



# Community Development

## Code Compliance Division

4200 Indian Bayou Trail | Destin, FL 32541 | Phone: 850-842-4596

[www.cityofdestin.com](http://www.cityofdestin.com)

### **FREQUENTLY ASKED QUESTIONS SHORT TERM RENTALS**

**February 5, 2019**

#### **I. REGISTRATION QUESTIONS**

##### **1. HOW DOES A PERSON APPLY FOR SHORT TERM RENTAL REGISTRATION?**

Registration can be made on our portal at [www.cityofdestin.com/cserve](http://www.cityofdestin.com/cserve) or by printing out an application on our website at [www.cityofdestin.com](http://www.cityofdestin.com) (search Short Term Rental Application)

##### **2. WHAT IS REQUIRED TO OBTAIN STR REGISTRATION?**

Required documents are:

City of Destin Local Business Tax Receipt and Application. Please call 850-837-4242 or visit the Building Division for more information.

Department of Business and Professional Regulation Dwelling license. This process can be started by visiting [www.myfloridalicense.com](http://www.myfloridalicense.com) or call 850-487-1395, find the application under “Apply for /Update License> Hotels and Restaurants>Vacation Rental Dwelling”.

State of Florida Resale Tax Certificate. This process can be started visiting [www.dor.myflorida.com](http://www.dor.myflorida.com) under the taxes tab, begin with “Register to Collect & Report Taxes” or call 850-488-6800.

Additional forms that may be applicable:

Certificate of Affidavit: Contact Planning/Building Division for more information.

Grandfather Application: Contact Planning/Building Division for more information.

Change of Use Form: Contact Planning/Building Division for more information.

### **3. WHERE IN THE CITY OF DESTIN ARE STRS ALLOWED?**

Short Term Rentals are generally allowed in the following zoning districts within the City of Destin: See “Zoning Map” on the city’s website for location of zoning district area.

Bay Resort Mixed Use (BRMU)  
Crystal Beach Resort (CBR)  
Calhoun Mixed Use (CMU)  
Gulf Resort Mixed Use (GRMU)  
Holiday Isle Mixed Use (HIMU)  
North Harbor Mixed Use (NHMU)  
Residential, Office, Institutional General Development (ROI-GD)  
Residential, Office Institutional Tourist Development (ROI-TD)  
South Harbor Mixed Use (SHMU)  
Crystal Beach Neighborhood (CBN)  
Low Density Residential-Holiday Isle (LDR-HI)  
Medium Density Residential-Holiday Isle (MDR-HI)  
High Density Residential-Holiday Isle (HDR-HI)

### **4. WHAT IS THE FEE FOR OBTAINING A SHORT TERM RENTAL REGISTRATION?**

Registration fee is \$200 per property.

### **5. DOES A SHORT TERM RENTAL HAVE TO REGISTER EACH YEAR?**

Yes, properties have to be registered each year.

### **6. HOW MANY GUESTS ARE ALLOWED TO STAY IN A STR?**

Maximum occupancy limits apply from 10:00 p.m. to 7:00 a.m.

The maximum allowable occupancy in a STR is 2 adults per bedroom plus an additional 4 persons per property. (For example, a three bedroom house is allowed 10 people for overnight occupancy).

Overall maximum overnight occupancy is capped at 24 persons per house, regardless of the number of bedrooms.

### **7. WHEN DOES THE REGISTRATION PERIOD START?**

Registration commences on January 1<sup>st</sup> of each year.

**8. WHAT ARE THE FEES FOR LATE REGISTRATION?**

Properties registered after March 31<sup>st</sup> will have a \$100 late fee assessed. Properties registered after June 1<sup>st</sup> will have a \$500 late fee assessed.

**9. IF I CHANGE MANAGEMENT COMPANIES DO THEY HAVE TO REGISTER MY PROPERTY AGAIN?**

Yes, Registrations are non-transferable from one company to another or when property changes owners.

**II. SIGNAGE QUESTIONS**

**10. WHAT IS THE CORRECT SIZE OF THE SIGN?**

The City Code requires the sign to be 18 x 18 in size.  
No additional rider sign is allowed.

**11. WHAT INFORMATION HAS TO BE ON THE SIGN?**

Name and telephone number of Management Company  
Name and telephone number of Emergency Contact (if different from Management Company)  
Occupancy limit  
Number of available parking spaces.

**12. WHERE DO I GET THE STR DECAL?**

Decals can be picked up at the City of Destin Annex located adjacent to the dog park at 4100 Indian Bayou Trail. Hours are 8:00 a.m. to 5:00 p.m. Monday –Friday.

**13. WHERE IS THE DECAL PLACED ON THE SIGN?**

Decal is to be placed on the top right hand corner of the sign.

