



JAMES SORENSEN
COMMUNITY DEVELOPMENT
DIRECTOR

KURT BRADBURN
MAYOR

MATTHEW HUISH
CHIEF ADMINISTRATIVE OFFICER

Courtesy Notice

[Date]

To: [Recipients Name]

Sandy City has been made aware that you may currently be operating a short-term rental. A short-term rental is defined as any single-family or individual multi-family dwelling or portion thereof that is available for use for temporary sojourn or transient visit of guests, for direct or indirect remuneration, for a period of less than thirty consecutive days. (Zoning Code 21-37-19)

Short-term rental units are permitted within owner-occupied residential dwellings, under certain circumstances. The short-term rental ordinance requires that the homeowner obtain both a special-use permit and a business license. The application packet as well as the terms and conditions can be found on the City's website:

sandy.utah.gov/departments/community-development/short-term-rentals

Short-term rental permits are limited to a certain number in each of the City's geographically designated communities and are issued based on time of application. Wait lists are established for communities that have reached the maximum number of available permits. If you wish to continue operating a short-term rental, please submit the required applications and documentation to our office as soon as possible. Failure to either cease operations or obtain a special use permit and business license may result in follow-up action by the City's Code Enforcement Division. The requirements for short-term rentals are intended to preserve the neighborhood feel of residential communities. Thank you for your cooperation and support in keeping our community an enjoyable place to live.

For questions regarding the short-term rental application process please contact Claire Hague, Zoning Technician at 801-568-7205 or at chague@sandy.utah.gov