

Short-Term Rental Units

What You Need to Know

What is a Short-Term Rental Unit?

A Short-Term Rental is a type of lodging wherein a dwelling unit, either in full or in part, is rented to a temporary occupant(s) for monetary consideration for fewer than thirty (30) consecutive days. A bed and breakfast is a type of Short-Term Rental. A Rooming/Boarding House where stays are fewer than 30 consecutive days is also a Short-Term Rental.

What are some examples of Short-Term Rentals?

A Short-Term Rental can be a whole house that is rented to overnight guests or an individual room, and everything in between. If you are renting these units for stays of less than 30 days, your home/unit/room is a Short-Term Rental.

Where within the City can I operate a Short-Term Rental?

Am I allowed to operate a Short-Term Rental in my zone district?

First, make sure your property is located within the City of Grand Junction. Short-Term Rentals are allowed throughout the City including areas zoned for residential, commercial, or mixed use but exclude properties zoned for industrial and public uses.

How do I find out which zone district my property is in?

To find out which zone district your unit is in, use the City's Development Map at bit.ly/GJDevMap (case sensitive) or contact the Community Development Department.

Zone districts that allow STRs	Zone districts that DO NOT allow STRs
R-R (Residential Rural)	C-G (Commercial General)
R-ER (Residential Estate - Retired)	I-OR (Industrial Office - Retired)
R-1R (Residential 1 du/ac - Retired)	I-1 (Industrial Light)
R-2R (Residential 2 du/ac - Retired)	I-2 (Industrial General)
RL-4 (Residential Low 4 du/ac)	P-1 (Public Parks and Open Space)
RL-5 (Residential Low 5 du/ac)	P-2 (Public, Civic, and Institutional Campus)
RM-8 (Residential Medium 8 du/ac)	
RM-12 (Residential Medium 12 du/ac)	
RH-16 (Residential High 16 du/ac)	
RH-24 (Residential High 24 du/ac)	
MU-1 (Mixed-Use Neighborhood)	
MU-2 (Mixed-Use Corridor)	
MU-3 (Mixed-Use Downtown)	

What about my HOA?

Even if City zoning may allow for you to operate a Short-Term Rental, if you live within a covenant- controlled community, your covenants may not allow for you to do so. Check with your HOA and covenants first to make sure you are able to use your property as a Short-Term Rental.

Do I Need a Permit to Operate a Short-Term Rental?

All Short-Term Rentals are required to apply for and receive a Short-Term Rental permit from the City. A separate permit is required for each Short-Term Rental Unit.

What is the process for applying for a Short-Term Rental?

1. Submit your application to the Community Development Department. Applications can be submitted online via the [Community Development Self-Service Portal](#).
2. Upon satisfactory review, you will be contacted to set up an inspection for the unit. You must fill out an application form with the County and they will work with you to schedule an inspection. Their inspection fee is \$50 payable to Mesa County. The Unit will be inspected by staff from the Mesa County Building Department. All life-safety provisions must be in place at the time of inspection, or you will be required to have the Unit re-inspected and be charged a re-inspection fee.
3. The Building Department will notify the City Community Development Department of the satisfactory completion of the inspection.
4. Occupancy will be informed by the unit inspection and set by the Community Development Director. The number of occupants at any given time in a Short-Term Rental Unit shall not exceed two (2) persons per bedroom plus two (2) additional renters, including the operator, except where the Director determines that the size, configuration and/or structural features of the Unit allow greater or lesser occupancy.
5. Upon compliance with City regulations, the Community Development Director will issue a Short-Term Rental Permit to the property owner. The permit must be renewed on an annual basis for each subsequent year that the unit is rented.

What Do I need to Submit to Apply for a Short-Term Rental Permit?

The following is a checklist of what will need to be submitted and/or completed to apply for a permit:

- _____ Permit application completed online
- _____ Permit Fee \$275, paid online or via check made payable to "City of Grand Junction."
- _____ Provide with the application **a floor plan** that depicts all rooms with labels, **and a site plan** that shows all structures on the property and areas designated for guest parking. Please mark any rooms/structures not available for guest use with an "X".
- _____ Provide contact information for a Designated Local Responsible Party (**address within 20 miles of the unit and 24/7 phone number**). Contact information should include name, address and phone number of the responsible party. Contact information should be updated with the City whenever it changes.
- _____ Have the property inspected by the Mesa County Building Department to ensure the structure meets all life & safety requirements.
- _____ Certify that all units will contain a posted notice providing in detail the following information in a highly visible location and readily accessible form:
 - 1. location of building exits and fire extinguishers
 - 2. 24-hour emergency contact information
 - 3. parking areas and parking restrictions, including a notice that parking on lawns is not allowed
 - 4. noise restrictions and quiet hours
 - 5. trash disposal instructions including trash pickup location and schedule
 - 6. maximum occupancy restrictions
 - 7. City permit number
- _____ If food will be prepared and served to guests/lodgers on the premises, the operator/owner shall comply with Mesa County Health Department regulations.
- _____ Remit all applicable local (sales and lodging), state and federal taxes.

What do I need to know about Sales and Lodging Taxes?

How do I apply for a sales tax license?

Information about sales (and lodging) tax can be found on the City's website at www.gjcity.org/SalesTax. Questions can be directed to gjsalestax@gjcity.org or 970-244-1521.

What is lodging tax and how is it used?

Lodging tax is a tax imposed on the rental of hotel rooms and other forms of short-term accommodation. If you are listing your property through a 3rd party (e.g. AirBnB, VRBO, etc), those entities will collect and remit the lodging tax on your behalf. Property owners and managers that list independently of these 3rd parties are still required to collect and remit lodging tax. This tax is used to fund Visit Grand Junction (Visit GJ), a Department of the City of Grand Junction. Visit GJ is the destination marketing organization who markets and promotes the Grand Junction area to attract year-round tourism, thereby providing for a sustainable and consistent economy and enhanced quality of life for residents. Collection and remittance of lodging taxes enables your property to be a part the City's destination marketing and promotion efforts at no cost. To receive your free lodging listing on VisitGrandJunction.com, please contact Mason Barrows at masonb@gjcity.org or 970-256-4151.

Additional Information

A permitted Short-Term Rental must register annually with the City certifying that the permit terms and requirements are still being met and updating any material changes to the unit or property. So long as your contact information with the City is kept up to date, expect correspondence from the City to the permit holder requesting annual registration information.

For further questions about Short-Term Rentals, contact the City's Community Development Department:

Hours: M-F; 8 a.m. to 5 p.m.

Phone: (970) 244-1430

Email: ComDev@gjcity.org