



May 1, 2019

Regarding: Summit County's Short Term Rental Application

Dear Copper Mountain Homeowners,

The Resort Association has been working with the staff at Summit County government to make sure that their application works as efficiently as possible for the Copper Community. While we were not able to achieve all of our objectives, there were significant changes made to the application to accommodate the existing conditions within Copper.

The following three documents are attached to this email to aid you in completing the County's Short Term Rental (STR) application. They are as follows:

- Summit County's pamphlet titled, "Short-Term Rental Permit Application Process". This contains information, links and phone numbers to help guide you through the application process.
- Frequently Asked Questions: We have compiled this to help you fill out your application as it contains information that you may or may not know about Copper and your specific building.
- A summation of the Garbage plan for each HOA/Building at Copper: As you will see there are three types of trash collection systems throughout Copper Mountain. They are as follows: "Trash enclosure inside Garage/ Building", "Standalone exterior trash enclosure on property" and "Curbside pick-up". Each of these types of trash collection systems are in a separate column with specific pick-up information for each building. This information should help you answer the "trash disposal and collection" question in the County's STR application.

Please note the following:

- If you are renting through a property management company, contact them before you start the permitting application process as they may intend to do this for you.
- The Summit County short term rental permitting requirement does not apply to Fractions, Time Shares or Quarter shares.

If you have specific questions regarding the completion of your application, I would encourage you to reach out to the County staff using the contact information provided on the County's "Short-Term Rental Permit Application" pamphlet.

Thank you,

Peter Siegel

Jim Reis

Executive Director
Copper Mountain Resort Association
Village at Copper & POLA
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President
Copper Mountain Resort Association / POLA

<http://www.summitcountycogov/1250/Permit-Application>

Summit County Short Term Rental (STR) Application - Frequently Asked Questions
For: Copper Mountain Homeowners
Compiled by: The Copper Mountain Resort Association
May 1, 2019

The following information may be helpful for you in completing your STR Application. Most of the information is specific to Copper Mountain including general information that's applicable to the entire resort or an entire building. If you are renting through a property management company, contact them before you start the permitting application process as they may intend to do this for you.

Please note that these questions are only some of the questions in the County's STR application:

- Q: Water supply to serve the STR Property - Choose: [Municipal or Water/Sanitation District](#)
- Q: Sewer service to serve the STR property - Choose: [Municipal or Water/Sanitation District](#)
- Q: Are any changes proposed to the exterior of the property or building? - Only answer yes if the changes are related to your short term rentals.
- Q: Sales Tax Account Name (s) - This field can hold multiple names. For instance, if you rent yourself and through a property management company and through Air B&B you would list all three.
- Q: Sales Tax License Number(s) *Same as above*. This field can hold multiple numbers. For instance, if you rent yourself, and through a property management company and through Air B&B you would list all three sales tax license numbers.
- Q: If the unit is a condominium, are the building's egress components (including exterior and interior corridors, stairways, horizontal exits, exit passageways, etc.) 44 inches wide or greater? All condominium buildings at Copper Mountain meet the 44" or greater requirement with the exception of the stairways at: Ten Mile House (C units only), and the units above the ground floor level at Timber Creek, Copper Junction and Anaconda.
- Q: If the unit is a condominium, does the building have an installed sprinkler system? The following condominium buildings have a sprinkler system: Cache, Cirque, Copper One, Copper Springs, Greens, Mill Club, Mountain Plaza, Passage Point, Taylors Crossing, Telemark Lodge, and Tucker Mountain Lodge.
- Q: Number of Bedrooms for rent - Do not include lock-offs or lofts in this count, see separate questions about lofts and lock-offs that follow this question. Note, a studio is considered a 1 bedroom.
- Q: Please provide a simple description of how your trash disposal and collection plan for the property ensures that trash and containers are not left outdoors where they can cause issues for wildlife and snow removal operations. See the attached; "Garbage plan by HOA/Building" For instance, if your property is the Cache, you could answer: "Standalone exterior trash enclosure on property picked up by VAC 7days / week service / as needed".

