

Article 53 – Home Occupations, Short-Term Rentals & Marijuana Businesses

ARTICLE 53 - HOME OCCUPATIONS, SHORT-TERM RENTALS & MARIJUANA BUSINESSES

Contents

<u>Section 53.10</u>	Purpose & Intent	1
<u>Section 53.15</u>	Definitions.....	1
<u>Section 53.20</u>	Permitted Uses	2
<u>Section 53.25</u>	Conditional Uses.....	2
<u>Section 53.30</u>	Home Occupation Standards.....	3
<u>Section 53.35</u>	Non-Conforming Use.....	4
<u>Section 53.40</u>	Short-Term Rentals Purpose	5
<u>Section 53.44</u>	Short-Term Rental Use Table.....	5
<u>Section 53.48</u>	Short-Term Rental Grandfathering Provisions.....	6
<u>Section 53.52</u>	Short-Term Rental Permit Required	7
<u>Section 53.56</u>	Short-Term Rental Permit Application Requirements.....	8
<u>Section 53.60</u>	Short-Term Rental Standards.....	9
<u>Section 53.64</u>	Short-Term Rental Compliance	11
<u>Section 53.68</u>	Short-Term Rental Revocation	11
<u>Section 53.70</u>	Marijuana Businesses Purpose & Intent	12
<u>Section 53.75</u>	Marijuana Business Applicability.....	12
<u>Section 53.80</u>	Marijuana Business Definitions.....	13
<u>Section 53.85</u>	Marijuana Business Use Table & Procedures.....	14
<u>Section 53.90</u>	Marijuana Business Standards	15
<u>Section 53.95</u>	Marijuana Business Retailing	17

Section 53.10 - Purpose & Intent

The purpose of this Home Occupation Ordinance shall be to prescribe procedures under which a home occupation may be permitted outright or as a conditional use in the County. The intent of the Home Occupation Ordinance is to recognize and provide opportunities for small-scale commercial uses operated out of an existing dwelling or, under certain circumstances, accessory building by a resident of a lot or parcel that do not unreasonably interfere with other permitted uses occurring on adjacent lands.

Section 53.15 - Definitions

Article 53 – Home Occupations, Short-Term Rentals & Marijuana Businesses

- A. Home Occupation is defined in Article 1.
- B. Home occupations proposed inside the City of Hood River's Urban Growth Boundary shall comply with Article 17 (Section 17.04.100).

Section 53.20 - Permitted Uses

- A. Home occupations that are not a short-term rental or marijuana business are permitted in the following zones pursuant to compliance with the provisions in the zones in which the use is proposed: Commercial Zone (C-1), Rural Unincorporated Community Commercial (RUC-1) Zone, Mt. Hood Unincorporated Community Commercial Zone (MH-C1), Industrial Zone (M-1), and Light Industrial Zone (M-2).
- B. Short-term rental home occupation uses are subject to the provisions contained in Section 53.40 et seq. and not Section 53.30.
- C. Marijuana businesses are subject to the provisions contained in Section 53.70 et seq. and not Section 53.30.
- D. An in-home commercial activity is not considered a home occupation and may not require a land use or conditional use permit where all of the following criteria can be met. (Coordination and permits with other agencies may be required.)
 - 1. Is conducted within a dwelling only by residents of the dwelling.
 - 2. Does not occupy more than 25-percent of the combined floor area of the dwelling.
 - 3. Does not serve clients or customers on-site or allow on-site retail sales.
 - 4. Does not include the on-site advertisement or display, other than vehicle or trailer signage.
 - 5. Does not generate additional traffic or parking beyond what normally occurs in the applicable zoning district.
 - 6. No materials or mechanical equipment are used which will be detrimental to the residential use of the property or adjoining residences because of vibration, noise, dust, smoke, odor, interference with radio or television reception, or other factors.
 - 7. Does not include the outside storage of materials, equipment or products.
 - 8. Complies with federal or state guidelines, rules and regulations.
 - 9. If complaints are received that the activity unreasonably interferes with other uses permitted in the zone in which the property is located, per the discretion of the Planning Director a land use or conditional use permit may be required.

