

VI. Consent Agenda

A. New Business

9. Parks and Recreation/Chris Minor

2026-0390 Award BL040-26, Rabbit Hill Park synthetic turf replacement, to Advanced Sports Surfaces, LLC, amount not to exceed \$860,634.00. This contract is funded by the 2023 SPLOST Program. (Recommendation: Award) {Action: Approved Motion: Ku Second: Carden Vote: 5-0; Hendrickson-Yes; Carden-Yes; Ku-Yes; Watkins-Yes; Holtkamp-Yes}

2026-0402 Award BL024-26, provision of wood floor refinishing on a multi-year contract, to The Flooring Connection, LLC. The initial term of this contract shall be April 14, 2026 through December 31, 2026, amount not to exceed \$26,100.00. This contract may be automatically renewed on an annual basis for a total lifetime contract term of five (5) years, total amount not to exceed \$136,300.00. (Recommendation: Award) {Action: Approved Motion: Ku Second: Carden Vote: 5-0; Hendrickson-Yes; Carden-Yes; Ku-Yes; Watkins-Yes; Holtkamp-Yes}

2026-0357 Approval to renew BL044-23, provision of lighting maintenance and re-lamping services for recreational facilities & security lighting on an annual contract (June 4, 2026 through June 3, 2027), with LMI Systems, LLC, amount not to exceed \$210,000.00. (Recommendation: Approval) {Action: Approved Motion: Ku Second: Carden Vote: 5-0; Hendrickson-Yes; Carden-Yes; Ku-Yes; Watkins-Yes; Holtkamp-Yes}

2026-0370 Approval to renew BL053-25, provision of precision laser grading services on an annual contract (June 4, 2026 through June 3, 2027), with Laser Products, LLC dba Turfplaner of Georgia, amount not to exceed \$125,000.00. (Recommendation: Approval) {Action: Approved Motion: Ku Second: Carden Vote: 5-0; Hendrickson-Yes; Carden-Yes; Ku-Yes; Watkins-Yes; Holtkamp-Yes}

10. Planning & Development/Matt Dickison

2026-0376 Approval/authorization to amend the Code of Ordinances of Gwinnett County to create a new Short-term Rental Ordinance in Article V of Chapter 74. (Recommendation: Approval) {Action: Approved Motion: Ku Second: Carden Vote: 5-0; Hendrickson-Yes; Carden-Yes; Ku-Yes; Watkins-Yes; Holtkamp-Yes}

GWINNETT COUNTY
BOARD OF COMMISSIONERS
LAWRENCEVILLE, GEORGIA

ORDINANCE ENTITLED: Short-term Rental Ordinance

READING AND ADOPTION: April 14, 2026

At the regular meeting of the Gwinnett County Board of Commissioners held in the Justice and Administration Center, Auditorium, 75 Langley Drive, Lawrenceville, Georgia.

Name	Present	Vote
Nicole L. Hendrickson, Chairwoman	YES	AYE
Kirkland D. Carden, District 1	YES	AYE
Ben Ku, District 2	YES	AYE
Jasper Watkins, III, District 3	YES	AYE
Matthew Holtkamp, District 4	YES	AYE

On motion of **Commissioner Ku**, which carried **5-0**, the Gwinnett County Board of Commissioners hereby amends the Code of Ordinances of Gwinnett County by creating a new Article V in Chapter 74, entitled Short-term Rentals.

WHEREAS, the Gwinnett County Board of Commissioners recognizes that short-term rentals, commonly defined as being dwellings that are rented (in whole or in part) for a period of less than 30 days, play a role in supporting tourism and business activity in the County; and

WHEREAS, in 2025, Gwinnett County collected over \$13 million in hotel/motel tax revenue, with over \$2.9 million collected from short-term rental marketplace facilitators; and

WHEREAS, the Board of Commissioners also recognizes that short-term rentals can change the character of neighborhoods and negatively impact individuals and the community through property maintenance, parking, noise, and other quality of life issues; and

WHEREAS, the Board of Commissioners recognizes that Gwinnett County residents have expressed concerns to the Board of Commissioners and County staff that short-term rentals contribute to increased crime, negative impacts on property values,

increased code violations, and loss of a feeling of community and stability in their neighborhoods; and

WHEREAS, the Board of Commissioners further recognizes that there has been considerable research conducted concerning the effects short-term rentals have on neighborhood character due to quality of life concerns; and

WHEREAS, the prevalence of short-term rentals in Gwinnett has increased over the last decade, consistent with national trends; and

WHEREAS, numerous local governments in the State and nationally have implemented regulations to govern the location and operation of short-term rentals; and

