Chatham County Application for Rezoning, Zoning Text Amendment or Special Use

1117 Eisenhower Drive / P.O. Box 8161
Savannah, GA 31412-8161
Phone: (912) 201-4300 / Fax: (912) 201-4301
www.chathamcounty.org ~~ www.thempc.org

Z-1026-000653

Please type or print legibly. Attach additional sheets, if necessary, to fully answer any of the following sections. Incomplete applications will not be accepted for processing by the Metropolitan Planning Commission (MPC) until deficiencies are corrected. Additional instructions and information are located on page 7.

I. GENERAL INFORMATION

Petitioner Information ***(Note: A signed, notarized statement of authorization from the property owner required if the petitioner is not the property owner.)***

Name: Chatham County, Georgia

Address: P.O. Box 8161 City: Savannah State: GA Zip: 31412

Telephone No.: (912) 652-7884 Fax No.: (___) _____

E-mail Address: anpretorius@chathamcounty.org

Property Owner Information, if different from Petitioner

Name: _____

Address: _____ City: _____ State: ____ Zip: _____

Telephone No.: (____) _____ Fax No.: (____) _____

E-mail Address: _____

Agent Information, if different from Petitioner or Owner ***(Note: A signed, notarized statement of authorization from property owner required and must be attached if this section applies. If the agent changes after submitting the application and the agent is not the property owner, a new authorization form will be required.)***

Name: _____

Address: _____ City: _____ State: ____ Zip: _____

Telephone No.: (____) _____ Fax No.: (____) _____

E-mail Address: _____

II. ACTION REQUESTED

(A) Check applicable request. If more than one action is sought, submit a separate application and fee for each request.

____/ Rezoning (Zoning Map Amendment) *[Complete Sections II-B, II-C and III]*

____ Zoning Text Amendment *[Complete Sections II-B, II-D and III]*

____ Special Use *[Complete Sections (II-B & E) and (III)]*

Office Use Only
Petition #: _____
Date Filed: _____

(B) Application History

Have any previous applications been made for a rezoning / zoning map amendment affecting the subject property or for a similar text amendment?
Yes ____ No ✓
If yes, please provide the MPC File Number(s): _____

_____

(Note: An application for rezoning cannot be accepted if a rezoning petition for the same property was denied by the County Commission less than one year before the date of filing this application. Likewise, if a previous rezoning petition was not acted upon by the County Commission but was denied by MPC less than one year before the date of filing this application, the application cannot be processed.)

(C) Rezoning (Zoning Map Amendment)

1. Existing Zoning District(s) for the subject property: _____

   _____

2. Proposed zoning district(s) for the subject property: _____

   _____

   (Note: Only one district should be proposed unless there is an extenuating circumstance. If more than one district is desired, please provide supporting rationale. A zoning district must be identified or the application will not be processed.)

3. Street address(es) of the subject property: _____

   _____

4. Property Identification Number(s) of the subject property. *(Note: Attach a boundary survey, recorded or proposed plat, tax map, or scaled plot plan to identify the property boundary lines.)*

   _____

   _____

   _____

5. Total acreage of the subject property: _____

6. Existing land use(s) for the subject property (e.g., undeveloped, restaurant, auto repair shop, multi-family residence.)

   _____

   _____

7. List all proposed land use(s) and land use number(s) in accordance with the Zoning Ordinance. *(Note: Refer to Zoning Ordinance Sections 4-5.1 or 4-5.2, Land Use Schedules, or see the list of allowed uses within the desired zoning district that is not included in the use schedule. If your desired use is not listed in either source, contact the County Zoning Administrator to for a use determination. If the proposed use is a combination of uses such as warehouse with a retail showroom and outdoor storage, please describe the proposed operation. The County Zoning Administrator is located at Building Safety and Regulatory Services, 1117 Eisenhower Drive, or can be contacted at 201-4300.)*

   _____

   _____

(D) Text Amendment

1. Identify the specific section(s) of the Zoning Ordinance sought to be amended, including section number.

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a) What is the existing text requested to be repealed, if any?

attached

b) What is the proposed text, if any?

attached

2. State the reason(s) for the text amendment:

To address complaints from neighboring homeowners by clarifying what type of property may be rented as there have been complaints about non-conforming structures being rented creating a safety concern for potential renters specifying the occupancy rates as properties have been rented that do not have septic capacity for the amount of guests and insufficient on site parking

(E) Special Use(s)

Only the PUD-IS, PUD-IS-B, PUD-M and PUD-R zoning districts can be considered for "special use" approval. A special use within these districts is a use that is not listed as an allowed use for the district but that may be considered for approval by the MPC and the County Commission provided that the criteria in Section 10-6.2 (1-11) can be met.

1. What use or uses are proposed?

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III. Items Required to be Submitted with an Application for Rezoning, Zoning Text Amendment or Special Use

A. **Application.** A completed original application form and one copy.

B. **Submittal Fee.** A non-refundable filing fee payable by check. The base fee is $3,500 plus $50 per acre for a rezoning, $3,000 for a zoning text amendment and $2,300 for a special use. Make check payable to "Chatham County". Fee is subject to change.

C. **Notarized Authorization Form.** If the property owner will not represent the petition, a signed, notarized statement from the property owner authorizing the petitioner / agent to act on his behalf is required.

In addition to items A-G, an application for rezoning (map amendment) or special use must include the following:

D. **Disclosure Form.** Disclosure of Campaign Contribution Form (to be filed within 10 days of filing this application).

E. A scaled or dimensioned boundary survey, tax map, plot plan or sketch showing the subject property.

Petitioner states that she/he has read, understands, and completed this application. Approval of an application for rezoning or a text amendment by the Chatham County Commission does not constitute a waiver from any applicable local, state, or federal regulations.

Signature of Petitioner or Petitioner's Agent	Printed Name	Date
		9/22/26

DISCLOSURE OF CAMPAIGN CONTRIBUTIONS
Chatham County

The Conflict of Interest in Zoning Actions Act (O.C.G.A. Chapter 67A) requires that an applicant for a map amendment /rezoning action must disclose campaign contributions in the amount of $250 or more that have been made to local government officials who will consider the application. This requirement also applies to agents, including attorneys, who may represent the applicant.

In compliance with the Act, this form must be completed and filed with the local governing authority within ten (10) days after the application for the rezoning request is filed. Failure to comply with the provisions of this Act is a misdemeanor.

1. Within two years preceding the filing this application, have you and your agent (if applicable) made a campaign contribution in the amount of $250 or more to any of the local government officials listed below?
Yes_____ No_✓_____ If you answered "Yes", please complete Question 2.

CHATHAM COUNTY COMMISSION	
Chester A. Ellis, Chairman	Tanya Milton, District 5
Helen Stone, District 1	Aaron Whitely, District 6
Jean Rivers, District 2	Dean Kicklighter, District 7
Bobby Lockett, District 3	Kenneth A. Adams, District 8
Patrick Farrell, District 4	

METROPOLITAN PLANNING COMMISSION		
Karen Jarrett, Chair	Michael Kaigler, Ex-Officio	Traci Amick
Travis H. Coles, Vice-Chair	Stephen Plunk	Joseph Welch
Wayne Noha, Secretary	Coren Ross	Tom Woiwode
Laureen Boles, Treasurer	Dwayne Stephens	Joseph B. Ervin
Jay Melder, Ex-Officio	Jeff Notrica	

2. If you checked "Yes" to Question 1, complete the section below.

CONTRIBUTION			
Name of Official to Whom Contribution was Made	**Official Position at time of Contribution**	**Date of Contribution**	**Description & Dollar Amount of Contribution**

Signature of Petitioner or Petitioner's Agent — **Date** 9/22/26

Printed Name — **File No.**

INSTRUCTIONS / INFORMATION FOR THE PETITIONER
(Retain This Page for Your Records)

1. The petitioner and/or agent is encouraged to speak with the MPC staff prior to submitting an application. MPC is the agency responsible for processing the application for the County. The address for the MPC is provided at the end of this document.

2. If the project is a Development of Regional Impact (DRI), the project must first be found "in the best interest of the State" before a rezoning application can be reviewed by the MPC. MPC staff will notify the petitioner or agent when a request may be a DRI.

3. Submit the original application and one copy to the County Zoning Administrator. Faxed or emailed applications will not be accepted.

4. The petitioner or agent may include exhibits (e.g., letters or photos) to support the request. If a petition is to be submitted, please provide the original at the MPC meeting and make a copy to be retained.

5. Once the application is deemed complete, MPC staff will schedule the petition for review by the MPC and prepare a staff report and recommendation.. A schedule of MPC and County Commission meetings is available online at www.thempc.org.

