

**ORDINANCE NO. O-023-00X**

**THE BOARD OF COUNTY COMMISSIONERS  
OF THE COUNTY OF DOUGLAS, COLORADO**

**AN ORDINANCE REGULATING SHORT-TERM RENTALS**

**WHEREAS**, the Board of County Commissioners of the County of Douglas (“Board”), Colorado has authority pursuant to Section 30-15-401(1)(s) C.R.S. to enact ordinances which license and regulate an owner or owner's agent who rents or advertises the owner's dwelling unit for a short-term stay, and to fix the fees, terms, and manner for issuing and revoking licenses issued for such dwelling units; and

**WHEREAS**, the Board respects the rights of private property owners to use and enjoy their property, but desires to ensure that dwellings rented for short-term stay are operated in a manner that protects the health, safety, and quality of life of the residents and visitors of Douglas County; and

**WHEREAS**, the Board hereby finds, determines, and declares that adoption of this Ordinance is necessary for the preservation and protection of the public health, safety, and welfare of the inhabitants and visitors of Douglas County, Colorado; now therefore,

**BE IT ORDAINED BY THE BOARD OF COUNTY COMMISSIONERS OF THE  
COUNTY OF DOUGLAS as follows:**

**Section I. Scope of Ordinance and Authority**

This Ordinance shall apply to short-term rental property, as defined herein, in all zone districts in unincorporated Douglas County. A dwelling within a Planned Development (PD) shall not be licensed as a short-term rental property unless such PD specifically allows the use. This Ordinance shall not apply to lodging services in hotels, motels, campgrounds, or bed and breakfast establishments, or to properties with long-term leases. This Ordinance is authorized pursuant to Section 30-15-401(1)(s) Colorado Revised Statutes (“C.R.S.”).

**Section II. Definitions**

As used in this Ordinance, unless the context otherwise requires:

“Dwelling” means: A building or portion thereof permitted for, and used exclusively for, residential occupancy, including single-family, two-family, and multi-family dwellings, but not including garages, barns, recreational vehicles, tents, or similar structures not intended for residential use.

“Department” means: The Department of Community Development.

“Director” means: The Director of Community Development, or the Director's designee.

“Lease” means: An agreement or act by which an owner gives to a tenant, for valuable consideration, possession and use of property or a portion thereof for a definite term, at the end of which term the owner has a right to retake control and use of the property.

“Lessee” means: The party to a lease that has obtained the temporary right to use and occupy property or a portion thereof.

“Licensee” means: the Owner(s) or owners of record of a Short-Term Rental Property regulated under this Ordinance. “Licensee” and “Owner” or “Owner(s)” may be used interchangeably in this Ordinance.

“Owner” means: The owner or owners of record of a Dwelling in unincorporated Douglas County.

“Local Responsible Agent” means: A local management company or local individual residing within Douglas County who is not a tenant and who is designated by a licensee as the licensee's Local Responsible Agent, who can be contacted by telephone and is available at all times when the Short-Term Rental Property is leased, regarding any violation of the provisions of this Ordinance, and has authority to act on behalf of the Owner(s).

“Short-Term Rental” means: Use of a Dwelling for lease terms of less than thirty (30) consecutive days.

“Short-Term Rental Property” means: A Dwelling available for lease for a term of less than thirty (30) consecutive days.

### **Section III. Short-Term Rental License Required, Transferability**

- A. It shall be unlawful for an Owner to use a Dwelling for Short-Term Rentals or to lease or advertise for lease, or to permit the leasing or advertising for lease any Short-Term Rental Property within the County without a valid license for the same issued pursuant to this Ordinance.
- B. Short-Term Rental license applications that comply with the license application provisions herein for existing Short-Term Rental units shall be submitted to the County no later than thirty (30) days from the effective date of this Ordinance.
- C. No license issued under this Ordinance shall be transferable and no license is valid as to any person or entity other than the person or entity named thereon.
- D. Tenants of the Short-Term Rental Property may not be issued a Short-Term Rental license.

