An ordinance authorizing the City’s Building Division to develop and promulgate rules and regulations to be approved by the Department of Safety, and consistent with Chapter 25 of the Revised Code of the City of St. Louis and other applicable laws regarding Short Term Residential Rentals within the City of St. Louis.

BE IT ORDAINED BY THE CITY OF ST. LOUIS AS FOLLOWS:

SECTION ONE. Definitions.

1. Booking service is any reservation and/or payment service provided by a person or entity that facilitates a short-term rental transaction between an Owner and a prospective tourist or transient user, and for which the person or entity collects or receives, directly or indirectly through an agent or intermediary, a fee in connection with the reservation and/or payment services provided for the short-term rental transaction.

2. Business entity is a corporation, partnership, or other legal entity that is not a natural person.

3. Commissioner is the Commissioner of the City’s Building Division or his or her designee.

4. Division is the City’s Building Division.

5. Dwelling Unit means single-family homes and any single unit in a multifamily dwelling, or any building designed to occupied for Residential Use, or a room or rooms therein, which provide living facilities for one or more persons, including permanent provisions for living, sleeping and sanitation.
6. **Hosting Platform** is a natural person or business entity that participates in the Short-Term Residential Rental business by providing, and collecting or receiving a fee for, Booking Services through which an Owner may offer a Dwelling Unit for Tourist or Transient Use. Hosting Platforms usually, though not necessarily, provide Booking Services through an online platform that allows an Owner to advertise the Dwelling Unit through a website provided by the Hosting Platform and the Hosting Platform conducts a transaction by which potential tourist or transient users arrange Tourist or Transient Use and payment, whether the tourist or transient pays rent directly to the Owner or to the Hosting Platform.

7. **Housing Conservation District Short-Term Residential Rental Inspection Certificate** or **Inspection Certificate** is an annual permit that must be obtained by an Owner for a Residential Unit in order for the Owner to offer said Residential Unit for Tourist or Transient Use.

8. **Owner** means a natural person who is the owner of record of a Dwelling Unit recorded as holding title to the property in the official records of the City of St. Louis.

9. **Permanent Resident** is a natural person who occupies a Dwelling Unit for at least ninety (90) consecutive days per calendar year with intent to establish said Dwelling Unit as his or her Primary Residence. A Permanent Resident may be the owner or a lessee of a Dwelling Unit.

10. **Primary Residence** is a Permanent Resident's usual place of return for housing as documented by at least two of the following: motor vehicle registration; driver's license; voter registration; tax documents showing the Dwelling Unit as the Permanent Resident's residence; or a utility bill. A person may have only one Primary Residence.

11. **Residential Use** means use for occupancy of a Dwelling Unit by a Permanent Resident.
12. **Short-Term Residential Rental** is Tourist or Transient Use of a Dwelling Unit where all of the following conditions are met:

(1) The Owner is a natural person and: Owner and Permanent Resident of the Dwelling Unit offered for Tourist or Transient Use; or Permanent Resident of a Dwelling Unit located within the same building as the Dwelling Unit offered for Tourist or Transient Use by the Owner; or the Permanent Resident of a Dwelling Unit located on real property that is immediately adjacent to the real property on which the Dwelling Unit offered for Tourist or Transient Use by the Owner is located; and

(2) The Owner is the holder of a current Housing Conservation District Short Term Residential Rental Permit for the Dwelling Unit that is being offered for Tourist or Transient Use by the Owner; and

(3) The Owner has complied all rules and regulations promulgated by the Division pursuant to this ordinance, and no other requirement of federal or state law, or City ordinance prohibits the Owner from renting, leasing, letting out or otherwise allowing Short-Term Residential Rental of the Dwelling Unit; and

(4) The Dwelling Unit offered for Tourist or Transient Use is not a hotel, residential hotel, and is not designated as low income, income restricted, below market rate housing; and

(5) No real property or other taxes are owed by the Owner on the Dwelling Unit being offered for Tourist or Transient Use.