Article 53 – Home Occupations, Short-Term Rentals & Marijuana Businesses

Section 53.25 - Conditional Uses

- A. The following conditional uses are required to comply with provisions in Article 72 (Planning Director's Review Procedure) and Section 53.30:
 - 1. A home occupation proposed in the following zones in an existing dwelling or pre-existing building on the same lot or parcel as the resident's dwelling: Residential Zone (R-1), Rural Residential Zone (RR), and Rural Center Zone (RC).
 - 2. Expansion or change in use of home occupations or one or two person businesses existing prior to the adoption date of this Ordinance (see Section 53.35 Non-conforming Use).
- B. Home occupations in the Forest Zones (F-1 and F-2) and Exclusive Farm Use (EFU) Zone are subject to Section 53.30 and respective Conditional Use Review Criteria contained in Articles 3 and 4 (Sections 3.05 and 4.05).

Section 53.30 - Home Occupation Standards

A home occupation shall comply with the following requirements:

- A. The use shall be operated as a home occupation by a resident of the property on which the home occupation is located and employs on the site no more than five full-time or part-time persons at any given time. A home occupation shall be operated substantially in:
 - 1. The dwelling; or
 - 2. Other buildings normally associated with uses permitted in the zone in which the property is located, except that such other buildings may not be utilized as bed and breakfast facilities or short-term rental units unless they are legal residences and applicable residency requirements are met.

A home occupation shall not unreasonably interfere with other uses permitted in the zone in which the property is located, and is a secondary use, incidental, accessory or subordinate to the residential uses or the existing building.

- B. A submitted application shall contain, at minimum, 1) a detailed site plan and floor plan, 2) specificity on the nature of the use, and 3) narrative addressing how the standards below are met.
- C. The use will not take an outward appearance nor manifest any characteristics of a business or operation of a retail or wholesale nature. There shall be no visible evidence of conduct of

Article 53 – Home Occupations, Short-Term Rentals & Marijuana Businesses

a home occupation from any road or adjacent property, except for one sign, up to 12 square feet may be permitted.

- D. No materials or mechanical equipment shall be used which will be detrimental to the residential use of the property or adjoining residences because of vibration, noise, dust, smoke, odor, interference with radio or television reception, or other factors.
- E. All off-street parking must be provided on the subject parcel where the home occupation is operated.
- F. Only limited retail sales and sales accessory to services associated with the home occupation are permitted.
- G. The existence of a home occupation shall not be justification for a plan and zone change to commercial or industrial use.
- H. Approval is personal to the applicant and shall not run with the land or another individual.
- I. There is only a minor increase, if any, in traffic traveling to and from the dwelling unit or other building.
- J. Compliance with applicable requirements of the zone in which the use is located.
- K. Pre-existing building must be located on the same parcel or lot as the dwelling in which the persons engaged in the home occupation reside.
- L. No more than one home occupation shall be permitted in conjunction with any dwelling or parcel, except as allowed under Article 56 (B&B Facilities) and Article 73 (Home Occupations to Host Weddings and Related Events).
- M. Any unauthorized change or departure in the use of an approved home occupation shall require additional review by the County Planning Department and may be grounds for revocation.
- N. Complies with Federal, State and Local laws. Non-compliance with any of these laws can result in the home occupation being terminated.

Section 53.35 - Nonconforming Use

Any proposed expansion or change in use of either a home occupation or one or two person business in operation prior to the adoption date of this Ordinance shall be subject to the

Article 53 – Home Occupations, Short-Term Rentals & Marijuana Businesses

requirements of this Ordinance, including Article 65 (Non-Conforming Use), and a Type II review. In the event of a denial of such application, the home occupation or one or two-person business shall be allowed to continue as originally approved, as a nonconforming use, unless the use has been discontinued for 1 year or more.

SHORT-TERM RENTALS

Section 53.40 **Short-Term Rental Purpose**

The purpose of this section is to regulate short-term rentals to protect the integrity of resource lands, to monitor and provide reasonable means for citizens to mitigate impacts created by occupancy of short-term rentals, and to protect the public health, safety and general welfare of individuals and the community at large.

