



STAFF AND STAFFING IMPACT REPORT ON PROPOSED LEGISLATION

To: Mayor Jared Littmann

From: Victoria Buckland, Acting City Manager

Date: April 22, 2026

Subject: O-11-26: Allowing Long-Term Room Rentals in Private Homes

Purpose of legislation

The purpose of this legislation is to establish a regulatory framework permitting rooming houses (boarding houses) as long-term rentals in private residences in all residential zoning districts and other non-residential districts; provide for licensing, operational standards, and zoning approval; ensure compliance with applicable Maryland state law and the City of Annapolis housing code; update definitions and use tables in Title 21 to include “rooming house”; and generally relating to rooming houses.

Impact of legislation on operations

Overall, this legislation expands the housing options available across the City. Operationally, there would be short-term impacts to set up this new license type in the City’s permitting and licensing system and to establish inspection standards. It does not appear that a specific fee has been established for this new type of license, so the City will need guidance about the expected fee structure.

On a longer-term basis, the Department of Planning and Zoning expects to see increased workload as a result of this legislation. We do not know yet how many approvals and licenses will be sought, or how many decisions will be appealed to the Board of Appeals, but each one will need to go through both a zoning process, a licensing process, and then annual inspections and compliance checks. With the legislation now allowing 4 rooms instead of 2 rooms, that may result in additional appeals given that the underlying process does not inherently incorporate a neighborhood or site impact assessment.

Impact of legislation on staffing needs

This will add to the workload of the property maintenance inspections staff most directly and to the zoning staff as well. The Department of Planning and Zoning conducts over 6,000 inspections each year of rental apartments, short-term rental units, hotels, motels, and inns, plus the same inspectors respond to and process complaints about the maintenance of private property, the conditions in and around rental units throughout the City, and violations of the leaf blower ban.

The Department has not yet assessed the impact of this particular legislation but it is the cumulative impact of added inspections and the programmatic and regulatory activities that the Council enacts along with them that we grapple with. For example, the administration of the City's short term rental program has included enforcement, responding to complaints, answering questions from citizens and investors, validating evidence of ownership, collecting payments and overdue payments, scheduling inspections, tracking and reporting, among other things. These steps are substantially greater in scope than the annual inspection.

If only five boarding houses were authorized in the City over the next year or two, the impact could readily be absorbed within our current work program. In the year ahead, the Department would assess the actual impact and would then be able to advise the City Manager and Council on what new resources (personnel and/or technology), or what new approaches, are called for.

Prepared by Victoria Buckland, Acting City Manager and Chris Jakubiak, Director of Planning and Zoning