6. **The petitioner must erect a sign on the subject property announcing the petition at least 15 DAYS PRIOR TO THE MPC MEETING.** The sign must be posted within 10 feet of the most traveled right-of-way. If the property does not abut a public right-of-way, the sign must be erected in a manner that would be most readily seen by the public. The sign must be at least 2 ½ feet above the ground. If a sign is not erected in a timely manner, the petition will be rescheduled to the next scheduled MPC meeting. The sign shall remain in place until an MPC recommendation is made. The sign will be furnished by County Building Safety and Regulatory Services.

7. The MPC will make a recommendation to the County Commission regarding the petition. The MPC may approve, deny or recommend an alternative to the request. The applicant will be notified of the date and time of the County Commission meeting by Building Safety and Regulatory Services. **The sign for the County Commission meeting must be obtained from Building Safety and Regulatory Services. THE PETITIONER MUST ERECT THE SIGN AT LEAST 15 DAYS PRIOR TO A COUNTY COMMISSION MEETING. Posting requirements are the same as the requirements for the MPC meeting. The sign shall remain in place until a County Commission decision has been made.**

8. The County Commission must have two meetings for the petition. *Typically,* the discussion occurs only at the second meeting. Notification of the decision of the County Commission will be sent to the applicant or agent.

9. **The applicant or agent should be in attendance at the MPC and County Commission meetings.** If no one is present to represent the petition, it may still be discussed.

INSTRUCTIONS / INFORMATION FOR THE PETITIONER

(Retain This Page for Your Records)

CONTACT INFORMATION		
Chatham County Clerk	Old Court House, 2nd Floor *or* 124 Bull Street Savannah, GA 31412	912-652-6441(Phone) 912-652-7875(Fax)
County Zoning Administrator	1117 Eisenhower Drive, Savannah, GA 31412-8161	912-201-4300 (Phone) 912-201-4301(Fax)
Metropolitan Planning Commission	110 State Street (Parking Garage), Ground Floor *or* P.O. Box 8246 Savannah, GA 31412	912-651-1440 (Phone) 912-651-1480 (Fax)

20004 5901

Planning Commission meetings are held on Tuesdays (every 3 weeks) at 1:30 P.M. but are subject to change. For meeting and submittal deadlines see www.thempc.org or contact the MPC at 912 651 1440

Metropolitan Planning Commission Regular Meetings	
1:30 P.M. Tuesdays Every 3 Weeks Pre-Meeting at 12:30 P.M.	
Cut-Off	Meeting
DEC 20	JAN 16
JAN 12 FEB 2	FEB 6 FEB 27
FEB 23	MAR 19
MAR 15 APR 5	APR 9 APR 30
APR 26	MAY 21
MAY 17	JUN 11
JUN 7 JUN 28	JUL 9 JUL 23
JUL 19	AUG 13
AUG 9 AUG 30	SEP 10 SEP 24
SEP 20	OCT 15
OCT 11 NOV 1	NOV 5 NOV 19
NOV 22 DEC 13	DEC 17 JAN 7 (2025)

AMENDED SHORT-TERM RENTAL ORDINANCE

AN AMENDMENT TO THE ORDINANCE TO CHANGE SEC. 16-1301 TO ADD 1. THE PURPOSE OF THIS ARTICLE IS TO ESTABLISH STANDARDS FOR SHORT-TERM RENTALS OF PRIVATELY OWNED RESIDENTIAL STRUCTURES USED AS SHORT-TERM RENTALS AND RENTED TO TRANSIENT OCCUPANTS, MINIMIZE ADVERSE EFFECTS OF SHORT-TERM RENTAL USES ON SURROUNDING RESIDENTIAL NEIGHBORHOODS, AND PRESERVE THE CHARACTER OF NEIGHBORHOODS IN WHICH SHORT-TERM RENTAL USE OCCURS. 2. THIS ARTICLE IS NOT INTENDED TO REGULATE HOTELS, MOTELS, INNS, OR NON-SHORT-TERM TYPE RENTAL ARRANGEMENTS INCLUDING, BUT NOT LIMITED TO, APARTMENTS, BOARDINGHOUSES, LODGING HOUSES, OR ROOMING HOUSES. AMEND AND ADD A NEW SEC. 16-1302 APPLICABILITY. 1. IT SHALL BE UNLAWFUL FOR ANY OWNER OF ANY PROPERTY WITHIN THE UNINCORPORATED COUNTY TO RENT, OPERATE, OR ADVERTISE A SHORT-TERM RENTAL OF PROPERTY IN A RESIDENTIAL ZONING DISTRICT, OR PROPERTY WITH A RESIDENTIAL USE THEREON, CONTRARY TO THE PROCEDURES AND REGULATIONS ESTABLISHED IN THIS ARTICLE, OTHER PROVISIONS OF THIS CODE, OR ANY APPLICABLE STATE LAW. A LICENSE SHALL BE REQUIRED TO LAWFULLY RENT, OPERATE, OR ADVERTISE ANY PROPERTY AS A SHORT-TERM RENTAL. PROPERTIES RECEIVING A LICENSE UNDER THIS ARTICLE SHALL COMPLY WITH ALL APPLICABLE REQUIREMENTS OF THIS ARTICLE. 2. THE RESTRICTIONS AND OBLIGATIONS CONTAINED IN THIS ARTICLE SHALL APPLY TO SHORT-TERM RENTAL ACTIVITY AT ALL TIMES DURING WHICH ANY RESIDENTIAL STRUCTURE IS MARKETED OR USED AS A SHORT-TERM RENTAL. 3. THE LICENSING OF SHORT-TERM RENTALS IN ACCORD WITH THIS ARTICLE SHALL NOT PREVENT ENFORCEMENT OF ADDITIONAL RESTRICTIONS THAT MAY BE CONTAINED IN RESTRICTIVE COVENANTS OR OTHER PRIVATE CONTRACTUAL AGREEMENTS OR ARRANGEMENTS. THE COUNTY SHALL NOT BE RESPONSIBLE FOR ENFORCEMENT OF SUCH COVENANTS, AGREEMENTS, OR ARRANGEMENTS. 4. A PROPERTY SUBJECT TO THIS ARTICLE THAT HAS BEEN ADVERTISED OR LISTED VIA THE INTERNET OR OTHER MEDIA SOURCES (E.G. WWW.VRBO.COM, WWW.AIRBNB.COM, ETC.) FOR SHORT-TERM RENTAL SHALL BE PRIMA FACIE EVIDENCE THE PROPERTY IS BEING USED AS A SHORT-TERM RENTAL. 5. SHORT-TERM RENTAL ACTIVITY IS OTHERWISE IMPERMISSIBLE UNLESS IN FULL COMPLIANCE WITH THIS CODE. AMEND SEC. 16-1303 TO ADD THE FOLLOWING WORDS, TERMS, AND PHRASES, WHEN USED IN THIS ARTICLE, SHALL HAVE THE MEANINGS ASCRIBED TO THEM IN THIS SECTION, EXCEPT WHERE THE CONTEXT CLEARLY INDICATES A DIFFERENT MEANING. AMEND SEC. 16-1302 (1) TO THE NEW SEC. 16-1303(1) TO REMOVE A PORTION OF THE LANGUAGE STARTING AT "REAL PROPERTY" AND REPLACING IT WITH "BUILDING, MEETING THE CRITERIA, FOR A DWELLING UNIT;"TO ADD "SHALL EXCLUDE BED AND BREAKFAST ESTABLISHMENTS AND BOARDING HOUSES." IN BETWEEN AT ONE TIME AND SHORT-TERM RENTAL. AMEND SEC. 16-1302 (2) BY

