## COUNTY COUNCIL OF PRINCE GEORGE'S COUNTY, MARYLAND 2018 Legislative Session

Bill No.	Bill No. CB-11-2018		
Chapter No.	84		
Proposed and P	Presented by The Chair (by request – County Executive)		
Introduced by	Council Members Davis, Glaros, Turner, Taveras, Franklin and Patterson		
Co-Sponsors			
Date of Introdu	ction September 25, 2018		
	BILL		
AN ACT concern	ing		
	Short-Term Rentals		
For the purpose of establishing permitting and licensing requirements, fees and applicable			
standards for shor	standards for short-term rentals and generally related to short-term rentals.		
BY adding:			
SUBTITLE 5. BUSINESSES AND LICENSES.			
	Sections 7A-101, 7A-102, 7A-103, 7A-104, 7A-105,		
7A-106, 7A-107, 7A-108, 7A-109, 7A-110, 7A-111,			
and 7A-112,			
	The Prince George's County Code		
	(2015 Edition; 2017 Supplement).		
SECTION 1	SECTION 1. BE IT ENACTED by the County Council of Prince George's County,		
Maryland, that Sections 7A-101, 7A-102, 7A-103, 7A-104, 7A-105, 7A-106, 7A-107, 7A-108,			
7A-109, 7A-110, 7A-111, and 7A-112 of the Prince George's County Code be and the same are			
hereby added with the following amendments:			
SUBTITLE 5. BUSINESSES AND LICENSES.			
DIVISION 7A. SHORT-TERM RENTALS.			
Sec. 7A-101. Pu	rpose & Findings.		
(a) This Di	vision is to establish the licensing requirements for short-term rentals within		
Prince George's County, Maryland. It also establishes the rules, regulations, fees, penalties and			
enforcement prov	enforcement provisions for short-term rentals. In the shared economy, hosting platforms enable		

1	people to utilize and rent his or her home on a short-term basis. Short-term rentals are not		
2	regulated to the same standards as a hotel or motel, however, individuals utilizing short-term		
3	rentals and the associated hosting platforms acknowledge, understand and accept these		
4	differences in standards. Rental licenses are different from short-term rental licenses and cannot		
5	be used interchangeably. Rental licenses are regulated pursuant to Subtitle 13 Division 4. Short-		
6	term rental licenses are regulated pursuant to Subtitle 5 Division7A. Each license must be		
7	applied for separately, adhering to and satisfying the applicable standards for each license.		
8	Sec. 7A-102. Definitions.		
9	In this Subtitle, the following words shall have the meaning indicated.		
10	(a) <b>Booking service</b> means a reservation and/ or payment service provided by a person or		
11	entity that facilitates a short-term rental transaction between a host and a prospective short-term		
12	rental guest for which the person or entity collects fees in connection with the reservation, or		
13	facilitates payment services between the host and guest.		
14	(b) Days means calendar days.		
15	(c) <b>Department</b> means the Department of Permitting, Inspections, and Enforcement.		
16	(d) <b>Director</b> means the Director of the Department of Permitting, Inspections, and		
17	Enforcement.		
18	(e) <b>Dwelling unit</b> means one or more bedrooms providing permanent provisions for		
19	sleeping.		
20	(f) Host means a legal owner of a residential dwelling unit and who provides or offers to		
21	provide all or part of a residential dwelling unit for short-term rental and has obtained a short-		
22	term rental license from Prince George's County. The host must provide proof of ownership		
23	with a copy of his or her Homestead Tax Credit filing.		
24	(g) Hosting platform ("Platform") means a person or entity that facilitates a short-term		
25	rental by providing booking services through which a licensed host may lawfully provide a		
26	residential dwelling unit for short-term rental use.		
27	(h) Nuisance means the following:		
28	(1) An act or condition knowingly created, performed, or maintained on private		
29	property that constitutes a local code violation and that:		
30	(A) Significantly affects other residents of the neighborhood;		
31	(B) Diminishes the value of neighboring property; and is injurious to public		

