commercial” with 120% commercial value factor - Report any rental use to State of VT for Homestead Declaration		- Considered “commercial” by Assessor, with 120% commercial value factor - Considered “commercial” for purpose of State of VT Homestead Declaration	

Joint Committee Discussion Topics

Relative to the scenarios presented, the Joint Committee will continue discussing:

- **Does the proposed framework meet the proposed goals for this scenario?**

Per Oct 2019 Council Resolution, a framework that “creates tiers for different types of [STRs] and disincentivizes the most impactful uses...by:

- *limiting the number of housing units that can be converted for [STR] purposes and*
- *ensuring that those conversions are contributing to the city’s efforts to preserve and expand permanently affordable housing, while also*
- *preserving some flexibility and ability to earn greater income for Burlington homeowners, and*
- *recognizing that some supply of [STRs] benefits the Burlington economy...”*

- **Are there some scenarios wherein an off-site host would be acceptable?**

- **Is Housing Replacement vs. an alternative fee/tax more appropriate to achieve goals?**

- **Any other comments/input on the proposed framework for these scenarios?**

Flexibility for host
More permissive

Limit Conversion
More restrictive

Short Term Rental Scenarios & Proposed Regulatory Framework for Joint Cmte Discussion- Updated August 2020											
	Scenario 1: Renting my own home occasionally as an STR		Scenario 2: Renting my own home for several months at a time	Scenario 3: Renting bedroom(s) as STR within the home I live in		Scenario 4: Renting an ADU or 1/2 of a duplex, I live in the other unit		Scenario 5: Renting some unit(s) in a building with 3+ units and/or <i>See other scenarios</i>		Scenario 6: Renting all unit(s) in building with 3+ units as STRs	
Zoning For all scenarios: - Zoning Permit is required if STR rented 10+ consecutive days, or 30+ total days/year - Parking space(s) not required <u>for any STR type</u> in new parking district <u>anticipated</u> per ZA-20-04	 Whole Unit STR	 1 parking space per rented unit	If rental "term" 30+ days, it is NOT considered an STR. Simply renting a housing unit does not require a Zoning Permit.	 Partial Unit STR (Bed & Breakfast)	For 2+ rooms, 1 parking space per rented room	 Whole Unit STR	1 parking space per rented unit	 Whole Unit STR	1 parking space per rented unit	 <u>Lodging Hotel/Motel</u>	
	Permitted Use-in: <u>N/A</u> <u>In all zoning districts when host's primary residence</u>	Conditional Use: <u>Not Permitted:</u> <u>In all zoning districts</u>		Permitted Use: - Up to 2 rooms in any residential zone - Up to 5 rooms in mixed use zones	Conditional Use: 3 rooms in RL zones 3-5 rooms in residential & institutional zones		Permitted Use: N/A	Conditional Use: <u>In all zoning districts</u>	Permitted Use: In mixed use districts; <u>and in residential districts when host on-site</u> Conditional Use: In residential districts <u>when host lives off-site</u>	# of STR in Bldg: 1 STR in Bldgs up to 3 units 2 STR in Bldgs up to 5 units 3 STR in Bldgs w/ 6+ units	Permitted Use: In mixed use zoning districts No limit to # of rented units.
Rental Duration Host's "primary residence" means that the host lives in/at the unit/property for at least half the year	- Individual rental "terms" are less than 30 days - No limit to number of nights rented as STR as long as continues to be host's primary residence		Individual rental "terms" are <u>more than 30+ days</u>	- Individual rental "terms" are less than 30 days - No limit to number of nights rented as STR as long as continues to be host's primary residence		- Individual rental "terms" are less than 30 days - No limit to number of nights rented as STR as long as host's primary residence		- Individual rental "terms" are less than 30 days - No limit to number of nights rented as STR <u>as long as host's primary residence</u> <u>STR units may be operated by an off-site host, per above scenarios</u>		- Individual rental "terms" are less than 30 days - No limit to number of nights rented - By nature, lodging not required to be host's primary residence	
Housing Code Requirements	- Register annually as a rental - Meet basic Life Safety Standards in Chapter 19		- Register annually as a rental - Meet basic Life Safety Standards in Chapter 19	- Register annually as a rental - Meet basic Life Safety Standards in Chapter 19 - Owner-occupied homes with 1 or 2 rented rooms are exempt from rental registration & annual housing inspection		- Register annually as a rental - Meet basic Life Safety Standards in Chapter 19		- Register annually as a rental - Meet basic Life Safety Standards in Chapter 19		"Minimum Housing" and rental registration not applicable because not "residential" - Building code requirements will depend on number of occupants in building	
Taxes & Fees	- NOT required to pay Housing Replacement Fee - Register as a business - Pay Burlington & VT Rooms & Meals Taxes <u>including additional rate benefitting Housing Trust Fund (HTF)?</u>		- NOT required to pay Housing Replacement Fee - Not required to register as a business - Not required to pay Burlington & VT Rooms & Meals Taxes	- NOT required to pay Housing Replacement Fee - Register as a business - Pay Burlington & VT Rooms & Meals Taxes <u>including additional rate benefitting Housing Trust Fund (HTF)?</u>		- Register as a business - Pay Burlington & VT Rooms & Meals Taxes - Housing Replacement Fee if STR is replacing a long-term housing unit <u>and/or additional rate benefitting Housing Trust Fund (HTF)?</u> - Not required to pay Housing Replacement if building a new unit for use as an STR		- Register as a business - Pay Burlington & VT Rooms & Meals Taxes <u>including additional rate benefitting the HTF</u> <u>Housing Replacement Fee if STR is replacing a long-term housing unit</u>		- Register as a business - Pay Burlington & VT Rooms & Meals Taxes - Housing Replacement Fee req. if replacing long-term housing unit(s)	
Property Assessment	- Likely assessed as "residential" - Report any rental use to State of VT for Homestead Declaration		- Likely assessed as "residential" - Report any rental use to State of VT Homestead Declaration	- Some configurations may be assessed as "commercial" with 120% commercial value factor - Report any rental use to State of VT for Homestead Declaration		- Likely assessed as "residential" - Report any rental use to State of VT Homestead Declaration		- Some configurations may be assessed as "commercial" with 120% commercial value factor - Report any rental use to State of VT for Homestead Declaration		- Considered "commercial" by Assessor, with 120% commercial value factor - Considered "commercial" for purpose of State of VT Homestead Declaration	

Scenario 1- Feedback

Flexibility for Host
Most Permissive

“I want to rent my entire home as a short-term rental for part(s) of the year, but it will still be my primary residence.” (i.e. a single-family home scenario)

<u>Zoning</u> For all scenarios: • Zoning Permit is required if STR rented 10+ consecutive days, or 30+ total days/year • Parking space(s) not required if located in new parking district per ZA-20-04	<table> <tr> <td data-bbox="600 678 877 846">  Whole Unit STR </td><td data-bbox="877 678 1203 846"> 1 parking space/rented unit <u>No pkg space req. in addition to what is provided for the primary home</u> </td></tr> <tr> <td data-bbox="600 846 877 987"> Permitted Use in: <u>All zoning districts</u> </td><td data-bbox="877 846 1203 987"> Conditional Use: -All zoning districts </td></tr> </table>	 Whole Unit STR	1 parking space/rented unit <u>No pkg space req. in addition to what is provided for the primary home</u>	Permitted Use in: <u>All zoning districts</u>	Conditional Use: -All zoning districts
 Whole Unit STR	1 parking space/rented unit <u>No pkg space req. in addition to what is provided for the primary home</u>				
Permitted Use in: <u>All zoning districts</u>	Conditional Use: -All zoning districts				
<u>Rental Duration</u> Host's "primary residence" means that the host lives in/at the unit/property for at least half the year	No Limit to <u>less than 180</u> nights rented as STR, as long as continues to be <u>in order to maintain</u> host's primary residence				
<u>Housing Code Requirements</u>	• Register annually as a rental • Meet basic Life Safety Standards in Ch. 18				
<u>Taxes & Fees</u> STR's already req. by state & city to register as a biz and pay Rooms & Meals Taxes.	<i>Should nightly fee that applies to other STRs apply here?</i>				

Decisions:

- “No limit” on nights rented needs to be clarified; host must maintain primary residence.
- Off-site hosting and Housing Replacement not applicable per the above requirement.
- Should not require adt'l parking space or CU

Remaining Questions:

- **Should a zoning permit be required for this scenario?**

Scenario 6- Feedback

Limit Conversion
Most Restrictive

“I own a building with 3+ units, and want to rent all the units as short-term rentals. I do not live in the building.”

