



SHORT-TERM RENTAL ORDINANCE IMPLEMENTATION WORK GROUP AGENDA

Tuesday, January 18, 2022 - 1:00 PM

City Hall, Council Chambers, 169 SW Coast Hwy, Newport, OR 97365

This meeting will be held electronically. The public can livestream this meeting at <https://newportoregon.gov>. The meeting will also be broadcast on Charter Channel 190. Public comment may be made, via e-mail, up to four hours before the meeting start time at publiccomment@newportoregon.gov. The agenda may be amended during the meeting to add or delete items, change the order of agenda items, or discuss any other business deemed necessary at the time of the meeting.

Anyone wishing to make real time public comment should submit a request to publiccomment@newportoregon.gov. at least four hours before the meeting start time, and a Zoom link will be e-mailed.

1. INTRODUCTIONS

2. PUBLIC COMMENT

This is an opportunity for members of the audience to bring to the Work Group's attention any item not listed on the agenda. Comments will be limited to three (3) minutes per person with a maximum of 15 minutes for all items. Speakers may not yield their time to others.

3. APPROVAL OF MINUTES

3.A September 14, 2021 STR Implementation Work Group Meeting.
[09-14-2021 STR Work Group Draft Minutes](#)

4. DISCUSSION ITEMS

4.A Online Payment of Room Tax Assessments and Business License Fees.
[Memorandum](#)

4.B Update on Licensed Short-Term Rentals, Cap, and Waitlist.
[Memorandum](#)
[List of Short-Term Rentals](#)
[Summary Table of Short-Term Rentals](#)
[Status of Licenses Offered to Properties on the Waitlist](#)

4.C Short-Term Rental Enforcement Update.
[Memorandum](#)
[Memo from CSO Folmar, Dated January 11, 2022](#)

5. FUTURE MEETING SCHEDULE

6. PUBLIC COMMENT

This is an opportunity for members of the audience to bring to the Work Group's attention any item not listed on the agenda. Comments will be limited to three (3) minutes per person with a maximum of 15 minutes for all items. Speakers may not yield their time to others.

7. ADJORN

Draft MINUTES
City of Newport
Short-Term Rental Implementation Work Group Meeting
City Hall, Council Chambers by Video Meeting
Tuesday, September 14, 2021

Work Group Members Present by Video: Spencer Nebel, Bill Branigan, Dietmar Goebel, Sandra Roumagoux, and Jamie Michel.

Work Group Members Absent: Cynthia Jacobi, and John Rogers.

City Staff Present by Video: Community Development Director (CDD), Derrick Tokos; Police Chief, Jason Malloy; Community Service Officer, Jim Folmar; Finance Director, Michael Murzynsky; and Executive Assistant, Sherri Marineau.

1. **Call to Order.** The meeting was called to order at 1:07 p.m.
2. **Approval of Minutes.** Motion was made by Jamie Michel, seconded by Bill Branigan, to approve the May 7, 2021 Short-Term Rental Implementation Work Group meeting minutes with one minor correction. The motion carried unanimously in a voice vote.
3. **Public Comment.** None were heard.
4. **Committee Discussion Items.**
 - A. **Online Payment of Business License and Room Tax Assessments.** Murzynsky gave an update on the online payment system explaining that the City would be implementing a new invoice cloud and water smart payment system. They were testing taking online payments for the court system first. Once this was done, the thought was to possibly do room tax payments this year and business license payments next year. Room taxes collections would be shifted eventually to the State, similar to how gas taxes were collected. Murzynsky thought that the online system would be active on October 1st. They possibly would also do room taxes at that time.

Tokos reminded that Airbnb paid group room tax payments for their rentals, and the City wasn't currently able to see the taxes that were being paid for individual units. If the State did the collections, we would be able to do individual unit audits. Roumagoux asked if there was any timeline from the State to do this. Murzynsky explained this was on his schedule of current activities, but they might have to change licensing requirements at that time. He reported that he didn't know of anyone who had gone with the State to do room tax collections yet. Nebel reported that Depoe Bay was changing their Ordinance to go with State collections.