- health, safety, or welfare of neighboring residents; or obstructs the reasonable use of other property in the neighborhood;
- (2) A property where the tenant, owner, or other occupant has been convicted of violations of § 10-201 or § 10-202 of the Criminal Law Article for conduct occurring on, in, or in relation to the property; or
- (3) A property to which police or other law enforcement agencies have responded to complaints or calls for service three (3) or more times within any 30 day period.
- (i) **Owner Occupied** means the host and legal owner of a residential dwelling unit who is present during the entire time of the short-term rental. Owner Occupied short-term rentals shall not be utilized by a short-term rental guest for more than 180 days per calendar year.
- (j) Permanent resident means an individual who is domiciled in Prince George's County, Maryland, maintains a place of abode in Prince George's County for 180 or more days during the year and is the individual who owns the property and obtains the homestead tax credit at that address. For purposes of this Subtitle, a host may have only one (1) permanent address, which is the address the host uses to obtain the homestead credit.
- (k) Short-term rental means a residential dwelling unit occupied by a short-term rental guest, other than a permanent occupant, for fewer than 31 consecutive days and no more than 90 days per calendar year, where a host receives monetary compensation for such occupancy, if the owner is not present during the rental. A short-term rental may be occupied by a short-term rental guest for no more than 180 days per calendar year, if the host is present during the short-term rental. A short-term rental provider shall not combine time limits for short-term rentals. The maximum allowable days for a short-term rental are 180 calendar days, provided all requirements are met for that time frame. A short-term rental is a tourist home that is an accessory use to a dwelling, but does not include a hotel, motel, inn, boarding house, group residential facility, and fraternity or sorority house.
- (1) Short-term rental guest means a transient who occupies, or has the right to occupy, a lawfully licensed short-term rental for a period of 30 days or less during any one continuous stay. This does not include a hotel, motel, inn, boarding house, group residential facility, fraternity or sorority house.
- (m) **Short-term rental provider** means a licensed host who lawfully offers for rent a short-term residential rental and does not include a hotel, motel, inn, boarding house, group

residential facility, and fraternity or sorority house.

Sec. 7A-103. Standards for Short-Term Rentals.

- (a) Except as provide in 7A-103 (b), a short-term rental license shall be obtained prior to operation and the short-term licensee shall comply with all applicable license requirements pursuant to this Division and the Prince George's County Code.
- (b) A person who has filed a complete application with the Department for a short-term rental license may operate a short-term rental for no more than 90 calendar days while the application is being assessed and evaluated by the Department. A person who has filed a complete application with the Department shall follow all of the requirements of a short-term rental provider during the 90 day operation of the short-term rental. The Department shall provide a 90 calendar day certificate upon determining that the property is the applicant's primary residence. The certificate shall state the start and end date of the 90 calendar days and there is a pending application for a short-term rental license. The issuance of a certificate while an application is pending does not guarantee that an applicant will be approved for a short-term rental license.
- 1. If an applicant has been previously denied a license or his or her license has been suspended or revoked, the Department shall not issue a certificate for the 90 calendar day operation of a short-term rental.
- 2. The provisions of this 7A-103(b) may not be used to circumvent the provisions and intent of this Division.
- (c) No person shall advertise or host a short-term rental unless the person maintains a short-term rental license for the specific address issued by the Department, or pursuant to section 7A-103 (b) there is a complete and a filed application is being assessed during the 90 calendar day period.
- (d) The maximum allowable days are 180 calendar days. A short-term rental licensee or applicant with a certificate from the Department shall not combine days to exceed beyond the maximum 180 calendar days. All applicable time frames shall be followed as outlined in this Division.
  - 1. An owner occupied short-term rental shall not combine the 180 calendar days with any other days or time frames for short-term rentals.
  - 2. A short-term rental that is not occupied by the owner shall not combine days with

