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Short-term Rental Taskforce Meeting
Port Royal Town Hall, 700 Paris Avenue

September 19, 2024

Short-term Rental Taskforce Members: Wendy Zara, Barbara Berry, Megan LaFountain, Debbie Ball, and David Fletcher

In attendance: Town Clerk Lisa Graham

The meeting was called to order at 4:00 PM.

The taskforce reviewed the most recent draft of the ordinance:

Section a: Caps are still to be determined. Added "residential" to lots.

Section c (Permitted Rental Types): They agreed to add condominiums, townhouses and duplexes to permitted rental types. Exact language would later be determined.

Section e (Rental Agreement): Added "resident owner and the owner's agent shall list the STR permit number on all advertisements, listings with booking services, and marketing materials, including, without limitation, Airbnb, VRBO, Flipkey, and other online websites and listing or booking platforms or services."

Section f (Property Management Plan): Questioned the lack of detail. There will be a follow-up next week.

Section h (Rental Rules): Added pet ordinance.

Section i (Transfer of Permit): Added "short-term rental permits shall not transfer upon conveyance of the property."

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If the Residential Dwelling Unit operated as a STR is owned by a joint tenant with right of survivorship, the STR permit can be transferred to another joint tenant of the Residential Dwelling Unit upon the death of an STR permit owner. In order for the permit to be transferred under this section, the joint tenant must be an immediate family member and must submit the following for review:

Copy of a certified death certificate for the short-term rental owner.

Copy of the deed for the rental unit that is operating as an STR indicating that the applicant is a joint tenant with right of survivorship.

Proof that all requirements under Section ____ have been satisfied by the applicant

A nonrefundable review fee of \$100 shall be required upon request to transfer the STR.

For purposes of this section, an immediate family member is a spouse, parent, sibling, or child of the STR owner.

A single or dual member of a limited liability company (LLC) may qualify as a resident of the subject property provided that the member(s) provide(s) with the application for a STR permit, a sworn statement attesting that (s)he or they are the sole members of the LLC. The sole member(s) must also designate the subject property as his/their legal voting address and address his /their driver's license, the property must be assessed at the 4% homeowner's assessment ratio according to the records at the County, and the member(s) shall physically reside at the subject property at least 183 days per year."

They agreed to change the permit to license.

Tim Ball, Charlie Bray, Les Akers, Bill Entwistle, owners of 1200 London Avenue and Adam Catledge provided public comment voicing their concerns regarding the short-term rental ordinance.

The meeting was adjourned at 5:21 PM.

Respectfully submitted,



Lisa Graham
Town Clerk

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