

Accessory Dwelling Units and Short-Term Rentals

Chapter 5 Private Lot Development Standards

[...]

5.2 BUILDING TYPES.

5.2.2 BUILDING FUNCTION BY BUILDING TYPES

5.2.2.1 RESIDENTIAL BUILDING TYPES.

[...]

[Accessory Dwelling Unit Graphic]

ACCESSORY DWELLING UNIT

A secondary, self-contained dwelling unit located on the same lot as a principal dwelling unit. Accessory Dwelling Units provide complete independent living facilities for one household, including permanent provisions for living, sleeping, cooking, and sanitation. Accessory Dwelling Units may be detached from, attached to, or located within the principal dwelling unit building. Accessory Dwelling Units are subordinate in size and scale to the principal dwelling unit and shall not be subdivided or conveyed separately from the principal lot.

[...]

(1) Accessory Dwelling Unit Standards

- (a) The maximum number of Accessory Dwelling Units permitted on a lot shall be as follows:
 - i. Lots less than one (1) acre in size: One (1) Accessory Dwelling Unit.
 - ii. Lots one (1) acre in size or greater: Two (2) Accessory Dwelling Units.
- (b) Accessory Dwelling Units may be detached from, attached to, or located within the principal dwelling unit building.
- (c) Each Accessory Dwelling Unit shall not exceed 50 percent of the gross floor area of the principal dwelling unit building.
- (d) An Accessory Dwelling Unit shall provide parking in accordance with Table 5.4.7(A) Minimum Parking Requirements.

- (e) Accessory Dwelling Units shall comply with the height limits established for Accessory Dwelling Units in the applicable Place Type zoning district (see Section 4.3.1 Place Type Zoning District Details).
- (f) Accessory Dwelling Units shall comply with the building separation standards of the City's adopted building code.
- (g) An Accessory Dwelling Unit may be rented, occupied by guests, occupied by family members, or otherwise used as a dwelling unit, in accordance with the regulations of this LDC and any other applicable regulations of the City, including, but not limited to, the Hotel/Motel Tax in Chapter 27, Article IV of the Code of Ordinances.
- (h) An Accessory Dwelling Unit shall not be subdivided, sold, or otherwise conveyed separately from the principal lot.
- (i) An Accessory Dwelling Unit may have a separate address for emergency response and utility service purposes.

[...]

(2) Short-Term Rental (STR) Standards

(a) Eligibility and Basic Standards

- i. A Short-Term Rental (STR) may occur where residential occupancy is allowed.
- ii. The applicant must demonstrate that the unit and property do not have any outstanding issues related to taxes, building, electrical, plumbing, fire, health, housing, police, planning, noise, trash, or other code enforcement provisions.

(b) Occupancy and Operational Standards

- i. The maximum overnight occupancy of an STR may not exceed two (2) persons per bedroom plus two (2) additional persons.
- ii. Recreational vehicles, temporary shelters, tents, or similar accommodations may not be used to increase occupancy of an STR.
- iii. A local contact person/management group within Williamson County or the adjacent counties capable of responding to complaints and emergencies must be designated and available by telephone at all times while the STR is occupied. The local contact

person must be able to acknowledge a request for assistance or emergency and take reasonable action to address the issue within six (6) hours. If the issue cannot be reasonably resolved remotely, the local contact person or another authorized representative must be available to respond at the property within six (6) hours.

- iv. The STR operator must provide occupants with written information regarding occupancy limits, parking regulations, noise regulations, trash collection procedures, emergency contact information, and applicable City regulations.
- v. All vehicles associated with an STR must be parked in legal parking spaces on the property or on public streets where parking is otherwise permitted. Parking within required landscape areas, sidewalks, or unapproved surfaces is prohibited.
- vi. Noise generated from the property must comply with all applicable City regulations.

(c) STR Permit and Inspection

- i. All STR operators must obtain an STR permit from the City. See the City's adopted Fee Schedule for associated fees.
- ii. Applicants must provide proof of ownership of the residence and proof of insurance in accordance with Subsection 5.2.2.1.
- iii. The City may perform an inspection of the STR to ensure compliance with the Property Maintenance Code, Fire Code, and other adopted City codes prior to occupancy by guests.
- iv. Issuance of an STR permit is administrative. Approval must be granted upon demonstration of compliance with this section and all other applicable regulations.

(d) Renewals

- i. STR permits must be renewed every three (3) years from the date of issuance. See the City's adopted Fee Schedule for associated fees.
- ii. Prior to renewal, the City may perform an inspection of the STR to ensure compliance with the Property Maintenance Code, Fire Code, and other adopted City codes.
- iii. The applicant must submit a report that indicates the following:

- a. The number of nights the unit was rented as an STR during the previous year;
- b. Proof of payment of Hotel/Motel Tax submitted to the City; and
- c. Proof of current property insurance.
- iv. If the applicant fails to meet one of these requirements, the City must provide 10 calendar days' notice to comply.
- v. Renewal approval is administrative unless grounds exist for suspension or revocation pursuant to Subsection 5.2.2.1.

(e) Suspension or Revocation

- i. The City may suspend or revoke an STR permit. A property whose permit has been revoked is not eligible for a new STR permit for one year.
- ii. Suspension or revocation is at the discretion of the Development Services Director for reasons including, but not limited to, the following:
 - a. The applicant provided false or misleading information during the application process;
 - b. There has been a violation of any provision of this section;
 - c. The applicant has failed to pay Hotel Occupancy Tax in a timely manner;
 - d. The location has received three (3) or more citations issued by law enforcement related to excessive noise, traffic, parking, trash, or similar nuisance conditions within a 24-month period;
 - e. The STR is being operated without a valid permit; or
 - f. The property has failed two (2) consecutive inspections.
- iii. Continued operation of an STR following suspension or revocation constitutes a violation of this Land Development Code.