REMOVING PRINTED ADS AND REPLACING IT WITH MEDIA INTENDED FOR PUBLIC DISTRIBUTION; ADD A NEW SEC. 16-1302 (3) BEDROOM MEANS A ROOM THAT MEETS THE BUILDING CODE REQUIREMENTS TO BE USED AS A SLEEPING ROOM AND FOR NO OTHER PRIMARY PURPOSE. AMEND THE NUMBERING IN THE NEW SEC. 16-1303 THAT REPLACED 16-1302, WHICH ORIGINALLY ONLY HAD 13 DEFINITIONS AND ADDING 7 NEW DEFINITIONS TOTALLING 20. AMEND THE DEFINITION OF BUILDING SAFETY AND REGULATORY SERVICES TO ADD LANGUAGE IN BETWEEN COUNTY MANAGER AND "AND" OF TO ADMINISTER PROVISIONS OF THIS ORDINANCE. ADD NEW DEFINITIONS 8. MANAGING AGENCY OR AGENT MEANS A PERSON, FIRM OR AGENCY REPRESENTING AN OWNER OR OWNERS OF A SHORT-TERM RENTAL. 9. OCCUPANCY FOR SHORT-TERM RENTALS SERVED BY SEWER: THE NUMBER OF OVERNIGHT OCCUPANTS ALLOWED, NOT TO EXCEED TWO PERSONS PER BEDROOM PLUS TWO ADDITIONAL PERSONS PER RESIDENCE, AND SHALL MEET ALL LIFE-SAFETY CODE REQUIREMENTS, BUT IN NO CASE SHALL RENTAL OCCUPANCY EXCEED 15 OVERNIGHT PERSONS TOTAL. ALL OCCUPANTS, OVER THE AGE OF TWO, ARE COUNTED AS PERSONS. 10.OCCUPANCY FOR SHORT-TERM RENTALS WITH ONSITE SEPTIC SYSTEM: MEANS THE NUMBER OF OVERNIGHT OCCUPANTS ALLOWED, NOT TO EXCEED TWO PERSONS PER BEDROOM, AND SHALL MEET ALL LIFE-SAFETY CODES, BUT IN NO CASE SHALL RENTAL OCCUPANCY EXCEED 15 OVERNIGHT PERSONS TOTAL, OR ANY LOWER MAXIMUM CAPACITY, BASED UPON THE RECOMMENDATIONS FROM THE CHATHAM COUNTY HEALTH DEPARTMENT. ALL OCCUPANTS, REGARDLESS OF AGE, ARE COUNTED AS PERSONS. 11.OWNER MEANS A PERSON THAT HOLDS LEGAL AND/OR EQUITABLE TITLE TO PRIVATE PROPERTY. 12. OWNER-OCCUPIED SHORT-TERM RENTAL REFERS TO REAL PROPERTY WHICH CONTAINS ONE OR MORE DWELLING UNIT(S) WHERE THE PRINCIPAL DWELLING UNIT MUST BE OCCUPIED BY THE PROPERTY OWNER AND CONSTITUTE HIS/HER PRIMARY AND USUAL PLACE OF RESIDENCE. THE DWELLING UNITS MUST SHARE THE PROPERTY IDENTIFICATION NUMBER ASSIGNED BY THE CHATHAM COUNTY BOARD OF ASSESSORS. PROOF OF OWNER-OCCUPANCY REQUIRES PROOF OF A VALID HOMESTEAD EXEMPTION SUBMITTED WITH THE APPLICATION FOR A SHORT-TERM RENTAL CERTIFICATE. IN LIEU OF HOMESTEAD EXEMPTION, A SWORN AFFIDAVIT AND SUPPORTING DOCUMENTATION ESTABLISHING PROOF OF RESIDENCY MUST BE SUBMITTED BY THE APPLICANT STATING THAT THE PRIMARY DWELLING UNIT IS THE LEGAL RESIDENCE AND DOMICILE OF THE RESIDENT. PROOF OF RESIDENCY IS REQUIRED IN THE FORM OF TWO OF THE FOLLOWING: 1) A VALID GEORGIA DRIVER'S LICENSE OR GEORGIA IDENTIFICATION CARD; 2) REGISTRATION FOR VEHICLES OWNED BY AND REGISTERED IN THE NAME OF THE APPLICANT; 3) CHATHAM COUNTY VOTER'S REGISTRATION CARD OR 4) PREVIOUS YEAR'S W-2 FORM OR INTERNAL REVENUE SERVICE TAX RETURN. 13. PERSON MEANS A NATURAL HUMAN BEING, ESTATE, ASSOCIATION, FIRM, PARTNERSHIP, CORPORATION, OR OTHER LEGAL ENTITY. 14. PRIVATE MEANS INTENDED

FOR OR RESTRICTED TO THE OCCUPANTS AND/OR GUESTS OF HIS OR HER SHORT-TERM RENTAL; NOT FOR PUBLIC USE. ADD DEFINITION 17. RESPONSIBLE PERSON MEANS AN OCCUPANT OF A SHORT-TERM RENTAL WHO IS AT LEAST 18 YEARS OF AGE AND WHO IS LEGALLY RESPONSIBLE FOR ENSURING THAT ALL OCCUPANTS AND/OR GUESTS OF THE SHORT-TERM RENTAL COMPLY WITH ALL APPLICABLE LAWS, RULES AND REGULATIONS PERTAINING TO THE USE AND OCCUPANCY OF THE SUBJECT SHORT-TERM RENTAL. REMOVE A PORTION OF THE LANGUAGE FROM SEC. 16-302(10) STARTING AT ", REGARDLESS OF NUMBER OF RENTAL OPPORTUNITIES BEING RPOVIDED." AND FURTHER REMOVING AND REPLACING "STRUCTURES" WITH "DWELLING UNITS'" IN THE SAME CODE SECTION. AMEND SEC. 16-1303 TO NOW 16-1304. AFTER THE FIRST SENTENCE OF THIS CODE SECTION. TO AMEND SEC. 16-1303(1) TO ADD A NEW SECTION (D) STATING "D.NO NEW SHORT-TERM RENTAL LICENSE SHALL BE ISSUED FOR A PROPERTY WHICH EXCEEDS THE CAP PROVIDED FOR IN SEC 4-1 OF THE CHATHAM COUNTY ZONING ORDINANCE, EXCLUDING OWNER-OCCUPIED PROPERTIES, CONDOMINIUMS, AND PROPERTIES OVER 2 ACRES." TO AMEND AND RENUMBER (A)-(D) TO ADD (A)-(O) AND REPLACING THE NUMBERED SECTIONS 2-7 WITH THE ALPHABETICAL (A)-(O). AMEND 16-1303(E) "ENTITY OR CORPORORATION" AFTER "NO PERSON" AND ADD AN ADDITIONAL SENTENCE TO THIS SECTION AS "SUCH VIOLATION SHALL RESULT IN PUNISHMENT UP TO AND INCLUDING THE REVOCATION OF THE LICENSE." AMEND SEC. TO 16-1303(1)(G) TO INCLUDE ADDITIONAL LANGUAGE "OWNER OCCUPIED PROPERTY LICENSES UNDER THIS ORDINANCE ARE TRANSFERRABLE TO THE FOLLOWING IMMEDIATE FAMILY MEMBERS: SPOUSE, CHILD, PARENT, BROTHER, SISTER, OR GRANDCHILD." AMEND SEC. 16-1303(1)(H) BY REPLACING "BUILDING SAFETY AND REGULATORY SERVICES" WITH "BSRS" AMEND SEC. 16-1303(1)(I) BY REPLACING "SHALL" WITH "MAY" AND ADDNG "SUSPENSION OR" AFTER THE AND BEFORE REVOCATION. AMEND SEC. 16-1303(1)(J) BY ADDING THE LANGUAGE "FOR ANY SHORT-TERM RENTAL" AFTER ADVERTISEMENTS AND BEFORE MUST. AMEND SEC. 16-1303(1)(L) BY REPLACING "BUILDING SAFETY AND REGULATORY SERVICES" WITH "BSRS". AMEND SEC. 16-1303 BY ADDING SECTIONS M-O. "M. ANNUAL RENEWALS OF LICENSES ISSUED TO PROPERTIES WITH AN EXISTING LICENSE, INCLUDING PROPERTIES FOR WHICH LICENSE APPLICATIONS HAVE BEEN FILED BEFORE SEPTEMBER 25, 2026 ("PRE-EXISTING LICENSES") SHALL NOT BE DENIED ON THE GROUNDS THAT ISSUANCE OF A LICENSE WILL EXCEED THE MAXIMUM CAP LIMITATION SET FORTH IN SECTION 4-1 OF THE ZONING ORDINANCE FOR CHATHAM COUNTY. WHEN A TRANSFER OF PROPERTY TITLE TO AN IMMEDIATE FAMILY MEMBER OCCURS FOR A PROPERTY WITH A PRE-EXISTING LICENSE(S), A NEW APPLICATION FROM THE TRANSFEREE/GRANTEE SHALL NOT BE DENIED ON THE GROUNDS THAT THE ISSUANCE OF A LICENSE WILL EXCEED THE MAXIMUM CAP LIMITATION IF THE TRANSFEREE/GRANTEE APPLIES FOR A NEW SHORT-TERM RENTAL LICENSE(S) WITHIN SIX MONTHS FROM THE DATE OF TITLE TRANSFER. N. EXCEPT AS

