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## AGENDA ITEM

TO: Town Council

FROM: James Harpring, Town Manager

DATE: February 19, 2026

SUBJECT: Ordinance No. 587 – Short Term Vacation Rental Enforcement  
(Second Reading)

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### BACKGROUND:

Ordinance No. 587 amends administrative provisions related to enforcement of violations of the Short-Term Vacation Rental ordinance. The administrative process for enforcement and appeal of violations of the Short-Term Vacation Rental ordinance will be addressed by the Special Magistrate.

### RECOMMENDATION:

Adopt Ordinance No. 587 - Short Term Vacation Rental Enforcement

### ATTACHMENTS:

1. Ordinance No. 587 – Amendment to Section 161.12 (E) Enforcement

## Ordinance 587 Amendment to Sec. 161.12 Short Term Vacation Rentals

### Sec. 161.12. - Short term vacation rentals.

#### (E) *Enforcement.*

(1) Enforcement of compliance with the administrative provisions of short term vacation rentals shall be by the Town Building Department. If requirements for registration or other administrative provisions are not complied with, a notice of non-compliance shall be mailed to the owner or owner's agent of record giving 30 days to bring the vacation rental unit into compliance. Failure to comply will result in suspension of the right to operate the residence as a short-term vacation rental. During any period of suspension, a unit may not be operated as a short-term vacation rental.

~~(2) Matters relating to public health and safety including illegal commercial use, noise, parking violations, sanitation issues, and number of persons on site shall be by the Public Safety Department or by the Town Building Department. A written warning of violation shall be first given and if the violation continues or is repeated, then a notice of violation shall be issued which shall be enforced by referral to the Town Code Enforcement Board.~~

~~(3) (2) A first violation of this section, upon referral to the Code Enforcement Board, shall result in a fine levied by the Code Enforcement Board of up to \$250 per day of violation. A subsequent violation shall result in a fine of up to \$500 a day for each day of violation.~~

~~(4) (3) In addition to any other remedy available to the Town, the Town or any adversely affected party may enforce this section in law or equity. Any citizen of the Town may seek injunctive relief to prevent a violation of this section.~~

(4) Failure to come into compliance will result in referral to the Special Magistrate for enforcement purposes.

(5) If an alleged violator chooses to contest the fine and/or violation, the alleged violator can request a Special Magistrate Hearing through notification to the Town Manager.