1	any other time frames to exceed the maximum allowable days.		
2	3. A person who has filed a complete application with the Department and has been		
3	issued a certificate shall not combine days to exceed beyond the maximum		
4	allowable days. Every day that the person who has filed a complete application		
5	with the Department and received a certificate, rents his or her short term rental, it is		
6	counted towards the maximum allowable days.		
7	(e) Short-term rental licenses shall only be issued to hosts that utilize platforms licensed by		
8	Prince George's County, Maryland.		
9	(f) There shall be a completed application filed with the Department. Once the completed		
10	application has been filed, the Department will assess the application for compliance with all of		
11	the requirements for a short-term rental license. After the assessment of the application, the		
12	Department may approve the application and issue a short-term rental license.		
13	(g) The Department will maintain a database for all short-term rental licensees, which will		
14	include, but is not limited to emergency contact information for the licensed host and the person		
15	designated as the emergency contact. Prince George's County Government and Municipal		
16	Officials will have the ability to gain access to the host and emergency contact information in the		
17	short-term rental database.		
18	Sec. 7A-104. License Application for Short-Term Rentals; Hosts.		
19	(a) The Department may issue an annual short-term rental license to an eligible applicant.		
20	(b) Each short-term rental license expires annually on the anniversary of its issuance.		
21	(c) Fraud, misrepresentation, false statement and inaccuracies in the application or		
22	supporting documents shall be grounds for immediate revocation or denial of the short-term		
23	rental license. All the requirements of this Subtitle shall be continuously maintained throughout		
24	the duration of the license. Failure to do so shall be grounds for immediate revocation or denial		
25	of the short-term rental license.		
26	(d) Shall pay all applicable fees associated with the application and approval of the license,		
27	including the initial \$150 licensing fee, thereafter there will be an annual fee of \$150;		
28	1) The fees are subject to change; any change in the licensing fee shall be prescribed		
29	in the Table of Fees.		
30	(e) An applicant for a short-term rental license shall:		
31	(1) Obtain liability insurance of at least \$1,000,000.		

1	a. May utilize a platform's liability insurance if the liability insurance is at least		
2	\$1,000,000 and is approved by the Department.		
3	(2) Provide a copy of current and valid liability insurance of at least \$1,000,000;		
4	(3) Attest and ensure that each short-term rental unit has a working smoke detector		
5	and carbon monoxide detector in every bedroom, sleeping area and on all habitable floors;		
6	(4) Provide a picture to the Department as proof of the required smoke detectors and		
7	carbon monoxide detectors;		
8	(5) Attest and ensure that each short-term rental unit has properly maintained and		
9	charged fire extinguishers in every bedroom, sleeping area and on all habitable floors;		
10	(6) Provide a picture to the Department as proof of the required fire extinguishers;		
11	(7) Attest and ensure that each short-term rental has a posting of emergency contact		
12	information on the interior of the rental, a floor plan that indicates fire exits and escape routes		
13	that is conspicuously placed on the interior portion of the main entrance and in each room where		
14	there are sleeping quarters in the short-term rental;		
15	(8) Provide a picture to the Department as proof of the conspicuously placed posting		
16	of the emergency contact information on the interior of the rental, a floor plan that indicates fire		
17	exits and escape routes;		
18	(9) Attest and ensure the short-term rental is in compliance with all applicable laws		
19	and codes including but not limited to Subtitle 4 of the Prince George's County Code, all		
20	applicable property maintenance, electrical, plumbing and building codes;		
21	(10) Attest and ensure that notification has been provided to homeowner associations,		
22	condominium associations, common ownership communities, cooperatives, and, where		
23	applicable, municipalities where the short-term rental is located;		
24	(11) Attest and ensure compliance with the requirements of homeowner associations,		
25	condominium associations, common ownership communities, and cooperatives where the short-		
26	term rental is located;		
27	(12) Attest and ensure that the short-term rental has provided at least one (1) off street		
28	parking space for every three (3) overnight guests;		
29	(13) Provide proof of availability of off street parking for the short-term rental;		
30	(14) Provide proof of intent to apply for the short-term rental license has been		
31	provided to the following neighbors and/or individuals in the adjacent homes including but		