### **Section IV. License Application, Term and Renewal, Local Responsible Agent, and Noticing Requirements**

- A. License Application.
  - 1. Applications for a Short-Term Rental Property license shall be submitted to the Director on a form provided by the Department.
  - 2. The application shall not be deemed complete until all required information identified in this subsection is submitted.
  - 3. Incomplete applications shall not be accepted and will be returned to the applicant.

4. An application may be submitted by the Owner or by a non-Owner applicant with notarized written consent of the Owner.
  5. It is the duty of each Short-Term Rental Property Owner to ensure that all information provided in a license application is always up to date and it shall be unlawful for an Owner to fail to provide updated information to the County within ten (10) days after the date upon which the current information provided is no longer accurate.
  6. Applications shall be made on the form provided by the Department and shall provide the following on the application form or as a separate attachment:
    - a. The address of the Dwelling proposed to be used as a Short-Term Rental Property.
    - b. The full name, address, and telephone number(s) of the Owner(s) and Local Responsible Agent for the Short-Term Rental Property.
    - c. A copy of the notarized writing authorizing the Local Responsible Agent to act, in the Owner's absence, as the representative of the Owner on issues related to Dwelling, Short-Term Rental, and the Short-Term Rental Property and agreeing that the Owner(s) and Local Responsible Agent shall comply with requirements and limitations of this Ordinance.
    - d. The license application review fee and annual license fee,; such fees shall be set by an approved resolution of the Board of County Commissioners.
    - e. A copy of the Renter Information Interior Signage and Renter Written Instructions that comply with the requirements of Sections V.N. and V.O. that will be posted on and placed in the subject Dwelling respectively.
    - f. A copy of the parking plan that complies with the requirements of Section V.H.
    - g. An affidavit signed by the Owner, under penalty of perjury, certifying that the Short-Term Rental Property complies with the life safety standards set forth in Section V.E, and that the Renter Information Interior Signage required by Sections V.N. and V.O. will be posted and placed at a conspicuous location on or in the Short-Term Rental Property and will remain there in good condition for the duration of the license term.
    - h. For the first licensing year, a copy of an inspection report prepared by an inspector certified by the National Association of Wastewater Technicians that states the on-site wastewater treatment system is functioning correctly and can be operated safely for the proposed use.
    - i. For the first licensing year, copies of inspection reports and a determination from the Douglas County Building Division, the Douglas County Health Department, and local fire district that such use of the Dwelling is acceptable.
  7. Such other information as the application form, as it may be amended from time to time, shall require.
  8. Such other information determined necessary or desirable by the Director to evaluate compliance of the application and the proposed Short-Term Rental Property with the requirements of this Ordinance, any other Ordinance, or regulation.
- B. License Term and Renewal
1. A Short-Term Rental license shall expire one (1) calendar year after its issuance, or when title of the Short-Term Rental Property transfers to a new Owner, whichever occurs first. Each change in ownership of a Short-Term Rental Property shall require a new license.

2. An application for renewal of a Short-Term Rental license shall be submitted at least thirty (30) days prior to expiration of the existing license.
  3. An application for renewal of a license shall have the same submittal requirements as detailed in Section IV.A. and shall be considered in the same manner as the original application. All required documents shall be submitted anew for a license renewal.
  4. Failure to file a renewal application and pay license application review fee(s) less than 30 days prior to expiration of the existing license will result in revocation of the license.
- C. Local Responsible Agent Required
1. As a condition of receiving a Short-Term Rental license, the Owner shall appoint a Local Responsible Agent or Agents for the Short-Term Rental Property.
    - a. The Owner shall notify the Director in writing of the appointment of a Local Responsible Agent(s) within five (5) days of such appointment or modification of any such appointment providing the Local Responsible Agent's name, address, and telephone number.
    - b. It is the Owner's responsibility to update any information pertaining to the Local Responsible Agent throughout the term of the license.
    - c. The Owner(s) may appoint themselves as the Local Responsible Agent.
    - d. No license shall be issued under this Ordinance prior to the appointment and written notice to the Director of a Local Responsible Agent.
  2. If the Local Responsible Agent cannot be contacted or is unavailable, the Owner is deemed the Local Responsible Agent unless an alternate Local Responsible Agent is identified on the application.
  3. Either the Local Responsible Agent or the Owner shall be available 24 hours per day, 7 days per week. Failure of the Local Responsible Agent or Owner to be available as the need arises shall result in suspension of the Short-Term Rental license.
- D. Notice Requirements
1. The Department shall send a courtesy notice of an application in process and applicable contact information to all abutting landowners and owners of land separated by 300 feet or less from the property by a platted tract. In Nonurban Areas, staff shall send a courtesy notice of an application in process to the entity or entities responsible for ownership and maintenance of a shared private access.
  2. The Department will send referral response requests to other agencies, for review and comment on the application. Such agencies may include, but are not limited, to the following: the affected fire district, the affected water and/or sanitation district, the affected metropolitan district, the health department, and homeowners associations. The applicant will be asked to address all referral comments received prior to the Director's decision on the license application.

