



# Sandy City Council Office

10000 South Centennial  
Parkway Suite 231  
Sandy, UT 84070  
O | 801-568-7141  
Sandy.Utah.Gov

## Memorandum

September 11, 2018

To: Council Members

From: Dustin Fratto, City Council Management Analyst

Subject: Update on the STR Ordinance

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Council,

On August 21, 2018 the Council adopted a short-term rental (STR) ordinance with an effective date of Saturday October 20, 2018 (60 days from adoption). Since adoption of the ordinance, the Community Development Department (CD) has been holding weekly brainstorming sessions to determine how best to administer the ordinance. They've been extremely inclusive of Council Staff and have invited us to participate in each session. These weekly meetings will continue up until October 20<sup>th</sup>, or until they're deemed unnecessary. During the brainstorming sessions a few administrative decisions have been reached:

- Applications for the STR permit and business license are projected to be accepted beginning Monday October 22, 2018. Out of fairness no one will be placed in any kind of queue prior to October 22<sup>nd</sup>.
- Sometime near the end of September or the beginning of October staff will hold a few educational meetings open to the public aimed at helping residents understand the ordinance and the application process. At least one of these sessions will be recorded and made available online.
- CD, in coalition with the City Communications Department, will begin producing an e-kit that will be available on the City website aimed at helping residents to understand the ordinance and application process.
- CD has assigned Zoning Technician Darryll Wolnik as the Department's point of contact for the upcoming registration process [dwolnik@sandy.utah.gov](mailto:dwolnik@sandy.utah.gov).
- A banner will be placed on the homepage of the City website linking to updates and other important information related to the STR ordinance.



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During the August 21<sup>st</sup> STR public hearing the Council requested further discussion and an update from staff regarding two topics:

**How to handle proof of primary residency for applicants who have not lived in their residence long enough to have claimed it as their primary residence on their State and Federal tax returns.**

The Community Development Department may issue a special use permit and STR business license to an applicant who has not lived at their residence long enough to have claimed it as their primary residence on their state and federal tax returns with the following requirements:

1. The applicant provides the signed affidavit swearing primary residency.
2. The applicant provides government issued ID listing the address of the property as the address of the owner.
3. The applicant provides their federal and state tax returns, claiming primary residency, by July 1<sup>st</sup> of the following year. If the tax returns are not provided, the special use permit and business license will not be renewed.

**What is the Cost of hiring a contractor to assist in administering the STR ordinance?**

The Community Development Department has issued a Request for Proposals (RFP) defining their needs in administering the ordinance and are expecting responses within the next few weeks. At that time, the Council will be updated with the total cost to implement and administer the ordinance.