<u>Zoning</u> For all scenarios: • Zoning Permit is required if STR rented 10+ consecutive days, or 30+ total days/year • Parking space(s) not required if located in new parking district per ZA-20-04	Lodging Hotel/Motel 1 parking space per room/unit Permitted Use in: Mixed Use districts with no limit on # of rented rooms Prohibited Use: Residential districts
<u>Rental Duration</u> Host's "primary residence" means that the host lives in/at the unit/property for at least half the year	No limit to number of nights rented Not required to be host primary residence
<u>Housing Code Requirements</u>	• Housing Code & Rental Registration not applicable because not "residential" • Building code based on # occupants in Bldg.
<u>Taxes & Fees</u> Already req. by state & city to register as a biz and pay Rooms & Meals Taxes.	Pay Housing Replacement Fee if converting 100% of housing units in building

Decisions:

- Should be limited and most restrictive.
- Housing Replacement should apply in scenario when all units are being converted.

Other:

- Update and consolidate various definitions for hotel, motel, hostel, etc. to include both traditional and 'defacto hotel' scenarios, and apply current standards for hotel

Scenario 5- Feedback

Limit Conversion
More Restrictive

“I own a building with 3+ units, and want to rent some of the units as short-term rentals.”

Zoning For all scenarios: • Zoning Permit is required if STR rented 10+ consecutive days, or 30+ total days/year • Parking space(s) not required if located in new parking district per ZA-20-04	 Whole Unit STR 1 parking space per unit Permitted Use in: Mixed Use districts; in residential districts when host lives on-site Conditional Use in: Residential Districts, when host lives off-site Limit to # STR in Bldg: - 1 STR in Bldgs up to 3 units - 2 STR in Bldgs up to 5 units - 3 STR in Bldgs 6+ units
Rental Duration Host's "primary residence" means that the host lives in/at the unit/property for at least half the year	No limit to number of nights rented as STR Property continues to be host's primary residence
Housing Code Requirements	• Register annually as a rental • Meet basic Life Safety Standards in Ch. 18
Taxes & Fees Already req. by state & city to register as a biz and pay Rooms & Meals Taxes.	Pay Housing Replacement Fee if replacing housing units <u>Alternative fee for use based on nights rented/ income generated</u>

Decisions:

- Housing replacement not the right standard for the scale of STR use, and to enable flexibility of units to be STR *and* long-term rental; consider use-based fee
- Allow for off-site hosting, but maintain limit on number of STRs in building

Remaining Questions:

- **Should there be scenario 5a (host on-site) vs. 5b (host off-site)? If so, what is key difference?**
 - CU vs permitted? Number of STRs in building? Other standard?
- **Are policy goals and regulatory protections aligned for this scenario?**
- **Does this scenario apply to condominiums?**

Scenario 4

Limit Conversion
More Restrictive

“I own a duplex/single-family home with an ADU. I want to live in one unit and use the other as a short-term rental.”

Zoning For all scenarios: • Zoning Permit is required if STR rented 10+ consecutive days, or 30+ total days/year • Parking space(s) not required if located in new parking district per ZA-20-04	<table border="1"> <tr> <td data-bbox="611 716 877 792">  Whole Unit STR </td><td data-bbox="877 716 1203 792">1 parking space per unit</td></tr> <tr> <td data-bbox="611 792 877 935"> Permitted Use in: N/A </td><td data-bbox="877 792 1203 935"> Conditional Use: All zoning districts </td></tr> </table>	 Whole Unit STR	1 parking space per unit	Permitted Use in: N/A	Conditional Use: All zoning districts
 Whole Unit STR	1 parking space per unit				
Permitted Use in: N/A	Conditional Use: All zoning districts				
Rental Duration Host's "primary residence" means that the host lives in/at the unit/property for at least half the year	No limit to number of nights rented as STR Property continues to be host's primary residence				
Housing Code Requirements	• Register annually as a rental • Meet basic Life Safety Standards in Ch. 18				
Taxes & Fees Already req. by state & city to register as a biz and pay Rooms & Meals Taxes.	Pay Housing Replacement Fee if replacing an existing long-term housing unit				

- Does this proposal meet the proposed goals?
- Are there some scenarios wherein an off-site host would be acceptable?
- Is Housing Replacement v. alternative fee more appropriate for this scenario?
- Any other comments/input on the proposed framework relative to this Scenario?

Scenario 3

Flexibility for Host
More Permissive

“I want to rent bedrooms as short-term rentals within my home.”

Zoning For all scenarios: • Zoning Permit is required if STR rented 10+ consecutive days, or 30+ total days/year • Parking space(s) not required if located in new parking district per ZA-20-04	 Partial Unit STR Permitted Use: - Up to 2 rooms in residential & institutional zones - Up to 5 rooms in mixed use zones Conditional Use: - 3 rooms in RL zones - 3 to 5 rooms in other residential & institutional zones
Rental Duration Host's "primary residence" means that the host lives in/at the unit/property for at least half the year	No limit to number of nights the rooms are rented as STR, as long as continues to be host's primary residence
Housing Code Requirements	• Register annually as a rental • Meet basic Life Safety Standards in Ch. 18 • Continue current exemption from registration & inspections for owner-occupied homes with 1 or 2 rented rooms
Taxes & Fees STR's already req. by state & city to register as a biz and pay Rooms & Meals Taxes.	NOT required to pay Housing Replacement Fee

- Does this proposal meet the proposed goals?
- Are there some scenarios wherein an off-site host would be acceptable? *Not Applicable*
- Is Housing Replacement v. alternative fee more appropriate for this scenario?
Housing Replacement is not applicable. Should a nightly fee applied to other STR types apply here?
- Any other comments/input on the proposed framework relative to this Scenario?

Burlington Planning Commission

149 Church Street
Burlington, VT 05401
Telephone: (802) 865-7188
(802) 865-7195 (FAX)
(802) 865-7144 (TTY)

www.burlingtonvt.gov/pz

Andy Montroll, Chair
Bruce Baker, Vice-Chair
Yves Bradley
Alexander Friend
Emily Lee
Harris Roen
Jennifer Wallace-Brodeur

Burlington Planning Commission

Tuesday, July 28, 2020, 6:30 P.M.

Remote Meeting

Draft Minutes

Members Present	A Montroll, H Roen, Y Bradley, A Friend, E Lee, B Baker
Staff Present:	M Tuttle, D White, S Gustin, K Sturtevant, D Cahill

I. Agenda

Call to Order	Time: 6:31pm
Agenda	Move item IV to precede item II.

I. Annual Organizational Meeting

Elect officers and appoint members to Committees for FY2021	
Nominations for officers and committees were approved unanimously	
Chair	Andy Montroll
Vice Chair	Bruce Baker
Executive Committee At-Large	Yves Bradley
Clerk	Meagan Tuttle
Long Range Planning Commission	Alex Friend, Harris Roen, Jennifer Wallace-Brodeur, Kienan Christianson (DRB), Ryan Creehan (CB)
Ordinance Committee	Emily Lee, Bruce Baker, Yves Bradley, Ravi Venkataraman (DRB), Matt Bushey (DAB)

II. Public Forum

Name	Comment
S Bushor	Consider whether the Conservation Board should continue to be advisory or more autonomous. Some communities in Texas require vegetation on roofs to help reduce heat islands; Conservation Board recommended this but it was up to the DRB to add conditions to projects like City Place as such.