Michel asked to add a discussion on the renewal application process to the agenda. Tokos added the discussion at that time. Michel reported that the Short-Term Rental (STR) community had been reported to her that when it was time to renew their licenses, the process was like starting out with a fresh license. They felt the procedure was antiquated and they were being asked to fill out similar packets every year for renewals. Michel reported that the community wanted to see if the City could streamline the renewal process. Tokos reported that he hoped that shifting to an online process would address this. He explained that STR operators weren't always punctual about updating the City on changes for their rentals. An online process could allow them to confirm this information instead.

- B. **Update on Licensed Short-Term Rentals, Cap, and Waitlist.** Tokos reviewed the current lists of active and inactive STR licenses. Nebel asked if someone didn't take the spot offered to them on the waitlist, did they keep the spot or go to bottom of the list. Tokos reported they went to the bottom of the list. He explained that staff would keep the Work Group informed on the matter as the waitlist grew. The City Council could adjust the number of licenses up to 200 by resolution. Anything over this number would need to be done by ordinance.

Branigan asked if the Council increased the number of licenses, would the licenses be inside the permitted zone. Tokos confirmed the properties would only be in the permissible overlay zone.

- C. **Short-Term Rental Enforcement Update.** Folmar reviewed his memo and the number of complaints. Nebel asked if they provided a response back to each person who submitted a complaint. Folmar explained that when they had contact information for the complainant they would respond to them. They would then try to get more details from the complainant so they could move forward with enforcement. Folmar noted that quite a few of the complainants never replied to him when he contacted them to get more details on the complaint. Nebel asked how he responded to complainants. Folmar explained that he liked to do emails if the person provided it. This helped make sure there was no miscommunication. If there was no email, he would contact them by phone. Nebel asked if the system allowed people to list their emails and phone numbers. Folmar confirmed it did.

Michel asked that when they referred to these types of contacts that they not refer to them as complaints. She wanted to make sure they were keeping track of true complaints and that others contacts weren't confounded with them. Folmar noted that LodgingRevs required them to list these as complaints. Tokos reported that the online forms were referenced as an incident reports, not a complaint hotline. The back end for LodgingRevs needed to be listed as complaints. Michel just wanted what the group was saying on the record so they could look back and see the contacts weren't problematic.

Tokos reported that he received an email from Councilor Parker who asked why the property on 1330 NW Spring Street, who had 17 incidents filed that were reported by two individuals, wasn't picked up on the enforcement report. Tokos reported that there hadn't been an online submittal or hotline contact made for the property since September of 2020. He asked Folmar how he was handling incidents that were submitted outside of the submittal form or hotline. Folmar reported that he hadn't received any in the last three months and when he did he usually tried to create a catch screen to do a dispatch for an ordinance violation and pursue it from there to see if there was any basis on the incident being reported. He looked at the listing for the Accessory Dwelling Unit (ADU) at the Spring Street property and noted that it could only be booked as a long term rental stay. Folmar noted that there was no way to track if someone rented a property for a month but left early. It was unclear how this affected the STR use. Tokos asked if Folmar ever received inquiries outside of the system and how they were tracked. Folmar reported this happened more frequently when they first started with LodgingRevs. They would handle these just like any other complaints by saving emails and creating catch screens to track them. Folmar explained that he hadn't received an incident report for the last six months. Nebel asked if incidents received outside of the system could be lodged in the LodgingRevs system. Folmar didn't know, but would look into it. Nebel thought they needed to keep every reported incident together to keep them tracked.

Goebel asked how they were keeping track of how the ADU on the back of the Spring Street location was being rented. He also asked if there were any additional steps to control if someone said they were renting a property for 30 days and they sub-rented it to someone else or family members. Nebel reported that the ADU at the Spring Street location was being advertised for no less than 30 days. The question was if someone stayed less than 30 days there, would there be room tax implications. Goebel noted there had been City Council testimony about people coming and going a lot of times at this property and asked how they could handle this. Nebel noted it was tricky, based on the information the City had. They needed an internal discussion on how to handle this. Folmar noted it would be difficult to prove. He thought they could brainstorm a way to get a little more information to try and track this. Tokos asked when the last inquiry had been made for the Spring Street property. Folmar report this was about a year before and there was nothing further after that. Tokos noted that if someone was just engaging a City Councilor and that was as far as it went, the City wouldn't have information about it. Nebel thought this was something to discuss internally to know how to handle the situation and see if there was a better way to address it and understand what was going on. Goebel noted it seemed like this property came up at each Work Group meeting and needed to be addressed. Tokos reported there was a small number of problematic STRs and the bulk of the incidents that were being submitted were by a small number of people related to a small number of properties.