WHEREAS, the Short-term Rental Citizen Task Force (the "Task Force") was established by the Board of Commissioners in November 2023 to provide citizen input on potential regulations related to short-term rentals in Gwinnett; and

WHEREAS, the Task Force held monthly meetings, including two public forums, to receive information regarding the impact of short-term rentals from County staff and external agencies, review available data on short-term rentals, and review policy approaches of cities and counties across the metro Atlanta region and the nation; and

WHEREAS, the Task Force developed policy recommendations that were presented to the Board of Commissioners in March 2025; and

WHEREAS, the policy recommendations of the Task Force included a recommendation that the County implement a licensing requirement for short-term rentals and adopt other requirements for short-term rentals; and

WHEREAS, the Board of Commissioners is authorized to adopt ordinances for the purpose of protecting and preserving the public health, safety, and welfare of the County and its residents; and

WHEREAS, the Board of Commissioners believes that it is necessary to the public health, welfare, safety, and quality of life of Gwinnett County and its residents and businesses to appropriately balance the rights of individuals to utilize their property as a short-term rental with the rights of individuals to a peaceful and stable environment; and

WHEREAS, based upon the recommendations of the Task Force and input from the community and staff, the Board of Commissioners believes that it is in the best interest of the County to adopt a Short-term Rental Ordinance to more appropriately balance these interests and better meet the needs of residents and businesses within the County; and

WHEREAS, the Board of Commissioners desires to adopt reasonable regulations concerning short-term rentals that are clear to follow and can be efficiently enforced; and

WHEREAS, the Board of Commissioners finds that the adoption of a new Short-term Rental Ordinance is in the best interest of Gwinnett County to protect the health, safety, and welfare of its residents, visitors, and businesses.

NOW, THEREFORE, BE IT ORDAINED that the Gwinnett County Board of Commissioners hereby adopts a new Article V in Chapter 74 of the Gwinnett County Code of Ordinances, entitled "Short-term Rental Ordinance," which is attached hereto as Exhibit A and incorporated by reference herein.

NOW, THEREFORE, BE IT FURTHER RESOLVED that this ordinance shall become effective on April 14, 2027.

BE IT FURTHER RESOLVED that all ordinances, regulations or parts of the same in conflict with this ordinance are hereby rescinded to the extent of said conflict.

GWINNETT COUNTY BOARD OF COMMISSIONERS

By: 
Nicole L. Hendrickson, Chairwoman

Date Signed: 6/9/2020

ATTEST:

By: 
Tina King, County Clerk



APPROVED AS TO FORM:

By: 
Acting County Attorney

Chapter 74 – Planning and Development

Article V – Short-term Rentals

Sec. 74-100 – Purpose

The purpose of this article is to protect the public health, safety, and welfare of residents and the community, to provide reasonable standards for the operation of short-term rentals, to minimize the impact of short-term rentals on the surrounding community, and to preserve the character of neighborhoods in which short-term rentals operate.

Sec. 74-101 – Applicability

1. It shall be unlawful for any owner or local agent of any property within the unincorporated areas of Gwinnett County to rent or operate a short-term rental contrary to the procedures and regulations outlined in this article and defined by the department consistent with this article, the Unified Development Ordinance, the Gwinnett County Code of Ordinances, or any applicable state or federal law.
2. The requirements outlined in this article shall apply to short-term rentals at all times during which they are marketed and/or used as short-term rentals.
3. The allowance of short-term rentals pursuant to this section shall not prevent private enforcement of additional restrictions that may be contained in restrictive covenants or other private contractual agreements or arrangements.

Sec. 74-102 – Definitions

Certified Third-party Inspector: An inspector not employed by the County that is certified by the International Code Council to inspect homes for code compliance and is included on the department’s list of authorized short-term rental property inspectors.

Department: The Gwinnett County Department of Planning and Development.

Director: The Director of the Gwinnett County Department of Planning and Development or the Director’s designee, unless otherwise specified herein.

Local Agent: The short-term rental owner or an individual or agency representing the short-term rental owner that resides or has a permanent place of business in Gwinnett County or a county directly adjacent to Gwinnett, to include Fulton, DeKalb, Jackson, Forsyth, Hall, Rockdale, Walton, and Barrow Counties.

Person: An individual, sole proprietor, corporation, partnership, professional practitioner or any other form of business organization.

Revocation Period: The time period following the revocation of a short-term rental license during which an application for a new license shall not be accepted.

Short-term Rental: The occupancy of a dwelling, part of a dwelling, or a dwelling unit held out for rent and/or rented for the purpose of overnight lodging for a period of less than 30 consecutive nights.

Short-term Rental License: An annual certificate issued by the department to an owner of record of real property that authorizes the operation of a short-term rental.