PROVIDED IN SUBSECTION (M), ALL NON-RENEWAL LICENSE APPLICATIONS SUBMITTED AFTER SEPTEMBER 25, 2026, SHALL BE SUBJECT TO THE CAPS SET FORTH IN SECTION 4-1 IN THE ZONING ORDINANCE FOR CHATHAM COUNTY. O. FOR PURPOSES OF CLARIFICATION, IN CALCULATING THE MAXIMUM CAP FOR SHORT-TERM RENTAL USE PERCENTAGES AS SET FORTH IN THE ZONING ORDINANCE FOR CHATHAM COUNTY, ALL PARCELS WITH SHORT-TERM RENTAL LICENSE(S) WHICH ARE NON-OWNER OCCUPIED AND HAVE CONSERVATION, RESIDENTIAL, R-A, R-A-1, R-B-1, R-M-H, RMH-1, R-1, R-1-A, R-1-B, R-1-C, P-R-1-S, R-2, R-2-A, R-3 ZONING DISTRICTS, INCLUDING SUCH PARCELS WITH PRE-EXISTING LICENSES, SHALL BE COUNTED IN DETERMINING THE PERCENTAGE THEN EXISTING IN EACH POLICE RESPONSE NEIGHBORHOOD ZONE." TO AMEND AND ADD A NEW "SEC. §16-1305. PROPERTY OWNERS, LOCAL CONTACT PERSON, AND RESPONSIBLE PERSON.

1. PROPERTY OWNERS. A. THE OWNER SHALL USE REASONABLY PRUDENT BUSINESS PRACTICES TO ENSURE THE SHORT-TERM RENTAL IS USED IN A MANNER THAT COMPLIES WITH ALL APPLICABLE LAWS, RULES, AND REGULATIONS PERTAINING TO THE USE AND OCCUPANCY OF THE SUBJECT SHORT-TERM RENTAL, AND SHALL FURTHER USE REASONABLY PRUDENT BUSINESS PRACTICES TO ENSURE THE OCCUPANTS AND/OR GUESTS OF THE SHORT-TERM RENTAL DO NOT CREATE NOISE IN VIOLATION OF THE NOISE REGULATIONS OF THIS CODE OR DISTURBANCES, ENGAGE IN DISORDERLY CONDUCT, OR VIOLATE ANY APPLICABLE LAW, RULE OR REGULATION PERTAINING TO THE USE AND OCCUPANCY OF THE SUBJECT SHORT-TERM RENTAL.

2. LOCAL CONTACT PERSON(S). A. EACH OWNER OF A SHORT-TERM RENTAL SHALL DESIGNATE TWO LOCAL CONTACT PERSONS WHO HAVE ACCESS AND AUTHORITY TO ASSUME MANAGEMENT OF THE SHORT-TERM RENTAL AND TAKE REMEDIAL MEASURES WHILE THE SHORT-TERM RENTAL IS BEING RENTED TO AN OCCUPANT AND/OR GUEST. AN OWNER OF A SHORT-TERM RENTAL MAY DESIGNATE HIMSELF OR HERSELF AS ONE OF THE LOCAL CONTACT PERSONS; B. EACH LOCAL CONTACT PERSON SHALL BE AT LEAST 18 YEARS OF AGE; C. THERE SHALL BE ONLY TWO DESIGNATED LOCAL CONTACT PERSONS FOR A SHORT-TERM RENTAL AT ANY GIVEN TIME; D. THE DUTIES OF THE LOCAL CONTACT PERSON ARE TO:

I. MONITOR THE SHORT-TERM RENTAL FOR COMPLIANCE WITH THIS AND ANY COUNTY ORDINANCE; AND II. RESPOND TO THE LOCATION OF THE SHORT-TERM RENTAL 24 HOURS A DAY, SEVEN DAYS A WEEK, AND WITHIN AT LEAST THREE HOURS AFTER BEING NOTIFIED BY A DULY AUTHORIZED REPRESENTATIVE OF THE COUNTY OF THE EXISTENCE OF A VIOLATION OF THIS ARTICLE OR ANY OTHER PROVISION OF THIS CODE, OR ANY DISTURBANCE OR COMPLAINT REQUIRING IMMEDIATE REMEDY OR ABATEMENT REGARDING THE

CONDITION, OPERATION, OR CONDUCT OF OCCUPANTS OF THE SHORT-TERM RENTAL. THIS IS NOT INTENDED TO IMPOSE A DUTY UPON THE LOCAL CONTACT PERSON TO ACT AS A PEACE OFFICER OR OTHERWISE PLACE HIMSELF OR HERSELF IN A PERILOUS SITUATION. WHETHER THE LOCAL CONTACT PERSON SHALL BE REQUIRED TO RESPOND TO THE LOCATION OF THE SHORT-TERM RENTAL TO ADDRESS A VIOLATION, DISTURBANCE, OR COMPLAINT SHALL BE DETERMINED IN THE SOLE DISCRETION OF THE COUNTY REPRESENTATIVE RESPONDING TO SAID VIOLATION, DISTURBANCE, OR COMPLAINT. NOTHING IN THIS SECTION SHALL BE CONSTRUED AS LIMITING THE COUNTY REPRESENTATIVE OR ANY OFFICER OR EMPLOYEE THEREOF IN RESPONDING TO ANY VIOLATION, DISTURBANCE, OR COMPLAINT OR TAKING ANY ENFORCEMENT ACTION UNDER THIS ARTICLE; III. RECEIVE AND ACCEPT SERVICE OF ANY NOTICE OF VIOLATION RELATED TO THE USE OR OCCUPANCY OF THE SHORT-TERM RENTAL;

3. AN OWNER MAY RETAIN A MANAGING AGENT OR AGENCY, TO SERVE AS A LOCAL CONTACT PERSON TO COMPLY WITH THE REQUIREMENTS OF THIS SECTION, INCLUDING, WITHOUT LIMITATION, THE PERMITTING OF THE SHORT-TERM RENTAL, THE MANAGEMENT OF THE SHORT-TERM RENTAL, AND THE COMPLIANCE WITH THE CONDITIONS OF THE SHORT-TERM RENTAL LICENSE. THE OWNER OF THE SHORT-TERM RENTAL IS RESPONSIBLE FOR COMPLIANCE WITH THE PROVISIONS OF THIS SECTION AND THE FAILURE OF AN AGENT, REPRESENTATIVE, OR LOCAL CONTACT PERSON TO COMPLY WITH THIS SECTION SHALL BE DEEMED NONCOMPLIANCE BY THE OWNER; AND

4. THE OWNER MUST IMMEDIATELY NOTIFY THE DIRECTOR OF BSRS IN WRITING UPON A CHANGE OF LOCAL CONTACT PERSON(S) OR A LOCAL CONTACT PERSON'S TELEPHONE NUMBER. THIS NOTIFICATION WILL BE ON FORMS PRESCRIBED BY BSRS. ANY NEW, REVISED SHORT-TERM RENTAL LICENSE WILL NOT EXTEND THE EXPIRATION DATE OF THE ORIGINAL SHORT-TERM RENTAL LICENSE, WILL BE ISSUED FOR A FEE ESTABLISHED BY THE BOARD, AND MUST BE POSTED IN THE SHORT-TERM RENTAL WITHIN TEN DAYS OF ANY CHANGE OF LOCAL CONTACT PERSON INFORMATION AND BEFORE OCCUPANTS CAN RENT OR OCCUPY THE SHORT-TERM RENTAL. FAILURE TO DO SO WITHIN 14 DAYS AFTER SUCH CHANGE SHALL, UNLESS SUCH TIME LIMIT IS EXTENDED FOR GOOD CAUSE, BE REASON FOR REVOCATION OF A LICENSE GRANTED PURSUANT TO THIS ARTICLE.

5. SHOULD THE COUNTY OR OTHER PUBLIC HEALTH AND SAFETY AGENCIES SEEK LEGAL REMEDY OR ENFORCEMENT ACTIONS FOR VIOLATIONS OF THIS ORDINANCE, THE OWNER, AND NOT THE LOCAL CONTACT PERSON, SHALL RESPOND.

6. RESPONSIBLE PERSON.

A. EVERY SHORT-TERM RENTAL SHALL BE RENTED TO A RESPONSIBLE PERSON. THE OWNER IS RESPONSIBLE FOR COMPLIANCE WITH THE PROVISIONS OF THIS ARTICLE, AND THE FAILURE TO ENSURE THE SHORT-TERM RENTAL IS RENTED TO A RESPONSIBLE PERSON SHALL BE DEEMED NONCOMPLIANCE BY THE OWNER."

