

SEC. 14-278 SHORT-TERM RENTALS

Sec. 14-278

Legislative purpose.

The City has determined that regulation of short-term rentals is necessary to establish a community standard for the integration of short-term rental units in the City to ensure health, safety, and welfare of visitors and residents. Towards that end, the City has determined that all persons or entities that desire to operate a short-term rental unit within the City must be issued a license pursuant to the requirements of this Section.

(a) Definitions.

City means the City of Center Line.

Building Code means Chapter 14 of the Code of Ordinances of the City of Center Line.

Dwelling unit means that term as it is defined in the Building Code.

Guest means a person renting lodging from a short-term rental host, or through a hosting platform on behalf of the short-term rental host for not more than 30 consecutive days, except for a person renting lodging as a Rental Prior to Closing, for which periods of rental shall be for not more than 90 days.

Host means a person engaged in providing a short-term rental unit for remuneration.

Hosting platform means a marketplace in any form or format which facilitates short-term rental units, through advertising, matchmaking, or any other means.

Permanent resident means the person(s) occupying a property as their principal residence.

Principal residence means the one dwelling unit where an owner of the property has their true, fixed, and permanent home to which, whenever absent, they intend to return and that shall continue as a principal residence until another principal residence is established.

Short-term rental unit means any dwelling unit that is rented wholly or partly for remuneration, for periods of not more than 30 consecutive days, as one of the following:

- (1) *Non-principal residence rental*—an activity whereby the owner of a non-principal residence hosts guests, for remuneration, for periods of not more than 30 consecutive days.
- (2) *Principal residence whole house rental*—an activity whereby the owner and permanent resident hosts guests in their principal residence, for remuneration, for not more than 30 consecutive days, while the principal residence is not occupied by the principal resident.
- (3) *Rental Prior to Closing*—an activity whereby the owner of a principal or non-principal residence hosts guests in their short-term rental unit, when the owner has entered into a valid Purchase Agreement for the short-term rental unit not more than 90 days prior to the first date of the rental, and the rental is for not more than 90 consecutive days. The City may require the owner to produce the Purchase Agreement upon request.

(b) Short-term rental license and fee.

- (1) The City shall only issue a short-term rental license for a short-term rental unit to the owner of the property.
- (2) The City shall issue only 1 short-term rental license per dwelling unit.
- (3) The application for a short-term rental license shall at a minimum include the following:

- (i) Address of the short-term rental unit.
 - (ii) Type of dwelling unit (e.g., single-family home, apartment, condominium).
 - (iii) Type of short-term rental unit (non-principal residence rental, principal residence whole house rental).
 - (iv) Number of bedrooms available for rent and combined square footage of bedrooms.
 - (v) Maximum permitted occupancy pursuant to Sec. 14-266 of the Building Code, Minimum Standards.
 - (vi) The names, telephone numbers, and email addresses of the contact person responsible for the short-term rental unit. Contact information shall be updated with the city as necessary.
 - (viii) For non-principal residence rentals, the applicant shall submit a sworn statement that they are the owner of the property and the contact person listed on the application shall be within three hours' travel time of the short-term rental unit during periods of rental, and they have attached the City's Certificate of Compliance for the short-term rental unit pursuant to Sec. 14-268 of the Building Code.
 - (ix) For principal residence whole house rentals, the applicant shall submit a sworn statement that they are the owner of the property, and the short-term rental unit is their true, fixed, and permanent home to which, whenever absent, they intend to return, and it shall continue as a principal residence until another principal residence is established. The applicant shall attach the City's Certificate of Compliance for the short-term rental unit pursuant to Sec. 14-268 of the Building Code.
- (4) Applicant shall pay the fees described in this Ordinance; except that, if a prior license application has been submitted for the same address, and the application and license fees paid for the prior license, fees may be waived.
 - (5) The short-term rental license shall not be transferred or assigned to another person or address, nor shall the license authorize any person, other than the person named therein, to operate a short-term rental unit on the property.
 - (7) Any licensee shall complete the following each year within 30 days of the anniversary of the original issuance of the license:
 - (i) A renewed application including the sworn statements and other information in this Section.
 - (ii) Submit the fees described in this Section.
 - (9) In addition to fees assessed in obtaining a Certificate of Compliance, the applicant for the property shall be responsible for payment of (i) a nonrefundable application fee, (ii) a nonrefundable, renewable license fee, with the application fee and license fee amount to be determined by resolution of City Council, except as provided in subsection (b)(4) herein.
 - (8) The short-term rental license shall include the maximum number of occupants. In addition to the occupancy restrictions of Sec. 14-266, the maximum occupancy shall not exceed one occupant per 100 square feet of bedroom space.
 - (10) The City shall notify all property owners within 300 feet of the short-term rental unit of the issuance of the license, with the cost of said notification to be included in the application fee.

