

## A. Definition

Short Term Rental (STR) use is the rental of a single family residential structure for a period of time between one and 30 consecutive days. STR is an allowed use in any Single Family (SF) residential zoning category. Residential use is the occupancy of living accommodations. An STR property is inclusive of all permanent structures on a Single Family lot; i.e. a primary house and secondary apartment, or duplexes.

The separate short term rental of individual rooms within a residential structure is prohibited in SF zoning with the exception of Bed and Breakfast use. The rental of STR residential property as a site for gatherings is prohibited.

## B. Registration

The City of Austin (COA) requires Registration of all Short Term Rental (STR) properties. The Registration Application requires the following information:

- the identity of the property owner or site manager
- a Tax ID number
- a designated Local Responsible Contact (LRC)
- a local emergency contact phone number, and
- STR address.

The COA will provide each applicant a packet of requirements and guidelines to:

- facilitate rentals compatible with SF zoning residential uses, and
- minimize conflict with adjacent properties.

## C. General Requirements

The following requirements pertain to all STRs regardless of type:

- All property owners of STRs must pay appropriate Hotel Occupancy Taxes.
- All STRs are subject to COA Single Family Zoning occupancy limits.
- During rental periods, the Local Responsible Contact must provide Emergency Contact Information by either posting it on the property or distributing it to adjacent residences.
- The property owner is liable for damages resulting from renters' actions.

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The Local Responsible Contact must attach a packet of requirements and guidelines to STR rental agreements (provided by COA at registration) and provide such packet to renters. The packet must include applicable excerpts from City Ordinances or comparable information. Renters must comply with all requirements and guidelines regarding:

- Occupancy Limits
- Noise Restrictions applicable to SF zoning including exclusion of outdoor amplified sound
- Parking Restrictions
- Prohibition of Gatherings
- Trash Collection Schedule.

### D. Requirements for Homesteaded STRs

#### Two Tiered Permit Process for Homesteaded Homes

1. Limited Rental: *Permit Required* — \$25 Fee covers up to 15 total days per year occasional rentals (Accommodates ACL, SXS, F1)
2. Periodic Rental: *Permit Required* — \$50 Fee covers periodic or frequent STRs that exceed 15 days per year up to a maximum of 60 days.

### E. Requirements for Business STRs

#### Non-Owner Occupied and Investment Rentals

1. Repeat STR Business Per Site: *License Required* — \$100 Fee
2. Multiple STRs Per Owner/Property Manager: *License Required* — \$100 Fee per site.

Business STR properties must be dispersed at least 1000 feet apart from other STR properties and Bed and Breakfasts rentals. In order to qualify existing STRs for *grandfathered property exemptions*, owners must document Hotel Occupancy Tax (HOT) payments for three of the four quarters previous to adoption of the ordinance.

#### Licensing Requirements:

- An initial safety inspection and one periodic inspection per subsequent three year cycle to ensure that the property meets COA/PACE code safety standards and requirements
- Adequate on-site parking; no front yard parking
- Owner/Property Manager may not have unresolved citations for code violations within the past two years

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- After the issuance of a license, if three or more citations are issued within a year, additional code enforcement inspections will be performed; if citations are not resolved, the license will be revoked with a wait period of one year before reapplication
- A license lapses if no Hotel Occupancy Tax is paid for one year,
- Additional requirements per PDRD and Legal Staff recommendations.

STR business owners are strongly encouraged to:

- Join rental property owners association
- Inform neighbors adjacent to and within one block proximity to STR.