TO AMEND SEC. 16-1304 TO NOW BE SEC. 16-1306. TO AMEND BY REMOVING AND REPLACING LANGUAGE IN SEC. 16-1304(1)(A) REMOVING THE LANGUAGE "OF $350" AND REPLACING IT WITH NEW LANGUAGE "AS SHOWN ON THE SHORT-TERM RENTAL APPLICATION AND IN THE CHATHAM COUNTY REVENUE ORDINANCE." TO AMEND SEC. 16-1306(1)(B) BY REMOVING "DUE" AND REPLACING IT WITH "OUTSTANDING". TO AMEND SEC. 16-1306(1)(C) BY ADDING "A" BEFORE SHORT-TERM. TO AMEND SEC. 16-1306(1)(D) BY ADDING "DESIGNATED BY THE COUNTY MANAGER" AFTER "LAW ENFORCEMENT AGENCY" AND ADDING "THIS REVIEW DOES NOT CONSTITUTE AN AUTOMATIC DISQUALIFICATION." REMOVE SEC. 16-1306(1)(E) AND (F). AMEND THE PREVIOUS SEC. (E) WITH THE PREVIOUS SEC. (G). AMEND NEW SEC. 16-1306(1)(E) BY ADDING NEW LANGUAGE "BSRS SHALL SUBMIT" CHANGING THE CAPITAL "E" TO A LOWER CASE "E" ADDING THE WORD "WHETHER" AFTER "AND" REMOVING "TO NOTIFY BSRS IF". AMEND NEW SEC. 16-1306(1)(F) BY ADDING NEW LANGUAGE TO THE EXISTING SECTION AT THE BEGINNING OF THE SECTION "OWNER TO SUBMIT" ADDING NEW LANGUAGE "A" AFTER "PROOF OF" AND REMOVING THE LANGUAGE AFTER "SERVICE(S)" TO INCLUDE NEW LANGUAGE AFTER "OR" THE NEW LANGUAGE ADDED IS "SUBMIT". REMOVING THE PERIOD AFTER "CHATHAM COUNTY FINANCE" AND REPLACING IT WITH A ",". AMEND NEW SEC. 16-1306(1)(G) BY REMOVING "HOMEOWNER ASSOCIATION RULES". AMEND AND ADD A NEW SEC. 16-1306 (1) (H)EACH APPLICATION SHALL PROVIDE A PARKING PLAN FOR EACH SHORT-TERM RENTAL THAT ENSURES THERE IS SUFFICIENT PARKING OFF THE STREET TO ALLOW FOR ONE CAR FOR EACH BEDROOM BEING RENTED. VEHICLES SHALL BE PARKED ONLY ON DESIGNATED HARD SURFACED AREAS WITH GRAVEL, CONCRETE, OR ASPHALT SURFACING; AND SHALL COMPLY WITH THE REQUIREMENTS OF SEC. 21-502(2) OF THE CHATHAM COUNTY CODE. REQUIRED PARKING SPACES MUST BE LOCATED ON THE SAME PROPERTY AS THE SHORT-TERM RENTAL." AMEND NEW SEC. 16-1306(1)(I) BY ADDING THE LANGUAGE "MAINTAINING DOGS ON A LEASH" AFTER "VIOLATIONS". AMEND NEW SEC. 16-1304(1)(J) BY ADDING THE LANGUAGE "PROVIDE PROOF OF INSURANCE." AT THE BEGINNING OF THE SENTENCE. AMEND NEW SEC. 16-1304(1)(K) BY REMOVING (I) AND RENUMBERING THE REMAINDER OF THE SECTION. AMEND NEW SEC. 16-1306 AND ADDING A NEW NUMBER 2 AND RENUMBERING AND ADDING THE FOLLOWING LANGUAGE "2. THE ISSUANCE OF A SHORT-TERM RENTAL LICENSE IS SUBJECT TO THE COUNTY'S ZONING ORDINANCE AND SECTION 4-1 THEREIN WHICH DEFINES SHORT-TERM RENTAL DISTRICTS AND ESTABLISHES A CAP ON THE NUMBER OF NON-OWNER-OCCUPIED SHORT-TERM RENTALS ALLOWED WITHIN EACH DISTRICT. WHERE

CAPS HAVE BEEN EXCEEDED WITHIN EACH DISTRICT, NEW LICENSES MAY NOT BE ALLOWED UNTIL THE DISTRICT FALLS BELOW THE CAP." TO AMEND AND RENUMBER SEC. 16-1305 NOW STARTING AT 1307. AMEND NEW SEC. 16-1307(1) BY REMOVING "PROPERTY OR RENTL UNIT MUST:" AND REPLACING IT WITH "OWNER SHALL". AMEND NEW SEC. 16-1307(1)(A) BY RENUMBERING THE SECTION AND REMOVING THE LANGUAGE "$350" AND ADDING NEW LANGUAGE TO THE EXISTING SECTION AFTER "A" WITH NEW LANGUAGE "LICENSE" AND AFTER "BSRS" THE NEW LANGUAGE ADDED IS "AS OUTLINED ON THE RENEWAL APPLICATION." AMEND NEW SEC. 16-1307(1)(B) TO REPLACE THE PREVIOUS WORDING WITH "POST THE UPDATED LICENSE WITHIN THE SHORT-TERM RENTAL UNIT AND ON ANY MEDIA PLATFORM USED TO ADVERTISE THE PROPERTY." AMEND NEW SEC. 16-1307(1)(C) BY REMOVING "TO DETERMINE IF" AND REPLACING IT WITH "AND DISCLOSE WHETHER" AMEND NEW SEC. 16-1307(1)(D) BY REMOVING THE CURRENT LANGUAGE AND REPLACING IT WITH "COMPLY WITH ANY NEW GEORGIA STATUTES OR LOCAL ORDINANCE CHANGES." TO AMEND AND REMOVE SEC. 16-305 (E) THROUGH (H) AND RENUMBER SEC. 16-1305 WITH SEC. 16-1307 (2) AND ADD THE NEW LANGUAGE "ALL REQUIREMENTS PROVIDED IN 16-1306 TO OBTAIN A LICENSE ARE APPLICABLE TO RENEWALS AND MUST BE CONTINUOUSLY MAINTAINED AND UPDATED DURING THE LICENSE RENEWAL PROCESS. ALL CHANGES ARE TO OFFICIALLY BE MADE IN WRITING TO BSRS." AMEND NEW SEC. 16-1307(3) BY REMOVING "THE DATE RENEWAL IS GRANTED" AND REPLACING IT WITH "JULY 1" REMOVE "FOR ONE YEAR FROM THE DATE IS SUCH LICENSE IS GRANTED" AND REPLACING IT WITH "UNTIL JUNE 30". AMEND AND ADD NEW SEC. 16-1307(4) "ANY FALSE STATEMENTS OR FALSE INFORMATION PROVIDED IN THE APPLICATION ARE GROUNDS FOR DENIAL OR REVOCATION OF A LICENSE, INCLUDING THE DENIAL OF FUTURE APPLICATIONS." AMEND SEC. 16-1306 BY RENUMBERING TO SEC. 16-1308 AND AMENDING THE LANGUAGE TO REMOVBE ALL LANGUAGE AFTE "AUDIT" AND REPLACE IT WITH "ANY SHORT-TERM RENTAL LICENSE OWNER PER O.C.G.A. §43-1-1 ET SEQ, O.C.G.A. §36-60-6." AMEND AND RENUMBER SEC. 16-1307 TO SEC. 16-1309. AMEND NEW SEC. 16-1309(1)(C) BY ADDING NEW LANGUAGE AFTER "MORE" OF "INVESTIGATED AND SUBSTANTIATED" AND NEW LANGUAGE TO THE EXISTING SECTION AFTER THE LAST SENTENCE ENDING WITH "HOLDER." THE ADDITIONAL LANGUAGE ADDED IS "NO SHORT-TERM RENTAL OF THE PROPERTY IS ALLOWED DURING THE SUSPENSION PERIOD." TO AMEND AND REMOVE THE CURRENT SEC. 16-1307(1)(D) AND(E). RENUMBER SEC. 16-1308 TO SEC. 16-1310. TO AMEND NEW SEC. 16-1310(1)(A) BY ADDING NEW LANGUAGE TO THE EXISTING SECTION AFTER THE LAST SENTENCE ENDING WITH "THEREFROM." THE ADDITIONAL LANGUAGE ADDED IS "THE PRESENCE, ONSITE, OF INDIVIDUALS BEYOND THE APPROVED OCCUPANCY RATE BETWEEN THE HOURS OF 11P.M. AND 6A.M. SHALL BE PROHIBITED." TO AMEND NEW SEC. 16-1310(1)(C) (I) BY ADDING LANGUAGE "THREE SUBSTANTIATED" AT THE BEGINNING OF THE SENTENCE AND ADDING