Section 53.44 **Short-Term Rental Use Table**

Short-term rentals are permitted as home occupations as specified for each of the different zoning districts, subject to the following review Type and regulations:

- A. Type I (Ministerial Action) and Type II (Non-Ministerial or Administrative Action) are review types defined in Article 1 - Definitions.
- B. “C” means the use is a Conditional Use, approval of which is subject to Section 3.05 or 4.05, Conditional Use Review and other listed criteria.
- C. “P” means the use is Prohibited.
- D. “Subject To” column identifies provisions in this Ordinance to which the use is subject.
- E. In addition to the provisions listed under the “Subject To” column below, all permitted and conditionally permitted uses are also subject to the applicable short-term rental provisions (Sections 53.48 - 53.68) and other applicable Articles of the Hood River County Zoning Ordinance.

Table 53.44 **Summary of Use Table for Short-Term Rentals**

Zoning	Review Type	Subject To
Forest		
Forest Zone (F-1)	C (Type II)	Article 4; Section 4.05 Section 53.60(A)
Primary Forest Zones (F-2)	P	
Exclusive Farm Use (EFU); High Value	C (Type II)	Article 3; Section 3.05 Section 53.60(A)
Exclusive Farm Use (EFU); Non-High Value	C	Article 3; Section 3.05

Article 53 – Home Occupations, Short-Term Rentals & Marijuana Businesses

Zoning	Review Type	Subject To
	(Type II)	Section 53.60(A)
Residential (R-1)	Type I	
Rural Residential (RR)	Type I	
Hood River Urban Growth Area (UGA)		Article 17
Commercial (C-1)	Type I	
Rural Center (RC)	Type I	
Rural Unincorporated Community (RUC-1)	Type I	
Mt. Hood Unincorporated Community Commercial (MH-C1)	Type I	
Industrial (M-1)	P	
Industrial (M-2)	P	
Airport Development (AD)	P	
Natural Area (NA)	P	
Overlays: SPO, EP, FP, GH, HHO	P	
National Scenic Area		Article 75

Section 53.48 Short-Term Rental Grandfathering Provisions

An existing short-term rental located in the Residential (R-1), Rural Residential (RR), or Rural Center (RC) zones shall be considered exempt from the requirements of Sections 53.52(A) (*Residency Requirement*), while an existing short-term rental located in the Exclusive Farm Use (EFU) or Forest (F-1) zones shall be exempt from the requirements of Section 53.60(A) (*Farm/Forest Tax Deferral Requirement*), subject to the following:

- A. Documentation is provided confirming that the short-term rental is currently in operation and complies with one of the following:
 1. Prior to August 20, 2018, the existing short-term rental was registered with and paying Transient Room Tax (TRT) to the County Department of Budget and Finance; or
 2. Prior to August 20, 2018, the property owner made an application with the County for a short-term rental permit, which was either approved by the County but appealed or voluntarily withdrawn prior to a decision being made; or
 3. Prior to August 20, 2018, the existing short-term rental was being assessed by the County Department of Records and Assessment and paying additional Personal Property tax as a result of their short-term rental business.

Article 53 – Home Occupations, Short-Term Rentals & Marijuana Businesses

- B. A short-term rental that is deemed grandfathered pursuant to the provisions of Subsection (A) above shall be allowed to continue to operate for an additional 7 years from the effective date of this amended Ordinance, subject to following:
1. Submitting an application for a Type I permit (*Type II permit for a previously unpermitted STR in the EFU or F-1 zones*) pursuant to the provisions of this amended Ordinance within 90 days of it becoming effective, and obtaining subsequent approval; and
 2. Failure to submit an application within the timeframe provided under Subsection (B)(1) above will result in the existing short-term rental losing its right to be considered a grandfathered use, unless otherwise allowed by the County Planning Director based on extraordinary circumstances, subject to a Type II review.