### **Section V. Requirements and Limitations**

In addition to the other requirements of this Ordinance, a Short-Term Rental Property licensed pursuant to this Ordinance shall, as a condition of such license, be subject to the following requirements and limitations:

- A. Where a lot contains a single-family residence and an additional residence(s) of any kind, such as a guest house or a caretaker residence, the Owner is allowed to use only one residence as a Short-Term Rental Property. No more than one Short-Term Rental Property license shall be issued for a single lot.

- B. No outdoor sign of any kind advertising or identifying the Short-Term Rental Property as a Short-Term Rental is allowed.
- C. The Owner or Local Responsible Agent is responsible for ensuring the Dwelling, Short-Term Rental, and Short-Term Rental Property meets all applicable local, state, and federal standards and regulations, including but not limited to the requirements and limitations of this Ordinance.
- D. No Short-Term Rental license shall be issued for a Dwelling that has not been issued a Certificate of Occupancy.
- E. Life Safety Standards: Each Short-Term Rental Property licensed under this Ordinance shall:
  - 1. Conform to the requirements of the County's on-site wastewater treatment system regulations, if applicable. No Short-Term Rental license shall be issued for any Dwelling for which an on-site wastewater treatment system was not permitted and approved by the County for use consistent with the proposed use; or for which the inspection report required by Section 4.A.6 indicates that the system is not functioning properly or does not otherwise conform with applicable regulations. If the on-site wastewater treatment system shows signs of failure or malfunction, then the Owner shall consult with the Douglas County Health Department within two (2) business days.
  - 2. Not use any building, structure, or room for purposes other than those for which they were designed or intended.
  - 3. Have roofs, floors, walls, foundations, ceilings, stairs, handrails, guardrails, doors, porches, and all other structural components and all appurtenances that are capable of resisting any and all forces and loads to which they may be normally subjected and are in sound condition and in good repair.
  - 4. Have smoke detectors, carbon monoxide detectors, and fire extinguishers installed, operable, and in working condition. If the residence has a fire sprinkler system, it shall be operable and in working condition.
  - 5. Have an operable toilet, sink, and either a bathtub or shower located within the same building as the Short-Term Rental, and every room containing a toilet, bathtub, or shower shall be completely enclosed by walls, doors, or windows that will afford sufficient privacy.
  - 6. Have electrical panels that are clearly labeled.
  - 7. Not have on the premises any portable outdoor charcoal grills, fireplaces, fire rings, or any other ember-producing equipment.
  - 8. Provide in the Short-Term Rental lease with any lessee that the following are prohibited: campfires and the use of portable outdoor charcoal grills, outdoor fireplaces, or any other ember-producing equipment; shooting of weapons for recreation; and the use of ATVs and other non-licensed vehicles on the rental property or on County roads.
- F. Trash Handling. There shall be a sufficient number of trash receptacles to accommodate all trash generated by those occupying the Short-Term Rental Property. Instructions identifying outdoor trash containers, proper storage, trash pickup locations and times, shall be posted within the interior of the Short-Term Rental Property.
- G. Occupancy. Occupancy of a Short-term Rental Property served by an on-site wastewater treatment system shall not exceed the design capacity of said system. Occupancy of a Short-Term Rental Property served by a central sanitation system shall not exceed 2 guests

per bedroom. The permitted occupancy shall be stated on the Short-Term Rental license. It shall be unlawful for the Owner or Lessee of a Short-Term Rental Property to allow the overnight occupancy of a Short-Term Rental Property by more than the maximum number of people permitted by the license.

