



WHAT IS A SHORT-TERM RESIDENTIAL RENTAL?

- A "short-term residential rental" is the provision of a room or space that is suitable or intended for occupancy for dwelling, sleeping, or lodging purposes, for a period of fewer than 30 consecutive days, in exchange for a charge for the occupancy.

REGISTRATION

Who has to register?

- Anyone who operates a short-term residential rental and who is not already registered. Anyone who is licensed as another type of lodging establishment or those explicitly exempted from the requirement in state code do not need to register.

EXEMPTIONS

The following types of operators do not have to register:

- Real estate professionals licensed by the Commonwealth of Virginia Real Estate Board.
- Property owners who are represented by a real estate professional licensed by the Commonwealth of Virginia Real Estate Board.
- A person registered pursuant to the Virginia Real Estate Time-Share Act (§ 55-360 et seq.) of the Code of Virginia, 1950, as amended.
- A person licensed or registered with the Commonwealth of Virginia Department of Health, related to the provision of room or space for lodging.
- A person licensed or registered with Loudoun County, related to the rental or management of real estate, including licensed real estate professionals, hotels, motels, campgrounds, and bed and breakfast establishments.

How and when do I register?

- Registration is available online and free of charge at loudoun.gov/ShortTermRentals.
- After completing the registration form, operators receive a confirmation e-mail with a copy of the registration for their records.
- The registration is not a permit.
- Operators of short-term residential rentals in Loudoun are required to register their properties online every year, beginning July 1. Registration is active through June 30 of the following year.

**For more information and to register, visit
loudoun.gov/ShortTermRentals**

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OTHER REGULATIONS REGARDING SHORT-TERM RESIDENTIAL RENTALS



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TAXES

Are short-term residential rental operators currently subject to local taxes?

- Yes. Short-term residential rental operators are currently required to file and pay all applicable taxes if they meet the filing requirements.
- The filing requirement for the transient occupancy tax is the ability to “lodge four or more persons at one time.” For the Business, Professional, and Occupational License tax, the requirement is the provision of “in excess of seven bedrooms.”
- For questions, contact the Commissioner of the Revenue at btcor@loudoun.gov or 703-777-0260.

Permits

- Contact the Department of Planning & Zoning if you have questions about using your property for a short-term residential rental based on the Zoning Ordinance. The department will also determine if a Zoning Permit is needed. Contact Planning and Zoning at dpz@loudoun.gov or 703-777-0246.
- Contact the Health Department to determine what is required for a short-term residential rental at health@loudoun.gov or 703-777-0234.

Towns and HOAs

- If the property is in an incorporated town, contact the town government for information regarding its regulations.
- If the property is in a homeowners or condo association, contact the association to verify its regulations regarding short-term rentals.

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PROCESS OVERVIEW

Phase I : Taxation and Registration

- In 2018, the Board of Supervisors adopted a short-term residential rental registration ordinance effective July 2018. Since then, county staff have been collecting information about the short-term residential rental market and developing draft zoning and land use policies related to short-term residential rentals for the Board of Supervisors to consider.

What outreach was conducted as a part of Phase I?

- Prior to adopting the ordinance in 2018, the Board of Supervisors sought and considered input from a broad range of stakeholders. These public input opportunities included:
 - Four industry-specific focus groups
 - A countywide online survey
 - A Board of Supervisors Public Hearing

Phase II : Public Safety and Land Use

- Following the adoption of the registration ordinance, the County began evaluating public safety and land use/zoning issues associated with short-term residential rentals. County staff will provide findings and recommendations to the Board of Supervisors in 2019.

Does the current zoning ordinance permit short-term residential rentals?

- Loudoun County's zoning ordinance does not currently allow for short-term residential rentals. However the Zoning Administrator has placed a hold on some enforcement actions until the county develops and adopts policies applicable to short-term residential rentals. This allows people to operate short-term residential rentals now; however, operators should stay informed about the county's activities throughout 2019 related to this industry.

What could the county's future short-term residential rental policies look like?