Note 1: Summit County recommends using Chrome or Firefox when filling out their STR Application.

Note 2: The Summit County short term rental permitting requirement does not apply to Fractions, Time Shares or Quarter shares.

Apply for License

Sample screen from registration portal

STR HELPER HOTLINE

To report non-emergency issues concerning a STR property, the STR Helper Hotline can be reached at 970.368.2044 and is available 24/7 to assist with resolving STR complaints.

Complaints can also be reported online using the STR Helper Complaint Portal, which provides the option to submit photographs as supporting documentation. For more information on submitting a complaint online: <http://www.summitcountyco.gov/1252/Complaints>

If a complaint is reported by phone or online, the hotline will contact the Responsible Agent (RA) and the RA will have 60 minutes to respond. The RA designated for each STR must be available to respond to complaints 24/7.

Questions?

STAY UP-TO-DATE

To receive all updates about STR regulations and deadlines, sign up for our blog here: <http://www.summitcountyco.gov/Blog.aspx?CID=7>

CONTACT US

Sales Tax Information:

Summit County Finance Department

Joe Dicerbo

Phone: 970.668.3439

Email: Joe.DiCerbo@summitcountyco.gov

Website: www.summitcountyco.gov/219/Sales-Tax-Information

Permitting Information:

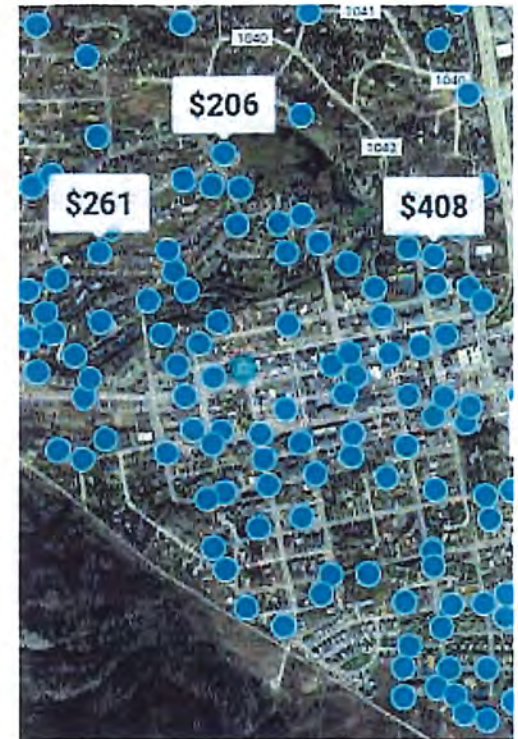
Summit County Planning Department

Danelle Hood

Phone: 970.668.4185

Email: STR@summitcountyco.gov

Website: www.summitcountyco.gov/STR



Short-Term Rental Permit Application Process

Quick Reference Guide for
Unincorporated Summit County



If you own property within unincorporated Summit County and rent it for periods less than 30 consecutive days, you must obtain a short-term rental (STR) permit and remit all applicable taxes.

KEY DATES AND DEADLINES

The STR permit application deadline for any STR unit operating in unincorporated Summit County is **June 1, 2019**.

Effective June 30, 2019, any STR operating without a permit will be considered a violation of the County code.

All STR permits issued in 2019 will be valid through Sept. 30, 2020, with annual renewal required by Sept. 30 of each year.



ONLINE APPLICATION PROCESS

You must apply online by visiting <http://www.summitcountyco.gov/STR>. Please note, walk-in services are not available.

A sales tax license number is required to complete the STR permit application.

BEFORE YOU APPLY

- Verify your property is located in unincorporated Summit County.
- Read the Summit County STR Regulations.
- Decide which permit type(s) and permit fee(s) apply to you.
- Have your Sales Tax Account information available.
- Designate a Responsible Agent who will be available 24/7 and has a text-enabled phone.
- Determine the interior living space square footage.
- Determine your occupancy limit.
- Create a Parking Plan. I.e. – “One unassigned space in common parking lot for condo building.”
- Create a trash disposal and collection plan. i.e. – “Community dumpster located in underground garage.”
- Have your credit or debit card ready.