(6) The Owner maintains liability insurance appropriate to cover the Short-Term Residential Rental use in the aggregate of not less than $500,000 or conducts each Short-Term Residential Rental transaction through a Hosting Platform that
provides equal or greater coverage. Such coverage shall defend and indemnify the
Owner(s), as named additional insured, and any tenant(s) in the building for their
bodily injury and property damage arising from the Short-Term Residential Use.

13. **Tourist or Transient Use** is any use of a Dwelling Unit for occupancy for less than a thirty (30)
day term.

### SECTION TWO. Declaration of Policy

The City of St. Louis recognizes that Short Term Residential Rentals need to be regulated for the
safety and welfare of its residents and visitors. This ordinance provides the framework for the
development of a policy to meet this need, said policy shall be referred to as The City of St. Louis
Short Term Rental Policy.

### SECTION THREE. The City of St. Louis Short-Term Residential Rental Policy

A. In addition to any requirements set forth in this ordinance the Commissioner is hereby
authorized, to promulgate rules and regulations to govern Short-Term Residential Rentals
within the City of St. Louis consistent with this ordinance and all applicable laws, which rules
and regulations must be approved by the Department of Public Safety before being put into
effect. The rules and regulations promulgated pursuant to this ordinance shall be referred to as
The City of St. Louis Short-Term Residential Rental Policy.

B. The City of St. Louis Short-Term Residential Rental Policy shall be published on the
Division’s website and available to the public at the Division’s offices. Any changes or
additions to The City of St. Louis Short-Term Residential Rental Policy shall be published on
the Division’s website and available to the public at the Division’s offices within twenty-four
(24) hours prior to their becoming effective.

C. In addition to any rules and regulations promulgated pursuant to this ordinance, the following
shall be part of The City of St. Louis Short-Term Residential Rental Policy:

SECTION FOUR. Short-Term Residential Rentals.

A. Each of the following requirements must be met before a Residential Unit may be offered for
Short-Term Residential Rental:

(1) The Owner is a natural person and: Owner and Permanent Resident of the Dwelling Unit
offered for Tourist or Transient Use; or Permanent Resident of a Dwelling Unit located
within the same building as the Dwelling Unit offered for Tourist or Transient Use by the
Owner; or the Permanent Resident of a Dwelling Unit located on real property that is
immediately adjacent to the real property on which the Dwelling Unit offered for Tourist
or Transient Use by the Owner is located; and

(2) The Owner is the holder of a current Housing Conservation District Short Term
Residential Rental Permit for the Dwelling Unit that is being offered for Tourist or
Transient Use by the Owner; and

(3) The Owner has complied all rules and regulations promulgated by the Division pursuant
to this ordinance, and no other requirement of federal or state law, or City ordinance
prohibits the Owner from renting, leasing, letting out or otherwise allowing Short-Term
Residential Rental of the Dwelling Unit; and
(4) The Dwelling Unit offered for Tourist or Transient Use is not a hotel, residential hotel, and is not designated as [low income, income restricted, below market rate housing; and

(5) No real property or other taxes are owed by the Owner on the Dwelling Unit being offered for Tourist or Transient Use.

(6) The Owner maintains liability insurance appropriate to cover the Short-Term Residential Rental use in the aggregate of not less than $500,000 or conducts each Short-Term Residential Rental transaction through a Hosting Platform that provides equal or greater coverage. Such coverage shall defend and indemnify the Owner(s), as named additional insured, and any tenant(s) in the building for their bodily injury and property damage arising from the Short-Term Residential Use.

B. It shall be unlawful:

(1) To offer a Dwelling Unit for Tourist or Transient Use if any of the requirements set forth in this ordinance and The City of St. Louis Short-Term Residential Rental Policy, as may be revised from time-to-time, are not met.

(2) To offer a Dwelling Unit either directly or indirectly, including through a Hosting Platform, for Tourist or Transient Use for more than thirty (30) consecutive days or more than one-hundred and twenty (120) days in aggregate per calendar year.

(3) For a Business Entity to offer a Dwelling Unit either directly or indirectly, including through a Hosting Platform, for Tourist or Transient Use.

