



## MEMORANDUM

**To:** Mayor and City Council

**From:** Mindi Hurley, Director of Community Development

**Date:** April 12, 2022

**Reference:** Consider approval of an Ordinance amending the current Short-Term Rental Ordinance found in Chapter 9, article 9-29, Section 9-29-14 in the City of Coppell Code of Ordinances; and authorizing the Mayor to sign.

**2040: Enhance the Unique “Community Oasis” Experience**

---

**Introduction:**

Staff presented proposed changes to the Short-Term Rental Ordinance to City Council on February 22, 2022. City Council did not propose any changes at that time. Therefore, staff is bringing forward the revised ordinance for consideration and approval.

**Background:**

Staff reviewed best practices from short-term rental ordinances throughout the state and prepared a draft ordinance with proposed changes for City Council review. Staff presented that proposed ordinance to City Council on February 22, 2022. City Council did not propose any changes to the ordinance at that time. Therefore, staff is bringing forward the revised ordinance for consideration and approval.

The Short-Term Rental Ordinance provides the operational regulations for short-term rentals. From the beginning, the ordinance has been designed to provide a balance between meeting the desires of owner-occupants to share their homes on an intermittent basis and providing protection for the neighboring properties. The proposed changes are a continuation of that balance. They are aimed at providing a clear understanding of definitions, processes, and enforcement. Providing this clarity increases the objectivity for all parties involved.

**Analysis:**

While additional definitions have been included to provide guidance to those interested in operating a short-term rental, the most significant changes include:

- Registration: Short-term rental operators will now be required to re-apply for registration for their property on an annual basis, which will require an annual inspection.
- Violations: Better definition of what constitutes a violation of the ordinance.
- Revocation: Defined process for revocation of a permit.
- Appeal: Provides a timeline for appeal for denied permits or permits that have been revoked.
- Sunset Review: Removal of the sunset review from the ordinance going forward.

The annual sunset review is being removed from the ordinance, but staff will continue to monitor changes in the short-term rental industry and issues related to short-term rentals. The ordinance can be revisited at any time.

**Legal Review:**

The City Attorney prepared the Ordinance.

**Fiscal Impact:**

None

**Recommendation:**

Staff recommends approval.