



# MINUTES SPECIAL MEETING

CITY COUNCIL  
OF THE  
CITY OF SOUTH SAN FRANCISCO  
P.O. Box 711 (City Hall, 400 Grand Avenue)  
South San Francisco, California 94083

Meeting to be held at:

MUNICIPAL SERVICES BUILDING  
COUNCIL CHAMBERS  
33 ARROYO DRIVE  
SOUTH SAN FRANCISCO, CA

WEDNESDAY, AUGUST 22, 2018  
6:31 p.m.

## CALL TO ORDER

TIME: 6:33 p.m.

## ROLL CALL

PRESENT: Councilmembers Addiego, Garbarino and Gupta,  
Mayor Pro Tem Matsumoto and Mayor  
Normandy.

ABSENT: None.

## AGENDA REVIEW

None.

PUBLIC COMMENTS - comments are limited to items on the Joint Special Meeting.

None.

## ADMINISTRATIVE BUSINESS

1. Study Session on Short-Term Vacation Rental Uses (Tony Rozzi, Principal Planner)

Principal Planner Rozzi introduced the Study Session regarding Short-Term Vacation Rental Uses. He advised that in 2015 the City Council considered a Planning Commission recommendation to regulate this type of use and chose not to pursue regulation. The Council determined to let the sharing economy evolve and revisit the issue at a later date. Since then, various regulatory options have emerged. Principal Rozzi explained the Council's three (3) options with respect to regulation as follows: 1) Allow by-right, subject to performance standards; 2) City review through a permit process; or 3) Prohibit short-term

vacation rentals. The Planning Commission recommended option two (2) vis-a-vis adoption of an ordinance regulating short-term vacation rentals. The proposed ordinance would involve a simple application process with a \$150 fee. Hosted rentals would be allowed pursuant to the process for a maximum of two (2) guests with no limit on the number of days rented. Non-hosted rentals would be allowed up to two (2) guests/bedroom plus two (2) additional guests with a total cap of 90 days rented. Principal Rozzi explained the proposal was for Transient Occupancy Tax (TOT) to be sought on these uses.

Councilman Addiego stated that he recalled low activity on this front when Council last heard the topic in 2015. Since then, the community has seen an increase in this type of use.

Mayor Normandy advised the City of Millbrae had successfully crafted an ordinance and was receiving a check from Airbnb with TOT taxes at the end of each month.

Councilman Garbarino expressed concern for neighbors of Airbnb type properties. Issues such as noise, trash and parking were coincident with this type of use. He was concerned with protecting the integrity of neighborhoods in this regard and queried how regulations would be enforced.

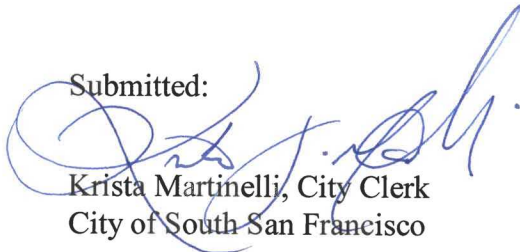
Principal Rozzi explained the ordinance could be crafted so that the permit was only good for a year. If three (3)- four (4) enforceable complaints were received within a year, the permit would not be renewed.

Council directed staff to pursue development of a proposed ordinance for Council's consideration. Councilman Garbarino and Mayor Normandy agreed to work with staff as an ad hoc committee on this issue.

#### ADJOURNMENT

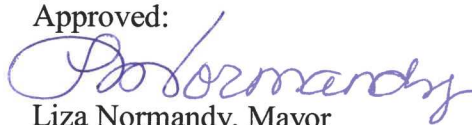
Being no further business, Mayor Normandy adjourned the meeting at 6:54 p.m.

Submitted:



Krista Martinelli, City Clerk  
City of South San Francisco

Approved:



Liza Normandy, Mayor  
City of South San Francisco