1	limited to:		
2	(A) The neighbors that are to the immediate left, of the short-term rental		
3	property;		
4	(B) The neighbors that are to the immediate right, of the short-term rental		
5	property;		
6	(C) The neighbors that are in front of the short-term rental property;		
7	(D) The neighbors that are behind the short-term rental property;		
8	(E) The Department shall provide the approved notification letter for short-ter		
9	license applicants;		
10	(15) Attest and ensure that the short-term rental is the permanent residence of the host:		
11	(16) Attest and ensure the short-term rental has two (2) outdoor trash and one (1)		
12	recycling receptacles with tight fitting lids;		
13	(17) Provide proof of ownership of the short-term rental property; a copy of the host'		
14	homestead property tax credit for the location of the short-term rental;		
15	(18) Attest and ensure that the property has no outstanding taxes or liens and the		
16	property has no code violations;		
17	(19) Attest and ensure that accurate and current contact information of the owner of		
18	the short-term rental is provided on the application; the contact information shall include the		
19	following:		
20	(A) The host's primary physical mailing address;		
21	(B) The host's cell phone number;		
22	(C) The host's email address;		
23	(20) Attest and ensure that accurate and current information of an individual that will		
24	serve as the emergency contact, other than the host, who resides within Prince George's County		
25	or within 25 miles if the emergency contact resides outside of Prince George's County. The		
26	emergency contact and is responsible for responding to the short-term rental for any issues that		
27	require immediate attention. This information shall be provided on the application; the contact		
28	information shall include the following:		
29	(A) The individual's primary physical mailing address;		
30	(B) The individual's cell phone number;		
31	(C) The individual's email address;		
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(21) Provide, within five (5) business days, updates to the contact information			
immediately or risk having the license revoked or denied;			
(22) Provide a list of all the licensed platforms the applicant intends to utilize;			
(23) Attest and ensure that the rules, as approved by the Department per Section 7A-			
109(a) regarding short-term rental guests are posted on or by the main entrance used by the			
transients pursuant to Section 7A-109 of this Division.			
(f) The Department may require evidence of any of the above requirements in any form or			
manner it directs.			
Sec. 7A-105. Short-Term Rentals Licenses; Issuance and Renewal of Licenses for Hosts.			
(a) No license for a short-term rental shall be issued to a host until the application has been			
successfully and satisfactorily completed. All documentation shall be submitted and all			
requirements shall be adhered to prior to a determination being made about the issuance of a			
short-term license to the applicant.			
(b) Each short-term rental license expires annually on the anniversary of its issuance. The			
host must apply to renew the license thirty (30) days before the current license expires. Upon			
approval of the renewal license, the host shall submit the applicable licensing fee.			
1. The fees are subject to change; any change in the licensing fee shall be prescribed in			
the Table of Fees.			
(c) In addition to complying with all of the application requirements set forth in Section			
7A-104, the renewal applicant shall provide a copy of short-term rental guest log required by			
Sec. 7A-106.			
Sec. 7A-106. Short-Term Rentals Licenses; Host Requirements.			
(a) No one shall engage in the business of the short-term rentals without having obtained a			
license under this Division.			
(b) A person who has filed a complete application with the Department for a short-term			
rental license may operate a short-term rental for no more than 90 calendar days while			
the application is being assessed and evaluated by the Department. A person who has			
filed a complete application with the Department shall follow all of the requirements of			
a short-term rental provider during the 90 day operation of the short-term rental as			
prescribed in this Division and section 7A-103.			
(c) No one shall utilize or list on a hosting platform without a short-term rental license,			