(4) For an Owner to offer a Dwelling Unit for rent to a Business Entity that will allow the use of a Residential Unit for Tourist or Transient Use.

(5) For a Business Entity to allow the use of a Dwelling Unit for Tourist or Transient Use.
SECTION FIVE. Annual Housing Conservation District Short-Term Residential Rental Certificate of Inspection.

A. It shall be unlawful for any Owner to offer either directly or indirectly, including through a Hosting Platform, a Dwelling Unit for Tourist or Transient Use without first securing a Housing Conservation District Short-Term Residential Rental Certificate of Inspection for said Dwelling Unit.

B. Housing Conservation District Short-Term Residential Rental Certificate of Inspections shall expire twelve (12) months from the date of issuance, and must be renewed.

C. It is the responsibility of the Owner to secure a Housing Conservation District Short-Term Residential Rental Certificate of Inspection.

D. Only the Owner of a Dwelling Unit may apply for Housing Conservation District Short-Term Residential Rental Certificate of Inspection. It shall be unlawful for any Owner applying for a Housing Conservation District Short-Term Residential Rental Certificate of Inspection to make a false statement in the application. It shall be the responsibility of the Owner to inform prospective transient or tourist occupants of the maximum occupancy load and post a copy of the Housing Conservation District Short-Term Residential Rental Certificate of Inspection and a current copy of The City of St. Louis Short-Term Residential Rental Policy within the Dwelling Unit.

E. Notwithstanding the provisions of any other ordinance it shall be unlawful to occupy or to allow occupancy of a Dwelling Unit beyond that number specified as legally allowed in the Housing Conservation District Short-Term Residential Rental Certificate of Inspection. It shall be the responsibility of the Owner to inform any prospective transient or tourist
occupants of a Dwelling Unit that said Dwelling Unit and the building in which it may be located is subject to the requirements of this ordinance, of the posted occupancy load of all the Dwelling Units within that building, and of any outstanding violations of this ordinance.

SECTION SIX.  Housing Conservation District Short-Term Residential Rental Inspection Certificate or Inspection Certificate.

A. If the Dwelling Unit is available for inspection, the Commissioner shall inspect the unit within seven (7) working days from date of application for Certificate of Inspection unless the Owner approves a longer time. Failure to make an inspection within said seven days does not waive requirements of Certificate of Inspection.

B. The Certificate of Inspection will be issued for the proposed or actual Dwelling Unit and premises that comply with the exterior provisions of the International Property Maintenance Code, the Zoning Ordinance of the City of St. Louis, and the requirements of Exhibit "A" of this ordinance, which is attached to this ordinance and made a part hereof.

C. The Certificate of Inspection may be issued for the proposed or actual Dwelling Unit and premises that comply with the Zoning Code of the City of St. Louis and the requirements of Exhibit A and are in substantial but not complete compliance with the exterior provisions of the International Property Maintenance Code as determined by the Commissioner, but said building must meet total compliance within ten (10) calendar days after the date of issuance. When total compliance is not practical or feasible within the specified time period, extensions to the aforementioned compliance period may be granted at the discretion of the Commissioner.
D. No Certificate of Inspection can be issued when the Dwelling Unit, building or the premise is in such condition as to warrant condemnation or when there are found to be conditions existing that may imminently and adversely affect the health, safety and welfare of occupants.

E. When long-term rehabilitation work is in progress with required building permits being issued, a portion of that building may be occupied if that portion meets the requirements of Exhibit "A" and the exterior portion of the building is in compliance with the International Property Maintenance Code. That portion of the building that meets the requirements will be inspected and a Certificate of Inspection with an occupancy load will be issued for that area only. Additional areas will be required to be inspected after rehabilitation work is completed and before those areas become occupied. A new application must be filed for these additional areas.

SECTION SEVEN. Reinspection of Dwelling Unit.

