

M E M O R A N D U M

To: Howard Tipton, Town Manager

From: Allen Parsons, AICP
Director, Planning, Zoning & Building Department

Report date: February 23, 2023

Meeting date: March 6, 2023

Subject: Resolution 2022-21, Establishing the Fee Schedule for the Rental Registry

Recommended Action

Pass Resolution 2022-21.

Background

At their February 6, 2023, Town Commission Regular Meeting, the Town Commission (Commission) held first reading and forwarded Ordinance 2022-13 for second reading, public hearing and adoption. The Commission also reviewed a draft of Resolution 2022-21, which establishes the fees to administer the program. The development of a Residential Rental Registration Program (Program) was considered by the Commission at their June 20, 2022, and January 23, 2022, Regular Workshop Meetings.

At the February 6, 2023, Regular Meeting, the Commission had two recommended changes to Resolution 2022-21. The first was to clarify that Transient Public Lodging establishments address rentals that are less than one-month. Nontransient Public Lodging establishments address rentals that are one month-or more. As initially drafted, the Fee Resolution Table included the one-month time period for both Transient and Nontransient Public Lodging establishments. The other change was to add a separate, lower-cost renewal fee (\$25) for Transient Public Lodging Establishments. As initially drafted, the Fee Resolution Table included a single renewal fee. The intent is to recognize that residentially zoned Transient Public Lodging Establishments (i.e., grandfathered Tourism Properties) are regulated and inspected by the Florida Department of Business and Professional Regulation.

The program will officially begin on October 1, 2023, to allow for an extensive education effort and to phase in the inspections. Early registrations and inspections will be available prior to that date. Upon adoption, staff will be providing outreach to property management companies, the Federation of Longboat Key Condominiums, homeowners associations, social media, and print media among others. In addition, staff will be coordinating to have the Business Tax Receipt annual renewal notices, which are sent out in July each year, include notice of the new Residential Rental Registry Program requirements. Staff will also coordinate to have notice provided on utility billing statements.

Resolution 2022-21 Establishing Fees for Administration of the Rental Registry Program
March 6, 2023

Staff is recommending adoption of this program as a proactive measure to address the growing number of residential rental properties, to mitigate impacts to nearby residential properties, to encourage the appropriate management of these properties, and to protect the general health, safety, and welfare of the residents and visitors to the Town.

Staff Recommendation

Pass Resolution 2022-21.

Attachments

Resolution 2022-21 (Available in Town Clerk's Office)

End of Agenda Item