**14. WILL THE SIGN DECALS BE NUMBERED, IN ORDER TO PREVENT THEFT?**

The decals being used for the remainder of this year are not numbered, however, beginning next year, all decals will be numbered. All decals are currently dated and color-coded. Please note: City records maintain which properties have been properly registered (and have received a decal). Such records may be reviewed if theft is suspected.

**15. HOW SOON DO I HAVE TO HAVE MY SIGN UP ON MY PROPERTY AFTER I REGISTER?**

Signage is to be posted on the property within 7 days following the completion of the registration.

**16. WHERE DO I POST MY SIGN ON MY PROPERTY?**

The sign must be prominently placed on the property of the single-family dwelling unit so that the required content of the sign shall be legible as viewed from the public right-of-way; however signage shall not be placed in the public right of way. Signs are not allowed to be posted in windows, on trees, or fences. No type of Snipe signage is allowed.

**17. MY HOA SAYS I CAN'T HAVE A SIGN, IS THAT TRUE?**

All regulations regarding the posting of a sign on the property preempt any homeowner's association restrictions on the posting of signage to the extent that any such restrictions or regulations conflict with the City Code.

**18. WHY DO I NEED AN EMERGENCY CONTACT LISTED ON MY SIGN?**

Existing City Code requires a local responsible party to be located close enough to the property to be present at the property within one hour if needed (i.e., in emergency circumstances). Some short-term rental properties utilize a rental contact that is located greater than one hour from the premises. In such circumstances, the local responsible party's emergency phone number would be different from the rental contact's number.

**19. HOW WILL THE NUMBER OF PARKING SPOTS BE DETERMINED?**

The Community Development Department will provide a form affidavit for the registrant to fill out and attest to the parking available onsite, and will also provide a guide to the registrant with respect to how to calculate the onsite parking.

Please note that if a complaint is received by the City regarding alleged parking violations, the Community Development Department and Code Compliance Department will work together to determine if the information provided on the affidavit is correct and meets applicable City Codes, and whether a violation of any City Code exists.

### **III. GRANDFATHER CLAUSE**

#### **20. WILL THE GRANDFATHER CLAUSE REMAIN IN EFFECT IF THE PROPERTY SELLS?**

Yes, if grandfathered, that status remains in effect for five years regardless of ownership, provided the use is not abandoned by the new owner.

#### **21. IF WE ARE APPLYING FOR A GRANDFATHER CLAUSE ON A PROPERTY, SHOULD WE WAIT FOR THE FINAL APPROVAL ON GRANDFATHERING BEFORE WE CHANGE OUR MARKETING? SHOULD WE MARKET FOR WHAT WE ARE APPLYING FOR OCCUPANCY?**

It is recommended that grandfathering applicants market for occupancies in compliance with the Ordinance. It is further recommended that applicants wait for final approval on their grandfathering application prior to marketing for any anticipated grandfathered occupancies. In any case, the Code Compliance Department will abate code compliance action while a bona fide grandfather application is pending.

#### **22. IF WE DO THIS, AND DON'T GET APPROVED, SHOULDN'T AGREEMENTS MADE DURING THIS TIME QUALIFY FOR PRE-EXISTING AGREEMENTS?**

The ordinance is not written that way. Agreements made after January 22, 2019 are not pre-existing agreements and therefore, would not be exempt from the ordinance unless a grandfathering application is approved. Therefore, potential applicants should get their grandfathering applications is as soon as possible.

#### **23. I HAVE FOUND SOME CONFLICTING ISSUES IN 13-118 FIRST PARAGRAPH, WHICH STATES THAT PRE-EXISTING AGREEMENTS THAT WERE BOOKED PRIOR TO THE ENACTMENT OF THIS ORDINANCE, ARE VALID FOR 1 YEAR. HOWEVER, WE HAVE 120 DAYS TO CHANGE OUR ADVERTISING? SHOULDN'T WE HAVE AN ADDITIONAL 120 DAYS FOR PRE-EXISTING AGREEMENTS TO BE VALID?**

The purpose of the 120-day grace period for marketing is to abate punitive action by the Code Compliance Department for those advertisements that may already be scheduled to run as of the Ordinance's effective date (Jan. 22, 2019) and in the immediate 4 months thereafter (May 22, 2019). It is not the intent of the ordinance to encourage owners and agents to run new ads in violation of the ordinance during that time, but rather, is protection for owners and agents who may not be able to stop ads that have already been scheduled.

However, this shouldn't affect the pre-existing agreements which are only those contracts entered into prior to the ordinance taking effect. Now that the ordinance has taken effect, the property owners/agents are no longer permitted to violate the Ordinance, except that if an agreement was entered into before January 22, 2019, and the booking will take place before January 22, 2020, those bookings are still authorized under the Ordinance. Contracts are only "pre-existing" and exempt from the Ordinance if they were entered into prior to Jan. 22, 2019.