# Staff Report

Meeting Date: July 11, 2023

To: Siskiyou County Board of Supervisors

From: Hailey Lang, Planning Director

Subject: Presentation and Discussion on Identified Policy Recommendations

## Discussion

At the May 2, 2023, Board of Supervisors meeting, staff presented a refined menu of vacation rental policy recommendations based on direction from the Board. The Board also discussed issues pertaining to vacation rentals such as the complaint process, whether ADUs may be used as a vacation rental, and whether units on Williamson Act land should be allowed to operate vacation rentals.

A significant portion of the discussion involved comments from the McCloud CSD as well as McCloud members of the public. Based on the comments provided to the Board, staff recommend decreasing the cap from the initial 10% recommendation to 5%.

In summary, the regions and their personalized policy recommendations are as follows:

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| **Policy Matrix: Vacation Rental Policy Recommendations** |
|  |
| *Region* | *2.5-acre minimum* | *CUP or Activity Permit* | *Inspection* | *Must live in home for 2 years* | *Cap on Permits\** |  |
| McCloud | No | Activity Permit\*\* | Every 3 years | Yes | 5% |  |
| South County: Dunsmuir/Mount Shasta, Weed/Lake Shastina | Yes | Activity Permit\*\* | Every 3 years | Yes | 5% |  |
| North County: Yreka, Happy Camp/Seiad Valley Klamath River/North Yreka, Scott Valley, Butte Valley | No | Activity Permit\*\* | Every 3 years | Yes | No |  |

\*Vacancy rate caps will be reviewed every 5 years

\*\* An “activity permit” is an administratively issued permit by staff if the proposed property meets objective requirements for use as a vacation rental.

Staff has drafted an outline of what is to be included in the new vacation rental ordinance. If the new ordinance were to be adopted, the present “vacation rental” ordinance found at SCC 10-6.1502(h) would be repealed. The outline highlights main topics to be included in the ordinance, including:

* Scope
* Definitions
* Permits Required
* General Standards and Requirements
* Location and Applicability
* Vacation Rental Activity Prohibited
* Application Process
* Review of Applications

This outline can be found in Attachment A.

A Zoning Ordinance is a set of rules that regulate what can and can’t be done on a particular piece of property. The purpose of zoning is to allow local authorities to regulate and control land and property markets to ensure complementary uses.

Staff is requesting to receive direction from the Board on a number of topics, including:

* Zoning districts that would allow for vacation rental activity.
	+ *Staff is proposing to allow for vacation rentals in all of the residential, commercial, and agricultural zoning districts.*
* Snow storage and maintenance requirements for McCloud and South County regions.
	+ *Staff has included proposed language within the draft ordinance layout.*
* Potentially prohibition of vacation rental activity in certain neighborhoods.
	+ *Staff would like to discuss further, and potentially prohibit vacation rentals in the Hammond Ranch and Mount Shasta Forest subdivisions during the winter months.*
* Public hearing noticing.
	+ *Typically, ministerial permits are not publicly noticed. Is this the wish of the Board? Would we like to send out notices to surrounding neighbors letting them know of a recently approved vacation rental, to make them aware?*
* The approval authority of the activity permit.
	+ *Staff is proposing that this permit would be reviewed by staff and approved by the Planning Director.*
* Workflow process of approving a vacation rental permit.
	+ *Staff is proposing that this workflow process is an administrative permit, which does not include notice (as this process is ministerial) , and is approved by the Planning Director.*
* Allowance of vacation rentals on private roads and/or public roads.
	+ *This is in relation to allowance of vacation rentals in areas such as Hammond Ranch and Mount Shasta Forest subdivisions, which typically experience heavy snow conditions. One strategy to ensure that vacation rentals will be located in areas that are accessible would be to allow vacation rentals on public roads only, as the County maintains and plows those roads.*
* Consideration of Williamson Act lands being able to operate a vacation rental.
	+ *This was briefly discussed at the last meeting. Staff needs confirmation that the Board wishes to allow vacation rental activity on Williamson Act lands and to direct staff to update the Williamson Act Guidelines.*
* Enforcement process of vacation rentals, should this be included in the regulation?
	+ *Staff is looking for direction on whether or not we should include our enforcement process within the new vacation rental zoning ordinance.*

Staff has highlighted the language contained within the draft zoning ordinance layout as topics that should be further discussed today.

## Public Comment

Since the May 2, 2023, meeting, no additional public comment has been received.

## Attachments

1. Draft Layout of Zoning Ordinance