



## CITY OF LAKE GENEVA

City of Lake Geneva, 626 Geneva St, Lake Geneva, WI 53147- 262.248.3673

[www.cityoflakegeneva.gov](http://www.cityoflakegeneva.gov)

**CITY OF LAKE GENEVA SHORT-TERM RENTAL (STR) AD HOC COMMITTEE  
WEDNESDAY, May 1, 2024 - 5:00 PM  
CITY HALL-COUNCIL CHAMBERS (MAIN LEVEL)**

**Members:**

Chairman Joel Hoiland, Emily Hummel, Caroll Pearson, Neal Kolb, Tom Keefe, Luke Pfeifer,  
Jason Smolarek, Advisory Staff Member: Fred Walling or Jason Renz

**CITY HALL WILL BE OPEN TO THE PUBLIC DURING ALL MEETINGS.**

**AGENDA**

***COMMITTEE REVIEW MEETING***

1. Call to Order
2. Roll Call
3. Approval of the STR Ad Hoc Committee Minutes from April 17, 2024
4. Review and discuss language changes to the Short-Term Rental (STR) Ordinance - Sec. 98-206
5. Other STR-related topics as time permits
6. Next Meeting - May 15, 2024
- 7. Adjournment**

*This is a meeting of the Short-Term Rental Ad Hoc Committee. No official Council action will be taken; however, a quorum of the Council may be present.*

**Short-Term Rental (STR) Ad Hoc Committee  
Committee Review Meeting  
City Hall, Conference Room 2A (Second Level), Lake Geneva, WI  
April 17, 2024 - 5:00 – 6:30 p.m.**

*Committee Members present:* Joan Yunker (Aldersperson District #1), Tom Keefe, Neal Kolb, Luke Pfeifer, Jason Smolarek, Caroll Pearson, Emily Hummel, Jason Renz (Code Enforcer, Assistant Building Inspector), Fred Walling (Building Inspector), and Joel Hoiland, Chairman (Aldersperson-Elect District #3).

1. Joel Hoiland called the meeting to order at 5:00 p.m.
2. Roll Call - All present
3. Approval of Minutes - Motion by Yunker, second by Pfeifer, motion approved
4. Joel states: The purpose of our meeting today is to go through the ordinance, Section 98.206. STR Rental Ordinance in the Municipal Code. He explains how to read and understand our work in progress, of which each committee member has a copy; there is also a copy on the screen in the room. "What I did was mark up in red the new language. Strike-through is the current ordinance language we are removing. Although it says version 6, all it means is that we have all been working on this for a while, and this is the latest version that we have. We are going to go through it section by section.
5. Reviewed and discussed language changes to the Short-Term Rental (STR) Ordinance - Sec. 98-206. *(Refer to STR Ordinance Worksheet v7\*)*
6. **The meeting adjourned at 6:34 pm.**

## STR Ordinance Worksheet - v7\*

April 28, 2024

1. All new language in **red** and strikethrough language not included in this worksheet is agreed-upon language.
2. c. **Property management requirements.** ii. The minimum rental **booking** period shall be a minimum of seven consecutive days by any one party. (**"Rental Booking Period" shall be identified as 2-6 nights of rental in a calendar week. Monday through Sunday.**) A Rental must be for at least two nights and may not arrive within 6 days of the prior guest staying at the short-term rental. For example, if a rental arrives on June 1, the earliest the next Rental could arrive is on June 8.

**Note:** Jason Smolarek is to provide documentation regarding the Wisconsin Department of Agriculture, Trade and Consumer Protection (DATCP) contact he made and the statement from this person. Fred Walling is also contacting a state agency to seek clarification.