Michel explained that her program only handled rentals for 29 days or under. She witnessed multiple owners buying single properties and going underground with their rentals. Michel thought the industry was blamed for

people who were using second homes without following the rules. When multiple owners did this, they didn't have to follow any of the rules that STRs had, such as parking requirements. Michel noted that people would use the homes as they saw fit, and there wouldn't be any transient revenues or rules or regulations for them. She thought this was why they should come up with good neighbor policies and determine how to regulate them. Tokos noted that this type of configuration wasn't allowed to go through Airbnb to offer owner's unused time to renters.

Malloy noted that the Spring Street property hadn't had any complaints in over a year. When there were complaints at this location, they found that there had been a family who rented it in a given month and they rotated family members to stay there over the month. This was difficult to prove that it wasn't one rental agreement because it was still one rental check. The City couldn't control who they had at the house. Nebel noted that this was still an issue with the neighboring property owners and there still was unhappiness in the mechanism of enforcements. He met with the neighboring property owners on this and would share the details with the Work Group as well.

Goebel asked if they gave a report on how much fallout of licensed rentals there had been outside of the approved overlay area in the City. Tokos reported there was currently only 38 STRs outside of the overlay.

Tokos noted they would double back on the issue to make sure that whenever anyone was aware that an incident was reported, that these get included in our reporting. He asked Councilor Goebel to encourage the City Council to ask anyone raising issue with them on STRs to use the system to report.

Tokos reported that LodgingRevs had been purchased by GovOS. They had enhancements that Tokos asked the Work Group to consider. There was an option to do an automated complaint response email that confirm they had received their complaint, and another option to send something similar for the complaint resolution. Tokos asked if the Work Group saw value in doing these. He thought it seemed like a response from a Community Service Officer had been working, but asked if the second option was more valuable. Nebel wasn't sure that everyone felt like they knew when the incidents had been closed out, and asked Folmar if he notified people when the incidents were closed out. Folmar reported that for incidents that weren't complaints, such as someone being locked out, he would close them out and didn't contact them. For the ones that were still open or under review, Folmar would set reminders to contact the complainant to say it was still under review and that they were working on trying to get a resolution. He didn't see the value in contacting the complainant to say something wasn't a violation and they were closing it. Nebel asked if the complainants were notified when the report was closed out. Folmar believed that of the ones that were under review and closed, he had sent emails on what the resolution was.

Roumagoux asked if these two options would make the job easier. Nebel noted he had heard that after making a complaint, people weren't sure the complaint went through. He thought that a confirmation that filing the complaint happened would be a good thing. Roumagoux agreed and thought it would be similar to what doctor's offices did to confirm appointments. Folmar noted that the City had yet to have a normal summer season since they implemented the LodgingRevs. He thought it would be beneficial to have these in place now to make it easier for the next summer when there would be a more normal uptick in issues. Tokos noted these notifications weren't an incredible amount of work and all they needed to do was come up with some verbiage to use for both types of confirmation emails. He didn't know if the feature would give the nature of how an incident was resolved. Nebel thought people wanted closure and see that incidents had been resolved. Tokos thought this was fair, but added that people often didn't like the response they got instead of just not getting a response. He would go ahead and get these started. Tokos reported that the hotline recordings were now available to the City.

D. Implementation of the STR Licensing, Inspection and Enforcement Program. Tokos reviewed his memorandum about how much staff time it took to work on STRs. He reviewed the time commitment for each department. The biggest impact was on the administrative staff, especially in the renewal period and open license season. Tokos noted that with any permitting program there would be an impact on staff.