A. The Commissioner may require reinspection of a Dwelling where he or she has reasonable cause to believe that the Dwelling Unit to be re-inspected, and/or the building in which the unit or units are located no longer comply with the standards for issuance of a Housing Conservation District Short-Term Residential Rental Certificate of Inspection. Reasonable cause to conduct a reinspection shall include, but not be limited to: (1) damage to the building in which the Dwelling Unit to be re-inspected was impacted by wind, fire, earthquake, an Act of God, or by man-made causes that jeopardize the health and safety of the occupants; (2) a complaint made by an occupant of the Dwelling Unit to be re-inspected; or (3) a documented complaint of the existence of conditions not in compliance with
standards for issuance of a **Housing Conservation District Short-Term Residential Rental Certificate of Inspection** from someone other than an occupant, including, but not limited to, police officers and inspectors employed by the Division of Building and Inspection or other City agencies. No reasonable cause shall be necessary to conduct a reinspection where an occupant of the Dwelling Unit to be re-inspected voluntarily permits the reinspection to be conducted.

B. If Dwelling Units or common areas are not accessible for reinspection, a request for reinspection shall be made in writing to the Owner designating the date and time on which the reinspection shall be made, giving at least seven (7) days' notice of the date on which the reinspection is to occur.

C. If the Commissioner determines that a Dwelling Unit should be re-inspected, the Owner or owner's agent shall be responsible for providing access to the Dwelling Unit and common areas for which a Certificate of Inspection has previously been issued. If entry for reinspection of a dwelling unit(s) is denied by the owner, owner's agent, and/or tenant, the Code Official may revoke the Certificate of Inspection for said dwelling unit(s), condemn the unit(s) for occupancy, and require vacation of the unit(s).

D. Should the Commissioner determine upon reinspection that a dwelling unit no longer complies with the standards for issuance of a **Housing Conservation District Short-Term Residential Rental Certificate of Inspection**, the Commissioner shall give the Owner notice of the deficiencies found by the inspection. This notice shall specify that such deficiencies must be corrected within ten (10) calendar days of the date of notice. It shall further state that if the deficiencies are not corrected within ten (10) calendar days of the date of the
notice that the Commissioner may revoke the Housing Conservation District Short-Term Residential Rental Certificate of Inspection for such Dwelling Unit, order the Dwelling Unit vacated, and may condemn it for occupancy. The Commissioner shall have authority to grant extensions for completion of work necessary to eliminate deficiencies observed during a reinspection where it is not feasible or possible to complete such work within ten (10) calendar days of the date on which the notice was issued. Notwithstanding the foregoing, if the Commissioner determines that a Dwelling Unit, or the building in which such unit is located, is condemnable pursuant to the provisions of this ordinance or any other ordinances, the Commissioner shall have authority to condemn such Dwelling Unit or building pursuant to the applicable sections of the City of St. Louis Code of Ordinances, without regard to the time limits specified above.

SECTION EIGHT.

A. The Commissioner shall implement and is charged with the enforcement of the requirements of this ordinance and The City of St. Louis Short-Term Residential Rental Policy.

B. The Commissioner may adopt and promulgate such rules, policies and procedures as are necessary for the administration of this ordinance. This ordinance is solely for the benefit of the City of St. Louis and not for the benefit of any Owner, lessee, tenant, occupant, including without limitation tourist or transient occupants. The City makes no warranties as a result of inspections for securing a Housing Conservation District Short-Term Residential Rental Certificate of Inspection.
C. Any person aggrieved by the decision of the Commissioner relative to this ordinance or The City of St. Louis Short-Term Residential Rental Policy may file an appeal with the Board of Building Appeals in the same manner and time period as provided in the Building Code of the City of St. Louis.

SECTION NINE. Penalties for violation.

A. Any person or Business Entity who shall violate any provision of this ordinance or any of the rules and regulations of The City of St. Louis Short-Term Residential Rental Policy shall upon conviction thereof, be subject to a fine of not less than one-hundred dollars ($100) nor more than five-hundred dollars ($500) or imprisonment for a term not to exceed ninety (90) days, or both. Every day that a violation exists shall be deemed a separate violation.
EXHIBIT A

(Interior Only)

1. SANITATION. General unsanitary conditions shall not be allowed within Public Areas, Dwelling Unit or Basement. Trash, debris, rodent and insect infestation shall be eliminated.