1	except as prescribed in section 7A-103 (b).
2	(d) Anyone issued a short-term rental license shall do the following:
3	1. Shall collect and remit all applicable hotel taxes through the platform;
4	2. Shall display conspicuously on interior of the short-term rental, the license with
5	contact information of the licensed host, the Prince George's County, Maryland based emergency
6	contact pursuant to Section 7A-104(c)(19) and the contact information for the Department;
7	3. Shall not rent the short-term rental for more than 30 consecutive days;
8	4. Shall not rent the short-term rental more than 90 days per calendar year if the short-
9	term rental is unoccupied by the owner;
10	5. Shall not rent the short-term rental more than 180 days per calendar year if the short-
11	term rental is owner occupied;
12	6. Shall not combine allowable time frames to exceed the permissible calendar days for
13	short-term rentals;
14	7. Shall not permit more than a total of eight (8) guests at any one time and there shall
15	not be more than three (3) guests per bedroom;
16	8. Shall not permit any other individuals to utilize the short-term rental other than
17	registered short-term rental guests;
18	(e) Maintain a log of all short-term rental guests that have rented the short-term rental
19	when applying to renew the short-term rental license that shall be provided when applying for
20	renewal of the short-term license;
21	(1) The log shall contain the following information:
22	(A) The total number of short-term rental guests that stay in the short term rental
23	for the calendar year beginning the first day of January of each year and ending the last day of
24	December;
25	(B) The total number of short-term rental guests that stay during each individual
26	rental;
27	(C) The dates the short-rental is rented by a short-term rental guest;
28	(D) The number of days and dates the short-term rental was owner occupied; and
29	(E) The total number of days and dates when the short-term rental was not owner
30	occupied.
31	Sec. 7A-107. Short-Term Rental Hosting Platform License; Requirements.
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1	(a) Short-term rental hosting platforms shall be registered with the Department.
2	(b) Platforms shall pay an annual licensing fee of \$2,500 to lawfully operate in Prince
3	George's County, Maryland.
4	(1) The fees are subject to change; any change to the annual \$2,500 licensing fee
5	shall be prescribed in the Table of Fees.
6	(c) Platforms shall require any short-term rental host to submit a copy of the host's rental
7	license or 90 day pending application certificate to the platform, prior to the rental being listed
8	on the platform.
9	(d) Platforms shall provide the following information to the Department on an annual
10	basis. The information shall be submitted to the Department by January 1. The required
11	information is as follows:
12	(1) The total number of short-term rentals listed on the platform during the applicable
13	reporting period;
14	(2) A complete listing of all Prince George's County properties listed in the platform
15	for the current and upcoming reporting periods;
16	(3) The total number of nights that each listing on the platform was rented to
17	transients during the applicable reporting period.
18	(e) All platforms shall remit all hotel taxes, including but not limited to those collected by
19	the short-term rental provider or applicant, as outlined in this section and Subtitle 10 Division 8
20	of the Prince George's County Code and:
21	(1) Such quarterly payments shall be made on or before the last days of April, July, October
22	and January in each year. They shall cover the amounts collected during the three (3) months
23	immediately preceding the months in which reports and remittances are required. Such quarterly
24	payments shall be made on or before the last days of April, July, October and January in each
25	year. They shall cover the amounts collected during the three (3) months immediately preceding
26	the months in which reports and remittances are required. The payments shall be made to the
27	Department of Finance
28	(2) Prince George's County, with approval of the governing body, may agree to an
29	alternative method of tax collection with the Platform. However, if after the expiration of the
30	term of the agreement, Prince George's County may require remittance of hotel taxes as outlined
31	in Subtitle 10 Division 8 of the Prince George's County Code and Section 7A-107 (e) (1).
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1	Sec. 7A-108. Department Responsibilities and Reporting.		
2	(a) The Department shall:		
3	1. Promulgate rules and regulations that every properly licensed short-term rental		
4	shall display in the main entrance used by short-term rental guests;		
5	2. Enforce any violation under this Division;		
6	3. Maintain records on licensed short-term rentals and short-term rental platforms;		
7	4. Provide reports on short-term rentals at the request of the County Executive and		
8	County Council;		
9	5. Monitor short-term rentals for compliance with this Division, building code,		
10	zoning regulations and the Prince George's County Code;		
11	<ol><li>Investigate suspected violations of this Division by platform hosts;</li></ol>		
12	7. Issue any penalties, citations, and revocations consistent with the enforcement and		
13	penalty provisions of this Division.		
14	8. Provide an annual report on short-term rentals. The report shall include the		
15	following information for the prior calendar year: a summary of activities for short-term rentals,		
16	the number of licenses issued, suspended, revoked, complaints regarding short-term rentals,		
17	revenue raised from the short-term rental licenses, staffing assigned in part or in full to ensure		
18	compliance with this section and other relevant information. The report shall be submitted to the		
19	County Executive by February 1. The County Executive shall transmit the report to the County		
20	Council by March 15.		
21	(b) The Department shall provide on a monthly basis to lawfully licensed platforms the		
22	following information:		
23	(1) The license number for all lawfully registered hosts;		
24	(2) The license number for all hosts who have an expired license;		
25	(3) The license number for all hosts who have a suspended license;		
26	(4) The license number of all hosts whose license has been revoked;		
27	(5) The name of individuals who have applied for a short-term rental license but were		
28	denied;		
29	(6) The certificate number for all the applicants that have filed a complete application		
30	and were issued a 90 day operation certificate.		
31	Sec. 7A-109. Prohibited Acts, Enforcement and Penalties; Platforms.		

