



STAFF AND STAFFING IMPACT REPORT ON PROPOSED LEGISLATION

To: Mayor Jared Littmann

From: Victoria Buckland, Acting City Manager

Date: December 3, 2025

Subject: R-50-25: Establishing a 12-Month Moratorium on New Short-Term Rental Licenses

Purpose of legislation

The purpose of this legislation is to establish a time-limited moratorium on the issuance of new licenses for short-term rentals as defined in Chapter 17.44 of the City Code for the period of 12 months from the effective date of this resolution; allow moratorium exceptions for specific dates, permit renewals, and owner-occupied permit applications; and require a City assessment of short-term rental policy and its impacts.

Impact of legislation on operations

This resolution would limit new short term rental applications (with some exceptions) but would not affect existing licenses or license renewals. Operationally, this would create a decrease in overall workload that would allow the Department of Planning and Zoning to spend additional time on enforcement. It would also create time for the Department to engage with the Council and other stakeholders in long-term planning around these rentals and in operationalizing the implementation of recent legislation.

Impact of legislation on staffing

This resolution will impact staffing in the Department of Planning and Zoning but not require new staff. A moratorium on the issuance of new short term rental licenses means that administrative and inspection resources will be directed to enhanced enforcement activity. However, the Department will need to devote resources to the assessments contemplated by the resolution and possibly to the drafting of new legislation.

Prepared by Victoria Buckland, Acting City Manager