

**Planning and Zoning Site Plan Sub-Committee  
Meeting Summary  
March 28, 2018 at 6:30 PM**

**Planning & Zoning Commission Members Present:** Michael Daming, John Nuernberger, Lisa Schuering, Rebecca Jacobs, Hart Nelson, Mark Favazza, John Ritter, Jennifer Hansen and Tom Shipley

**Staff Present:** Lisa Koerkenmeier, Director of Planning and Development; Bola Akande, City Administrator; Stephanie Karr, City Land Use Attorney

Chairman Daming opened the meeting at 6:30 PM.

**Case #18-01 – Text Amendments to Chapter 400 Relating to the Regulation of Short-Term Rental of Dwelling Units**

Chairman Daming noted at the March 14<sup>th</sup> regular meeting of the Planning and Zoning Commission, a bill clarifying the current prohibition of short-term rentals (STR) was voted on by the Commission. A motion was made and seconded to approve the proposed text amendments clarifying the existing prohibition of STRs in Brentwood as presented. The roll call vote was 3 – ayes, and 4 - nays, the motion failed. Although the motion failed, the bill clarifying the current prohibition of STRs will move forward to the Board of Alderman for consideration with an unfavorable recommendation to approve from the Commission.

Also at the meeting, a motion was made and seconded to table the draft bill to “regulate” short-term rentals and send it to Committee for further refinement. The roll call vote was 7 – ayes, 0 - nays, motion passed. The meeting tonight is to discuss if STR were recommended to be permitted, what regulations would be imposed on STR for their operation. Mr. Daming explained all Commissioners can participate in the discussion of the regulations regardless of your opinion that STR’s should be prohibited or permitted and your future vote on this bill.

Mr. Daming stated his familiarity with ordinances regulating STRs and recommended the members discuss each regulation and express general agreement if each regulation should or should not be imposed.

Property owner must remain on site throughout the rental term. Not in favor.

STR must be owner occupied, further clarified that the property must be the owner’s primary residence. Primary residence is defined as the owner’s residence for more than 6 months in one year. In favor.

Alternate to above regulation, owner could appoint a property manager to manage property and address concerns as they arise. Not in favor.

STR would require obtaining a City Business License and establishing an annual fee. Staff would be responsible for establishing the annual fee amount. In favor.

STR would require each renter obtaining a Certificate of Occupancy from the City. Not in favor. However, the unit would require passing an annual inspection to allow occupancy and establish the maximum occupancy of the unit. In favor.

The maximum number of days a unit may be rented annually is 180 days. In favor.

STR guests are not allowed to park more than two (2) vehicles within the City. In favor.

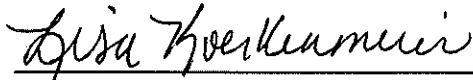
Require a minimum spatial distance between SRTs. Not in favor.

Limit the number of STR Business Licenses in Brentwood to twenty (20). In favor.

Members present directed staff to draft regulations based upon input received at this evening's meeting for the Commission's consideration at the regular April 11<sup>th</sup> meeting.

The meeting adjourned at 7:42 p.m.

Respectfully Submitted,



Lisa Koerkenmeier

Director of Planning and Development