Section 53.52 Short-Term Rental Permit Required

An owner shall obtain a revocable short-term rental permit prior to using or allowing another person to use the dwelling unit as a short-term rental and shall comply with the following requirements:

- A. Except in the Commercial (C-1), Rural Unincorporated Community Commercial (RUC-1), or Mt. Hood Unincorporated Community Commercial (MH-C1) zones, the short-term rental shall be operated by a resident of the property and out of the dwelling that serves as the operator's domicile, as defined in Article 1 of this Ordinance. To demonstrate proof of residency, the operator shall provide a copy of their Federal and/or State income tax return from the most recent tax year (page 1 only with financial data redacted) and at least one of the following documents:
1. Current Oregon voter registration;
 2. Current Oregon driver's license;
 3. Hood River County Community Identification Card.
- B. Only one short-term rental per parcel shall be permitted.
- C. The short-term rental permit shall be renewed every two-years by December 31 thereafter. Failure to maintain and renew the short-term rental permit shall be considered abandonment of use.

Article 53 – Home Occupations, Short-Term Rentals & Marijuana Businesses

- D. The short-term rental permit is not transferable to a new owner or operator. If the property is transferred or sold, the new owner will need to re-apply for a short-term rental permit.
- E. The short-term rental permit does not relieve the owner of the obligation to pay County Transient Room Taxes (TRT) and Personal Property tax. Non-compliance will result in revocation of the permit.
- G. The Planning Director or designee may visit and inspect the site of a short-term rental on a prescribed schedule to ensure compliance with all applicable regulations, during normal business hours, and with reasonable notice and other procedural safeguards as necessary.
- H. If the terms of the short-term rental permit are not met, the permit may be revoked and the owner subject to enforcement and Class I or Class II penalties per Article 1 or any amendments thereto.
- I. The County will monitor and enforce unpermitted short-term rentals through periodic review and audits. An unpermitted short-term rental is subject to enforcement, and Class I or Class II penalties per Article 1, Chapter 1.08 (Code Enforcement) of this Ordinance, and Chapter 8.08 (Health and Safety) and Chapter 8.12 (Noise Code) of the Hood River County Code.

Section 53.56 Short-Term Rental Permit Application Requirements

An application for a short-term rental permit shall be completed on the form provided by the County and shall include the following information:

- A. Property Owners and Operators – A list of all the property owners and, if applicable, operators of the short-term rental including names, addresses and telephone numbers.
- B. Affidavit of Adjacent Property Owner Notification – The applicant of a short-term rental shall provide, in writing to adjacent neighbors within 250-feet, a local telephone number, name, and address of a property manager who will accept and handle complaints immediately relating to tenant activities. Notice for conditional use permit applications in resource zones shall be completed by County Planning in accordance requirements identified in ORS 215 et seq.
- C. Site Plan – A site plan, drawn to scale, showing the location of buildings, septic systems, required parking, access, etc.

Article 53 – Home Occupations, Short-Term Rentals & Marijuana Businesses

- D. Floor Plan – A floor plan showing the interior layout of the dwelling, including the number of bedrooms proposed for rent.
- E. Property Management Plan – A property management plan demonstrating how the short-term rental will be managed and how impacts to neighboring properties will be minimized; specifically, nuisances, parking and garbage. The property management plan shall also include the name, address and telephone number of local points of contacts available to respond immediately to complaints and promptly remedy any violation of these standards.
- F. Environmental Health – Issue Authorization Notice to use Existing Septic System per OAR 340-071-0205. Review of Drinking Water source per OAR 333-061 and Travelers' Accommodation Licensing per ORS 446.320.
- G. Assessor – Proof County Assessor has been notified.
- J. Proof of Insurance – Include certification of insurance coverage.
- K. Certify Accuracy – Certification of the accuracy of the information submitted and agreement to comply with the conditions of the permit.
- L. Other – Other information as requested by the County.