- Specific policies are yet to be determined by the Board of Supervisors. Some policies could include requiring a zoning permit to operate a short-term residential rental, limitations on other commercial uses (like parties or special events), limitations on food and beverage service, requirements or standards for owner-occupancy or off-site management, and/or the number of units per operator or rooms available in a home. The Board of Supervisors is likely to consider a Resolution of Intent to Amend the Zoning Ordinance in July 2019.

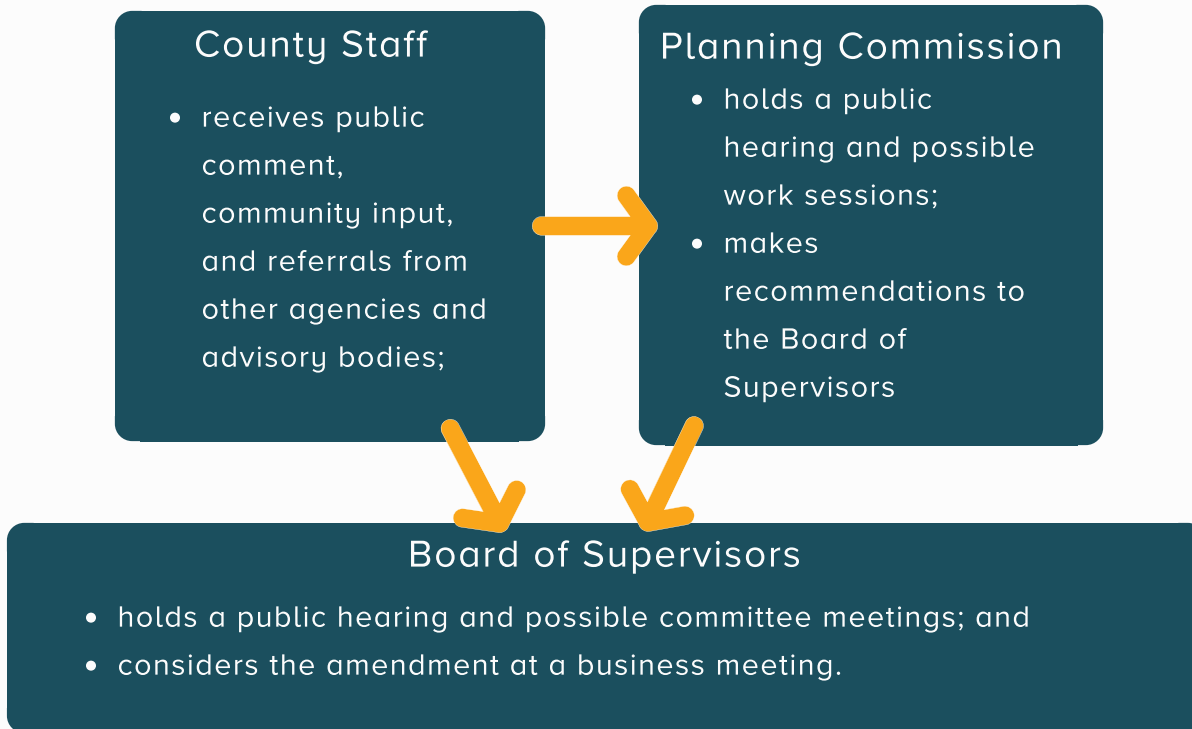
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What happens after the Board adopts the resolution of intent to amend the zoning ordinance?

- The public process allows for members of the community, including short-term residential rental operators, to provide input to the Board of Supervisors prior to its adoption of ordinance changes. The process includes:



What outreach is being conducted for phase II?

- The county makes every effort to raise awareness about topics like these through its regular communication channels, which include a news release, social media, text alerts, and county website. Outreach for this initiative includes:
 - Second countywide survey (completed)
 - Informational open houses with Visit Loudoun (held June 5 and 13, 2019)
 - Board of Supervisors Public Hearing on the Resolution of Intent to Amend the Zoning Ordinance (planned)

How can I stay in the loop on this process?

- Updates will be provided at www.loudoun.gov/shorttermrentals as new information and staff reports become available.

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