Short-term Rental Owner: The owner of record of real property being used as a short-term rental.

Sec. 74-103 – Short-term Rental License

1. It shall be unlawful for a person to rent, lease, or otherwise receive compensation for all or any portion of a property as a short-term rental without first obtaining a short-term rental license from the department.
2. Short-term rental licenses will be issued for a period of one calendar year from the issued date and must be renewed annually.
3. It shall be unlawful for any person to transfer or assign a short-term rental license or to use a short-term rental license for any location other than the one for which it was issued.
4. Upon a change of ownership of a short-term rental property, the new owner shall apply for and obtain a short-term rental license prior to using the property as a short-term rental.
5. A short-term rental license application or renewal will be denied if any of the following conditions are met:
 - a. The short-term rental license for the property has been revoked, and the revocation period has not expired.
 - b. The short-term rental property owner applying for a short-term rental license owns another short-term rental in Gwinnett where the short-term rental license has been revoked, and the revocation period has not expired.
 - c. Failure to provide a complete application and pay applicable fees.
 - d. Providing false or fraudulent information on the application
 - e. There is pending litigation filed by the County regarding the property, not to include condemnation actions for a defined public purpose, such as street improvements or infrastructure enhancements.
 - f. There is an active court order regarding the property stemming from litigation with the County, not to include condemnation actions for a defined public purpose, such as street improvements or infrastructure enhancements.

Sec. 74-104 – Short-term Rental License Application

1. Each short-term rental owner shall submit an application for a short-term rental license on the form prescribed by the department. The application shall include, but shall not be limited to, the following:

- a. The name, address, telephone number, and email address of the short-term rental owner. If the short-term rental owner is a corporate entity or similar legal entity, the application shall identify all partners, members, officers, and/or directors of any such entity, including personal contact information.
 - b. The address of the property to be used as a short-term rental.
 - c. The address of all other short-term rental properties within Gwinnett currently owned by the short-term rental owner and a statement as to whether the licenses for any such properties are currently subject to a revocation period due to a license having been revoked.
 - d. The name, address, telephone number, and email address of the local agent, which shall constitute their 24-hour contact information as required by Section 74-106.
 - e. The short-term rental owner's and local agent's sworn acknowledgements that they have received a copy of this article, have reviewed it, and understand its requirements.
 - f. A written certification from the local agent that they agree to perform the duties outlined in this article.
 - g. Written authorization that the local agent may receive and accept service of any notice of violation or citation on behalf of the short-term rental owner.
 - h. Proof of current ownership of the short-term rental property.
 - i. All platforms where the short-term rental is or will be listed for rent.
 - j. A written certification from the short-term rental owner that they have notified any applicable homeowners association or property owners association of this application to operate a short-term rental and that the use of the property as a short-term rental does not violate any applicable covenants.
 - k. A report from a certified third-party inspector as required by Section 74-107.
2. Before the initial short-term rental license expires, the short-term rental owner shall submit a new application annually to renew the short-term rental license.

Sec. 74-105 – Short-term Rental License and Fees

1. Application fees to obtain and renew a short-term rental license will be established by resolution of the Gwinnett County Board of Commissioners.
2. The short-term rental license must be renewed annually no later than the date when it was initially issued.
3. If the short-term rental owner fails to renew their short-term rental license within 30 days after the license expires, a late fee of \$100 will be assessed.

Sec. 74-106 – Local Agent

1. The short-term rental owner shall designate a local agent on their short-term rental license application. The short-term rental owner may serve as the local agent or may designate another person.
2. The responsibilities of the local agent are listed below:

- a. Serve as the 24-hour contact and be available to handle any problems arising from use of the short-term rental property.
 - b. Keep their name and emergency contact phone number posted in a readily visible place near the entrance of the short-term rental property.
 - c. Receive and accept service personally and on behalf of the short-term rental owner for any notice of violation or citation related to the short-term rental.
 - d. Monitor the short-term rental property for compliance with this article.
3. A short-term rental owner may change their local agent at any time, however there may only be one local agent for each short-term rental property. Notice of intent to change the designated local agent shall be provided in writing to the department within 10 business days.

Sec. 74-107 – Property Maintenance Inspection

1. The short-term rental owner shall be responsible for hiring a certified third-party inspector to inspect the property for conformance with Article VII, Chapter 14 of the Gwinnett County Code of Ordinances upon initial application for a short-term rental license and every two years thereafter.
2. The certified third-party inspector shall use a standard report template with items to inspect maintained by the department.
3. The short-term rental owner shall provide the department with a copy of the final passed inspection report as part of the short-term rental license and applicable renewal applications.

