



FREQUENTLY ASKED QUESTIONS

What is a short term rental?

Short term rental means the rental of all or a portion of a property owner's principal residence for less than 30 days. Common examples of Short Term Rental services are Airbnb and VRBO.

Do I need a license to run a Short Term Rental out of my home?

Yes. Each property owner must apply for a short-term rental license, as well as sales tax license and a lodging tax license. If the property is registered through Airbnb sales and lodging tax licenses will be acquired by Airbnb and not the individual property owner. See more information below.

How many people may I rent my residence to?

The maximum number of renters for a short term rental is dependent on the dwelling units square feet of indoor livable space. See below for calculations.

Can I run a short term rental from a house I am not living in?

Short term rentals may only be run out of the property owner's principal residence. The requirements of a principal residence are as follows:

- The property owner must reside in the dwelling for more than one-half of the year.
- The property must not be rented out more than 20 days in one month.
- The spouse or domestic partner of property owner must not have a different address.
- The property owners driver's license, voter registration, or any dependents school registration must show the same address.
- The property owners mailing address must be listed as the address of the dwelling being rented.

RESTRICTIONS

- **Occupants** - the maximum occupancy for short term rentals based on square feet of indoor livable space are:
 - 2,000 square feet or less of living space = maximum 4 renters
 - over 2,000 and less than 2,500 square feet of living space = 6 renters
 - 2,500 square feet of living space = 8 renters
- **Vehicles** - no more than four vehicles associated with short term renters shall be parked at any one time on or nearby the property with a maximum of two vehicles parked on the street.
- **Disturbing the peace and noise** - Short term renters shall comply with Chapter 9-34 Disturbing the Peace and Noise Chapter 9-36 of the Broomfield Municipal Code.
- **Violation of the municipal code** - All short term renters shall comply with all applicable provisions of the Broomfield Municipal Code.
- **Residential Character** - All short term rental dwellings shall maintain the residential character of the neighborhood.

Failure to comply with any of the above regulations may result in revocation of the short term rental license.

FEES AND LICENSES REQUIRED

- **Short Term Rental License** - Your license application will be reviewed by City Clerk. This license application has a fee of \$100 and must be renewed every five years. Contact the City Clerk at 303.438.6332 or cityclerk@broomfield.org
- **Sales and Lodging Tax Licenses** - Your sales and lodging tax licenses will be reviewed by the Department of Finance Sales Tax Division. There is no associated fee. This application may be found at: <https://www.broomfield.org/DocumentCenter/View/1669/Sales-Tax-Application?bidId=> Contact the Sales Tax Division at 303-464-5811 or salestax@broomfield.org to inquire about receiving a Sales or Lodging Tax License.

DISCLAIMER

This document is intended to provide a brief explanation of mobile Short Term Rentals regulations in the City and County of Broomfield. Due to space limitations, only select portions of the Broomfield regulations have been included here. This brochure should not be relied upon as a final source of information. Always refer to the Broomfield Municipal Code to get complete and up-to-date information concerning Broomfield's latest short term rental regulations. The Broomfield Municipal Code (BMC) can be found at the link below, with the related section to be published November, 2018. https://library.municode.com/co/broomfield/codes/municipal_code