

DRAFT – SHORT TERM RENTAL CODE

Chelan County Code

11.04.020 District use chart.

The use chart located on the following pages is made a part of this section. The following acronyms apply to the following use chart. If a cell in the table is blank, the use listed in the left hand column is a prohibited use in the zone that is the heading for that cell.

P — Permitted use

P(1) — Permitted use subject to development standards in Chapters [11.88](#), [11.93](#) and/or within the applicable zoning district standards

P(2) — Permitted use subject to development standards in Chapters [11.88](#), [11.93](#) and/or within the applicable zoning district standards, except for on parcels that are twelve thousand square feet or smaller, the use/structure must be located on a lot with an existing single-family residence

A — Accessory use

A(1) — Accessory use subject to development standards in Chapters [11.88](#), [11.93](#) and/or within the applicable zoning district standards

CUP — Conditional use permit

District Use Chart

USE/ACTIVITY	RR20	RR10	RR5	RR2.5	RW	RRR	RV	RC	RI	RP	AC	FC	MC
RESIDENTIAL USES													

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District Use Chart

USE/ACTIVITY	RR20	RR10	RR5	RR2.5	RW	RRR	RV	RC	RI	RP	AC	FC	MC
Short-term Rental (no more than 5 bedrooms)	P(1)	P(1)	P(1)	P(1)	P(1)	P(1)	P(1)				CUP	CUP	

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9 11.22.030 Permitted, accessory and conditional uses.

10 (1) A district use chart is established and contained herein as a tool for the purpose of determining the specific
11 uses allowed in each use district. No use shall be allowed in a use district that is not listed in the use chart as
12 either permitted, accessory or conditional use, unless the administrator determines, by a written administrative
13 interpretation that may be appealed to the hearing examiner, that an unlisted use is similar to one that is
14 already enumerated in the use chart and may therefore be allowed, subject to the requirements associated with
15 that use and all other applicable provisions.

16 (2) The following acronyms apply to the following use chart:

Uses:

PRM = Permitted use

ACC = Accessory use

CUP = Conditional use

Where a cell is empty, the use is prohibited in that zone. All of these assume compliance with any and all development standards.

Districts:

R-1 = Low Density Residential

R-2 = Medium Density Residential

R-3 = High Density Residential

C-D = Downtown Commercial

C-H = Highway Commercial

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Districts:

I = Industrial

I-C = Campus Industrial

P-U = Public Use

Land Uses	R-1	R-2	R-3	C-D	C-H	I	I-C	P-U
RESIDENTIAL USES								
Short-term Rental (no more than 5 bedrooms)	CUP	CUP	CUP	CUP	CUP			

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20 11.23.030 District use chart.

21 The use chart located on the following pages is made a part of this section. The following acronyms apply to
 22 the following use chart. If a cell in the table is blank, the use listed in the left hand column is a prohibited use in
 23 the zone that is the heading for that cell.

UR1	Urban Residential-1
UR2	Urban Residential-2
UR3	Urban Residential-3
CT	Tourist Commercial
CD	Downtown Commercial
MLI	Manson Light Industrial
UP	Urban Public
P	Permitted use—Subject to development standards in Chapter 11.88 and/or 11.93
A	Accessory use—Subject to development standards in Chapter 11.88 and/or 11.93
CUP	Conditional use permit—Subject to development standards in Chapter 11.93 and/or within this chapter

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Table 9.1 – District Use Chart

USE/ACTIVITY	UR1	UR2	UR3	CT	CD	MLI	UP
Vacation Rentals Short-term Rental (no more than 5 bedrooms)		P ¹	P ¹	P ¹	A ¹	A ¹	-

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P¹ = Permitted with Standards

~~11.23.040 (3) Vacation Rentals. Vacation rentals, any unit being rented for less than thirty consecutive days, shall be permitted as identified in Section 11.23.030, District use chart. All vacation rentals shall receive an annual permit from January 1st to December 31st, under Title 14 limited administrative review, documenting conformance and agreement to conform to the following provisions:~~

~~(A) Vacation rentals shall maintain the character of the surrounding neighborhood by:~~

~~(i) Providing year around solid waste receptacles and pickup service. Trash cans, on the right-of-way, should be removed within twenty four hours of pickup; and~~

~~(ii) Provide at least one off-street parking space, outside of the required setbacks for each two rented bedrooms. Where off-street parking requirements cannot be met the number of rented bedrooms shall be limited; and~~

~~(iii) Noise emanating from any use shall be in conformance with Chapter 7.35; and~~

~~(iv) Occupancy. The maximum number of occupants permitted to stay overnight shall be two people for each bedroom plus two additional persons, excluding children under the age of six; and~~

~~(v) Placing, adjacent to the front door (outside), a legible sign clearly visible to the general public listing the maximum number of occupants permitted to stay overnight, the maximum number of vehicles allowed to be parked on site, and the name and contact information of the local contact person.~~

~~(B) Vacation rentals shall provide a local contact person (within a forty mile radius) twenty-four hours a day seven days a week. Contact information shall be provided to the adjacent properties, the Manson community council, District 5 fire chief, and the Chelan County sheriff.~~

~~(C) Enforcement. Any violation of the provisions of this chapter is punishable pursuant to Title 16. Enforcement actions may be brought against the owner of the vacation rental home for the conduct constituting the violation.~~

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~~14.98.920 Habitable space. "Habitable space" means space in a structure for living, sleeping, eating, or cooking. Bathrooms, toilet compartments, closets, halls, storage or utility space, and similar areas are not considered habitable space.~~

14.98.1125 Lot. "Lot" means a fractional part of divided lands having fixed boundaries, also known as property lines. The term shall include tracts and parcels.