Nebel asked how it was going with LodgingRevs identifying unlicensed facilities. Folmar reported they checked twice a week and they would miss a property maybe once every quarter. He reported that they had identified all the properties he sent cease and desist letters to. Folmar felt the system had been an effective tool.

5. **Future Meeting Schedule.** No discussion was heard.
6. **Public Comment.** None were heard.
7. **Adjournment.** The meeting adjourned at 2:10 p.m.

Respectfully submitted,

Sherrri Marineau
Executive Assistant

Memorandum

To: Short-Term Rental Ordinance Implementation Work Group
From: Derrick I. Tokos, AICP, Community Development Director
Date: January 14, 2022
Re: Online Payment of Room Tax Assessments and Business License Fees

Finance Director Mike Murzynsky will attend to update the Work Group on steps the City is pursuing to provide short-term rental license holders, and other transient lodging establishments, the option of making local room tax payments online through the Oregon Department of Revenue. Mike is working on an ordinance to amend room tax provisions in the Newport Municipal Code so that they align with the State's program. The City will also need to enter into an agreement with the State before the Department of Revenue can collect local taxes on the City's behalf.

Here is a link to additional information on the State's program, including a list of jurisdictions that are partnering with the State and those that are continuing to collect local room taxes in-house.

<https://www.oregon.gov/dor/programs/businesses/Pages/lodging.aspx>

Mike will also provide an update on the City's effort to transition the payment of business license fees to an online format.

Memorandum

To: Short-Term Rental Ordinance Implementation Work Group
From: Derrick I. Tokos, AICP, Community Development Director
Date: January 14, 2022
Re: Update on Licensed Short-Term Rentals, Cap, and Waitlist

Enclosed is a list and summary table of licensed short-term rentals as of January 10, 2022. At this time, there are 194 licensed short-term rentals inside the city limits. Of that number, 149 are vacation rental dwellings inside the overlay, 38 are vacation rentals outside the overlay, and seven (7) are B&Bs or home shares. The City imposed a 176-license cap inside the overlay with Resolution No. 3850, when the current short-term rental regulation was put in place in May of 2019 with the passage of Ordinance No. 2144. That cap number can be adjusted up or down by Council resolution; however, the license limit cannot exceed 200 without an amendment to the ordinance. Vacation rentals outside the overlay are being slowly phased out as owners elect to relinquish their licenses or choose to sell their property.

There is a group of formerly licensed vacation rental properties inside the overlay that count against the cap number. They include seven (7) properties where the owners did not renew by the August 15, 2021 renewal deadline. Those units were non-conforming, having been established before Ordinance No. 2144 was adopted, and as non-conforming uses they must be discontinued for 12 consecutive months before the right to operate a vacation rental is extinguished. One additional unit is within or adjacent to commercial zoned property and the new owners have 12 months to obtain their license. This means that there are 157 licenses within the overlay that are presently spoken for, leaving 19 licenses available to individuals on the waitlist.

Staff reached out to individuals on the wait list last fall when there were 23 available licenses. Four of those owners have completed the licensing process, nine (9) applied by the November 30, 2021 deadline and are working through the process of obtaining a license, and 10 did not apply by the November deadline. Those 10 license slots will be held over until the next renewal period closes, creating another licensing window (i.e. August 15, 2022). There are presently 59 properties on the waitlist, a few of which may not meet all of the City's standards (e.g. there might already be another vacation rental building on the street segment). We have also learned from experience that some on the waitlist may no longer be interested in a vacation rental license. That said, as things stand, it will likely take 2-3 years for a property owner on the waitlist to be in a position to obtain a license.

For property outside of the overlay, there has been effectively no change in the number of units over the last year. The number of units has dropped from 45 to 38 licenses since November of 2019. There are presently two licensed B&Bs, and five licensed homeshares in the city.

A table of licensed short-term rentals is available on the City's website at:
<https://www.newportoregon.gov/dept/cdd/VacationRentalDwelling.asp>

This table will be replaced with a searchable database before your next quarterly meeting. The database has been developed and populated, and is currently being tested to work out system issues.