III. Chair's Report

A Montroll	No report.
------------	------------

IV. Director's Report

D White	Council Ordinance Committee will meet on 7/29 to discuss proposed parking amendment.
---------	--

V. Proposed Addendum to Open Space Protection Plan

Action: Support Conservation Board's work on an Addendum to the Open Space Protection Plan to be approved by Planning Commission for inclusion in planBTV.
--

Tuesday, July 28, 2020

Motion: Y Bradley	Second: H Roen	Vote: Approved Unanimously
Presentation by Rebecca Roman and Zoe Richards of the Conservation Board, Scott Gustin of Dept. of Permitting & Inspections, and Dan Cahill of Burlington Parks, Recreation & Waterfront. See slides posted at https://www.burlingtonvt.gov/CityPlan/PC/Agendas .		
Commission discussion:		
- Goal is not to rewrite the Open Space Protection Plan, though it needs a comprehensive update. Addendum will focus on role of natural systems role in climate change. Could use framework of looking at water and land based systems for this addendum, that sets up for the future rewrite. - Consider whether or not current open spaces, natural areas are sufficient to withstand climate change impacts. R Roman reiterated that climate change is the driver, but resiliency is the goal. - S Bushor raised the concern about much Conservation Fund money will be used for the plan and need to retain balance for land conservation. S Gustin estimated plan to be around \$20,000.		

VI. Commissioner Items

Action: N/A		
Motion: NA	Second: NA	Vote: NA
- Next meeting is Tuesday, August 11 at 6:30pm on Zoom. Joint meeting with the Council Ordinance Committee to discuss Short Term Rentals		

VII. Minutes & Communications

Action: Approved the minutes and accepted the communications		
Motion by: A Friend	Second: H Roen	Vote: Approved Unanimously
Minutes Approved: July 14, 2020 Planning Commission Meeting		
Communications Filed:		
- See agenda packet		

VIII. Adjourn

Adjournment		Time: 7:33 pm
Motion: H Roen	Second: E Lee	Vote: Approved Unanimously

Meagan Tuttle

From: Gretchen Kruesi <gkruesi@gmail.com>
Sent: Saturday, August 08, 2020 10:35 AM
To: Meagan Tuttle
Subject: Comments for Joint Planning Commission Council Ordinance Cmte Meeting

[WARNING]: External Message

Hi Meagan,

I cannot attend the meeting on Tuesday so including some comments below.

Will there be a recorded version so I can view it later?

Thanks,

Gretchen

Thank you to the Committee for their continued work on STRs and for listening to various hosts on feedback regarding the variety of scenarios of STRs - not just whole unit and partial unit.

I have spoken before but will summarize my situation.

I own a 3 bedroom townhouse, I am the only person living here and rent one bedroom on Air Bnb part-time. Many of my friends and colleagues have chosen to purchase homes outside Burlington due to costs - particularly the high home costs and property taxes. When I was finally able to buy my first home many encouraged me to look at the surrounding towns for better pricing. Without Air BnB, I could not have stayed in Burlington - it is the community I'm deeply rooted in and didn't want to leave like so many others in my age/income bracket.

Air BnB gives me the ability to afford my home on one income and continue to advance my financial stability. While also allowing the flexibility for friends and family to visit and the flexibility for life changes.

This became even more clear to me during the COVID pandemic. I chose to close mine early - before the state required it. And while I've been able to make it work it has been a hustle. Now with life setting into a "new normal", I am fortunate to have found a repeat guest within Vermont for the time being to ensure my safety, be a good community partner to help stop the spread of COVID and still allow some income from my STR.

Having just gone through the permitting process (with a parking waiver) I want to thank the Department of Permitting and Inspections. They were incredibly helpful and informative. While the process took a bit of time due to the pandemic they did a top-notch job. It, however, is still a fair amount of regulatory work - especially for a part-time 1 bedroom STR that I live in full time.

Meagan Tuttle

From: Olivia LaVecchia
Sent: Tuesday, August 11, 2020 4:00 PM
To: Meagan Tuttle; Scott Gustin
Subject: FW: Form submission from: Feedback form

--

Olivia LaVecchia
(802) 734-0617
Pronouns: she/her

Communications & Projects Coordinator
Office of Mayor Miro Weinberger
City Hall | 149 Church Street
Burlington, VT 05401
burlingtonvt.gov/Mayor

-----Original Message-----

From: City of Burlington, Vermont <noreply@burlingtonvt.gov>
Sent: Tuesday, August 11, 2020 3:56 PM
To: Olivia LaVecchia <olavecchia@burlingtonvt.gov>
Subject: Form submission from: Feedback form

Submitted on Tuesday, August 11, 2020 - 15:56 Submitted by anonymous user: 75.69.34.46 Submitted values are:

Did you attend the Housing Summit workshop in June? : No Share your comments:

The proposed regulation that requires landlords to live on the premises if they want to engage in short-term rentals is completely unfair and will hurt many property owners who are already struggling and lived on a fixed income.

Any landlord should have a right to flexibly rent out their property without a long-term commitment if they want to. The city shouldn't try to fix its housing shortage by limiting this freedom and charging residents \$7900 because they want or need this flexibility.

The city of Burlington has caused this housing shortage by not building almost any new housing over the last 30 years and it should fix this problem by building more housing, not penalizing current property owners with burdensome restrictions and thousands of dollars in fees.

Your email address: mjacobsrealty@gmail.com

The results of this submission may be viewed at:
<https://www.burlingtonvt.gov/node/6735/submission/18626>

Please note that this communication and any response to it will be maintained as a public record and may be subject to disclosure under the Vermont Public Records Act.

I am pleased to see the removal of the additional parking requirement when renting one-bedroom in your home. While I now have my permit and waiver, removing the hurdles for a low use STR such as mine, is common sense and removes unneeded regulatory barriers for those in the future.

Thank you again for the work and listening. I look forward to attending meetings in the future.

Gretchen Kruesi
10 Baird Street
Burlington, VT

--

Gretchen Kruesi
cell: 406-570-8586
email: gkruesi@gmail.com

Meagan Tuttle

From: Ericka Redic <erickaredic@gmail.com>
Sent: Wednesday, August 05, 2020 8:21 PM
To: Meagan Tuttle
Subject: Short-Term Rentals

[WARNING]: External Message

Hello Ms. Tuttle,

I am vehemently opposed to any short-term rental changes, fees, taxes or anything of the like, where the government can impose penalties on homeowners for using their home/property in the manner they chose.

Burlington and Vermont leadership have made decisions that have made almost our entire economy dependent on travel and tourism. You don't then get to turn around and say the only people who can take advantage of that economy are wealthy hotel and resort owners. Not only is this unfair it is unconstitutional.

I reject the premise set forth by the City of Burlington that somehow the affordability crisis in Burlington is because of property owners utilizing apps like AirBnB. It is irresponsible of the City to lay the blame for its policies on anyone other than themselves.

Sincerely,
Ericka Redic
512.348.4119
251 Staniford Rd



State of Vermont
Division for Historic Preservation
Deane C. Davis Building, 6th Floor
One National Life Drive, Montpelier, VT 05620-0501
www.aecd.vermont.gov/historic-preservation

[phone] 802-828-3540

*Agency of Commerce and
Community Development*

July 29, 2020

Stephanie H. Monaghan
District Coordinator
District 4 Environmental Commission
111 West Street
Essex Junction, VT 05452

**RE: Lakeside Ovens, LLC, 32 Lakeside Avenue, Burlington, VT.
Act 250 Land Use Permit #4C1316-1.**

Dear Ms. Monaghan,

Thank you for the opportunity to provide comments on the proposed demolition and new construction of a office building involving Lakeside Ovens, LLC at 32 Lakeside Avenue, Burlington, Vermont. (VDHP #CH18-116) This letter is in response to consultation with the applicant and materials submitted for the Land Use Permit application #4C1316-1.

The Vermont Division for Historic Preservation (VDHP) is reviewing this proposed undertaking for purposes of Criterion 8 of Act 250. Project review consists of evaluating the project's potential impacts to historic buildings and structures, historic districts, historic landscapes and settings, and known or potential archeological resources. The purpose of VDHP's review under Act 250 is to provide the Environmental District Commission with the information necessary for them to make a positive finding under the "historic sites" aspect of Criterion 8.

