

Exhibit A

Chapter 122 – Short-Term Rental Operations

122.01 DEFINITIONS

For the purposes of this Chapter, the following terms, phrases, and words shall have the meanings given to them herein.

"Short-Term Rental" means any room or dwelling that is rented wholly or partly for a fee for less than thirty (30) consecutive days by persons other than the permanent occupant or owner from which the permanent occupant or owner receive monetary compensation, whether such compensation is paid directly by the short-term rental guest or is collected and remitted to the permanent occupant or owner by a hosting platform. "Short-Term Rental" does not include a room in any Hotel or Motel, as defined elsewhere in the Codified Ordinances.

"Short-Term Rental Operation" or "operation of a short-term rental" means the occupancy for a fee of any room or dwelling in a short-term rental by a transient guest.

"Hosting Platform" means a person or entity that participates in the transient vacation rental business by providing, and collecting or receiving a fee for, booking service through an online platform that allows an operator to advertise the transient vacation rental unit through a website hosted by the hosting platform. Examples include, but are not limited to, Airbnb, VRBO, and HomeAway.

"Transient Guests" means persons occupying a room or rooms for sleeping accommodations for less than thirty (30) consecutive days.

"Short-Term Rental Guests" means persons renting temporary lodging from a short-term rental host, or through a hosting platform on behalf of the short-term rental host, for less than thirty (30) consecutive days.

"Guestroom" means a room offered to the public for a fee that contains, at a minimum, provisions for sleeping.

"Permanent Occupant" means persons who reside in a dwelling more than 51% of the time during a calendar year; the dwelling in which the persons reside shall be referred to as their primary residence.

"Primary Residence" means a residence that is the usual place of return for housing as documented by at least two of the following: motor vehicle registration, driver's license, tax documents, lease copy or a utility bill. An owner or permanent occupant can only have one primary residence.

"Dwelling" means any building or structure which is occupied or intended for occupancy in whole or in part as a home, residence, or sleeping place for one or more persons.

122.02 CAP ON RENTAL NIGHTS

(A) Short-term rental operators are prohibited from renting any room or dwelling to transient guests for more than fourteen (14) nights total in a calendar year.

(B) If a property owner wishes to rent a room or dwelling for more than fourteen (14) nights in a calendar year, such rental must be to the same tenant and for a lease term of at least thirty (30) consecutive days.

122.03 REGISTRATION REQUIRED

(A) No person, including but not limited to an owner, operator, manager, or employee shall engage in, conduct, or carry on, or permit to be engaged in, conducted or carried on, in or upon any premises in the city of Dublin, the operation of a short-term rental in a calendar year without registering in accordance with this chapter.

(B) A registration application may be submitted at any time to the Planning Director, or his/her designee. If the registration application is approved, such registration shall take effect on the day of approval and shall expire on December 31st of the year approved; provided, however, that if an initial registration application is approved on or after September 1, the registration shall be effective until December 31 of the next calendar year.

(C) Registration to operate a short-term rental shall be renewed by the applicant before the end of each calendar year.

The deadline for submitting an application for renewal shall be the first Monday of November of the year in which the registration is set to expire. Failure to renew shall result in expiration on December 31st. If a permit is successfully renewed, it shall be in effect for the next calendar year, beginning on January 1st and expiring on December 31st of the same year.

(D) The short-term rental operator must maintain a copy of the permit on premises.

122.04 SHORT-TERM RENTAL REGISTRATION, NEW AND RENEWAL

(A) An application for a short-term rental permit, and/or renewal of a permit, shall be made to the Planning Director, or his/her designee, upon approved forms, for an application fee of \$225. City Council shall have authority to amend the fee amount from time to time to reflect the costs of administering this Chapter.

(B) The application for a permit to operate a short-term rental shall contain the following information:

(1) Name of the applicant, including mailing address, telephone number, and email address;

(2) Sufficient information to demonstrate compliance with either the permanent occupancy or ownership requirements outlined in Section 122.01(A);

(3) The names of all hosting platforms that are used by the short-term rental host and proof of rental insurance for the unit rental;

(4) An affidavit attesting that the short-term rental operation is in compliance with all applicable local, state, and federal laws and regulations concerning the provision of sleeping accommodations to transient guests.

(C) The applicant must notify the Planning Director, or his/her designee, of any change in information contained in the permit application within 10 days of the change.

(D) Any change in ownership of the dwelling shall void the current registration and shall require submission and approval of a new registration application.