3. iii. During the "off-season" (the other ~~182~~ **185** days) the property can be rented a minimum of **30 29 days nights** or month-to-month. For example, if the property is rented November 1-7, it cannot be rented again until December 1.
4. x. The property owner's and the designated operator's names, addresses, and twenty-four-hour phone numbers shall be provided in the City of Lake Geneva short-term rental application and shall be updated within 24 hours upon any change in the property manager or the property manager contact information. **A manager is someone who has all of the powers of the owner in the owner's absence.**
5. xiii. Each short-term rental **owner/operator** shall provide and maintain a guest register **for each short-term rental** and shall require **the primary** all-guests to register their true names and addresses before allowing occupancy. **The guest register shall also include the Rental arrival date, Rental departure date, and consideration paid for the rental.** The guest register shall be kept intact and available by the designated operator for inspection by representatives of the City for at least one year from the day of the conclusion of the period of operation.  
  
**xiv. Each short-term rental owner/operator shall provide a monthly guest register report in digital format to Building and Zoning to include the information stated above.**

**Note:** Add language to mirror hotel/motel room tax reporting process, in digital format. This will provide STR owners and BZ staff with a consistent method to monitor STR activity.

**Note: Consider inserting in the STR owner guidebook:** Upon request from an inspector with the building and zoning department, the property owner or designated operator shall provide booking data from all advertising platforms used to advertise the short-term rental; specifically, the six months preceding the inspector's request.

**Note:** Can a front yard sign provision be added to this ordinance? If so, we should provide the proper ordinance language, requirements, and specifications. Place under Site Appearance Requirements or Advertising sections?  
**NO**

6. (xiv. This is part of the current ordinance. Is it repetitive with xiii.? Is it necessary to keep?)

xiv. Each short-term rental shall maintain the following written business record for each rental of short-term rental: the true names and addresses of any person renting the property, the dates of the rental period (which must be a minimum of seven consecutive days), and the monetary amount or consideration paid for the rental. The business record shall be kept intact and available by the designated operator for inspection by representatives of the City for at least one year from the day of the conclusion of the period of operation.

7. f. **Penalties and license revocation.** ii. Major violations of this ordinance are subject to fines and license revocation. The following are considered major violations:
- a. Not advertising or falsely advertising maximum capacity
  - b. No property manager within 25 miles. **A manager is someone who has all of the powers of the owner in the owner's absence.**

**Note:** Are a. & b. to be treated as major violations and subject to the same penalties listed below?

- c. Failure to display the STR License Number on all **direct** booking platforms/websites (~~company website, Airbnb, VRBO, Booking.com, etc.~~)
  - d. Failure to pay Room Tax **and to submit timely reporting**
  - e. Renting outside the requirements defined in 1(c) of this ordinance, including but not limited to
    - 1) Having more than one Rental arrive in a ~~7-day~~ **6-night** period during the Rental Season
    - 2) Renting to more than 1 party per ~~month~~ **29 nights** outside of the Rental Season
8. iii. Penalties for major violations of this ordinance are based on the number of violations in a **rolling 12 months** as follows:
- a. 1st: Written warning & possible **\$250 citations and court costs** (citations are per day of violation). For example: the owner rents a 4-day weekend beyond the permitted time, which equals four tickets for the one booking.
  - b. 2nd: **\$500** fine to include citations **and court costs** (citations are per day of violation).
  - c. 3rd: **\$1,000** fine **to include citations and court costs.**
  - d. 4th: Suspension of license for 3 months
  - e. 5th Suspension of license of 1 year
  - f. 6th: Permanent revocation of license
- iv. Minor violations, caused by renters.
- a. Examples include excessive noise, disruptive behavior, and related incidents that require law enforcement intervention.

v. Minor violations penalty method, issued to the ~~property owner~~ **renters**, including the ~~property~~. If owners/operators receive five citations from the Police Department within 12 months, this shall constitute a major violation of this ordinance.