It is VDHP's understanding that the project consists of the demolition of an existing two-story office building and replacement with a 14,450 GSF three-story office building on the existing foundations and associated site improvements.

VDHP has considered the project's effects on historic structures, districts, and landscapes. The existing 2-story office building, known as Building 32, is historically associated with the Blodgett Ovens complex. At their meeting on June 18, 2020, the Vermont Advisory Council on Historic Preservation (ACHP) reviewed information about the history, significance, and integrity



of 32 Lakeside Avenue, Burlington. Based on the information presented at the meeting, the ACHP determined that the property does meet the State Register Criteria for Evaluation as a contributing resource to the Blodgett Oven complex, and therefore it is eligible for listing in the State Register of Historic Places. As such, the property does meet the definition of a “historic site” for the purposes of Act 250.

The demolition of Building 32 does constitute an adverse effect due to the loss of a building that contributes to the historic Blodgett Oven Complex. This building served as the administrative offices for the facility and while significant is not the primary historic resource. Documentation of this building and the site as a whole has been completed during previous studies and it is VDHPs opinion that no further documentation is needed to mitigate the loss of the building. Additionally, the applicant is currently rehabilitating primary historic resource of Building 50, the first of the Blodgett factory buildings at this site and has worked closely with VDHP to design that rehabilitation to meet the Secretary of the Interior’s “*Standards for Rehabilitation*”. Therefore, while the loss of Building 32 is adverse the historic qualities of the Blodgett Ovens complex will still be able to be appreciated by the public.

To the south of the proposed project is the Lakeside Development which was constructed by the Queen City Cotton Company for employee housing. This Development is listed in the State Register of Historic Places. VDHP has review the proposed new construction plans for the potential to indirectly effect the surrounding historic buildings. The proposed building will maintain the current building footprint and will be 1 story taller than the existing. The applicant has gone through multiple design alternatives and the current proposal has minimized the massing and height from previous designs. It is VDHPs opinion that the new building will not overwhelm or detract from the historic qualities of the adjacent historic sites.

VDHP has also reviewed the project's effect on archaeological sites and archaeologically sensitive areas. Previous site visits to the property and review of the current project plans indicate that the proposed project area has been subject to substantial prior disturbance and is unlikely to contain any intact archaeological sites.

While the project will create adverse effects due to the removal of a contributing historic resource, in this particular case it is the opinion of VDHP that the adverse effects have been appropriately mitigated. Therefore, based on the information provided and above considerations,



July 29, 2020
Lakeside Ovens LLC, Burlington, Vermont
LUP 4C1316-1
Page 3 of 3

it is our opinion and recommendation to the District #4 Environmental Commission that the project as proposed will have **No Undue Adverse Effect** on historic sites.

Thank you for your cooperation in protecting Vermont's irreplaceable historic and archeological heritage. R. Scott Dillon and Elizabeth Peebles reviewed this project and prepared this letter. I concur with the findings and conclusions described above.

Sincerely,
VERMONT DIVISION FOR HISTORIC PRESERVATION

E-SIGNED by Laura Trieschmann
on 2020-07-29 19:53:41 GMT

Laura V. Trieschmann
State Historic Preservation Officer



CERTIFICATE OF SERVICE

I, Elizabeth Peebles, hereby certify that I sent a copy of the foregoing Division for Historic Preservation Comment Letter on ACT 250 Application #4C1316-1, (Lakeside Ovens, LLC), was sent by U.S. mail, postage prepaid to the following individuals without email addresses and by electronic mail, to the following with email addresses on this 29th day of July, 2020.

District #4 Environmental Commission
111 West Street
Essex Junction, VT 05452
stephanie.monaghan@vermont.gov
nrb.act250essex@vermont.gov

Lakeside Ovens, LLC
c/o Russ Scully, Scully Interactive
688 Pine Street
Burlington, VT 05401
russ@hulalakeside.com

John Caulo
LandPlan, c/o John Caulo
61 Central Avenue
Burlington, VT 05401
john.caulo@gmail.com

Hannah Wingate
Engineering Ventures
208 Flynn Ave., Suite 2A
Burlington, VT 05401
hannahw@engineeringventures.com

Steve Smith, Architect
steve@sasarchitects.com

Amy Bovee, Assistant City Clerk
Chair, City Council/Chair, City Planning Commission
City of Burlington
149 Church Street
Burlington, VT 05401
abovee@burlingtonvt.gov

Chittenden County Regional Planning Commission c/o
Charlie Baker, Exec. Dir.
Regina Mahony, Planning Program Manager
110 West Canal Street, Suite 202
Winooski, VT 05404
permitting@ccrpcvt.org

Elizabeth Lord, Land Use Attorney
Agency of Natural Resources
1 National Life Drive, Davis 2
Montpelier, VT 05602-3901
anr.act250@vermont.gov

Barry Murphy/Vt. Dept. of Public Service
112 State Street, Drawer 20
Montpelier, VT 05620-2601
barry.murphy@vermont.gov
PSD.VTDPS@vermont.gov

Craig Keller/John Gruchacz/Jeff Ramsey/Christopher Clow
VTrans Policy, Planning & Research Bureau
One National Life Drive, Drawer 33
Montpelier, VT 05633
AOT.Act250@vermont.gov

Vt. Agency of Agriculture, Food & Markets
116 State Street, Drawer 20
Montpelier, VT 05620-2901
AGR.Act250@vermont.gov

Dated at Montpelier, Vermont this 29th day of July, 2020

BY: Elizabeth Peebles

Elizabeth Peebles
Historic Resources Specialist
Vermont Division for Historic Preservation



BTV HOUSING SUMMIT

www.burlingtonvt.gov/btv-housing-policy

STR Policy Goals

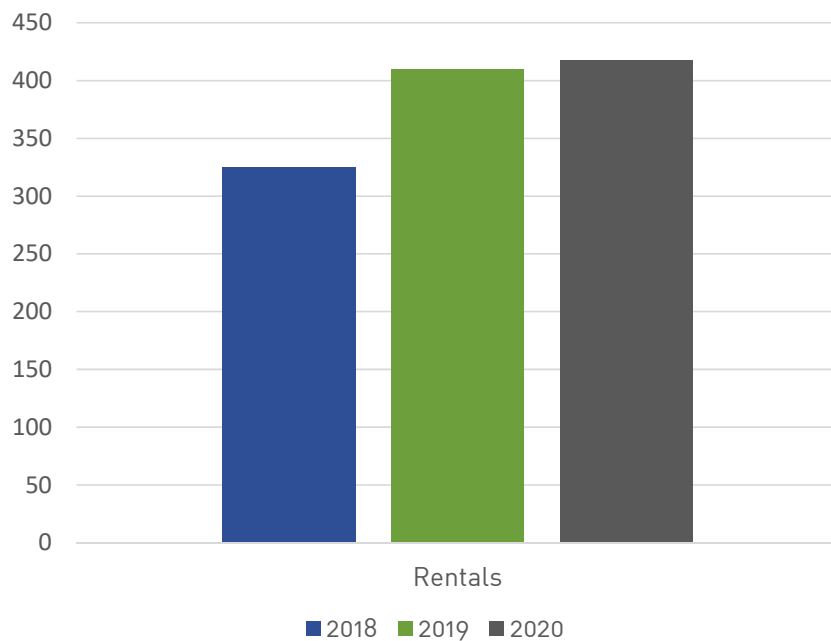
We've have heard a lot of very different opinions; key is to find balance between a legal pathway for these rentals, while limiting the burden on the city's housing stock.

Per Oct 2019 Council Resolution, a framework that “creates tiers for different types of [STRs] and disincentivizes the most impactful uses...by:

- limiting the number of housing units that can be converted for [STR] purposes and
- ensuring that those conversions are contributing to the city's efforts to preserve and expand permanently affordable housing, while also
- preserving some flexibility and ability to earn greater income for Burlington homeowners, and
- recognizing that some supply of [STRs] benefits the Burlington economy...”

Background on STR's in Burlington

STR Growth in Burlington



Data in charts/graphics on slide provided by Host Compliance.