Attachments:

List and summary table of short-term rentals
Status of licenses offered to properties on the waitlist

Short-Term Rental Counts as of 1/10/2022

Active Vacation Rentals INSIDE Overlay Zone	149
Inactive, Nonconforming Vacation Rentals INSIDE Overlay Zone Held Open 12 Months	7
Sold Transferable Vacation Rental Licenses INSIDE Overlay Zone Held Open 12 Months	1
Waitlist Applications In Process INSIDE Overlay Zone	9
Available Short-Term Rental Waitlist Licenses INSIDE Overlay Zone	10
Total STR Licenses INSIDE Overlay Zone	176

Active Vacation Rentals OUTSIDE Overlay Zone	38
Active B&B and Home Shares Licenses	7

2021-2022 Active Nonconforming Vacation Rentals **INSIDE Overlay Zone**

	Street Address	VRD, B&B, or Homeshare
1	1000 SE Bay Blvd #117 (D-4)	VRD
2	1000 SE Bay Blvd #146 (G-8)	VRD
3	1000 SE Bay Blvd #202 (C-16)	VRD
4	1000 SE Bay Blvd #208 (C-21)	VRD
5	1000 SE Bay Blvd #225 (E-10)	VRD
6	1000 SE Bay Blvd #301 (C-17)	VRD
7	1000 SE Bay Blvd #302 (C-17)	VRD
8	1000 SE Bay Blvd #308 (C-21)	VRD
9	1000 SE Bay Blvd #345 (G-19)	VRD
10	1000 SE Bay Blvd #405 (B-4)	VRD
11	1000 SE Bay Blvd #L446 (P-9)	VRD
12	1000 SE Bay Blvd Unit #140 (Bldg G)	VRD
13	1018 SW Elizabeth St	VRD
14	105 NW Coast St	VRD
15	107 SW Coast St	VRD
16	109 NW Cliff St, Unit 6	VRD
17	109 NW Cliff St, Unit 7	VRD
18	109 NW Cliff St, Unit 8	VRD
19	1125 NW Spring St #A-103	VRD
20	1125 NW Spring St #C201	VRD
21	1125 NW Spring St Unit A 203 (A-6)	VRD
22	1125 NW Spring St Unit A-201	VRD
23	1125 SW Spring St #C303 (C-9)	VRD
24	1126 SW 8th St	VRD
25	1130 NW Hurbert St	VRD
26	1130 SW Martin St	VRD
27	1140 NW Hurbert St	VRD
28	1140 SW Abbey St	VRD
29	1156 SW Mark St	VRD
30	129 SW Dolphin St Unit 129	VRD
31	129 SW Dolphin St Unit 133	VRD
32	129 SW Dolphin St Unit 137	VRD
33	129 SW Dolphin St Unit 139	VRD
34	134 SW Bay Blvd	VRD
35	134 SW Elizabeth St	VRD
36	135 SW Coast St	VRD
37	137 SW 12th St	VRD
38	144 SW 26th St #1	VRD
39	144 SW Elizabeth St	VRD
40	165 SW 26th St	VRD
41	232 SW 27th St	VRD
42	238 SW 27th St	VRD
43	242 SW 27th St	VRD
44	252 SW 27th St	VRD
45	255 NW Cliff St	VRD
46	257 NW Cliff St	VRD
47	258 NW Coast St, Unit C	VRD
48	258 NW Coast St, Unit D	VRD
49	2612 SW Brant St	VRD

