

Dear Property Owner:

If you are currently making your property available for short-term vacation rental, this information is to help you be aware of the requirement that all such rentals collect and remit the County's 2% sales tax and 2% lodging tax on all rentals. Some of the national rental agencies and local property managers will provide collection and remittance of taxes on your behalf, but you should have a sales tax license for your property if do not use an agency that provides that service or if you do any direct rental on your own. If you do not have a Colorado Sales tax license, you may acquire that on line at <https://tax.colorado.gov>. The Colorado Tax information sheet might also be helpful at <https://cotaxinfo.wordpress.com/2016/04/29/vacation-rentals/>.

In addition to making sure you know of the requirement to collect and remit taxes, the County encourages you to be aware of and sensitive to the impacts that vacation rentals may have on neighboring properties. It is important to address the following:

- If this property is in a homeowner's association, be sure vacation rentals are allowed under the declaration of covenants, conditions and restrictions (CC&Rs).
- Update your homeowners insurance for coverage as a rental property.
- Make sure that you screen renters to prevent over-occupancy. Typically, occupancy should not exceed two persons per bedroom plus one additional.
- Make provisions for proper trash and recycling disposal and ensure adequacy of the removal schedule to handle the turnover of guests.
- Provide adequate on-site parking for guests. Parking policies should include speed limits and other road-related protocols. Motor homes, campers and trailers should be prohibited by the rental agreement unless adequate on-site parking is available.
- Routinely service any on-site wastewater treatment system (OSWT) to prevent any failure from the increased usage as well as ensuring that the system has adequate capacity for rental usage. Contact San Juan Basin Public Health at 970-247-5702 to make sure the OSWT system has adequate capacity for rental usage.
- Articulate limitations on smoking, grills and outdoor fires with information about fire restrictions as applicable.
- Ensure your pet policies conform to regulations and neighborhood rules, including leash laws and cleaning up pet waste.
- Provide a local contact to oversee the property and address any problems that arise.
- Share local contact information for property so neighbors have this information.

Following the above recommendations will help to ensure your use does not create a nuisance for neighbors. Thank you for your cooperation.

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