2. WALLS & CEILINGS. Plaster or tile shall not be missing, loose or broken. Required fire resistance assemblies shall be maintained. Wall coverings shall not be loose, water damaged or in bad repair.

3. ENTRY DOORS. Lock on entry door(s) shall be in good working order. Door(s) shall latch properly for privacy. If entry door is a fire door, it shall have an operable self closer. Common area entrance/exit door(s) where a door frame exists shall not be equipped with double key or clasp type locking mechanism.

4. STRUCTURAL. Floors/Joists shall not be missing, rotten, fire damaged, spalled, rusted or broken. Floor covering shall not be torn or broken. There shall be no unsafe structural conditions.
5. SAFETY. Sufficient exits shall be provided. Stair(s) shall not be missing, rotten, fire damaged, spalled, rusted or broken. Handrail(s) or guardrail(s) shall not be missing, rotten or broken. Operable entrance/exit doors shall be provided and maintained. Excessive storage of any material shall not be permitted. Operable smoke detectors shall be provided as required by Ordinance.

6. PLUMBING FIXTURES. No fixtures shall be missing, inoperable or defective. No pipe or fixture shall be leaking or improperly connected. Hot water heater shall be required. Hot water heater shall be operable, and properly vented. Hot water heater shall have a temperature/pressure relief valve.

7. ELECTRICAL EQUIPMENT. Cover plates shall not be missing or broken. Switches or outlets shall be operable, and of sufficient number. Fuses/Circuit breakers shall be properly sized. Lighting fixtures shall not be defective. Excessive, defective or hazardous extension cords shall not be allowed. Loose, hanging, frayed, bare wires or open splices shall not be permitted. Defective or hazardous electrical services shall be prohibited.

8. MECHANICAL EQUIPMENT. Heating unit shall be operable. Furnace shall be properly vented. Space heaters shall be properly vented (when applicable).

9. SPACE REQUIREMENTS. Occupancy load shall be limited by the most stringent of:

   a. Minimum habitable gross floor area of 150 square feet for first occupant, plus 100 square feet for each additional occupant; or

   b. Sleeping room area of a minimum of 70 square feet for first occupant, 50 square feet for each additional occupant; and the master bedroom will be limited to a maximum of two (2) occupants.
c. The master bedroom will be construed as the largest bedroom within said unit. After an occupancy load has been established and unit is legally occupied, said unit will still be considered to be legally occupied if an infant under the age of thirty (30) months is found to be added to the legally occupied unit.

d. Minimum occupancy area requirements for living room and dining room as reflected in the applicable Sections of Chapter Four of adopting Ordinance #68791 of the 2009 International Property Maintenance Code of the City of St. Louis.

e. Basement occupancies shall not be permitted unless they meet the following requirements:

i. Floors and walls are weather tight so as to prevent entry of moisture.

ii. Minimum ceiling heights are in accordance with applicable sections of this ordinance.

iii. Means of egress and emergency escape requirements as reflected in the applicable sections of the current building code of the City of St. Louis.

iv. MINIMUM CEILING HEIGHT: Habitable spaces shall have a clear ceiling height over the minimum area required by this code at not less than 7 feet (2134 mm) except that in attics or top half stories the ceiling height shall be not less than 7 feet (2134 mm) over not less than one third of the minimum area required by this code when used for sleeping, study or similar activity. In calculating the floor area of such rooms, only those portions of the floor area of the room having a clear ceiling height of 5 feet (1524 mm) or more shall be included. Exception: Hallways, corridors, bathrooms, toilet rooms, and habitable basements used as recreation rooms.
shall have a ceiling height of not less than seven feet (2134 mm) to the lowest projection from the ceiling.

f. Every bedroom shall be equipped with an operable window which complies with the current adopted International Property Maintenance Code.

g. Toilet rooms and bathrooms shall be arranged and designed to provide privacy.

h. Every room used as a bedroom shall have access to at least one water closet without passing through another room used as a bedroom.

i. The required dining room shall be located on the same level as the required kitchen.

j. Kitchens, nonhabitable spaces, and public spaces shall not be used for sleeping purposes.