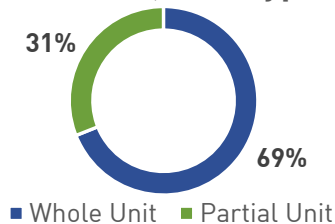
2019 report by AirBnB:

- Burlington was #1 destination in VT, summer 2019
- Avg. monthly revenue for a STR in Burlington was \$2,700 in 2019.

July 2020 Data from Host Compliance:

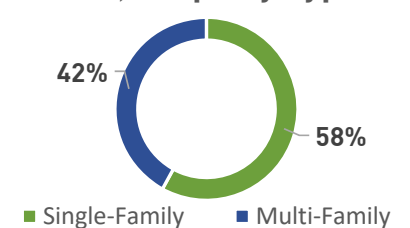
- Median Nightly Rate in BTV is \$132, up from \$119 in July 2019

% of STRs, Unit Type

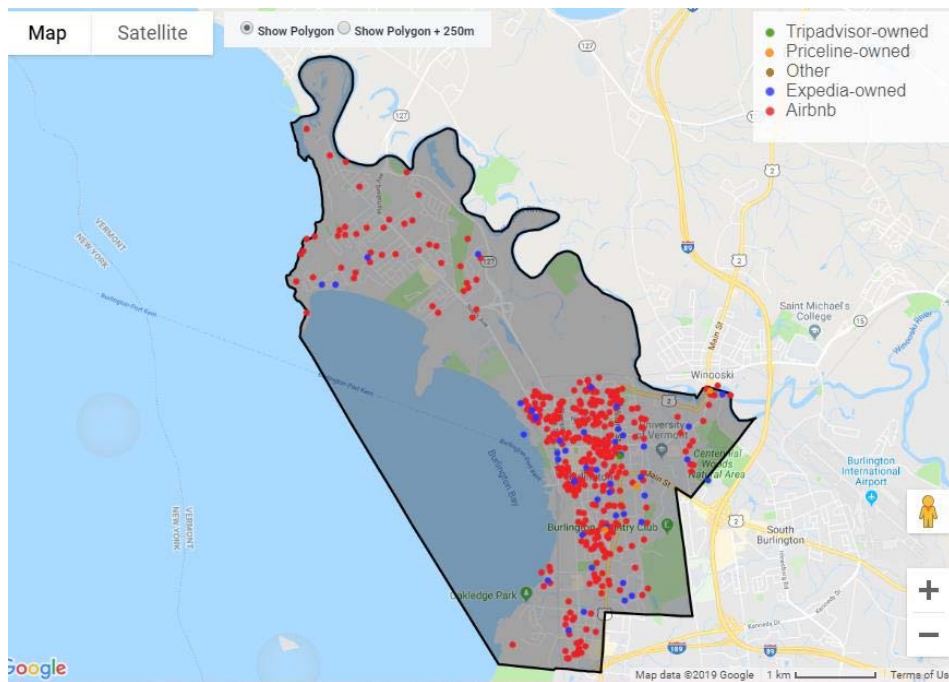


Update: Whole Unit STR's increased from 67% to 69% in the last year.

% STRs, Property Type

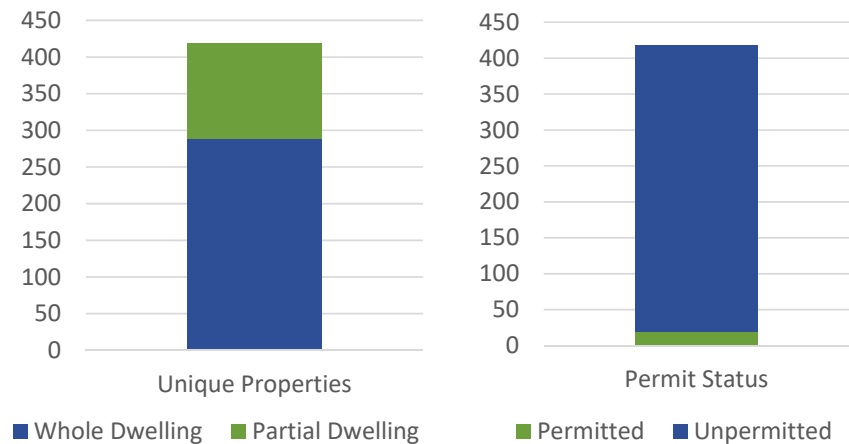


Background on STR's in Burlington



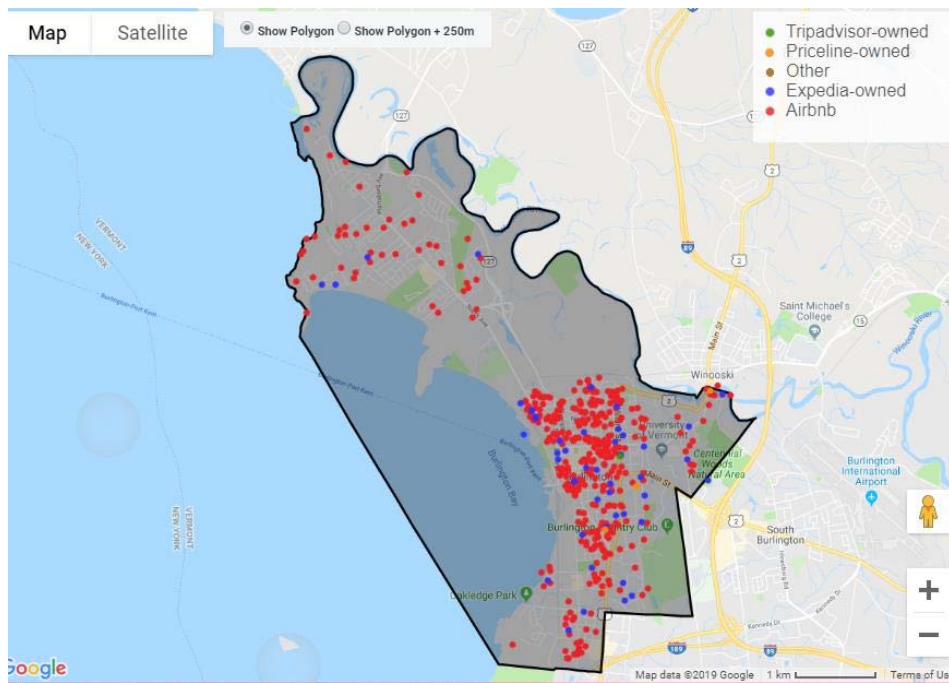
Short-term rentals are dwelling units rented in whole or part to guests for stays of 30 days or less.

Short-Term Rentals, Burlington *July 2020*

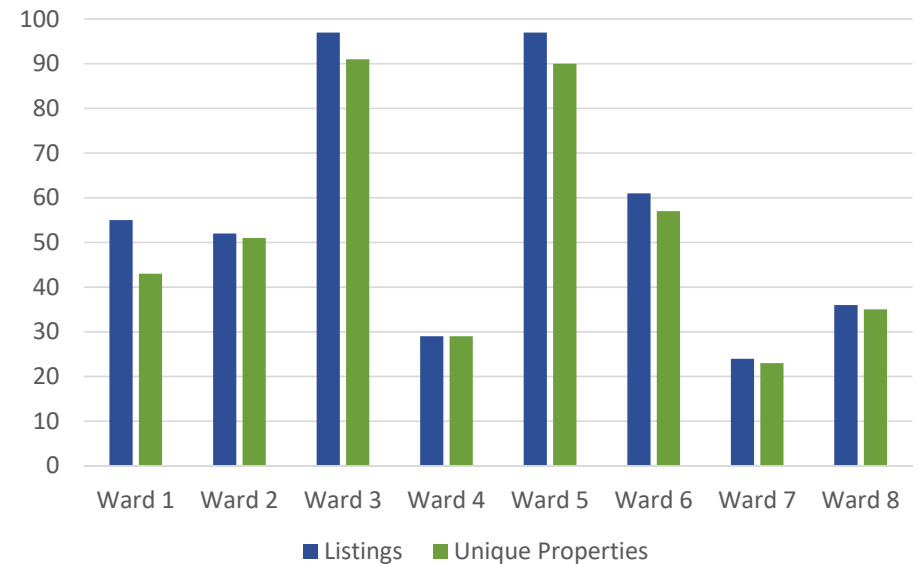


Map and data on number of STR's in Burlington provided by HostCompliance. Data on number of permits issued provided by Department of Permitting & Inspections.

Background on STR's in Burlington



Short-Term Rentals by Ward *Jan. 2020*

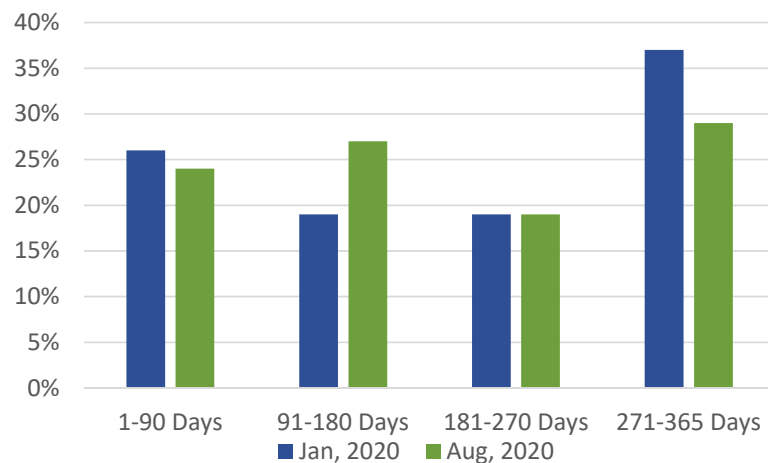


Map and data on number of STR's in Burlington provided by HostCompliance. Data does not include the 8 new listings as of July 2020.

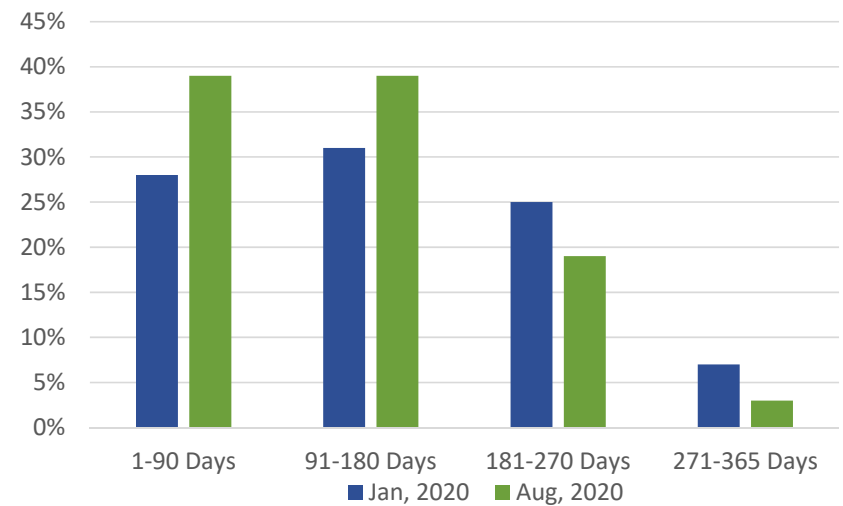
Additional Data on STR's

AirDNA reports that over the past year, almost half of STR's were listed available for more than 180 days, but nearly 80% were rented less for less than 180 days.

Nights BTV STR's listed "available"



Nights BTV STR's booked



Update: Data in these charts is from AirDNA and reflects listing and booking activity in the year preceding the date noted in the chart. Therefore, "Jan 2020" represents activity primarily from 2019, where "Aug 2020" represents activity primarily from July 2019 to July 2020

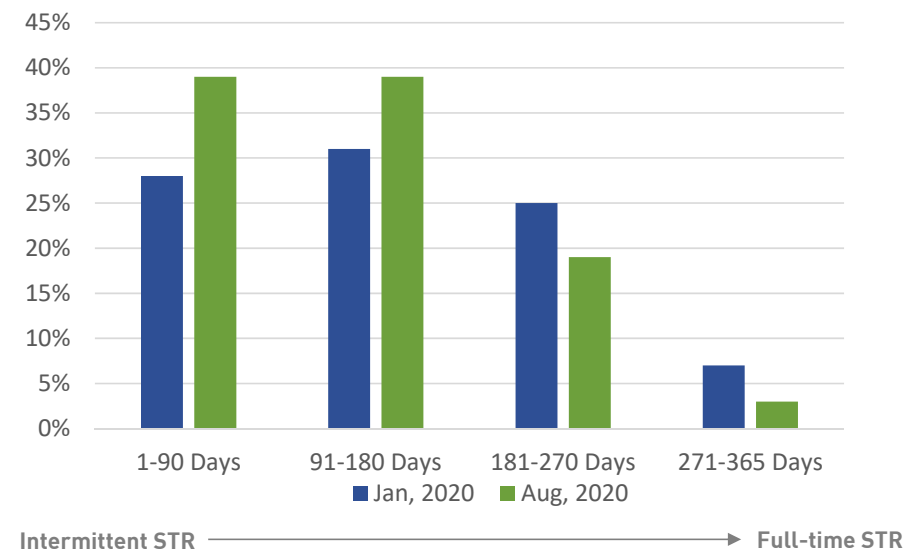
Intermittent STR → Full-time STR

Additional Data on STR's

AirDNA in Aug 2020 reports ~275 active listings on Airbnb & VRBO.

- During Governor's Stay Home Stay Safe order, all STR's were prohibited, and AirBnB disabled renting city-wide
- Varying approaches to renting in summer 2020 impacts ongoing variation in "active" listings, frequency of rentals
- In FY2020, City collected ~\$103,715 in Rooms & Meals Taxes attributable to STRs, for ~\$5.2M in host income. This is 13% of RMT collected in FY20.
- FY20 RMT collection is 14% less than FY19

Nights BTV STR's booked



Foundations of Proposal

How does this proposal acknowledge “one size does not fit all”?

Type of Unit

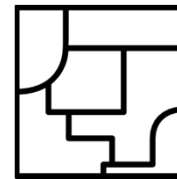


Renting room(s)
within a house or
apartment



Renting an entire
house or
apartment(s)

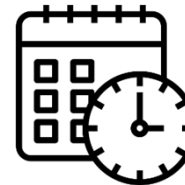
Applicable Regulations & Standards



Zoning



Property Tax Assessment



Length of rental period;
total days/year



Minimum Housing



Fees & Taxes

Flexibility for host More permissive

Limit Conversion More restrictive

Short Term Rental Scenarios & Proposed Regulatory Framework for Joint Cmte Discussion- Updated August 2020											
	Scenario 1: Renting my own home occasionally as an STR		Scenario 2: Renting my own home for several months at a time	Scenario 3: Renting bedroom(s) as STR within the home I live in		Scenario 4: Renting an ADU or 1/2 of a duplex, I live in the other unit		Scenario 5: Renting some unit(s) in a building with 3+ units and/or <i>See other scenarios</i>		Scenario 6: Renting all unit(s) in building with 3+ units as STRs	
Zoning For all scenarios: - Zoning Permit is required if STR rented 10+ consecutive days, or 30+ total days/year - Parking space(s) not required <u>for any STR type</u> in new parking district <u>anticipated</u> per ZA-20-04	 Whole Unit STR	 1 parking space per rented unit	If rental "term" 30+ days, it is NOT considered an STR. Simply renting a housing unit does not require a Zoning Permit.	 Partial Unit STR (Bed & Breakfast)	For 2+ rooms, 1 parking space per rented room	 Whole Unit STR	1 parking space per rented unit	 Whole Unit STR	1 parking space per rented unit	 <u>Lodging Hotel/Motel</u>	
	Permitted Use-in: <u>N/A</u> <u>In all zoning districts when host's primary residence</u>	Conditional Use: <u>Not Permitted:</u> <u>In all zoning districts</u>		Permitted Use: - Up to 2 rooms in any residential zone - Up to 5 rooms in mixed use zones	Conditional Use: - 3 rooms in RL zones - 3-5 rooms in residential & institutional zones		Permitted Use: N/A	Conditional Use: <u>In all zoning districts</u>	Permitted Use: In mixed use districts; <u>and in residential districts when host on-site</u> Conditional Use: In residential districts <u>when host lives off-site</u>	# of STR in Bldg: - 1 STR in Bldgs up to 3 units - 2 STR in Bldgs up to 5 units - 3 STR in Bldgs w/ 6+ units	Permitted Use: In mixed use zoning districts No limit to # of rented units.
Rental Duration Host's "primary residence" means that the host lives in/at the unit/property for at least half the year	- Individual rental "terms" are less than 30 days No limit to number of nights rented as STR as long as continues to be host's primary residence		Individual rental "terms" are <u>more than 30+ days</u>	- Individual rental "terms" are less than 30 days No limit to number of nights rented as STR as long as continues to be host's primary residence		- Individual rental "terms" are less than 30 days No limit to number of nights rented as STR as long as host's primary residence		- Individual rental "terms" are less than 30 days No limit to number of nights rented as STR as long as host's primary residence STR units may be operated by an off-site host, per above scenarios		- Individual rental "terms" are less than 30 days No limit to number of nights rented By nature, lodging not required to be host's primary residence	
Housing Code Requirements	- Register annually as a rental - Meet basic Life Safety Standards in Chapter 19		- Register annually as a rental - Meet basic Life Safety Standards in Chapter 19	- Register annually as a rental - Meet basic Life Safety Standards in Chapter 19 Owner-occupied homes with 1 or 2 rented rooms are exempt from rental registration & annual housing inspection		- Register annually as a rental - Meet basic Life Safety Standards in Chapter 19		- Register annually as a rental - Meet basic Life Safety Standards in Chapter 19		"Minimum Housing" and rental registration not applicable because not "residential" - Building code requirements will depend on number of occupants in building	
Taxes & Fees	NOT required to pay Housing Replacement Fee - Register as a business - Pay Burlington & VT Rooms & Meals Taxes <u>including additional rate benefitting Housing Trust Fund (HTF)?</u>		- NOT required to pay Housing Replacement Fee - Not required to register as a business - Not required to pay Burlington & VT Rooms & Meals Taxes	NOT required to pay Housing Replacement Fee - Register as a business - Pay Burlington & VT Rooms & Meals Taxes <u>including additional rate benefitting Housing Trust Fund (HTF)?</u>		- Register as a business - Pay Burlington & VT Rooms & Meals Taxes Housing Replacement Fee if STR is replacing a long-term housing unit <u>and/or additional rate benefitting Housing Trust Fund (HTF)?</u> - Not required to pay Housing Replacement if building a new unit for use as an STR		- Register as a business - Pay Burlington & VT Rooms & Meals Taxes <u>including additional rate benefitting the HTF</u> Housing Replacement Fee if STR is replacing a long-term housing unit		- Register as a business - Pay Burlington & VT Rooms & Meals Taxes Housing Replacement Fee req. if replacing long-term housing unit(s)	
Property Assessment	- Likely assessed as "residential" - Report any rental use to State of VT for Homestead Declaration		- Likely assessed as "residential" - Report any rental use to State of VT Homestead Declaration	- Some configurations may be assessed as "commercial" with 120% commercial value factor - Report any rental use to State of VT for Homestead Declaration		- Likely assessed as "residential" - Report any rental use to State of VT Homestead Declaration		- Some configurations may be assessed as "commercial" with 120% commercial value factor - Report any rental use to State of VT for Homestead Declaration		- Considered "commercial" by Assessor, with 120% commercial value factor - Considered "commercial" for purpose of State of VT Homestead Declaration	

Joint Committee Discussion Topics

Relative to the scenarios presented, the Joint Committee will continue discussing:

- **Does the proposed framework meet the proposed goals for this scenario?**

Per Oct 2019 Council Resolution, a framework that “creates tiers for different types of [STRs] and disincentivizes the most impactful uses...by:

- *limiting the number of housing units that can be converted for [STR] purposes and*
- *ensuring that those conversions are contributing to the city’s efforts to preserve and expand permanently affordable housing, while also*
- *preserving some flexibility and ability to earn greater income for Burlington homeowners, and*
- *recognizing that some supply of [STRs] benefits the Burlington economy...”*

- **Are there some scenarios wherein an off-site host would be acceptable?**

- **Is Housing Replacement vs. an alternative fee/tax more appropriate to achieve goals?**

- **Any other comments/input on the proposed framework for these scenarios?**

Scenario 1- Feedback

Flexibility for Host
Most Permissive

“I want to rent my entire home as a short-term rental for part(s) of the year, but it will still be my primary residence.” (i.e. a single-family home scenario)

Zoning For all scenarios: • Zoning Permit is required if STR rented 10+ consecutive days, or 30+ total days/year • Parking space(s) not required if located in new parking district per ZA-20-04	<table> <tr> <td data-bbox="600 678 877 846">  Whole Unit STR </td><td data-bbox="877 678 1205 846"> 1 parking space/rented unit <u>No pkg space req. in addition to what is provided for the primary home</u> </td></tr> <tr> <td data-bbox="600 846 877 987"> Permitted Use in: <u>All zoning districts</u> </td><td data-bbox="877 846 1205 987"> Conditional Use: -All zoning districts </td></tr> </table>	 Whole Unit STR	1 parking space/rented unit <u>No pkg space req. in addition to what is provided for the primary home</u>	Permitted Use in: <u>All zoning districts</u>	Conditional Use: -All zoning districts
 Whole Unit STR	1 parking space/rented unit <u>No pkg space req. in addition to what is provided for the primary home</u>				
Permitted Use in: <u>All zoning districts</u>	Conditional Use: -All zoning districts				
Rental Duration Host's "primary residence" means that the host lives in/at the unit/property for at least half the year	No Limit to <u>less than 180</u> nights rented as STR, as long as <u>continues to be</u> in order to maintain host's primary residence				
Housing Code Requirements	• Register annually as a rental • Meet basic Life Safety Standards in Ch. 18				
Taxes & Fees STR's already req. by state & city to register as a biz and pay Rooms & Meals Taxes.	<i>Should nightly fee that applies to other STRs apply here?</i>				

Decisions:

- “No limit” on nights rented needs to be clarified; host must maintain primary residence.
- Off-site hosting and Housing Replacement not applicable per the above requirement.
- Should not require adt'l parking space or CU

Remaining Questions:

- **Should a zoning permit be required for this scenario?**

Scenario 6- Feedback

Limit Conversion
Most Restrictive

“I own a building with 3+ units, and want to rent all the units as short-term rentals. I do not live in the building.”

<u>Zoning</u> For all scenarios: • Zoning Permit is required if STR rented 10+ consecutive days, or 30+ total days/year • Parking space(s) not required if located in new parking district per ZA-20-04	 Lodging Hotel/Motel Permitted Use in: Mixed Use districts with no limit on # of rented rooms Prohibited Use: Residential districts
<u>Rental Duration</u> Host's "primary residence" means that the host lives in/at the unit/property for at least half the year	No limit to number of nights rented Not required to be host primary residence
<u>Housing Code Requirements</u>	• Housing Code & Rental Registration not applicable because not "residential" • Building code based on # occupants in Bldg.
<u>Taxes & Fees</u> Already req. by state & city to register as a biz and pay Rooms & Meals Taxes.	Pay Housing Replacement Fee if converting 100% of housing units in building

Decisions:

- Should be limited and most restrictive.
- Housing Replacement should apply in scenario when all units are being converted.

Other:

- Update and consolidate various definitions for hotel, motel, hostel, etc. to include both traditional and 'defacto hotel' scenarios, and apply current standards for hotel

Scenario 5- Feedback

Limit Conversion
More Restrictive

“I own a building with 3+ units, and want to rent some of the units as short-term rentals.”