"WITHIN A 12 MONTH PERIOD:" AMEND SEC. 16-1310 (1) (C) (I) (D) BY ADDING "EXCEEDING" BEFORE "OCCUPANCY". TO AMEND CURRENT SEC. 16-1308(2) BY ADDING NEW LANGUAGE TO THE EXISTING SECTION AFTER "FOR" ADDING "AT LEAST" AND ADDING ADDITIONAL LANGUAGE AFTER THE SENTENCE ENDING WITH "MONTHS." THE ADDITIONAL LANGUAGE ADDED IS "DURING ANY LICENSE REVOCATION PERIOD, THE OWNER AND/OR MANAGING AGENCY MAY NOT RENT THE PROPERTY AS A SHORT-TERM RENTAL. AFTER SUCH TIME, THE COUNTY MANAGER OR HIS DESIGNEE MAY ISSUE A LICENSE UPON A FINDING THAT THE PROPERTY OWNER HAS ADDRESSED THE ISSUE WHICH CAUSED REVOCATION OF THE LICENSE." AMEND AND RENUMBER SEC. 16-1309 TO SEC. 16-1311 AND REMOVE THE LANGUAGE "TO SHORT TERM RENTAL." AND REOPLACE IT WITH "S". TO AMEND AND RENUMBER SEC. 16-1310 TO SEC. 16-1312 AND RENUMBER THE SECTION (1)-(6) PREVIOUSLY (1) THROUGH (5). AMEND NEW SEC. 16-1312 (1) BY ADDING THE SENTENCE STARTING AT "ANY" AND ENDING AT "FEE". AMEND NEW SEC. 16-1310 (2) BY ADDING NEW LANGUAGE TO THE EXISTING SECTION AFTER "$100" THE ADDITIONAL LANGUAGE IS "PER VIOLATION". TO AMEND SEC. 16-1312(2) BY REMOVING THE LANGUAGE "$100" AND REPLACING IT WITH NEW LANGUAGE "$250 PER VIOLATION". TO AMEND SEC. 16-1310(3) BY REMOVING THE LANGUAGE "$150" AND REPLACING IT WITH NEW LANGUAGE "$250 PER VIOLATION. SUCH VIOLATION MAY INCLUDE SUSPENSION OR REVOCATION OF LICENSE.".

AMEND AND ADD A NEW SECTION 4 TO THE CHATHAM COUNTY ZONING ORDINANCE.

ORDINANCE:

§16-1301 Purpose.

Whereas Chatham County is vested with the authority and responsibility of protecting the safety, welfare and economic development in Chatham County, it is hereby the purpose of this ordinance to regulate the use of property in unincorporated Chatham County that is leased, rented or otherwise traded for money for a short-term rental of less than 30 consecutive days.

1. The purpose of this article is to establish standards for short-term rentals of privately owned residential structures used as short-term rentals and rented to transient occupants, minimize adverse effects of short-term rental uses on surrounding residential neighborhoods, and preserve the character of neighborhoods in which short-term rental use occurs.

2. This article is not intended to regulate hotels, motels, inns, or non-short-term type rental arrangements including, but not limited to, apartments, boardinghouses, lodging houses, or rooming houses.

§16-1302. Applicability.

1. It shall be unlawful for any owner of any property within the unincorporated county to rent, operate, or advertise a short-term rental of property in a residential zoning district, or property with a residential use thereon, contrary to the procedures and regulations established in this article, other provisions of this Code, or any applicable state law. A license shall be required to lawfully rent, operate, or advertise any property as a short-term rental. Properties receiving a license under this article shall comply with all applicable requirements of this article.

2. The restrictions and obligations contained in this article shall apply to short-term rental activity at all times during which any residential structure is marketed or used as a short-term rental.

3. The licensing of short-term rentals in accord with this article shall not prevent enforcement of additional restrictions that may be contained in restrictive covenants or other private contractual agreements or arrangements. The county shall not be responsible for enforcement of such covenants, agreements, or arrangements.

4. A property subject to this article that has been advertised or listed via the internet or other media sources (e.g. www.vrbo.com, www.airbnb.com, etc.) for short-term rental shall be prima facie evidence the property is being used as a short-term rental.

5. Short-term rental activity is otherwise impermissible unless in full compliance with this Code.

§16-1303 Definitions.

The following words, terms, and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning.

1. Short-Term Rental is any use of a building, meeting the criteria for a dwelling unit by leasing, renting, trading or otherwise bartering for funds or services for 30 days or less at one time, but shall exclude bed and breakfast establishments and boarding houses. Short-term rental shall not include allowing any family member or other blood kin to use any property nor shall this term apply to any use of property not done in exchange for consideration of funds or in-kind services.

2. Advertisement means listing of any real property as a short-term rental whether on a social media platform, app on smart phone, computer or other device, or media intended for public distribution.

3. *Bedroom* means a room that meets the building code requirements to be used as a sleeping room and for no other primary purpose.

4. Board means the Chatham County Board of Commissioners.

5. Building Safety and Regulatory Services means that department of the County as defined by the County Manager to administer provisions of this ordinance and referred to herein as "BSRS."

6. Charitable Donations shall mean the giving without compensation or other consideration the use of property to a registered 501(c)(3) to use by that charity.

7. License shall mean the documents issued by Building Safety and Regulatory Services annually that contain the official number granting the right to rent a rental unit pursuant to this Code Section.

8. *Managing agency* or *agent* means a person, firm or agency representing an owner or owners of a short-term rental.

9. Occupancy for short-term rentals served by sewer: The number of overnight occupants allowed, not to exceed two persons per bedroom plus two additional persons per residence, and shall meet all life-safety code requirements, but in no case shall rental occupancy exceed 15 overnight persons total. All occupants, over the age of 2, are counted as persons.

10. Occupancy for short-term rentals with onsite septic system: Means the number of overnight occupants allowed, not to exceed two persons per bedroom, and shall meet all life-safety codes, but in no case shall rental occupancy exceed 15 overnight persons total, or any lower maximum capacity, based upon the recommendations from the Chatham County Health Department. All occupants, regardless of age, are counted as persons.

11. *Owner* means a person that holds legal and/or equitable title to private property.

12. Owner-occupied short-term rental refers to real property which contains one or more dwelling unit(s) where the principal dwelling unit must be occupied by the property owner and constitute his/her primary and usual place of residence. The dwelling units must share the Property Identification Number assigned by the Chatham County Board of Assessors. Proof of owner-occupancy requires proof of a valid homestead exemption submitted with the application for a short-term rental certificate. In lieu of homestead exemption, a sworn affidavit and supporting documentation establishing proof of residency must be submitted by the applicant stating that the primary dwelling unit is the legal residence and domicile of the resident. Proof of residency is required in the

form of two of the following: 1) a valid Georgia Driver's License or Georgia Identification Card; 2) registration for vehicles owned by and registered in the name of the applicant; 3) Chatham County Voter's Registration Card or 4) Previous year's W-2 Form or Internal Revenue Service Tax Return.

13. *Person* means a natural human being, estate, association, firm, partnership, corporation, or other legal entity.

14. *Private* means intended for or restricted to the occupants and/or guests of his or her short-term rental; not for public use.

15. Property shall mean the real property parcel and dwelling unit(s) being offered for rental.

16. Rental Unit shall mean a dwelling that is offered for lease, rental, trade or barter. A house is generally defined as one rental unit. A property may have multiple rental units when the property has separate dwelling units located therein as determined in sole discretion of the Director of BSRS based upon definitions located in the Chatham County Zoning Ordinance or other common meaning.

17. *Responsible person* means an occupant of a short-term rental who is at least 18 years of age and who is legally responsible for ensuring that all occupants and/or guests of the short-term rental comply with all applicable laws, rules and regulations pertaining to the use and occupancy of the subject short-term rental.

18. Tax Commissioner shall mean the Tax Commissioner of Chatham County.

19. Zoning Board of Appeals shall mean the Zoning Board of Appeals of Chatham County.

20. Any term used herein that is also used in Chatham County's Zoning Ordinance shall have the same meaning as defined in the Zoning Ordinance.

§16-1304 License Requirement.

