

RESOLUTION NO. 34-2020

A RESOLUTION REVISING THE DEPARTMENT OF COMMUNITY DEVELOPMENT FEE SCHEDULE TO ADD A FEE FOR VACATION RENTAL CERTIFICATE OF COMPLIANCE

- A. The Department of Community Development (DCD) collects fees for services in accordance with the fee schedules established and adopted by Resolution.
- B. The County Council desires to add a fee for Vacation Rental Certificate of Compliance to offset the cost of the vacation rental compliance program.
- C. The only change to the fees proposed at this time is a fee for Vacation Rental Certificate of Compliance.
- D. The vacation rental compliance program annually tracks vacation rental compliance, develops and maintains a mailing list of vacation rentals, develops certificate of compliance paper forms, develops online submittal forms, mails out reminders, files and data entry for paper vacation rental certificates of compliance, and conducts enforcement actions against non-compliant vacation rentals and unpermitted vacation rentals.
- E. The current annual cost of the vacation rental compliance program is at least \$101,408.44, not including enforcement of non-compliant vacation rentals. The estimated net cost of the enforcement of non-compliant vacation rentals is approximately \$70,162.40. The total cost of the program for both program maintenance and enforcement is \$171,570.84.
- F. As of April 30, 2020, there were 932 vacation rental permits subject to the requirement to submit a Vacation Rental Certificate of Compliance that are included in the compliance program.
- G. The cost to support the vacation rental compliance is approximately \$160 per vacation rental certificate of compliance submitted on paper and \$152 per vacation rental compliance certificate submitted online.
- H. Online submittals cost \$8 less to review and process than paper submittals, and should thus be discounted by at least the difference in cost and the credit card convenience fee of 2.5%. A fee of \$145 plus credit card convenience fees would be appropriate to create an incentive for online filing.

NOW, THEREFORE, BE IT RESOLVED by the County Council of San Juan County, state of Washington, as follows:

1. The San Juan County fee resolution adopted via Resolution No. 62-2016 and last amended via Resolution 43-2019 is hereby amended to add the following fees:

A. An annual fee of \$145 plus credit card convenience fees for Vacation Rental Certificate of Compliance submitted online and paid with a credit card through the online permit center portal; and

B. An annual fee of \$160 for a Vacation Rental Certificate of Compliance submitted on paper or via email and/or paid via check or cash.

2. The fee is due December 31 of each year.

3. Effective Date. This Resolution is effective on January 1, 2021.

ADOPTED this 27TH day of OCTOBER 2020.

ATTEST: Clerk of the Council

COUNTY COUNCIL
SAN JUAN COUNTY, WASHINGTON

Ingrid Gabriel 11.3.2020
Ingrid Gabriel, Clerk Date

C. Hughes
Rick Hughes, Chair
District 2

REVIEWED BY COUNTY MANAGER

Michael J. Thomas 11/2/2020
Michael J. Thomas Date

Bill Watson
Bill Watson, Vice-Chair
District 1

RANDALL K. GAYLORD
APPROVED AS TO FORM ONLY

By: RK Gaylord 10/8/20
Date

JAMIE STEPHENS
Jamie Stephens, Member
District 3