Section 53.60 Short-Term Rental Standards

All short-term rentals shall meet the following standards:

- A. Resource Lands (EFU and F-1 Forest zones) – A short-term rental may only be permitted to operate in the EFU and F-1 zones on a parcel not receiving farm or forest deferral from the County.
- B. Accessory Buildings – Short-term rentals shall be operated within the primary dwelling of the subject property only. Outbuildings, including agricultural buildings, farm worker housing, accessory dwelling units, tiny homes, and other lawful dwellings on the property, shall not be used or converted for use as a short-term rental. Additionally, no recreational vehicle, travel trailer, tent, parked vehicle, or other temporary shelter shall be used and/or occupied in conjunction with the short-term rental.
- C. Incidental and Subordinate – The primary use of the dwelling proposed for use as a short-term rental shall remain residential and shall not be rented out a predominance (i.e., more than 180 days) of the year. This standard shall not apply to parcels zoned Commercial (C-

Article 53 – Home Occupations, Short-Term Rentals & Marijuana Businesses

1), Rural Unincorporated Community Commercial (RUC-1), or Mt. Hood Unincorporated Community Commercial (MH-C1).

- D. Appearance and Identification – The exterior of the building shall retain a residential appearance with house numbers maintained on the front of the building and visible from the street or road.
- E. Occupancy Limits – The maximum occupancy for each short-term rental unit shall be calculated on the basis of two (2) persons per bedroom, plus two additional overnight occupants.
- F. Parking – The short-term rental shall have one onsite parking space per each bedroom unit with a minimum of two parking spaces required. If the garage is to be utilized to meet the parking requirement, a photo of the interior of the garage shall be submitted to show the garage is available for parking. The garage shall continually be available for guest parking as long as the short-term rental permit is valid. All required parking spaces shall be provided on the parcel where the short-term rental is operated.
- G. Access – Road access to the short-term rental shall meet minimum County and/or local fire district road standards and shall be adequately maintained and remain clear of obstructions, including illegally parked cars, recreational vehicles, boats, trailers, junk, etc., to ensure the unimpeded passage of emergency vehicles and other vehicular traffic.
- H. Nuisances and Garbage – The short-term rental shall be operated in a way that will prevent disturbances to neighboring properties not typical of a residential neighborhood, including, but not limited to: loud music and noises, excessive traffic, junk/debris accumulation in the yards, garbage removal, trespassing, or excess vehicles, boats or recreational vehicles parked on the property or along adjacent roadways. Said provisions shall be documented in the Property Management Plan.
- I. Pets – Pets shall be secured at all times while on the property and nuisance barking by pets is prohibited.
- J. Signage – No on or off-premise signage advertising the short-term rental is permitted.
- K. License and Permit Requirements – The short-term rental permit and permit number issued by Hood River County shall be prominently and permanently displayed inside the unit near the front entrance of the rental and shall list the name, address and phone numbers of the property owner and/or operator, and, if applicable, the designated local contact. The permit number shall also be displayed in all advertising.

Article 53 – Home Occupations, Short-Term Rentals & Marijuana Businesses

- L. Employees – A short-term rental operator may utilize up to five outside employees, such as housekeepers, property managers, landscapers, etc., to assist in operating the facility.
- M. Federal, State & Local Laws – The short-term rental shall meet all applicable State and local health, safety laws and building codes.
- N. Transient Room Tax – Proof of registration for County TRT certification shall be provided to County Planning prior to operating a short-term rental or within 90 days of issuance of a final short-term rental permit for those already in operation.
- O. Building Safety – Proof of satisfactory completion of an inspection performed by the Hood River County Building Department shall be provided to County Planning prior to operating a short-term rental or within 90 days of issuance of a final short-term rental permit for those already in operation.
- P. Commercial Events – No weddings or commercial related events shall occur in conjunction with operating an approved short-term rental.
- Q. Alteration or Expansion – No permitted short-term rental may be altered or expanded to accommodate additional guests, unless otherwise permitted through a separate application.

Section 53.64 Short-Term Rental Compliance

All complaints shall proceed as follows:

- A. The complaining party shall first attempt to communicate with the owner/operator and/or local contact person designated on the permit and property management plan, describe the problem and leave a contact phone number for call back information;
- B. The contact person shall respond promptly to the complaint, regardless of time of day, and make reasonable efforts to remedy any situation that is out of compliance with the permit;
- C. If the response is not satisfactory to the complaining party, then the complaining party may next provide a written complaint to the County Planning Department and Code Compliance program, which complaint shall identify and be signed by the complaining party. The complaint shall include a description of the informal attempts to resolve the complaint. A copy of the written complaint shall be provided to the owner and contact person by the county; and

