

City of San Angelo Short-Term Rental (STR)



What is a short term rental?

An STR is a dwelling used for housing temporary guests for less than 30 days.

STR's can benefit our community but must follow city ordinances and obtain a certificate of occupancy

Check out more info at:
cosatx.us

Short Term Rental Handout

STR General Requirements

- No more than 2 adults per bedroom No other STR within 500'
- Must obtain a Conditional Use for the property from the Planning Commission.
- Conditional Use must be renewed after first year and then every 2 years
- Must pay Hotel Occupancy Tax (HOT)
- and renew requirements.

Follow these steps to apply for Conditional Use

A1

Contact
Planning
Division
325-657-4210

A2

Submit
conditional use
application

A3

Go to
Planning
Commission

A4

If denied,
can be
appealed
to City
Council

A5

If approved,
apply for a
certificate of
occupancy

B1

Contact
Building Permits for
Change of Occupancy
325-657-4210

B2

Submit
CO Application
with Floor Plan*
and Parking Plan*

B3

If plans
approved,
make required
improvement &
call for inspections

B4

If inspections
pass, certificate
of occupancy is
issued

C

Reapply:
1 year for new STR
2 years thereafter

Report Violations

To report excessive noise, disturbances or unsafe conduct, call the Police Department 325-657-4315.

For trash, zoning, or parking violations call Code Compliance at 325-657-4409. Violations can also be reported through the "How do I" section of the City's website at www.cosatx.us.

See back for floor plan and parking plan instructions

Planning 325-657-4210

planning@cosatx.us

Change of Occupancy Short Term Rental

Items Required on Floor Plan:

1. Measurements need to be clear and for each room

- a. Window size – height of opening, width of opening
- b. Height of window from floor

Additional info for **WINDOWS** – The International Building Code-1011.5.6 #1 establishes requirements for size and measurements for emergency egress:

- *An existing operable window shall provide a minimum net clear opening of 4 square feet (0.38 m²) with a minimum net clear opening height of 22 inches (559 mm) and a minimum net clear opening width of 20 inches (508 mm).*

2. Label use of each room (e.g., “bedroom”, “living room”, etc.)

3. Show direction of door swing

4. Show location(s) of fire extinguishers

5. Show location of carbon monoxide detectors (only when natural gas, propane, or attached garage is present) and smoke detectors

- A. In each sleeping room
- B. Outside of each sleeping room

6. Smoke detectors must be “interconnected” – meaning if one unit alarms, all unit’s alarm. This is tested during field inspection.

Items Required for Parking (Development) Plan:

1. Two parking spaces – 9’X18’ paved (must be paved - caliche or gravel is not allowed)

2. Parking must be fully contained on property

3. Label distance of house from property lines

4. Address identification required

Premises Identification-505.1 Address Identification

- New and existing buildings shall be provided with approved address identification.
- The address identification shall be legible and placed in a position that is visible from the street or road fronting the property.
- Address identification characters shall contrast with their background.
- Address numbers shall be Arabic numbers or alphabetical letters.
- Numbers shall not be spelled out. Each character shall be not less than 4 inches (102 mm) high with a minimum stroke width of ½ inch (12.7 mm).
- Where required by the fire code official, address identification shall be provided in additional approved locations to facilitate emergency response.
- Where access is by means of private road and the building cannot be viewed from the public way, a monument, pole or other sign or means shall be used to identify the structure.
- Address identification shall be maintained.

Contacts:

Planning – Planning@cosatx.us or 325-657-4210

Permits and Inspections – SAPermits@cosatx.us or 325-657-4210

Fire Prevention – 325-657-4358

Applications submittals – Applications@cosatx.us or 325-657-4210

To schedule a Consultation please visit:

<https://www.cosatx.us/departments-services/development-services/development-review-committee>