9. 2. Resident Reporting. Residents who witness and experience major or minor STR violations are encouraged to report violations to the property owner, the property operator, the City of Lake Geneva Citizen Action Request / Complaint Form, or the Police Department **non-emergency line (262-248-4455)**. In addition, it may be helpful to document the violations. The reporting method is dependent on the severity of the violation. No adverse action will be taken against a resident for reporting STR violations. ~~However, if a resident is involved in an altercation with renters, owners, operators, city staff, or law enforcement officers the resident may be held accountable for his/her actions.~~
- a. ~~Chronic Nuisances. If a resident is determined to be a chronic nuisance concerning short-term rentals, the City of Lake Geneva will act according to Chapter 46, Article II- Nuisances. Chronic Nuisances.~~

**Note:** Consider including the strikethrough sentences in a resident guidebook.

10. 3. A committee appointed by the Mayor and approved by the Common Council will be formed to review and recommend license suspensions as well as appeals by Property Owners of violations issued. This committee shall be comprised of 1 Alderperson, 2 City of Lake Geneva Residents, ~~The Building and Zoning Administrator~~, 1 Plan Commissioner who is not an Alderperson, and 1 Short Term Rental Operator **with a City of Lake Geneva STR licensed property**. A Short-Term Rental Operator may not participate or otherwise vote regarding any violations to properties they own or operate. **The Building and Zoning Administrator, or his/her designee, shall be an advisory member.**

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**WI Statutes 66.1014 Limits on residential dwelling rental prohibited.**

(1) In this section:

- (a) "Political subdivision" means any city, village, town, or county.  
(b) "Residential dwelling" means any building, structure, or part of the building or structure, that is used or intended to be used as a home, residence, or sleeping place by one person or by 2 or more persons maintaining a common household, to the exclusion of all others.

(2)

- (a) Subject to par. (d), a political subdivision **may not enact or enforce an ordinance that prohibits the rental of a residential dwelling for 7 consecutive days or longer.**  
(b) If a political subdivision has in effect on September 23, 2017, an ordinance that is inconsistent with par. (a) or (d), the ordinance does not apply and may not be enforced.

(c) Nothing in this subsection limits the authority of a political subdivision to enact an ordinance regulating the rental of a residential dwelling in a manner that is not inconsistent with the provisions of pars. (a) and (d).

(d) 1. If a residential dwelling is rented for periods of more than 6 but fewer than 30 consecutive days, a political subdivision may limit the total number of days within any consecutive 365-day period that the dwelling may be rented to no fewer than 180 days. **The political subdivision may not specify the period of time during which the residential dwelling may be rented**, but the political subdivision may require that the maximum number of allowable rental days within a 365-day period must run consecutively. A person who rents the person's residential dwelling shall notify the clerk of the political subdivision in writing when the first rental within a 365-day period begins.

2. Any person who maintains, manages, or operates a short-term rental, as defined in s. 66.0615 (1) (dk), for more than 10 nights each year, shall do all of the following:

a. Obtain from the department of agriculture, trade and consumer protection a license as a tourist rooming house, as defined in s. 97.01 (15k).

b. Obtain from a political subdivision a license for conducting such activities, if a political subdivision enacts an ordinance requiring such a person to obtain a license. History: 2017 a. 59; 2021 a. 55, 240; s. 35.17 correction in (2) (a).

<https://www.wisbar.org/NewsPublications/InsideTrack/Pages/Article.aspx?Volume=14&Issue=9&ArticleID=29117>

<https://www.fox6now.com/news/wisconsin-airbnb-rentals-rights-neighbors>

## SHORT-TERM RENTAL ORDINANCE

Sec. 98-206. Short-term rental.

**Description:** Includes all lodging places and tourist cabins and cottages, other than hotels and motels, in which sleeping accommodations are offered for pay to tourists and transients for more than six but fewer than 29 consecutive days. It does not include private boardinghouses or rooming houses not accommodating tourists or transients, or bed-and-breakfast establishments regulated under ACTP 73. [ Ord. No. 19-16]

1. Permitted by right: all zoning districts where "residential dwellings" are permitted, as that term is defined in § 66.1014, Wis. