The attached procedures were amended on 04-26-23. See Resolution No. 423-39.

STATE OF TENNESSEE
Hamilton County

April 19, 2023
Date (Month, Day, Year)

Hamilton County Board of Commissioners

RESOLUTION

No. 423-27

A RESOLUTION ADOPTING PROCEDURES AND REGULATIONS FOR THE CERTIFICATION AND OPERATION OF SHORT TERM VACATION RENTALS ("STVR") WITHIN THE UNINCORPORATED AREAS OF HAMILTON COUNTY, TENNESSEE.

WHEREAS, the trend of homeowners renting their properties as gathering or vacation sites (for less than a thirty (30) day duration at a time) to individuals, families, and/or groups is a growing trend throughout the country as well as in Hamilton County, Tennessee;

WHEREAS, while said practice as existing within Hamilton County may be beneficial to those property owners who endeavor to engage in that venture, this county legislative body has received numerous complaints from the many surrounding neighbors and communities thereto as to the objectionable activities of said renters, thereby necessitating action(s) being taken by Hamilton County to not only regulate the practice of property owners leasing their respective properties to those desiring to utilize same for periods less than thirty (30) days of continuous duration, as well as to protect nearby residents' quiet and peaceful enjoyment of their respective homes; and

WHEREAS, this county legislative body deems the approval and ratification of the attached "Short Term Vacation Rental ("STVR") Certification and Regulations" specifying the application process and regulations associated with those properties within the unincorporated areas of Hamilton County is reasonable.

NOW, THEREFORE, BE IT RESOLVED BY THIS COUNTY LEGISLATIVE BODY IN SESSION ASSEMBLED:

That the attached "Short Term Vacation Rental ("STVR") Certification and Regulations" for the issuance of short term (of less than thirty (30) days of continuous duration) vacation rentals within the unincorporated areas of Hamilton County, Tennessee, is hereby adopted.

BE IT FURTHER RESOLVED THAT THIS RESOLUTION TAKE EFFECT FROM AND AFTER ITS PASSAGE, THE PUBLIC WELFARE REQUIRING IT.

CERTIFICATION OF ACTION

Approved: ☑

Rejected: ☐

County Clerk

Approved: ☑

Vetoed: ☐

County Mayor

April 19, 2023

Date

These procedures were amended on
04-26-23. See Resolution No. 423-39.

SHORT TERM VACATION RENTAL ("STVR")
PERMITTING PROCESS, PROCEDURES, AND REGULATIONS

The owner(s) of a single-family dwelling located within the unincorporated areas of Hamilton County, Tennessee, desiring to rent either all or a portion of their said dwelling for any period of time less than thirty (30) days in continuous duration shall be required to do the following in order to obtain a certificate from Hamilton County for the operation of that Short Term Vacation Rental ("STVR"):

1) Submit a STVR application (on the required form) and the $750 application fee to the Hamilton County Building Inspection Department, identifying the location of the residence, a deed proving ownership thereof, the number of approved bedrooms in the structure, and proof of liability insurance. The $750 application fee shall include a $250 inspection fee. Should the property fail the initial inspection, a $250 inspection fee shall be assessed for each additional inspection as may be required in order to get the subject property approved for certification.
2) The thirty-one (31) presently certified STVR's in the unincorporated areas of Hamilton County will not be required to pay the aforementioned $750 initial application fee, but will be required to an inspection fee of $250 beginning in the year 2023 and each year thereafter.
3) The subject property shall be inspected and approved by representatives of the Hamilton County Building Inspection Department, the Hamilton County Fire Marshall, and the Hamilton County Groundwater Department (if said residence has a septic system). The applicant shall be assessed a total inspection fee of $250 for said Building Inspection and Fire Marshall inspections, plus a separate fee for any

Groundwater Department inspection. Each re-inspection needed to obtain a certificate for the then current year will require an additional payment of $250.

4) Each home seeking to be certified as a STVR shall sleep no more than two (2) times the number of approved bedrooms to said home (as per the certification), plus four (4) additional persons.

5) Upon completion of the above-stated requirements, Hamilton County shall issue to the owner a STVR certificate indicating the maximum number of occupants and parking spaces allowed. All parking must be off-street at the residence.

6) All residences satisfying the above-stated requirements shall receive a STVR certificate to operate. Each certificate shall be for a one (1) year term, and are not transferrable. The certificate shall be displayed in a prominent place inside the residence.

7) The Sheriff's Office and Emergency Management shall be provided written notice of the granting of each STVR certificate identifying the subject property in order for any emergency responders to be advised that the residence may be occupied by a larger-than-normal number of persons at the time of any emergency response.

8) The owner of the residence shall post in a prominent and clearly visible location about the front exterior of the dwelling a sign informing persons coming about the property that said dwelling has been approved as a STVR, and the name and phone number of the owner of the property, or the owner's representative, who is to be contacted in the event there is an incident at the site of which the owner, or the owner's representative, needs to be notified. Said certificate shall clearly identify by name, address, and phone number the owner and/or owner's(s') representative to be

contacted in the event there arises an incident that would necessitate said person being notified of matters occurring during a renter's(s') occupancy of the subject dwelling and appropriately responding within a two (2) hour period.

9) There shall be no loud music or noises emanating from the subject property between the hours of 10:00 p.m. until 7:00 a.m.

10) All pets belonging to any renter shall remain on a leash while outside the dwelling unit.

11) Beginning in January, 2024, each certificate shall require an annual renewal after a re-inspection of the subject property by the Hamilton County Building Inspection Department and the Hamilton County Fire Marshall. Each applicant shall pay a renewal fee of $750, which shall include a $250 inspection fee. In the event the structure fails to pass an inspection, then each re-inspection shall require an additional $250 fee.

12) Permits may not be renewed if the Hamilton County Building Inspection Department determines that the applicant's(s') past year's operation of their respective STVR has caused a disturbance and/or nuisance to the neighbors; had multiple incidents to which law enforcement agencies have had to respond during the previously permitted period; or has otherwise been operated in a manner that is objectionable.

13) In the event an owner is notified by the Hamilton County Building Inspection Department that their certificate will not be renewed due to their past year's performance, said applicant shall have the right to appear before, and be heard by, the designated appeals board in said owner's(s') efforts to seek approval for renewal.

The owner/applicant shall have the right to appeal any adverse decision of the designated board to any court of competent jurisdiction within Hamilton County.

14) In the event the Hamilton County Building Inspection Department, the Hamilton County Fire Marshall, and/or the Hamilton County Groundwater Department should determine that a STVR certificate should be revoked due to the activities at any certified dwelling as allowed to occur and/or persist by the owner, said matter shall be turned over to the Hamilton County Attorney's Office for the seeking revocation of an order from a court of record in Hamilton County. Should the revocation of any STVR certificate be granted by a court, the owner of the subject property shall be prohibited from seeking and being granted a STVR certificate for a period of one (1) year from the granting of said revocation.