1. Any property being used as a short-term rental shall have a license validly issued by BSRS.

   a. Said license shall be posted inside the rental unit in a location easily visible to the persons who are renting the property.

   b. In addition to the license, a sign shall be posted listing the parking rules, occupancy rate, any noise restrictions, emergency contact information and point of contact listed in the license.

   c. Failure to post the applicable license and sign shall result in punishment up to and including the revocation of the license.

d. No new short-term rental license shall be issued for a property which exceeds the cap provided for in Sec 4-1 of the Chatham County Zoning ordinance, excluding owner-occupied properties, condominiums, and properties over 2 acres.

e. No person, entity or corporation operating a property as a short-term rental shall violate the occupancy rate outlined here. Such violation may result in punishment up to and including the revocation of the license.

f. It shall be a violation of this article to operate any short-term rental without the required license.

g. Any license issued pursuant to this Section is non- transferrable and must be maintained by the person in whose name the license was issued. Any new owner shall apply for the license as with all other properties. If a property is deeded in the name of more than one person, the person applying for the license affirmatively represents that he or she has the consent of all parties holding legal title to the land. Should any property owner have more than one rental unit, a license shall be required for each unless otherwise provided herein. Owner occupied property licenses under this ordinance are transferrable to the following immediate family members: spouse, child, parent, brother, sister, or grandchild.

h. In the sole discretion of the County Manager or his designee, the Director of BSRS, a singular license may be issued for multiple rental units or properties if the application of requiring individual licenses would not further the purpose of this Article.

i. Should any property owner have more than one rental unit, the violation of any section of this Article may be grounds for the suspension or revocation of any license held for the purposes of short-term rentals.

j. All advertisements for any short-term rental must include a valid license number and conform to the scope of the license.

k. All persons being issued a license under this Code Section shall keep records sufficient to demonstrate that all information necessary to the collection and remittance of taxes as well as other issues of compliance with the license are kept and maintained until one year past the expiration of the license. Provided, however, should the license be renewed the license holder shall keep the records included herein for a period of three (3) years before the renewal date of the present license held.

l. All requirements outlined to obtain a license must be continuously maintained throughout the duration of the license. All changes are to be officially made in writing to the Department of BSRS.

m. Annual renewals of licenses issued to properties with an existing license, including properties for which license applications have been filed before September 25, 2026 ("Pre-existing licenses") shall not be denied on the grounds that issuance of a license

will exceed the maximum cap limitation set forth in Section 4-1 of the Zoning Ordinance for Chatham County. When a transfer of property title to an immediate family member occurs for a property with a pre-existing license(s), a new application from the transferee/grantee shall not be denied on the grounds that the issuance of a license will exceed the maximum cap limitation if the transferee/grantee applies for a new short-term rental license(s) within six months from the date of title transfer.

n. Except as provided in subsection (m), all non-renewal license applications submitted after September 25, 2026, shall be subject to the caps set forth in Section 4-1 in the zoning ordinance for Chatham County.

o. For purposes of clarification, in calculating the maximum cap for short-term rental use percentages as set forth in the zoning ordinance for Chatham County, all parcels with short-term rental license(s) which are non-owner occupied and have conservation, residential, R-A, R-A-1, R-B-1, R-M-H, RMH-1, R-1, R-1-A, R-1-B, R-1-C, P-R-1-S, R-2, R-2-A, R-3, zoning districts, including such parcels with pre-existing licenses, shall be counted in determining the percentage then existing in each police response neighborhood zone.

§16-1305. Property owners, local contact person, and responsible person.

1. *Property owners.*

   a. The owner shall use reasonably prudent business practices to ensure the short-term rental is used in a manner that complies with all applicable laws, rules, and regulations pertaining to the use and occupancy of the subject short-term rental, and shall further use reasonably prudent business practices to ensure the occupants and/or guests of the short-term rental do not create noise in violation of the noise regulations of this Code or disturbances, engage in disorderly conduct, or violate any applicable law, rule or regulation pertaining to the use and occupancy of the subject short-term rental.

2. *Local contact person(s).*

   a. Each owner of a short-term rental shall designate two local contact persons who have access and authority to assume management of the short-term rental and take remedial measures while the short-term rental is being rented to an occupant and/or guest. An owner of a short-term rental may designate himself or herself as one of the local contact persons;

   b. Each local contact person shall be at least 18 years of age;

   c. There shall be only two designated local contact persons for a short-term rental at any given time;

   d. The duties of the local contact person are to:

      i. Monitor the short-term rental for compliance with this and any County ordinance; and

      ii. Respond to the location of the short-term rental 24 hours a day, seven days a week, and within at least three hours after being notified by a

duly authorized representative of the County of the existence of a violation of this article or any other provision of this Code, or any disturbance or complaint requiring immediate remedy or abatement regarding the condition, operation, or conduct of occupants of the short-term rental. This is not intended to impose a duty upon the local contact person to act as a peace officer or otherwise place himself or herself in a perilous situation. Whether the local contact person shall be required to respond to the location of the short-term rental to address a violation, disturbance, or complaint shall be determined in the sole discretion of the County representative responding to said violation, disturbance, or complaint. Nothing in this section shall be construed as limiting the county representative or any officer or employee thereof in responding to any violation, disturbance, or complaint or taking any enforcement action under this article;

iii. Receive and accept service of any notice of violation related to the use or occupancy of the short-term rental;

3. An owner may retain a managing agent or agency, to serve as a local contact person to comply with the requirements of this section, including, without limitation, the permitting of the short-term rental, the management of the short-term rental, and the compliance with the conditions of the short-term rental license. The owner of the short-term rental is responsible for compliance with the provisions of this section and the failure of an agent, representative, or local contact person to comply with this section shall be deemed noncompliance by the owner; and
4. The owner must immediately notify the Director of BSRS in writing upon a change of local contact person(s) or a local contact person's telephone number. This notification will be on forms prescribed by BSRS. Any new, revised short-term rental license will not extend the expiration date of the original short-term rental license, will be issued for a fee established by the Board, and must be posted in the short-term rental within ten days of any change of local contact person information and before occupants can rent or occupy the short-term rental. Failure to do so within 14 days after such change shall, unless such time limit is extended for good cause, be reason for revocation of a license granted pursuant to this article.
5. Should the County or other public health and safety agencies seek legal remedy or enforcement actions for violations of this ordinance, the owner, and not the local contact person, shall respond.
6. *Responsible person.*
    a. Every short-term rental shall be rented to a responsible person. The owner is responsible for compliance with the provisions of this article, and the failure to ensure the short-term rental is rented to a responsible person shall be deemed noncompliance by the owner.

§16-1306 Qualifications/Requirements of Property Owners to Receive a License.

1. Each property or rental unit subject to this ordinance shall qualify for a license when the following conditions have been met:

   a. All applications for the initial license shall pay to Chatham County BSRS a fee as shown on the short-term rental application and in the Chatham County Revenue Ordinance.

   b. All ad valorem taxes that are outstanding at the time of the application shall be paid in full.

   c. All rental units have been identified. All applicants must have an ownership interest. Renters of real property are not eligible for a short-term rental license.

   d. Each application shall be reviewed by the Chatham County Police Department or any other law enforcement agency designated by the County Manager to determine if illegal activity has occurred on the property in the last two years or since ownership of the property, whichever period is longer. This review does not constitute an automatic disqualification.

   e. BSRS shall submit each application to the Tax Commissioner to verify that all taxes owed on the property have been paid and whether the property is being used for homestead exemption or Stephens Day exemption.

   f. Owner will submit Proof of a current contract with marketplace innkeeper service(s) or submit copies of returns for submission of tax directly to Chatham County Finance, as outlined in the Chatham County Article IV Hotel/Motel Tax and State sales and use taxes.

   g. Each application shall affirm that rentals regulated under this ordinance are not in violation of any other land usage restrictions to include covenants, deed restrictions, and regulation or other such restriction.

   h. Each application shall provide a parking plan for each short-term rental that ensures there is sufficient parking off the street to allow for one car for each bedroom being rented. Vehicles shall be parked only on designated hard surfaced areas with gravel, concrete, or asphalt surfacing; and shall comply with the requirements of Sec. 21-502(2) of the Chatham County Code. Required parking spaces must be located on the same property as the short-term rental.

   i. All animals being housed at any short-term rental shall comply with the Animal Control Ordinance of the County including noise violations, maintaining dogs on a leash, and all other regulations.

   j. Provide proof of insurance. The property being used as a rental regulated under this Ordinance shall carry homeowner's or other structural coverage in an amount at least equal to the value of the structure or $300,000, and the insurance declarations shall list the unit as a rental property.

k. All rental units listed in any application must have the following services on site at each unit:

i. Fire extinguisher

ii. Trash service that removes waste at least once a week.

iii. All trash must be contained in secured containers when outside the residence.

