

Chapter 12. Part 6. Short Term Rentals (STR)

12.6.1 Statement of Purpose

The purpose of this division is to establish regulations for the protection of the health, safety, and welfare of city residents and citizens, to protect the integrity of the neighborhoods in which short term rental properties operate, and to ensure to promote and maintain health and sanitary conditions in all single- and two-family rental dwellings located in the City

12.6.2 Scope

- a. The provisions of this Code shall apply to single-and two-family rental dwellings, including any accessory buildings or structures, and the land upon which such rental dwelling is located. This also includes any standalone accessory structures used as single- or two-family rental dwellings located on otherwise non-residential property. Short Term Rentals are not allowed in tents, vehicles, manufactured homes or other non-permanent structures.
- b. This does not grant the owner of residential property the right or privilege to violate any private conditions, covenants, and/or restrictions applicable to the owner's property that may prohibit the use of said residential property for short term rental purposed as defined herein.

12.6.3 Permit Required

- a. A short-term rental is only permitted by obtaining a Special Use Permit. It is unlawful to conduct or operate, offer, or enter into an agreement for a short-term rental within the city without first obtaining a Special Use Permit. Listing a property for short-term rental prior to approval of a Special Use Permit shall result in a monthly fine for non-compliance of five hundred dollars (\$500.00) per month per unit and denial of a permit to operate if the Special Use Permit is not obtained within ninety (90) days. Said fine shall be waived by the City if the application for a Special Use Permit is filed with the Planning Department within ten (10) days of receiving the notice of non-compliance.
- b. Short-term rental establishments are allowed only in VR, RE, R-1, R-2, R-3, and R-3HD residential zoning districts. In R-1 areas, only one short-term rental unit per single-family structure shall be permitted. Short-term rental units shall be limited to two units per lot when there is an existing structure or outbuilding separate from the primary, single-family structure. This restriction is to control and maintain the density, traffic flow and integrity of residential neighborhoods. Homeowner Associations (HOA) may have covenants that prohibit short-term rentals, even if permitted by city zoning, the HOA shall govern.
- c. Short-term rentals are allowed in B-2, B-2HD, and B-3HD commercial zoning districts in a mixed-use building or live/work unit. The residential area in a mixed-use

building or live/work unit shall be located on the second floor and/or third floors. In a live/work unit, the residential area may be located on the ground floor at the rear of the structure leaving the front of the building for the commercial usage.

- d. Short-term rental establishments shall comply with all applicable building codes, zoning restrictions, overlay districts and any other such regulations. Homeowner Associations (HOA) may have covenants that prohibit short-term rentals, even if permitted by city zoning, the HOA shall govern.

12.6.4 STR Special Use Permit

- a. Application Requirements. A complete application for a Special Use Permit shall be submitted to the Planning Department.

The application shall include the following information and documents:

1. The name, address, email address, and telephone number of the operator of the subject STR;
 2. The name, address, email address, and telephone number that is answered twenty-four hours a day the local property manager of the subject STR;
 3. The name and address of the proposed STR;
 4. The number of sleeping areas and the applicable overnight and daytime occupancy limit of the proposed STR;
 5. A floor plan of the subject STR that identify the sleeping areas and location of fire extinguishers;
 6. A site plan of the property showing all buildings and structures and the location of parking spaces. Parking may not be tandem. Landscaped areas and yards may not be utilized to provide the required parking.
 7. A copy of the rules of the rental property;
 8. Signatures of all owners of record of the subject property.
 9. Proof of payments of all applicable taxes, fees and other charges, including taxes approved by House Bill 1836 (1998) and Senate Bill 2155 (2022);
 10. Execution of a written statement acknowledging that a violation of the ordinances of the City of Natchez, as it related to short-term rentals, may result in a one-year suspension or revocation of an existing permit;
 11. A nonrefundable permit fee of two hundred dollars (\$200) per unit shall be paid at the time the application is filed. Each short-term rental permit shall expire one (1) year from the date of issuance. An annual renewal permit fee of fifty dollars (\$50.00) per unit per year is due.
 12. Other information the City deems reasonably necessary to administer this division.
- b. The application shall be placed on the Planning Commission agenda when all application requirements have been received. The Planning Commission may approve, approve with conditions, table or deny the application. Upon approval from

the Planning Commission, a Special Use Permit shall be issued and the applicant may apply for the Privilege license.

12.6.5 Fire and Life Safety

- a. All short-term rentals shall be equipped with fire extinguishers, smoke detectors, and carbon monoxide detectors as required by law.
- b. Every sleeping area shall have at least one operable emergency escape and rescue opening as required by law.
- c. The Area Information Guide completely shall filled out and be posted conspicuously in each unit.
- d. The maximum occupancy of each unit is 2 persons per bedroom plus an additional 2 persons. A persons to be counted for occupancy are all adults and children 1 year and older. Examples: A one-bedroom unit is limited to 4 persons. A two-bedroom unit is limited to 6 persons. A three-bedroom unit is limited to 8 persons.

Any room or sleeping area in an STR that does not comply with this section shall not be used as a sleeping area and, where equipped with a door, shall remain locked at all times when the dwelling is being used as an STR. Such non-compliant sleeping area shall not be included in the maximum occupancy calculation for the STR. The owner /operator shall notify every occupant in writing, that the non-compliant sleeping area may not be used for sleeping.