14.98.1365 Parcel. "Parcel" means a tract, lot or plat of land of any size which may or may not be subdivided or improved.

14.98.1692 Short-term rental. Short-term rental or vacation rental means any dwelling or dwelling unit being provided for a fee for less than thirty consecutive days.

11.93.380 Short-term rental is allowed by this code, the following standards apply:

(1) One short-term rental is allowed on a lot, either in the single-family dwelling or an accessory dwelling, except for multiple unit developments or condominium developments.

(2) No more than two overnight guests per bedroom shall be accommodated at any one time. The number of bedrooms is determined by the approved building permit for the structure, or a floor plan shall be provided by the applicant indicating areas with sleeping accommodations provided. A guest is a person over six years of age.

(3) Solid waste must be removed from the short-term rental to an approved solid waste facility every week. Solid waste shall be stored in completely enclosed and secured solid waste receptacles that is protected from wildlife.

(4) One on-site parking space shall be provided for each two bedrooms within the short-term rental consistent with Chapter 11.90.

(5) All short-term rental permit holders are required to display the address of the residence so that it is clearly visible from the street or access road.

(6) No outdoor advertising signs are allowed.

(7) Short-term rental accommodations must meet all applicable local and state regulations, including those pertaining to business licenses and taxes such as Washington State sales, lodging and business and occupation taxes.

(8) The short-term rental shall be operated according to rules of conduct approved by the County that prevent the following disturbances to area residents:

(A) Trespassing that violates Chapter 7.32;

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(B) Noise that violates Chapter 7.35;

(C) Off-site parking location for guests and visitors must be consistent with Chapter 11.90;

(E) Portable fireplaces/pits must be able to be locked when burn ban is in effect. Visitors shall comply with Chapter 7.52.

(9) All owners of property used for short-term rental shall comply with the following operational requirements:

(A) Maintain an up-to-date property management plan on file with the administrator. The property management plan must include the following:

(i) Rules of conduct approved by the County;

(ii) Unified business identifier number, and the names and addresses of the property owner and agents authorized to act on the property owner's behalf;

(iii) A designated local property representative who will address complaints and emergencies within 30 minutes; and

(iv) A valid telephone number where the local property representative can be reached 24 hours per day;

(v) The location of fire extinguishers, emergency exit routes from structure and property, the breaker box, water shut-off, gas shut-off, instructions regarding the septic system, and emergency numbers.

(vi) Properties with pools must ensure barriers such as fencing, alarms, and approved covers are installed as appropriate and in functioning order.

(B) A notice shall be provided to property owners with 360 feet of the lot which contains a short rental to include the Unified business identifier number, County permit number, property owner contact information, local property representative information, and a statement that the property management plan is on file with the Chelan County Department of Community Development which can be viewed upon request.

(C) Prominently display in the rental the rules of conduct and a map clearly depicting the property boundaries of the short-term rental with no trespassing signs posted adjacent to all private property. The map shall indicate if there is an easement that provides access to the shoreline or other recreational features; if so, the boundaries of the easement shall be clearly defined; if there is no access, this shall be indicated together with a warning not to trespass;

(D) Include the Chelan County permit number for the short-term rental in all advertisements and marketing materials such as brochures and websites;

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(E) A short-term rental shall be permitted annually to certify compliance with any conditions of permit approval and with the fire and life safety requirements of the International Fire Code (IFC) and International Residential Code and/or International Building Code (IRC/IBC) as identified by the department on forms specified by the administrator as applicable for the installation and maintenance of fire extinguishers, smoke detectors, carbon monoxide alarms, and required egress. In addition septic and water will be verified. The short-term rental permit will be issued to the property owner and shall be prominently posted on site; and

(F) Short-term rental permit will not be transferrable to a new owner.

(10) A short-term rental shall not operate or be advertised without a short-term rental permit. Evidence of operation includes, but not limited to: advertising, online calendars showing availability, guest testimony, online reviews, rental agreements or receipts.

(11) Enforcement. The first verified violation of this code section will result in a written notice. The second verified violation of this code section will result in a citation pursuant to Title 16. The third verified violation of this code section will result in a one year suspension of the short-term rental permit. Verified violations include, but are not limited to the following criteria: advertising/marketing, Sheriff's incident reports, photographic evidence, signage, videos, site visit evidence, online review or guest testimonials.