



City of Manzanita

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Dear Short-Term Rental Owners and Managers,

These are challenging times and the City of Manzanita joins you in your concerns about opening your homes to the public for the summer season. Over the past weeks, the City has been working closely with our neighboring communities, Tillamook, Clatsop and Lincoln Counties to establish guidelines that can be used by all jurisdictions to help ensure a safe and slow roll-out for short-term rentals and lodging facilities. As a result, Manzanita will be authorizing rentals beginning at noon on May 29th, 2020. In order to make this as safe as possible for our community, we have established rigorous cleaning standards and occupancy protocols to protect our City.

We are certain that you are prepared for things to not be “business as usual.” We have heard from owners who are very anxious to open their homes, owners who are thinking about not opening up for rental at all and many folks who are wondering about the status of their reservations. We can assure you that we will do whatever we can for you to safely open.

Tillamook County has agreed to work in concert with Clatsop and Lincoln Counties to begin a start-up of short-term rentals on May 29th. These guidelines and the opening of STR’s may change and going forward, the City should remain particularly flexible. However, the Council is prepared, in the event of a local Coronavirus outbreak, to order an immediate shut-down of STR activity.

If you do make the decision to open, the city has instituted a three-phase plan:

PHASE 1

1. Licensed STR’s could begin to rent properties beginning 12:00 noon, May 29th thru 12:00 noon June 12, 2020.
2. Licensed STR’s can rent **up to** 50% of the dates within the identified phase 1 period, i.e., 50% of the available rental days between noon May 29th and noon June 12th. (A maximum of seven nights.)
EXCEPTION: Licensed STR owners or agents may rent to a single client for occupancy during the entire Phase 1 period.

PHASE 2

1. Upon review of Phase 1, and in concurrence with stakeholders and other local government(s), the City Council would begin Phase 2.
2. Licensed STR’s could begin to rent beginning 12:00 noon, June 12 through noon June 30, 2020.
3. Licensed STR’s could rent **up to** 70% of the dates within the above timeframe, i.e., 70% of the available rental dates between noon, June 12, 2020 to noon June 30th, 2020. (A maximum of 10 nights.)
EXCEPTION: Licensed STR owners or agents may rent to a single client for occupancy during the entire Phase 2 period.

PHASE 3

- 1, Upon review of Phase 2, and the rate of coronavirus infection within Manzanita and Tillamook County, the City Council will authorize Phase 3.
2. Licensed STR’s can begin to rent starting 12:00 noon, June 30th.

The City of Manzanita is an Equal Opportunity Provider and Employer.

3. Licensed STR's can rent 100% of the dates going forward unless otherwise notified by the City of Manzanita.

In all cases, all rules and guidelines issued by the City, County, or Public Health Officials shall be followed.

In the attachment you will find a best-practices guideline to protect you, your guests, your employees, and our community. We have used the current CDC guidelines concerning cleaning and sanitizing. Based on CDC recommendations, we advise limiting access to your rental home, including for cleaning, during the 24 hours immediately after each guest's stay.

We have created a video presentation to be certain that all persons involved in the cleaning and supervising of the rental homes understands what they are to do, and the importance of why it must be done correctly and conscientiously. You will find a link to the video on the city website. You may also want to consider a stripped-down decorating scheme for this season. Remove extra bed pillows, couch pillows, decorative throws, etc., making your home easier to clean and disinfect thoroughly. Research shows that the coronavirus is often transmitted on surfaces and lives longer on surfaces than most bacteria.

We encourage you to check the Oregon Governor's website and the City of Manzanita site often. You can join Zoom City Council Meetings and Short-Term Rental Oversight Committee meetings if you choose. You can find links to these meetings on the city website: <https://ci.manzanita.or.us/> or posted in the Manzanita post office. It is important to us that you know we value our partnership with short term owners and managers. We know you have difficult decisions to make and want you to keep in mind that we are here to help answer questions and concerns you may have.

The City is asking that you let us know you have received these guidelines by returning the attached signature page to Judy Wilson, City of Manzanita, P.O. Box 129, Manzanita, Oregon, 97130.

Together we will strive to keep our beautiful city open and safe.