H. Parking:

1. The motor vehicles of all occupants of the Short-Term Rental Property shall be parked only on the permitted and approved driveway of the Short-Term Rental Property. No motor vehicles shall be parked on the vegetated areas of a Short-Term Rental Property, or in the public right of way. While occupying a Short-Term Rental Property, no person shall park in violation of this Ordinance or in violation of the parking plan the owner must submit in accordance with Section V.H.2.
2. The Owner of a Short-Term Rental Property shall provide a parking plan for the property, and it shall be unlawful for a person renting a Short-Term Rental Property to park or allow the parking of vehicles other than in locations set forth in the plan.

I. Noise. While occupying a Short-Term Rental Property as a Short-Term Rental Lessee, no person shall amplify music outdoors or make any noise that violates any provision of Section 25-12-101, *et seq.* C.R.S.

J. Camping and temporary structures. While occupying a Short-Term Rental Property as a Short-Term Rental Lessee, no person shall construct or use any temporary structure or recreational vehicle or trailer, for overnight purposes.

K. Fires and Grills. While occupying a Short-Term Rental Property as a Short-Term Rental Lessee, no person shall make a campfire or use a portable outdoor charcoal grill, fireplace, or any other ember-producing equipment.

L. ATVs. While occupying a Short-Term Rental Property as a Short-Term Rental Lessee, no person shall use an ATV or other non-licensed vehicle on the property or any County road.

M. Shooting. While occupying a Short-Term Rental Property as a Short-Term Rental Lessee, no person shall shoot a firearm for recreational purposes.

N. Renter Information Interior Signage. An Owner shall post and maintain a copy of the approved license in a conspicuous location within the interior of the Short-Term Rental Property that contains the following information:

1. The Short-Term Rental license number.
2. The maximum number of people permitted for overnight occupancy.
3. Physical address number of the Short-Term Rental Property.
4. Contact information for law enforcement, fire, and ambulance service in case of an emergency.
5. Contact information for the Owner and Local Responsible Agent, including a phone number for 24-hour response to emergencies.

O. Renter Written Instructions.

1. An Owner shall maintain Written Instructions within each Short-Term Rental Property that includes and addresses the following:
  - a. A copy of this Ordinance.
  - b. Description of location of fire extinguishers and emergency egress.
  - c. The location, by description or depiction, for vehicle parking and maximum number of parked vehicles permitted for the property.
  - d. Alternative parking locations (if any) for extra vehicles, trailers, and campers.

- e. The location of trash and recycling receptacles and the rules and regulations regarding handling of the same.
  - f. Snow removal instructions or information.
  - g. Policies regarding noise.
  - h. Policies regarding pets.
  - i. Applicable homeowners' association policies, if any, specific to the property or community.
  - j. Good neighbor/renter guidelines regarding property boundaries, noise, parking, ATV use (not allowed), trash handling, wildlife guidelines, and fire restrictions.
  - k. Any other information deemed necessary by the County to ensure the public's health and safety.
2. Renter's Written Instructions shall be maintained in a plastic folder or on laminated paper and or in a binder and placed in a conspicuous location within the Dwelling.
  3. It is the Owner's responsibility to ensure that the Renter Written Instructions described herein is maintained in a readable form at the Short-Term Rental Property.
- P. Advertising. All advertising for a Short-Term Rental Property shall include a description of the Short-Term Rental Property, including the permitted occupancy, and the County Short-Term Rental Property license number.
- Q. Taxes. The Owner or Local Responsible Agent shall collect and remit all applicable local, state, and federal taxes on each Short-Term Rental Property.
- R. Notice to Owner. Any notice required by this Ordinance to be given to an Owner is sufficient if provided in-person or sent by first-class mail to the address provided by the Owner on the most recent license or renewal application. Notice given to the Local Responsible Agent, in-person or sent by first-class mail to the address provided by the Owner, shall also be sufficient to satisfy any required notice to the Owner under this Ordinance.
- S. Owner Liable. Compliance with and ensuring compliance with the requirements set forth in this Ordinance shall be a nondelegable responsibility of the Owner of a Short-Term Rental Property. Each Owner of a Short-Term Rental Property shall be strictly liable for complying with, and ensuring compliance with, the conditions and limitations set forth in this Ordinance.
- T. Inspection. Because Short-Term Rental Properties are, by their nature, intended to be occupied by numerous guests for short periods of occupancy, it is determined that the County's ability to inspect Short-Term Rental Properties is in the interest of public health, safety, and welfare. Therefore, whenever it is necessary or desirable to inspect to enforce the requirements of this Ordinance, an authorized public inspector may enter such Short-Term Rental Properties at all reasonable times as scheduled with the Owner or Local Responsible Agent to inspect the same for the purpose of enforcing such Ordinance. If such Short-Term Rental Property is occupied, the authorized public inspector shall first present proper credentials and request entry, and if such Short-Term Rental Property is unoccupied, shall first make a reasonable effort to locate the Owner, the Local Responsible Agent, or occupant of the Short-Term Rental Property and request entry. If such entry is refused, or if the Short-Term Rental Property is locked, the authorized public inspector shall have recourse to every remedy provided by law to secure entry. When an authorized public inspector has obtained authority provided by law to secure entry, no Owner, Local Responsible Agent, or occupant having charge, care, or control of any Short-Term Rental