50	2614 SW Brant St	VRD
51	2616 SW Brant St	VRD
52	2638 SW Brant St	VRD
53	28 SW Brook St #A	VRD
54	28 SW Brook St #B	VRD
55	28 SW Brook St #C	VRD
56	28 SW Brook St #D	VRD
57	28 SW Brook St #E	VRD
58	28 SW Brook St #F	VRD
59	28 SW Brook St #G	VRD
60	29 SW Coast St Unit A	VRD
61	29 SW Coast St Unit B	VRD
62	29 SW Coast St Unit C	VRD
63	311 NW 58th St	VRD
64	325 NW Coast St, Unit E	VRD
65	33 SW Elizabeth St	VRD
66	39 SW Elizabeth St	VRD
67	4 SW High St	VRD
68	406 NW High St	VRD
69	407 NW High St	VRD
70	413 NW Hurbert St	VRD
71	419 NW Hurbert St	VRD
72	420 NW High St	VRD
73	423 SW Elizabeth St	VRD
74	424 SE 4th St	VRD
75	507 NW Alpine St, Unit 103	VRD
76	507 NW Alpine St, Unit 107	VRD
77	507 NW Alpine St, Unit 108	VRD
78	507 NW Alpine St, Unit 203	VRD
79	507 NW Alpine St, Unit 205	VRD
80	507 NW Alpine St, Unit 207	VRD
81	507 NW Alpine St, Unit 208	VRD
82	507 NW Alpine St, Unit 302	VRD
83	507 NW Alpine St, Unit 303	VRD
84	507 NW Alpine St, Unit 308	VRD
85	510 SW Minnie St	VRD
86	511 SW 3rd St	VRD
87	514 NW 10th St, Apt B	VRD
88	526 NW Coast St, Unit D	VRD
89	526 NW Coast St, Unit E	VRD
90	526 NW Coast St, Unit G	VRD
91	532 SE 2nd St	VRD
92	537 NW Alpine St	VRD
93	539 SW Woods St	VRD
94	540 NW Alpine St	VRD
95	543 SW 5th St	VRD
96	545 SE 4th St	VRD
97	546 SW Smith Ct	VRD
98	553 SW 5th St	VRD
99	554 SE 2nd St	VRD
100	556 SW 5th St	VRD
101	580 NW 6th St	VRD

102	582 NW 3rd St	VRD
103	589 W Olive St	VRD
104	607 SW Woods St	VRD
105	610 NW 9th St	VRD
106	619 NW Alpine St	VRD
107	630 SW Fall St, Unit N	VRD
108	645 SE 4th St	VRD
109	700 W Olive St	VRD
110	701 NW Coast St #107	VRD
111	701 NW Coast St #108	VRD
112	701 NW Coast St #109	VRD
113	701 NW Coast St #201	VRD
114	701 NW Coast St #205	VRD
115	701 NW Coast St #206	VRD
116	701 NW Coast St #207	VRD
117	701 NW Coast St #209	VRD
118	701 NW Coast St #210	VRD
119	701 NW Coast St #211	VRD
120	701 NW Coast St #301	VRD
121	701 NW Coast St #303	VRD
122	701 NW Coast St #305	VRD
123	701 NW Coast St #306	VRD
124	701 NW Coast St #310	VRD
125	707 NW High St	VRD
126	709 NW High St	VRD
127	715 NW 3rd St	VRD
128	723 NW 2nd Ct	VRD
129	731 NW 2nd Ct	VRD
130	736 NW 3rd St	VRD
131	745 NW Beach Dr	VRD
132	745 NW Lee St	VRD
133	748 NW Lee St	VRD
134	750 NW 2nd St	VRD
135	753 NW 2nd St	VRD
136	757 NW Coast St #5	VRD
137	757 NW Coast St #6	VRD
138	757 NW Coast St #7	VRD
139	757 SW 6th St	VRD
140	801 NW Coast St, #1	VRD
141	821 SW 12th St	VRD
142	890 SE Bay Blvd #205	VRD
143	902 SW Mark St	VRD
144	903 SW Coast Hwy	VRD
145	912 NW Coast St	VRD
146	914 SW 2nd St	VRD
147	927 SW 11th St	VRD
148	946 NW High St	VRD
149	955 NW Spring St	VRD

