

Town of York, Maine
Committee Charge – Short Term Residential Rental Committee

Purpose: The purpose of this Committee is to review and evaluate the state of Short Term Residential Rentals within the geographic boundaries of the Town of York, and to evaluate whether specific ordinances or regulations pertaining to short term residential rentals are recommended for consideration by the Selectboard and voters of the Town of York.

Composition: The Committee shall consist of seven voting members and one ex-officio member. The Committee shall be appointed by the Selectboard after a public interview process.

- Six (6) regular members. Up to two (2) of these six (6) members may be non-resident property owners, and the remainder shall be residents of the Town of York.
- One (1) resident with significant work experience in the hospitality/tourism industry
- One (1) Planning Board member who shall serve in an ex-officio capacity. This member may participate in all discussions but may not vote or make any motions.

A quorum of four voting members shall be required to conduct any business. The Committee shall elect a Chair and Vice-Chair from its voting members.

Staff support: The Town Planning Director shall provide lead staff support and shall coordinate the various Town staff assigned to assist the Committee in their charge below. Additional staff support is expected from the Town Manager's Office, Code Enforcement Department, Tax Assessor, Police Department, and Fire Department(s). All staff support assignments and any changes to staff support assignments shall be made by the Town Manager in consultation with the Committee Chair.

Charge: The Committee shall have the following duties and responsibilities. Other duties and responsibilities may be assigned from time to time by majority vote of the York Selectboard.

- 1) To the greatest extent possible using sources available to the Committee, identify the number of short term residential rental units within the Town of York, together with other relevant information. The Committee may hire an outside consultant to assist in this effort with prior approval from the Selectboard.
- 2) Identify the perceived positive and negative impacts of short term residential rentals on the Town of York, and the relative magnitude of each impact.
- 3) Review short term residential rental regulations and/or ordinances that have been enacted by other municipalities in Maine, taking note of provisions intended to address specific impacts, as well as any measurable outcomes.
- 4) Identify any instances where other municipalities in Maine have contemplated a regulation or ordinance pertaining to short term residential rentals, but ultimately chose not to enact it.
- 5) Prior to 01/31/25 (unless extended by vote of the Selectboard), recommend a course of action to the Selectboard, which may include 1) submission of proposed regulation(s) and/or ordinance(s) to the voters at a referendum election, 2) recommendation for further study of specific questions raised by the Committee's work, or 3) a recommendation that no further action be taken in regards to Short Term Residential Rentals at this time.
- 6) The Committee shall sunset on 05/31/2025 unless authorized to continue by a majority vote of the Selectboard.

- 7) The Committee shall report on progress to the Selectboard periodically, or upon request of the Selectboard Chair.
- 8) The Committee shall work with the Selectboard to engage an outside facilitator to assist in the conduct of meetings.