Property shall fail or refuse, after proper request is made as herein provided, to promptly permit entry therein by the authorized public inspector for the purpose of inspection of the Short-Term Rental Property. No warrant or permission shall be required for an authorized public inspector to enter and inspect a Short-Term Rental Property in the case of an emergency involving the potential loss of property or human life.

#### **Section VI. Denial of License**

- A. A Short-Term Rental license application shall be denied by the Director based on any of the following grounds:
  - 1. All applicable provisions of this Ordinance or any applicable County regulation or State law have not been met.
  - 2. The required license application review fee(s) has not been paid.
  - 3. The application is incomplete or contains false, misleading, or fraudulent statements.
  - 4. Any reason that would justify suspension or revocation of a license as set forth herein.
- B. In the event of a denial, the Director shall mail or deliver to the applicant a written order of denial stating the reason or reasons for the denial within ten (10) days of the denial.

#### **Section VII. Suspension or Revocation of License**

- A. Suspension. The Director may suspend a Short-Term Rental license upon determining that:
  - 1. This Ordinance has been violated on more than one occasion since the Short-Term Rental license was issued.
  - 2. The Owner operated the business in violation of a building, fire, health or safety code adopted by the County, said determination being based on investigation by the Department, division, or agency charged with enforcing said code.
    - a. In the event of such a code violation, the Director shall promptly notify the Owner and/or Local Responsible Agent of the violation and shall allow the Owner or Local Responsible Agent a ten (10) day period in which to correct the violation.
    - b. If the licensee fails to correct the code violation before the expiration of the ten (10) day period, the Director shall forthwith suspend the license and shall notify the licensee of the suspension.
  - 3. The Owner failed to pay any taxes due to the County.
  - 4. The Owner failed to pay the license application review fee and or annual license fee at the time of application.
  - 5. The Owner failed to apply for renewal of the Short-Term Rental license including completing a new application and paying the license application review fee and annual license fee.

The Director may suspend a Short-Term Rental license for a period not to exceed ninety (90) days or until such time as the code violation and/or Ordinance violation causing suspension has been corrected, whichever is later. In the event that an enforcement or a revocation proceeding is commenced, the Short-Term Rental license shall remain suspended until the conclusion of said proceedings.
- B. Revocation. The Director shall revoke a Short-Term Rental Property license upon determining that:
  - 1. The Short-Term Rental Property license has been suspended more than once within the preceding twelve (12) months since the Short-Term Rental license was issued.



2. A Licensee gave false or misleading information in the materials submitted as part of the application process.
3. A Licensee knowingly operated the business during a period of time when the Licensee's Short-Term Rental Property license was suspended.
4. Any fact or condition exists that, if it had existed or had been known to exist at the time of the application for the license, would have warranted the denial of the license.