2021-2022 Active Vacation Rentals OUTSIDE Overlay Zone

	Street Address	VRD, B&B, or Homeshare
1	10 NW 42nd St	VRD
2	11 NW 42nd St (Unit A - upper)	VRD
3	11 NW 42nd St (Unit B - lower)	VRD
4	1235 NW Spring St	VRD
5	124 NW 54th St	VRD
6	1245 NW Spring St	VRD
7	125 NW 77th Ct, Unit A	VRD
8	128 NW 73rd Ct	VRD
9	1330 NW Spring St	VRD
10	1332 NW Thompson St	VRD
11	135 NW 77th Ct	VRD
12	140 NW 77th Ct	VRD
13	145 SW 27th St	VRD
14	1452 NW Spring St	VRD
15	1522 NW Spring St	VRD
16	1535 F NW Hubert St	VRD
17	1610 NW Spring St	VRD
18	171 NW 73rd Ct	VRD
19	185 NW 70th St	VRD
20	2003 NW Oceanview Dr	VRD
21	224 NE 55th St	VRD
22	2725 NW Pacific Pl	VRD
23	2755 NW Pacific Pl	VRD
24	3380 NW Oceanview Dr Unit B	VRD
25	411 NW 60th St	VRD
26	424 NW 59th St	VRD
27	435 NW 58th St	VRD
28	449 SE Scenic Loop	VRD
29	457 NW 56th St	VRD
30	457 NW 57th St	VRD
31	4718 NW Cherokee Ln	VRD
32	5053 NW Agate Way	VRD
33	520 NW 23rd St	VRD
34	535 NW 16th St	VRD
35	555 NW 56th St	VRD
36	556 NW 56th St	VRD
37	5608 NW Meander St	VRD
38	626 NW 54th Ct	VRD

2021-2022 Inactive, Nonconforming Vacation Rentals INSIDE Overlay Zone Licenses Closed

	Street Address	VRD, B&B, or Homeshare
1	832 SW 13th St	VRD
2	905 SW Coast Hwy	VRD
3	748 SW Bay Blvd, Unit A	VRD
4	748 SW Bay Blvd, Unit B	VRD
5	748 SW Bay Blvd, Unit C	VRD
6	814 SW Bay St	VRD
7	732 NW 2nd Ct	VRD

2021-2022 Sold Transferable VRD Licenses Inside Overlay Zone Held Open 12 Months For New Owner

	Street Address	Date New Owner Has to Get New License
1	1000 SE Bay Blvd #532/632 (K-9)	VRD

2021-2022 Active Homeshares and B&B's

	Street Address	VRD, B&B, or Homeshare
1	2126 SE Marine Science Dr	B&B
2	4920 NW Woody Way	B&B
3	1144 SW Mark St	Home share
4	1224 SW Abbey St	Home Share
5	758 NW Cottage St	Home Share
6	105 NW 77th Ct	Home Share
7	5518 N Coast Hwy	Home Share

Status of 2021-22 Open STR Waitlist Licenses Offered To Applicants

Address	Status
1 111 NW High St	Applied by deadline and working to get license issued.
2 113 NW High St	Applied by deadline and working to get license issued.
3 349 NW 10th St	Applied by deadline and working to get license issued.
4 407 NW 6th St	Applied by deadline and working to get license issued.
5 540 SW 4th St	Applied by deadline and working to get license issued.
6 616 NW Coast St	Applied by deadline and working to get license issued.
7 701 NW Coast St, 208	Applied by deadline and working to get license issued.
8 701 NW Coast St, Unit 204	Applied by deadline and working to get license issued.
9 890 SE Bay Blvd, Unit 318	Applied by deadline and working to get license issued.
10 526 NW Coast St, Unit D	License issued.
11 630 SW Fall St, Unit N	License issued.
12 701 NW Coast St, Unit 205	License issued.
13 701 NW Coast St, Unit 206	License issued.
14 1000 SE Bay Blvd #136 (F-8)	Didn't Apply by 11/30/2021 Deadline
15 1000 SE Bay Blvd #L 447 (L-5)	Didn't Apply by 11/30/2021 Deadline
16 127 SE 11th St	Didn't Apply by 11/30/2021 Deadline
17 143 SW Brook St	Didn't Apply by 11/30/2021 Deadline
18 226 SW 29th St	Didn't Apply by 11/30/2021 Deadline
19 514 SW 7th St	Didn't Apply by 11/30/2021 Deadline
20 518 SW 7th St	Didn't Apply by 11/30/2021 Deadline
21 522 SW Hurbert St	Didn't Apply by 11/30/2021 Deadline
22 617 SW Neff Way	Didn't Apply by 11/30/2021 Deadline
23 630 SW Fall St, Unit M	Didn't Apply by 11/30/2021 Deadline

Memorandum

To: Short-Term Rental Ordinance Implementation Work Group
From: Derrick I. Tokos, AICP, Community Development Director
Date: January 14, 2022
Re: Short-Term Rental Enforcement Update

Enclosed is a memo from Community Service Officer (CSO) Jim Folmar, summarizing incidents reported, and enforcement actions taken, since the last Short-Term Rental Ordinance Implementation Work Group meeting in September of last year.