Zoning For all scenarios: • Zoning Permit is required if STR rented 10+ consecutive days, or 30+ total days/year • Parking space(s) not required if located in new parking district per ZA-20-04	 Whole Unit STR 1 parking space per unit Permitted Use in: Mixed Use districts; in residential districts when host lives on-site Conditional Use in: Residential Districts, when host lives off-site Limit to # STR in Bldg: - 1 STR in Bldgs up to 3 units - 2 STR in Bldgs up to 5 units - 3 STR in Bldgs 6+ units
Rental Duration Host's "primary residence" means that the host lives in/at the unit/property for at least half the year	No limit to number of nights rented as STR Property continues to be host's primary residence
Housing Code Requirements	• Register annually as a rental • Meet basic Life Safety Standards in Ch. 18
Taxes & Fees Already req. by state & city to register as a biz and pay Rooms & Meals Taxes.	Pay Housing Replacement Fee if replacing housing units <u>Alternative fee for use based on nights rented/ income generated</u>

Decisions:

- Housing replacement not the right standard for the scale of STR use, and to enable flexibility of units to be STR *and* long-term rental; consider use-based fee
- Allow for off-site hosting, but maintain limit on number of STRs in building

Remaining Questions:

- **Should there be scenario 5a (host on-site) vs. 5b (host off-site)? If so, what is key difference?**
 - CU vs permitted? Number of STRs in building? Other standard?
- **Are policy goals and regulatory protections aligned for this scenario?**
- **Does this scenario apply to condominiums?**

Scenario 4

Limit Conversion
More Restrictive

“I own a duplex/single-family home with an ADU. I want to live in one unit and use the other as a short-term rental.”

Zoning For all scenarios: • Zoning Permit is required if STR rented 10+ consecutive days, or 30+ total days/year • Parking space(s) not required if located in new parking district per ZA-20-04	<table> <tr> <td data-bbox="611 716 877 792">  Whole Unit STR </td><td data-bbox="877 716 1203 792">1 parking space per unit</td></tr> <tr> <td data-bbox="611 792 877 935"> Permitted Use in: N/A </td><td data-bbox="877 792 1203 935"> Conditional Use: All zoning districts </td></tr> </table>	 Whole Unit STR	1 parking space per unit	Permitted Use in: N/A	Conditional Use: All zoning districts
 Whole Unit STR	1 parking space per unit				
Permitted Use in: N/A	Conditional Use: All zoning districts				
Rental Duration Host's "primary residence" means that the host lives in/at the unit/property for at least half the year	No limit to number of nights rented as STR Property continues to be host's primary residence				
Housing Code Requirements	• Register annually as a rental • Meet basic Life Safety Standards in Ch. 18				
Taxes & Fees Already req. by state & city to register as a biz and pay Rooms & Meals Taxes.	Pay Housing Replacement Fee if replacing an existing long-term housing unit				

- Does this proposal meet the proposed goals?
- Are there some scenarios wherein an off-site host would be acceptable?
Permitted or Conditional Use
- Is Housing Replacement v. alternative fee more appropriate for this scenario?
- Any other comments/input on the proposed framework relative to this Scenario?

Scenario 3

Flexibility for Host
More Permissive

“I want to rent bedrooms as short-term rentals within my home.”

Zoning For all scenarios: • Zoning Permit is required if STR rented 10+ consecutive days, or 30+ total days/year • Parking space(s) not required if located in new parking district per ZA-20-04	 Partial Unit STR Permitted Use: - Up to 2 rooms in residential & institutional zones - Up to 5 rooms in mixed use zones Conditional Use: - 3 rooms in RL zones - 3 to 5 rooms in other residential & institutional zones
Rental Duration Host's "primary residence" means that the host lives in/at the unit/property for at least half the year	No limit to number of nights the rooms are rented as STR, as long as continues to be host's primary residence
Housing Code Requirements	• Register annually as a rental • Meet basic Life Safety Standards in Ch. 18 • Continue current exemption from registration & inspections for owner-occupied homes with 1 or 2 rented rooms
Taxes & Fees STR's already req. by state & city to register as a biz and pay Rooms & Meals Taxes.	NOT required to pay Housing Replacement Fee

- Does this proposal meet the proposed goals?
- Are there some scenarios wherein an off-site host would be acceptable? *Not Applicable*
- Is Housing Replacement v. alternative fee more appropriate for this scenario?
Housing Replacement is not applicable. Should a nightly fee applied to other STR types apply here?
- Any other comments/input on the proposed framework relative to this Scenario?

Burlington Planning Commission

149 Church Street
Burlington, VT 05401
Telephone: (802) 865-7188
(802) 865-7195 (FAX)
(802) 865-7144 (TTY)

www.burlingtonvt.gov/pz

Andy Montroll, Chair
Bruce Baker, Vice-Chair
Yves Bradley
Alexander Friend
Emily Lee
Harris Roen
Jennifer Wallace-Brodeur

Joint Meeting Burlington Planning Commission with City Council Ordinance Committee

Tuesday, August 11, 2020, 6:30 P.M.

Remote Meeting via Zoom

Minutes

Members Present	A Friend, A Montroll, H Roen, J Wallace-Brodeur, B Baker, C Mason, Z Hightower, J Hanson
Staff Present: M Tuttle, S Gustin, K Sturtevant	

I. Agenda

Call to Order	Time: 6:31pm
Agenda	Remove Items V and VI.

II. Public Forum

Name	Comment
	No comments

III. Proposed CDO Amendment: Short Term Rentals

No action		
Motion: N/A	Second: N/A	Vote: N/A
S Gustin & M Tuttle presented background and updated information about Short Term Rentals and the discussions of the Joint Committee from early in 2020. Committee discussion will take place at an upcoming meeting. Slides are available online at: https://www.burlingtonvt.gov/CityPlan/PC/Agendas .		

I. STR Public Forum

Name	Comment
A Magyar	Lots of hosts want to be a part of the solution. Foresee a loophole for Scenario 3, doesn't require host occupancy for bedrooms.
D Lyons	One unit on neighboring property that flexes between family use, STR, long-term rental, and is not owner-occupied. What scenario?
J Marks	COVID highlights need for flexibility in how we regulate this market. How does the Host Compliance know if something is booked vs blocked off? Reconsider the number of nights limit, and allow off-site owner for duplexes.
B Gonyaw	<i>Via chat box, paraphrased by staff:</i> For multi-unit buildings, would Conditional Use require parking if a property already has permit with no on-site parking? Consider STR's with off-site host in RH zoning. STR income from 2 units is very important as off-site hosts, and allows to keep the rent low for long-term tenant in the building. STRs should be seen as part of the solution, and presumption that they are

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Tuesday, August 11, 2020

	substantially contributing to the problem is inaccurate. The increase in housing cost has not risen above inflation rate since STR's gained traction. Experience with STR's is that short term rentals have fewer cars than long-term rentals.
A Stark	According to Airbnb, 52% of hosts are low to moderate income, 53% used STR for staying in their home. Nuance discussion is moving in the right direction for personal situation.
E Duany	Host Compliance has limited data, personal property is listed 4 different ways. Regarding parking, understand desire to attach parking to how many people staying in the property, but need to be flexible. What was City RMT tax collection before Airbnb started remitting, and compared to how many rentals are actually being rented. Airbnb has helped business and city benefit from STRs. Designate a certain window of popular dates to exempt the nightly rental limit.
S Bushor	Important to strike a balance, for STRs to augment owner income to stay in Burlington. Think this is on track. Scenario 6 makes sense, support Scenario 5, Scenario 4 should be Conditional Use until know how it works, have concerns about parking for Scenario 3 and how this relates to neighborhood quality of life. Should there be a property management requirement for hosts living off site?
J Sharpe	Hosts are actively managing properties, perhaps more oversight than long-term rentals. STRs represent about 1% housing in the city, and getting into the nuances of scenarios seems unnecessary. Start broader with simple permitting, and then evolve the regulations as we learn more.

II. Commissioner Items

Action: N/A		
Motion: NA	Second: NA	Vote: NA
- Next meeting is Tuesday, August 25 at 6:30pm on Zoom. Joint meeting with the Council Ordinance Committee to discuss Short Term Rentals		

III. Minutes & Communications- Removed from Agenda**IV. Adjourn- Removed from Agenda**


Signed: August 26, 2020

Andy Montroll, Chair

Respectfully submitted by:



Meagan Tuttle, Comprehensive Planner