When the Director revokes a Short-Term Rental license, the revocation shall continue for one (1) year during which time the Short-Term Rental Property shall be ineligible for use as a Short-Term Rental and the Owner(s)/Licensee shall not be issued a Short-Term Rental license for other property for one (1) year from the date revocation became effective.

### **Section VIII. Appeal; Hearing on Denial, Suspension or Revocation**

- A. Appeal. An applicant or Licensee may appeal a license application denial, license renewal application denial, license suspension, or license revocation of his or her Short-Term Rental license to the Board of County Commissioners and shall be entitled to a hearing before the Board of County Commissioners. Said request for appeal shall be made in writing, stating the grounds for appeal, within twenty-eight (28) days of the decision of the Director. In the event that a Licensee requests a hearing to appeal a suspension or revocation, the subject Short-Term Rental Property may not continue to be operated as a Short-Term Rental during the hearing process.
- B. Hearing. At the hearing, the Board of County Commissioners shall hear such statements and consider such evidence as is offered that is relevant to the grounds alleged for denial of the license or the violation alleged for suspension or revocation. The Board of County Commissioners shall make findings of fact from the statements and evidence offered as to whether such grounds exist, or such violation occurred. If the Board of County Commissioners determine that grounds for denial or a cause for suspension or revocation exists, the Board of County Commissioners shall issue an order denying, suspending, or revoking the license within twenty-eight (28) days after the hearing is concluded, based on the findings of fact. A copy of the order shall be mailed to or served on the Licensee at the address on the license.
- C. Final Order. The order of the Board of County Commissioners made pursuant to subsection B above shall be a final decision and may be appealed to the district court pursuant to Colorado Rule of Civil Procedure 106. Failure of a Licensee to appeal said order in a timely manner constitutes a waiver by him or her of any right he or she may otherwise have to contest the denial, suspension, or revocation of the Short-Term Rental Property license.
- D. Hearing Powers. The Board of County Commissioners shall have the power to administer oaths, issue subpoenas, and when necessary, grant continuances. Subpoenas may be issued to require the presence of persons and production of papers, books, and records necessary to the determination of any hearing that the Board of County Commissioners conducts. It is unlawful for any person to fail to comply with any subpoena issued by the Board of County Commissioners. A subpoena shall be served in the same manner as a subpoena issued by the District Court of the State of Colorado.
- E. Recording. All hearings held before the Board of County Commissioners regarding denial, suspension, or revocation of a Short-Term Rental license issued under this Ordinance shall be recorded by an electronic recording device. Any person requesting a transcript of such

record shall post a deposit in the amount required by the County Manager and shall pay all costs of preparing such record.

#### **Section IX. Fees**

- A. The Short-Term Rental Property license application review fee and Short-Term Rental license fee shall be set by Resolution of the Board of County Commissioners. No Short-Term Rental license shall be issued until the applicable fee(s) has been received by the Department.
- B. Fees are non-refundable. Upon denial of any license, the license application review fee shall remain the moneys of the County. In the event that a Short-Term Rental license is revoked or cessation of business, all moneys paid for a Short-Term Rental license shall be and remain the moneys of the County and no refund shall be made to any Licensee.
- C. The Short-Term Rental Property license application review fee shall be used to cover the cost associated with reviewing the application for compliance with this Ordinance.
- D. The Short-Term Rental license fee shall be used to cover the administrative and personnel costs associated with developing and implementing the Short-Term Rental license program and enforcing the regulations in this Ordinance, including but not limited to responding to complaints and inspecting Short-Term Rental Properties.