2. The issuance of a Short-term rental license is subject to the County's Zoning Ordinance and Section 4-1 therein which defines Short-term Rental districts and establishes a cap on the number of non-owner-occupied short-term rentals allowed within each district. Where caps have been exceeded within each district, new licenses may not be allowed until the district falls below the cap.

3. Each license once granted shall be valid until the next June 30th. License fees are not prorated.

§16-1307 Renewal of Short-Term Rental License.

1. Each license shall be renewed annually by July 1. In order to qualify for a renewed license, each owner shall:

a. Pay a license renewal fee to Chatham County BSRS as outlined on the renewal application.

b. Post the updated license within the short-term rental unit and on any media platform used to advertise the property.

c. Affirmatively list any contact with Chatham County Police Department or any other law enforcement agency requested by the County Manager and disclose whether illegal activity has occurred on the property in the last year;

d. Comply with any new Georgia statutes or local ordinance changes.

2. All requirements provided in 16-1306 to obtain a license are applicable to renewals and must be continuously maintained and updated during the license renewal process. All changes are to officially be made in writing to BSRS.

3. The renewed license shall be valid for one year from July 1. Should a renewal be denied, the denial can be appealed as outlined below. Each license once granted shall be valid until June 30.

4. Any false statements or false information provided in the application are grounds for denial or revocation of a license, including the denial of future applications.

§16-1308 Right to Audit. Chatham County or its authorized representatives ("County") shall have the right to audit any short-term rental license owner per O.C.G.A. §43-1-1 et seq, O.C.G.A. §36-60-6.

§16-1309 Suspension of License.

1. Grounds for suspension:

   a. For Public Safety – the Chief of Police, the Sheriff, or the Director of the Counter Narcotics Team shall have the authority to suspend the license until investigation can be conducted upon a good faith belief that the suspension is in the best interest of the County's public safety. This suspension shall be valid for no more than 30 days without a hearing on the matter if one is requested by the license holder.

   b. For Public Health, Welfare or Interest – the County Manager shall have the authority to suspend the license until investigation can be conducted upon a good faith belief that the suspension is in the best interest of the County's public health, welfare, or public interest. This suspension shall be valid for no more than 30 days without a hearing on the matter if one is requested by the license holder.

   c. Upon Repeated Public Complaints – upon three or more investigated and substantiated complaints to BSRS or County Manager for violations of the Chatham County Code, state law, or this Article which such violation amounts to a danger to the peace or welfare of the community, an investigation into license compliance shall occur. While such an investigation is conducted, the County Manager may, in his sole discretion, suspend the license. This suspension shall be valid for no more than 30 days without a hearing on the matter if one is requested by the license holder. No short-term rental of the property is allowed during the suspension period.

§16-1310 Revocation or Denial of License.

1. A license may be revoked or denied for any of the following reasons:

   a. For Public Safety – if the Chatham County Police Department or other law enforcement agency is called to the residence for substantiated complaints of noise, illegal drug use, or other violation of state or local law where arrest(s) are made, and convictions result therefrom. The presence, onsite, of individuals beyond the approved occupancy rate between the hours of 11p.m. and 6a.m. shall be prohibited.

   b. For Public Health and Welfare – upon inspection by County officials, the accommodation is deemed to be of such a nature that it is unfit for human occupation and is a danger to the peace, public health, or welfare of the community.

c. Any other circumstances that are deemed in the County Manager's discretion, or his designee, to make the rental non-conforming to this Article including:

i. Three Substantiated complaints for violations of any of the following within a 12-month period:

(a) Parking regulations associated with the license;

(b) Criminal laws or noise violations to any law enforcement agency;

(c) Failure to pay hotel/motel tax, sales tax or other taxes except property taxes.

(d) Exceeding Occupancy rates;

(e) Noise violations; or,

(f) Other violations of the rules herein.

d. Failure to make timely payment of any and all taxes/fees due to Chatham County related to the rental of the property.

e. Any fraud, misrepresentations, false statements, or other attestations that are untrue shall be grounds for immediate revocation of the license.

2. Effect of Revocation – Should a license be revoked under this ordinance, then no license shall be issued to that property owner for that location for at least 12 months. During any license revocation period, the owner and/or managing agency may not rent the property as a short-term rental. After such time, the County Manager or his designee may issue a license upon a finding that the property owner has addressed the issue which caused revocation of the license. Each license is held per location and the license of one location shall not affect the other unless there is a factual reason to connect the properties and believe further violations of law will occur.

3. All requirements outlined to obtain a license must be continuously maintained throughout the duration of the license. All changes are to officially be made in writing to BSRS.

§16-1311 Appeals. All appeals shall be in writing to the County Manager. The County Manager shall have final decision-making authority with regards to any license issued, suspended, or revoked under this article.

§16-1312 Punishment of Violation of Ordinance.

1. Any violation of §16-1303 wherein a short-term rental is being operated without a license for greater than one night shall be issued a citation for failure to obtain a license, an

immediate cease and desist order, and fined 50% of the license fee.

2. Should any property be cited for exceeding the parking limitations listed in the application for the license, the violation shall be punished by a fine of not less than $100 per violation.

3. Should any property be cited for the noise ordinance of Chatham County, the violation shall be punished by a fine of not less than $250 per violation.

4. Should any property be cited for exceeding the maximum occupancy rate, the punishment upon conviction shall be a fine of not less than $250 per violation. Such violation may include suspension or revocation of license.

5. Should the Chatham County Police respond to any property violations under this article, the police shall forward any report to BSRS.

6. Nonpayment of taxes shall be subject to additional consequences as outlined in State statutes and County ordinances. See Article IV – Hotel/Motel Tax.

§16-1313 Effective Date. This Ordinance shall become effective on September 25, 2026. (Ordinance adopted March 6, 2020.)

Amendment to the Chatham County Zoning Ordinance

SECTION 4

ZONING DISTRICTS

SEC. 4-1

Short-term Rental Districts

1 District Description

The purpose of the Short-term Rental District (STRD) is to provide reference to properties in the County's response neighborhoods and to identify how the Short-term rental regulations found in §16-1301 of the Chatham County Code of Ordinances are applied. The STRD's will:

a. Place a cap on the number of non-owner-occupied short-term rentals that are permitted within each district;
b. Reduce and manage the number of public safety, building safety, and Department of Health enforcement and response calls required where no owner is available on-scene to address the immediate health, safety, and property concerns of neighbors and Chatham County residents; and
c. Provide a reference to Chatham County Ordinance §16-1301 ("Short-term Rentals").

2. **Boundaries**

The standards for the STRD shall be designated on the official zoning map and its boundaries shall be based upon Chatham County Police response neighborhoods within the boundaries of the STRD, the regulations for both the base zoning district and the overlay district shall apply.

3 Applicability

The standards for the STRD shall apply to those properties that lie within the Chatham County Police response neighborhoods.

4 Chatham County Police Response Neighborhoods

In order to carry out the provisions of the district, the areas in the map at Figure A, shall provide the following limitations within the boundaries of the STRD:

a. For parcels of land that are not owner-occupied, the short-term rental use is limited to no more than 5% of residential parcels within the Chatham County Police Response Neighborhoods where the property is located as highlighted in Figure A.
b. Owner-occupied is defined in §16-1302 of the Chatha County Code of Ordinances. A response neighborhood is a small geographic area within the Chatham County Police Response Neighborhood that is identified on the response neighborhood map maintained by the County Manager or his or her designee.
c. Occupancy rates are defined in §16-1303 of the Chatham County Code of Ordinances. The number of occupants for a short-term rental shall not exceed:
    (i) Occupancy for short-term rentals served by sewer: The number of overnight occupants shall not exceed two persons per bedroom plus two additional persons per residence meeting all life-safety code requirements, but in no case shall rental occupancy exceed 15 overnight persons total. All occupants, regardless of age, are counted as persons.
    (ii) Occupancy for short-term rentals with onsite septic system: The number of overnight occupants shall not exceed two persons per bedroom, and shall meet all life-safety codes, but in no case shall rental occupancy exceed 15 overnight persons total, based upon approval from the Chatham County Health Department as to septic capacity. The maximum capacity shall be based on the number of bedrooms and recommendations from the Health Department. All occupants, regardless of age, are counted as persons.
d. Bedrooms are subject to verification of building code compliance by the County Manager or his or her designee.
e. The short-term rental use requires a short-term rental certificate. Refer to §16-1301 of the Chatham County Code of Ordinances.