Sec. 74-108 – Authorized List of Certified Third-Party Inspectors

1. The department will maintain a list of certified third-party inspectors that are authorized to be used by short-term rental owners.
2. Any person may submit a request to the department to be included on the authorized list. Such request shall include the following information:
 - a. Name and contact information
 - b. Certification by the International Code Council in one or more of the following areas: Property Maintenance and Housing Inspector, Building Inspector, or Residential Combination Inspector.
 - c. Proof of liability insurance in an amount of \$1,000,000 per occurrence and \$2,000,000 in aggregate
3. The director will remove a certified third-party inspector from the authorized list if they are found to have submitted fraudulent or inaccurate information or reports.

Sec. 74-109 – Operational Requirements at Short-term Rentals

1. It shall be unlawful for any short-term rental owner or local agent to fail to comply with the following operational requirements for short-term rentals:
 - a. There shall be no exterior evidence that a dwelling is being used as a short-term rental.

- b. Parking shall only be provided on hard surface areas consistent with the provisions of the Unified Development Ordinance. There shall be no parking on the street, on neighboring properties, in the yard, or within the right-of-way.
- c. The occupancy for a short-term rental shall be limited to two adults per bedroom. The short-term rental must comply with the definition of family provided in the Unified Development Ordinance.
- d. The short-term rental license shall be posted in a conspicuous location near the primary entrance to the home along with the 24-hour contact information for the local agent.
- e. The short-term rental license number shall be included on all online listings for the property.
- f. The short-term rental must remain in compliance at all times with all applicable provisions of the Gwinnett County Code of Ordinances including, but not limited to, the Noise Ordinance, Property Maintenance Ordinance, Unified Development Ordinance, Hotel/Motel Ordinance, and state and federal law.

Sec. 74-110 – Revocation of License

1. The director may revoke a short-term rental license and impose a revocation period for the reasons set forth in this section. Once the revocation period concludes, the current short-term rental owner may apply for a new short-term rental license.
2. A short-term rental license may be revoked by the director and a revocation period of up to 12 months may be imposed where the licensee furnishes fraudulent or untruthful information in the application for a license or for failure to pay all fees imposed under the provisions of this Article.
3. A short-term rental license shall be revoked by the director and a revocation period of 12 months shall be imposed if one or more citations are issued on three or more separate occasions within a period of 12 months for code violations occurring at the same short-term rental property.
4. A short-term rental license shall be revoked by the director if there is pending litigation filed by the County regarding the property, not to include condemnation actions for a defined public purpose, such as street improvements or infrastructure enhancements. A revocation period will be imposed and will remain in effect until the litigation is resolved.

Sec. 74-111 – Violations, Enforcement and Penalties

1. Notice of Violation. Whenever the director finds that a violation of this Article has occurred, the director may order compliance by written notice of violation. A notice of violation will include the following information:
 - a. Name and address of the short-term rental owner or local agent to whom the notice of violation is directed.
 - b. Address where the violation is occurring.
 - c. Description of the violation.
 - d. Deadline to bring the violation into compliance.

- e. A statement of the penalties that may be assessed against the short-term rental owner or local agent to whom the notice of violation is directed.
2. The Departments of Planning and Development and Police shall have the authority to issue citations to enforce the provisions of this Article. A Notice of Violation is not required prior to a citation being issued.
3. A short-term rental owner or local agent who is issued a citation for violating any provision of this Article shall, upon conviction before a judge of the Recorder's Court, be guilty of an ordinance violation punishable by:
 - a. A fine of not less than \$500.00 for the first violation within any 12-month period.
 - b. A fine of not less than \$750.00 for the second violation within any 12-month period.
 - c. A fine of \$1,000.00 for the third violation and any subsequent violations within any 12-month period.
 - d. A short-term rental property that is determined to be operating without the necessary short-term rental license shall be subject to a fine of not less than \$500.00
4. Each day on which a violation of this Article occurs shall be considered a separate and distinct violation.

Sec. 74-112 – Appeal of Administrative Decisions

1. Any short-term rental owner may appeal a decision by the department to deny, revoke, or impose a revocation period for a short-term rental license under this article.
2. Any certified third-party inspector may appeal a decision by the department to remove them from the authorized list.
3. Appeals of administrative decisions shall be heard by the Licensing and Revenue Board of Appeals, established in Chapter 6 Alcoholic Beverages, of the Gwinnett County Code of Ordinances, following the procedures outlined in Section 6-18 and in any applicable bylaws.
4. Appeals shall be made in writing to the Licensing and Revenue Manager not later than 15 days following the administrative decision and shall be accompanied by a fee to be established by resolution of the Gwinnett County Board of Commissioners.