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safety, or other good cause.

- (e) The Department may immediately suspend or revoke a license if under the Building Code a stop work or stop use order has been issued to the address.
- (f) All enforcement actions and penalties are at the Director's discretion, based upon the requirements of this Division.
- (g) If a short-term rental host license is suspended or revoked, Department shall notify in writing the host and all platforms on which the host currently lists.
- (h) In addition to any other penalty provided by law, any individual who violates this Division shall be subject to a civil fine of not less than \$1000.

## Sec. 7A-111. Appeals from determinations of Director.

Any person aggrieved by an act or determination of the Director pursuant to this Division, including, but not limited to, suspension or revocation of any license, may appeal such act or determination to the Prince George's County Board of Administrative Appeals within ten (10) calendar days after receipt of notice of the act or determination of the Director. The Board may reverse, modify or remand the decision of the Director only if the decision of the Director is clearly erroneous, or arbitrary and capricious, or unsupported by any substantial evidence.

## Sec. 7A-112. Appeals from the Board of Administrative Appeals.

Any party aggrieved by a decision of the Board of Appeals pursuant to this Division may appeal that decision to the Circuit Court for Prince George's County, Maryland. The appeal shall proceed in accordance with the provisions of Title 7 Maryland Rules of Procedure.

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SECTION 2. BE IT FURTHER ENACTED that the provisions of this Act are hereby declared to be severable; and, in the event that any section, subsection, paragraph, subparagraph, sentence, clause, phrase, or word of this Act is declared invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the remaining words, phrases, clauses, sentences, subparagraphs, paragraphs, subsections, or sections of this Act, since the same would have been enacted without the incorporation in this Act of any such invalid or unconstitutional word, phrase, clause, sentence, paragraph, subparagraph, subsection, or section.

SECTION 3. BE IT FURTHER ENACTED that at least 50% of the projected revenue generated by the fees or penalties authorized under this Act shall be reserved in the annual County budget process for permitting, inspections, or enforcement personnel costs of the Department of

Permitting, Inspections, and Enforcement.		
SECTION 4. BE IT FURTHER ENA	ACTED that this Act shall take effect on October 1,	
2019.		
Adopted this 23rd day of October, 20	18.	
	COUNTY COUNCIL OF PRINCE GEORGE'S COUNTY, MARYLAND	
В	Y:	
	Dannielle M. Glaros Chair	
ATTEST:		
Redis C. Floyd Clerk of the Council		
	APPROVED:	
DATE: BY		
	Rushern L. Baker, III County Executive	