FEES

- New STR permit: \$150
- Administrative Conditional Use Permit (CUP): \$350
- Bulk Permit: 20% discount*
- Annual renewal fee: \$75
- Expired Permit renewed within 60 days of expiration: \$82.50

*To be eligible for a Bulk Permit, you must be applying for six or more units in the same building, at the same time, and with the same Responsible Agent.

SALES TAX

For STR units located in unincorporated Summit County, the total combined sales tax rate is 6.375%. This includes 2.9% State tax, 2% County tax, .75% Mass Transit tax, and .725% Affordable Housing tax. The county tax is collected by the Colorado State Department of Revenue and then distributed to Summit County.

Sales taxes have always been due on short-term rentals. This is not a new tax. If you are not paying the sales tax or it is not being paid on your behalf, you must obtain a sales tax license from the State of Colorado.

To apply for a sales tax license, please visit: <https://www.colorado.gov/revenueonline/>



Copper Mountain Resort
Garbage plan by HOA/Building
March 28, 2019

Key: VAC - Village at Copper / Copper Mountain Resort Association - All services include trash and recycling

WM - Waste Management

Building	Trash Enclosure Inside Garage / Building	Standalone Exterior Trash Enclosure on Property	Curbside Pick-Up
Cache		VAC - 7 day /week service/ as needed	
Cirque	VAC - 7 day /week service/ as needed		
Copper One	VAC - 7 day /week service/ as needed		
Copper Springs	WM - Direct pick-up Monday & Thursday		
Elk Run		WM - Direct pick-up Monday & Thursday	
Greens		WM - Direct pick-up Monday & Thursday	
Lewis Ranch Homes			VAC - 7 day per week service- Two days scheduled (Monday & Thursday) on call rest of week as needed. Garbage not to be put out after 5pm.
Mill Club	VAC - 7 day /week service/ as needed		
Mountain Plaza	VAC - 7 day /week service/ as needed		
Passage Point	VAC - 7 day /week service/ as needed		
Taylor's Crossing	VAC - 7 day /week service/ as needed		
Telemark Lodge	VAC - 7 day /week service/ as needed		
Tucker Mountain Lodge	VAC - 7 day /week service/ as needed		
Union Creek Townhomes	VAC - 7 day /week service/ as needed		
Union Creek Townhomes West		VAC - 7 day /week service/ as needed	
Bridge End		WM - Direct pick-up Monday & Thursday	
Lodge at Copper	VAC - 7 day /week service/ as needed		
Snowflake	VAC - 7 day /week service/ as needed		
Spuce Lodge	VAC - 7 day /week service/ as needed		
Summit House	VAC - 7 day /week service/ as needed		
Summit House East	VAC - 7 day /week service/ as needed		
Village Square East	VAC - 7 day /week service/ as needed		
Village Square West	VAC - 7 day /week service/ as needed		
West Lake Lodge		VAC - 7 day /week service/ as needed	
Wheeler House		VAC - 7 day /week service/ as needed	
Foxpine		WM - Direct pick-up Monday & Thursday	
Copper Mountain Inn		VAC - 7 day /week service/ as needed	
Copper Valley		VAC - 7 day /week service/ as needed	
Anaconda		VAC - 7 day /week service/ as needed	
Copper Junction	VAC - 7 day /week service/ as needed		
Snowbridge Square		VAC - 7 day /week service/ as needed	
Peregrine	VAC - 7 day /week service/ as needed		
Village Point		VAC - 7 day /week service/ as needed	
Ten Mile House		WM - Direct pick-up Monday & Thursday	
Timber Creek		VAC - 7 day /week service/ as needed	
Beeler Townhomes		WM - Direct pick-up Monday & Thursday	
Legends		WM - Direct pick-up Monday & Thursday	
Masters		VAC - 7 day /week service/ as needed	
Togwotee		VAC - 7 day /week service/ as needed	
Woods		WM - Direct pick-up Monday & Thursday	