ORDINANCE NO. 2025-400

AN ORDINANCE OF THE TOWN OF WINDSOR AMENDING THE TOWN OF WINDSOR ZONING CODE TO CHANGE THE DEFINITION OF SHORT-TERM RENTAL AND SHORT-TERM RENTAL-HOSTED AND AMENDING THE MUNICIPAL CODE TO CHANGE THE DEFINITION OF SHORT-TERM RENTAL AND THE RENEWAL FREQUENCY FOR SHORT-TERM RENTAL LICENSES

WHEREAS, on June 21, 2023, the Town Council adopted Ordinance. No. 2023-379 which amended the Municipal Code to add short-term rental regulations to Title 3 (Public Welfare) and amended the Zoning Ordinance to add definitions for short-term rentals and identify the zoning districts where short-term rentals were allowed to operate. The ordinance also established an amortization period for non-hosted short-term rentals in residential districts, which allowed them to operate with a registration until July 1, 2025, in order to allow a reasonable opportunity to recover investments that could not be recovered through the sale or long-term rental of the home; and

WHEREAS, on January 15, 2025, the Town Council received a presentation on the implementation of the STR ordinance from staff; and

WHEREAS, on March 19, 2025, the Town Council received a report on the consideration of expanding the definition of Hosted Short-Term Rental to increase the number of days the short-term rental could be rented without the host present during the rental period. At the conclusion of the meeting, the Town Council directed staff to prepare potential amendments to the Short-Term Rental Ordinance that would expand the definition of Hosted Short-Term Rental and reduce the renewal frequency required for short-term rental licenses; and

WHEREAS, on July 22, 2025, the Planning Commission held a duly noticed public hearing at which it reviewed the proposed amendments to the Zoning Code definition of Hosted-Short Rental and Municipal Code amendments to the definition of Short-Term Rental and renewal frequency for short-term rental licenses, considered all public comments, related CEQA exemption, and adopted **Resolution No.781-25,** recommending that the Town Council adopt the amendments to the Zoning Code and Municipal; and

WHEREAS, adoption of this Ordinance is exempt from the provisions of the California Environmental Quality Act (CEQA) given that the proposed ordinance is not a "project" within the meaning of Section 15378 of the CEQA Guidelines (title 14, Chapter 3 of the California Code of Regulations) because it does not have the potential for causing a significant effect on the environment and, therefore, is not subject to review pursuant to CEQA Guidelines Sections 15060(c)(2) and 15061(b)(3).

NOW, THEREFORE, THE TOWN COUNCIL OF THE TOWN OF WINDSOR DOES HEREBY ORDAIN AS FOLLOWS:

SECTION 1. The above recitals are hereby declared to be true and correct.

SECTION 2. Findings.

The Town Council finds that:

A. A duly noticed public hearing, in accordance with California Government Code Section 65856, regarding the proposed amendments to Municipal Code Title 3 (Public Welfare) and Title 17 (Zoning Code) was held by the Town Council on **October 1, 2025.**

B. The Town Council finds that this Ordinance is not subject to the California Environmental Quality Act ("CEQA") pursuant to Sections 15060(c)(2) and 15061(b)(3) (the activity will not result in a direct or reasonably foreseeable indirect physical change in the environment) and of the CEQA Guidelines because it has no potential for resulting in physical change to the environment, directly or indirectly.

SECTION 3. Section 17.110.200, "'S' Definitions," of the Town of Windsor Zoning Code is hereby amended to revise the definition of Short-Term Rental and Short-Term Rental-Hosted (additions **bold and underlined**, deletions in ~~strikethrough~~):

Short-Term Rental. A dwelling unit or part of a dwelling unit rented for a period of less than 30 **consecutive nights** ~~days~~.

Short-Term Rental, Hosted. A short-term rental where the owner or primary occupant occupies a bedroom in the dwelling unit ~~entering~~ **during** the entire rental. In addition, this includes the occupation of an accessory dwelling unit by the owner or primary occupant while the primary unit is being rented. Shall also include a short-term rental where the owner or primary occupant is the permanent resident of the dwelling unit being rented, and rents the dwelling unit for a maximum 60 ~~days~~ **nights** per calendar year without occupying a bedroom in the dwelling unit during the entire rental. For the purposes of this definition, a "permanent resident" shall be an individual who resides in the dwelling unit a majority of a calendar year and provides proof satisfactory to the director and executes a related affidavit.

SECTION 4. Municipal Code Title 3 "Public Welfare", Chapter 3 "Short-Term Rentals," is hereby amended to correct the chapter number, amend the definition of short-term rental, and revise the renewal frequency of a short-term rental license (additions **bold and underlined**, deletions in ~~strikethrough~~):

Chapter ~~3~~ 23. Short-Term Rentals

3-23-110 – Definitions.

e. *Short-term rental* means a dwelling unit or part of a dwelling unit rented for a period of less than thirty (30) ~~days~~ **consecutive nights**.

3-23-120 Short-Term Rental License—General.

d. A STR license shall be non-transferable, shall not run with the land, and shall be valid only at the site described in the application. A STR license shall be valid for one (1) year from the date of issuance, and may be renewed upon submission of a renewal application and fee to the Town **for a period of 24 months.**

SECTION 5. Severability.

If any provision of this Ordinance or the application thereof to any person or circumstance is held invalid, the remainder of this Ordinance, including the application of such provision to other persons or circumstances, shall not be affected thereby and shall continue in full force and effect. To this end, the provisions of this Ordinance are severable. The Town Council of the Town of Windsor hereby declares that it would have passed each section, subsection, subdivision, paragraph, sentence, clause or phrase hereof irrespective of the fact that any one or more sections, subsections, subdivisions, paragraphs, sentences, clauses, or phrases be held unconstitutional, invalid, or unenforceable.

SECTION 6. Effective Date.

This Ordinance shall be effective thirty (30) days following its adoption.

SECTION 7. Publication or Posting.

The Town Clerk of the Town of Windsor shall cause this Ordinance to be published, or to be posted in at least three (3) public places in the Town of Windsor, in accordance with Section 36933 of the Government Code of the State of California.

PASSED, APPROVED AND ADOPTED this 15th day of October 2025, by the following vote:

AYES:	**COUNCILMEMBERS LEEP, WALL, VICE MAYOR POTTER AND MAYOR REYNOZA**
NOES:	**COUNCILMEMBER SALMON**
ABSTAIN:	**NONE**
ABSENT:	**NONE**

ROSA REYNOZA, MAYOR

ATTEST:

IRENE CAMACHO-WERBY, TOWN CLERK