(E) A short-term rental shall be assigned an individual registration account number that must be prominently posted with the unit on a hosting platform. Said valid registration shall be displayed but removed upon expiration.

122.05 SHORT-TERM RENTAL OPERATOR – REQUIREMENTS

(A) Short-term rental host requirements

- (1) One short-term rental registration per short-term rental operation may be issued.
- (2) If a short-term rental host is not the property owner, but a permanent occupant of the dwelling, the host shall obtain permission from the property owner of the dwelling to register the dwelling on any hosting platform for use as a short-term rental.
- (3) Rentals for 30 or more consecutive days by the same guest(s) will not be subject to short-term rental regulations.

(B) Records required

Short-term rental hosts that offer short-term rentals shall retain and, upon request, make available to the Planning Director, or his/her designee, official records to demonstrate compliance with this section, including, but not limited to, primary residency, the name of the short-term rental guest responsible for the reservation and/or who rented the unit on each night, dates and duration of stay in a short-term rental, and the rate charged for each short-term rental on each night.

122.06 GROUNDS FOR DENIAL

(A) The Planning Director, or his/her designee, shall approve a registration, or grant the renewal of an existing registration, except as provided in divisions (B) and (C) of this section.

(B) The Planning Director, or his/her designee, shall deny any application for a new registration, or renewal of registration, if any of the following are shown to have occurred at the short-term rental property:

- (1) The applicant makes a material misrepresentation of fact on the application;
- (2) The applicant or owner of the short-term rental has been convicted of violating section 122.02(A) of this chapter;
- (3) The short-term rental host is not in good standing with the City of Dublin Income Tax Division;

(4) The short-term rental has a documented history of repeated conduct that endangers neighborhood safety or of conditions interfering with the use and enjoyment of property within its vicinity; or of conduct in violation of Section 122.10.

(C) Evidence of conduct under divisions (A) and (B) of this section need only be that of de facto violation of law; evidence of conviction is not a prerequisite for denial unless specifically indicated.

122.07 REVOCATION OF REGISTRATION

(A) At any time during the calendar year, the Planning Director, or his/her designee, may revoke and/or suspend a short-term rental registration if a unit is listed on a hosting platform without the registration number as required under section 122.03(E); or is perpetuating conditions interfering with use and enjoyment of properties within its vicinity; or is delinquent in filing or payment with the City of Dublin Income Tax Division; or has exceeded the limitation set forth in Section 122.02(A); or is engaging in conduct in violation of Section 122.10.

122.08 APPEAL OF DENIAL OR REVOCATION OF REGISTRATION

(A) In the event an applicant has been denied a registration, or if a registration has been revoked or suspended, the party affected shall have the right to appeal to the City Manager from such denial, revocation, or suspension within 10 business days. Notice of appeal shall be filed with the City Manager's office who shall set the date and time of the appeal hearing.

122.09 AUTHORITY TO CONDUCT INSPECTIONS

The Planning Director, or his/her designee, may inspect the short-term rental unit to ensure compliance with this chapter with the consent of the owner or occupant or, if consent is denied, may pursue other legal authority for inspection.

122.10 TRANSFER OF SHORT-TERM RENTAL REGISTRATION PROHIBITED

No registration under this chapter shall be transferable to another short-term rental operation.

122.11 DISCRIMINATION PROHIBITED

(A) A short-term rental host shall not:

(1) Decline a short-term rental guest based on race, sex, sexual orientation, gender identity or expression, color, religion, ancestry, national origin, age, disability, familial status, or military status;

(2) Impose any different terms or conditions based on race, sex, sexual orientation, gender identity or expression, color, religion, ancestry, national origin, age, disability, familial status, or military status;

(3) Post any listing or make any statement that discourages or indicates a preference for or against any short-term rental guest on account of race, sex, sexual orientation, gender identity or expression, color, religion, ancestry, national origin, age, disability, familial status, or military status.

122.12 SEVERABILITY

(A) In the event any section or provision of this chapter shall be declared by a court of competent jurisdiction to be invalid or unconstitutional, such decision shall not affect the validity of this chapter as a whole or any part thereof other than the part so declared to be invalid or unconstitutional.

122.13 SHORT-TERM RENTAL PENALTY

(A) Whoever violates any provision of this Chapter shall be guilty of an unclassified misdemeanor and shall be fined not more than \$250.00. Upon subsequent convictions, the penalty shall be a misdemeanor of the third degree and a fine of not more than \$500 or imprisonment for not more than 60 days or both in addition to any other penalties as imposed by this chapter.

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