

**Draft**  
**MEMORANDUM**

TO: Cape Elizabeth Planning Board  
FROM: Town Council  
DATE: July 14, 2020  
SUBJECT: Short Term Rental amendments

At the July 13, 2020 meeting, the Cape Elizabeth Town Council referred draft Short Term Rental Amendments to the Planning Board for review in accordance with Sec. 19-10-3 of the Zoning Ordinance.

The draft amendments revise existing short term rental (STR) regulations, with a major shift of limiting STR operations to primary residents. As part of this policy shift, the Town Council would like the Planning Board to concurrently process a companion amendment to the 2019 comprehensive plan. Recommendation #86 of the comprehensive plan reads:

Streamline administrative tracking of short-term rental activity by requiring a permit, without expanding regulatory requirements, for operating a homestay or short-term rental of two weeks per year or less.

A revised recommendation #86 should reflect the policy shift reflected in the Short Term Rental regulations, including but not limited to expanded regulatory requirements and permit uniformity.