At the last meeting, we discussed new features launched by LODGINGRevs, the third-party vendor that assists the City with enforcement. They include an autogenerated confirmation email, with incident number, when an issue is reported via the hotline or form, and follow-up autogenerated emails every time the incident status is changed (i.e. Open, Closed, Under Review, No Violation, Warning, and Citation). The follow-up emails include language encouraging the individual that filed the incident to reach out to the Community Service Officer if they have questions. Both of these features have been activated. The last feature, recordings of incidents reported using the hotline, was made available to all users when it launched in May.

Attachments:

Memo from CSO Folmar, dated January 11, 2022



Noble
Professional
Dedicated

Newport Police Department
Memorandum

One Team - One Future

Date: January 11, 2022

To: Chief Malloy

From: CSO Folmar

Subject: STR Enforcement Activity 09/09/2021 to Present

This is a summary of STR Enforcement activities 0/09/2021 to Present.

- 1.) Cease & Desist Letters: 3
- 2.) Citation Letters: 2
- 3.) Complaints filed with LodgingRevs: 11

Other Complaint. Date: 09/13/2021 @ 11:00 a.m. Hotline. 171 NW 73rd St. Complainant refused to assist investigation. Renters of location walking through their property. Closed.

Occupancy Complaint. Date: 09/25/2021 @2:16 p.m. Hotline. 2755 NW Pacific Pl. Complaint of excess number of occupants. Investigation discovered registered owner was using the location at the listed time. Closed.

Occupancy Complaint. Date: 10/03/2021 @ 11:07 p.m. Hotline. 526 NW Coast St. Unit G. Complainant refused to provide contact information. Closed.

Other Complaint. Date: 10/14/2021 @ 10:14 a.m. Hotline. 107 SW Coast St. Renters allowing dogs to be off leash and running in the street. Contacted renters and discovered that dogs were not allowed to run in the street and were only off lease on the property for potty breaks. No violation.

Other Complaint. Date: 10/06/2021 @ 3:11 p.m. Hotline. 5608 NW Meander St. Renter could not access the location. Emergency contact responded. No Violation.

Integrity – Excellence – Community – Employees – Teamwork – Commitment
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Parking Complaint. Date: 11/06/2021 @ 6:02 p.m. Hotline. 546 SW Smith Ct. No complainant contact info provided. Emergency contact responded and rectified the issue. Closed.

Parking Complaint. Date: 11/07/2021 @ 7:34 a.m. Hotline. 546 SW Smith Ct. Same as 11/06 parking complaint. Emergency contact had rectified the issue. Complainant still refused to provide contact info. Closed

Parking Complaint. Date: 11/13/2021 @ 3:09 p.m. Hotline. 2755 NW Pacific Pl. Complaint of too many vehicles at location. Investigation discovered that registered owner was using the location to host a family event. Closed

Trash Complaint. Date: 11/22/2021 @ 11:03 a.m. Online. 171 NW 73rd St. Garbage cans left out after pick up date. E-mail sent to registered owner. Investigation ongoing. Open.

Illegal Rental Complaint. Date: 12/21/2021 @ 10:35 a.m. Online. 1330 NW Spring St. Complaint regarding the wording of registered owners listing on website. Investigation is ongoing. Under Review.

Other Complaint. Date: 01/07/2022 @ 5:26 p.m. Hotline. 238 SW 27th St. Complaint regarding renter's dog getting loose and attacking a neighbor's dog. Handled by LCSO Animal Control Officer. Not a violation of STR ordinance. Closed.

(Subject)
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