- e. Each sleeping area must include at a minimum the shared use of a full bathroom.
- f. Quiet hours are between 10:00 pm and 7:00 am.
- g. A peephole is required in the front door.
- h. No events or parties are allowed in short-term rentals.

12.6.6 Additional Information

- a. Even though the City does not require proof of insurance, it shall be the duty of the applicant to ensure that a homeowner's fire, hazard, and liability insurance coverage does not exclude short-term rentals from coverage.
- b. Approval of a short-term rental permit does not legalize any nonpermitted uses or structure. Short-term rental units are not to be used to distribute retail products or personal services to invitees for marketing or similar purposes. The outdoor display of goods and merchandise for sale is prohibited.
- c. Short-term rental permits are not transferable. Upon sale or at time of transfer of the property, any permit issued pursuant to the terms set forth herein, shall automatically

- expire. Any new owner(s) or transferee(s) shall be required to apply for a new special use permit and annual privilege license in accordance with this ordinance.
- d. Any structure or unit that is deed restricted for affordable housing shall not be eligible for a short-term rental permit.
 - e. Each separate unit or listing shall require an individual permit, regardless if multiple listings are located at the same address or location or owned by the same owner. Documentation and/or proof of permit issuance shall be included in the listing on all short-term rental postings.
 - f. The applicant must apply for a local privilege license each year after the Special Use Permit is approved.
 - g. Registration if state tax is required.
 - h. Short-term rental establishments shall meet and comply with any and all applicable building and property maintenance codes, as adopted by the City of Natchez.
 - i. The owner of the property and the operator of the STR shall be responsible for compliance with all applicable laws, rules, and regulations pertaining to the use and occupancy of the subject STR, including public nuisances and unreasonable noise.
 - j. Short-term rental operators/local property managers shall be responsible for informing their occupants by posting of house rules, all relevant city codes, and the occupant's liability for violation of the same.

12.6.7 Denial or Revocation of a Special Use Permit

A Special Use Permit may be subject to denial or revocation of a permit to operate a short-term rental shall include, but not be limited to, the following:

- a. Failure by the applicant to conform to the criteria set for the herein for the current or previous year.
- b. Guests and/or users of the property were issued citations for violating the noise ordinance or disturbing the peace during the previous or current year.
- c. Any other reasonable or rational factors as determined by the Planning Commission.
- d. The Planning Commission is authorized to revoke or deny permits. The permit owner shall be provided with written notice of the reason(s) the permit is subject to revocation. The applicant shall be allowed thirty days from the date written notice is issued to correct the defective conditions. If the condition is not corrected within thirty days to the satisfaction of the Planning or Inspection Department, the permit shall be revoked. Upon receipt of the revocation order by the owner or property manager, the unit shall cease operation as a short-term rental.

- e. The owner may appeal any denial of a permit application or revocation order or application renewal. The owner's appeal must be in writing and filed with the Planning Department within ten days of entry of the applicable order. The revocation shall remain in full effect for the duration of the appeal. The appeal should be presented to the Mayor and Board of Aldermen at the next scheduled meeting, following the filing of the appeal. The owner shall be provided notice of the meeting for the opportunity to be heard. The City may appoint a hearing officer to preside over any such appeal.

12.6.8 Complaints

A concerned party should contact the Inspection Department regarding complaints and violations of this Ordinance that cannot otherwise be resolved through contact with the local property manager and/or property owner. If the issue is related to the public safety and/or nuisance violation, the Police Department shall be contacted. The Police Department shall be provided with an updated list of all contact persons for short-term rentals. Verified complaints concerning noncompliance with the terms of this Ordinance may be considered in determining if a permit should be revoked.

12.6.9 Violations

- a. Any person or user who allows the use of a property for short-term rentals in violation of this Ordinance shall be guilty of a misdemeanor.
- b. For purpose of prosecution of violations of this chapter, each day that any violation occurs is deemed to constitute a separate violation. Those found guilty of such violation shall, upon conviction, be fined for each violation, not to exceed an amount of one thousand dollars (\$1,000) for the first offense within a calendar year; not to exceed an amount of two-thousand dollars (\$2,000) for the second offense within a calendar year; and not to exceed more than five thousand dollars (\$5,000) within a calendar year, in addition to all court related fines.

12.6.10 Conflicts

It is hereby provided that the provisions of these regulations shall not be construed as being in conflict with the provisions of any of the laws or regulations in the City of Natchez, Mississippi. In any case where the provisions in these laws or regulations and provisions of the other regulations both apply, the provisions of this Ordinance shall govern for the purpose of short-term rentals.

Add the following definitions to Section VII Appendix – Definitions:

LOCAL PROPERTY MANAGER: The person who is located within Adams County who will respond to questions or concerns twenty-four (24) hours a day.

PRIVELEGE LICENSE: A license that allows an individual or company to conduct business.

SHORT-TERM RENTAL: A room or housing unit that is rented to a person or group for a fee for a duration of time not to exceed 30 days. This includes rentals advertised on sites such as VRBO, Airbnb, HomeToGo, and HomeAway.

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