#### **Section X. Violations, Penalties and Enforcement**

- A. It is unlawful for any Owner, Local Responsible Agent, or occupant of a Short-Term Rental Property to violate or allow a violation of any provision of this Ordinance, as applicable.
- B. A warning may be used to request voluntary compliance with this Ordinance, prior to suspension or revocation actions, or issuance of civil infractions. The warning may be provided in-person, over the phone, digitally (such as e-mail or text), or in writing. The warning may include a request that immediate action be taken by the Owner(s), Local Responsible Agent, or occupant(s).
- C. When any of the following occur or is imminent, a warning may not be provided:
  - 1. The violation poses a risk to human health or safety, or a risk of degradation of the natural environment that must be remedied in an expedited manner.
  - 2. The violation is determined to be affecting the quality of life of residents or visitors within proximity of the Short-Term Rental Property.
  - 3. Time is of the essence and authorized by the Director or the Director's designee or Douglas County Sheriff.
- D. In addition to suspension and revocation actions pursuant to Section VII of this Ordinance, violations of this Ordinance are subject to the penalties set forth below. Each day or portion thereof during which any violation is committed, continued, or permitted shall constitute a separate offense and shall be punishable as a separate offense.
- E. Any violation of this Ordinance may be separately, concurrently, or together enforced through this Ordinance, other applicable County Ordinances, the Douglas County Building Code, the Douglas County Health Department Regulations, and the Douglas County Zoning Resolution by the Director or Director's designee, and the Douglas County Sheriff, or both.
- F. Any person who violates any provision of this Ordinance commits a civil infraction and is subject to the penalty assessment procedures of Section 16-2-201, C.R.S. and upon conviction thereof, shall be punished by a fine of two hundred fifty dollars (\$250.00) for a

first violation, a fine of five hundred dollars (\$500.00) for a second violation, and a fine of one thousand dollars (\$1000.00) for the third and subsequent violations.

- G. In addition to the penalties prescribed above, persons convicted of a violation of this Ordinance shall be subject to a surcharge of ten dollars (\$10.00) that shall be paid to the clerk of the court by the defendant as provided by Section 30-15-402(2)(a), C.R.S.

**Section XI. Severability**

Should any section, clause, sentence, or part of this Ordinance be adjudged by any court of competent jurisdiction to be unconstitutional or invalid, the same shall not affect, impair or invalidate the ordinance as a whole or any part thereof other than the part so declared to be invalid.

**Section XII. Effective Date**

In order to preserve the immediate health and safety of Douglas County and its residents, this Ordinance shall take effect immediately upon its adoption on Second and Final Reading as provided in Section 30-15-405, C.R.S.

**INTRODUCED, READ, AND ADOPTED ON FIRST READING** on XXX, and ordered published in the DOUGLAS COUNTY NEWS-PRESS.

**THE BOARD OF COMMISSIONERS  
OF THE COUNTY OF DOUGLAS, COLORADO**

By: \_\_\_\_\_  
          , Chair

**ATTEST:**

\_\_\_\_\_  
Deputy Clerk

**ADOPTED ON SECOND AND FINAL READING** on XXX, and ordered published by reference to title only in the DOUGLAS COUNTY NEWS-PRESS.

**THE BOARD OF COMMISSIONERS  
OF THE COUNTY OF DOUGLAS, COLORADO**

By: \_\_\_\_\_  
          , Chair

**ATTEST:**

\_\_\_\_\_  
Deputy Clerk

## CERTIFICATE

I hereby certify that the foregoing Ordinance No. O-023-00X was introduced, read, and adopted on first reading at the regular meeting of the Board of County Commissions of the County of Douglas on XXX, and the same was published in full in the Douglas County News-Press, a newspaper of general circulation published in Douglas County, on XXX, and thereafter was adopted on second and final reading at a regular public hearing of the Board of County Commissioners of the County of Douglas on XXX. Said ordinance was published by reference to title only on XXX. Said ordinance shall become effective as of XXX.

\_\_\_\_\_  
Deputy Clerk

State of Colorado     )  
                                  )ss.  
County of Douglas    )

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 2023, by  
\_\_\_\_\_, Deputy Clerk.

\_\_\_\_\_  
Notary Public

My commission expires: \_\_\_\_\_

## CERTIFICATION

I, \_\_\_\_\_, Douglas County Deputy Clerk, do hereby certify that the foregoing Ordinance No. O-023-00X, entitled: **AN ORDINANCE REGULATING SHORT-TERM RENTALS**, is a true, correct, and complete copy from the records in my office, that said ordinance was duly adopted by the Board of County Commissioners of Douglas County and is in full force and effect.

\_\_\_\_\_  
Deputy Clerk