(c) Short-term rental unit requirements.

- (1) With the exception of a Rental Prior to Closing as defined in section 14-278(a)(3), short-term rental units are prohibited unless the City has issued a short-term rental license for the unit. Periods of rental shall be for not more than 30 days, with the exception of Rentals Prior to Closing, for which periods of rental shall be for not more than 90 days.
- (2) All applicable ordinances, including the Building Code and Zoning Ordinance, shall apply.
- (3) Short-term rentals are permitted in the R-1, R-2, R-M, RM-1, B-1A, and B-1B districts only.

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- (4) No host shall advertise a short-term rental unit unless the advertisement includes the applicant's short-term rental license number and the maximum occupancy permitted in the unit per the short-term rental license. Campers and tents to provide additional occupancy on the premises are not permitted.
 - (5) The short-term rental license and the Certificate of Compliance, if applicable, shall be displayed conspicuously in the front window of the dwelling unit.
 - (6) The short-term rental unit host shall be responsible for all nuisance and enforcement complaints on the premises.
 - (7) The owner shall provide off-street parking on paved portions of the premises and not in the yard to accommodate all occupants' vehicles, including motor vehicles and trailers.
 - (8) Rental of the dwelling shall be done in a manner that is consistent with the intent of a residential neighborhood.
 - (9) The appearance of the dwelling shall not conflict with the residential character of the neighborhood and shall in no way detract from the general appearance of the neighborhood.
 - (10) Campfires shall be maintained in designated fire pits and comply with applicable fire codes.

(d) Inspection.

All short-term rental units, other than units being rented for the purpose of a Rental Prior to Closing as defined in 14-278(a)(3), must be issued a Certificate of Compliance pursuant to Sec. 14-268 of the Housing Code.

(e) Prohibited acts and penalties.

- (1) *Prohibited acts.* It shall be unlawful for any person to:
 - (i) Violate any provision of this chapter or any condition of any license granted pursuant to this chapter.
 - (ii) Make any changes or allow any changes to be made in the operation of the short-term rental unit as represented in the license application, without first notifying the city by amending the application.
- (2) *License revocation.* The City reserves the right to suspend or revoke a license issued under this Section for any of the following reasons:
 - (i) A license holder is convicted of or found responsible for violating any provision of this Section.
 - (ii) A license application contains any misrepresentation or omission of any material fact, or false or misleading information, or the license applicant has provided the City with any other false or misleading information related to the short-term rental unit.
 - (iii) The short-term rental unit is operated or is operating in violation of the specifications of the license application, any conditions of approval by the City, or any other applicable state or local law, rule, or regulation.
 - (iv) The short-term rental unit is found by the Building Department to create a public nuisance under Sec. 34-26 of the Code of Ordinances.
- (3) *Revocation not exclusive, penalty.*
 - (i) Nothing in this Section shall be deemed to prohibit the City from imposing other penalties authorized by the Code of Ordinances, to file a public nuisance lawsuit, or to take any other legal action authorized by law.
 - (ii) Any person who violates a provision of this Section shall be punished as provided by Sec. 1-13 of this Code.

This ordinance was officially adopted by City Council at the regular meeting dated May 6, 2024 by a vote of 5 ayes, 0 nays. Motion to adopt this ordinance was made by Councilmember Pockrandt, and seconded by Councilmember Harenski. City Councilmembers Delikta, Harenski, Moeller, Pockrandt and Mayor Binson voted in favor of this ordinance.

Certified and published by the City Clerk, Dennis E. Champine on May 8, 2024, and is effective June 8, 2024.



Dennis E. Champine, City Clerk

May 8, 2024

Date Certified

Adopted May 6th 2024

Effective May 16, 2024