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

October 3, 2024

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

Absent: Wendy Zara

In attendance: Town Clerk Lisa Graham

The meeting was called to order at 4:01 PM.

They approved the minutes from September 5th, September 12th and September 19th.

The taskforce reviewed the most recent draft of the ordinance and added:

Property Management: The property management plan shall identify a local property manager if the owner does not occupy the premises or the owner lives 3 hours or more away from the short-term rental. The property manager must be available to appear on the premises to respond to a complaint within 3 hours of being notified.

Inactive Licenses – A short-term rental shall be considered inactive if the owner has not submitted accommodation taxes to the Town for (one of the) fiscal year. Properties deemed to be inactive shall not be renewed.

Ownership (LLCs) – 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

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records at the County, and the member(s) shall physically reside at the subject property at least 183 days per year.

Grandfathering – At the time this ordinance is enacted all owners with a current license in good standing is considered grandfathered.

They analyzed maps identifying short-term rental locations and discussed strategies for addressing caps, seeking guidance on the evaluation of zoning districts.

Scot Clark, Patty Clark, Adam Catledge and Les Akers provided public comments in response to the afternoon's discussion.

The meeting was adjourned at 5:14 PM.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'L. Graham', with a long horizontal stroke extending to the right.

Lisa Graham
Town Clerk

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