

**Town of Germantown  
Short Term Rental Committee  
06/27/2022 Meeting Minutes**

Location: Virtual Zoom Meeting + Town Hall

Minutes prepared by Maggie Goudsmit.

Chairperson Jan opened the meeting at approximately 6:05 pm.

**Members in attendance:**

Jan Borchert - Chair  
Sarah Gaskins  
Maggie Goudsmit

Laura Sink  
Christina Bohnsack  
Molly McClaron

Sarah makes a motion to approve last month's minutes, Maggie seconds.

Discuss Brandon CEO joining at 7pm

Questions on how other towns are doing inspections — legal standpoint from the town lawyer

—ask Brandon because he might have feedback

Sarah reads questions and responses to town lawyer

Sarah discussed putting together a rezoning committee — spoke with the town lawyer about STR and a planner being involved. Have the planner come speak to group

- Sarah defines what a planner is that keeps committee on track
- RFP - request for proposals, sent questions, answers, then interviews. Sealed bid. Then interview and choose
- Laura suggested a woman from Ghent as a prospect for a planner. Sarah said she would reach out.

Town Board asked if a draft would be ready to see soon...

CEO what will he be required to look for— will he look for fire extinguishers and smoke detectors / list on self-certify

adding 911 sign as requirement

Terms of requirements/ adding language to application for definitions for who is applying

Discuss removing application details in law

Discussed number of allowed guests and bedroom on application

At most 5 bedrooms with a maximum of 10 guests not including children 0-2 in total count. 2 adults per room

Farm Stays

- Question if we got message back from Brandon and Corrine about farm stays
- Do we make farm stay its own section on the draft?
- farm stays and single attached hosted rooms where home is present no more than 2 bedrooms maybe offered, and you can't serve food
- Farm stays for inspections? Septics are based out of bedrooms
- housing stock and affordable housing. Sarah asked Brandon what cap would be on other town's he is working with.
- Using farmland more creatively
- seasonal rentals having start and end date
- farm stays only defined as seasonal rentals
- discussing accessory dwellings with CEO about habitable

Discussion of what percentage of the housing stock goes towards str

- do one room dwellings in a hosted home count in percentage?
- Do accessory dwellings count in percentage?
- Should they be in the farm stay section

**owner occupied** up to two rooms inside your house

**non-owner occupied** not living there, has more than two rooms while living there, or a local host

only one str permit per property or per person

Brandon, Town appointed CEO, came at 7:24 to answer questions regarding CEO liability, availability, and what he would be looking for

- Sarah recapped that lawyer strongly suggested CEO do inspections
- Brandon explained Red Hook has regulations. Livingston has none
- looking for smoke detectors, handrails on stairs, egress,

#### BASIC SAFETY REQUIREMENTS

- file a permit and updated every year. Reinspected every year in Red Hook
- Brandon likes it to be inspected every year. Has time for that. 24-hour notice
- Make a day a week for the initial inspection for the hurdle of many STR's
- Not a horrible idea of self-certifying but would need a large digital file
- Ask Brandon for a checklist of what he is looking for in Red Hook

#### Discussion

- 3 year have STR
- every year reapply with payment and inspection
- every 3 years re- fire inspect

CEO wants to impose a fine for failing inspection

- fine will be incurred if you operate without permit

Fire chief wants to be involved and should be present

asked Brandon about NYS code for a house that hasn't been renovated and was built 100years ago

Total housing unit in 2020 is 614 for Germantown with a population of 1121 - accurate?

Motion to adjourn by Sarah at 8:03 pm second by Molly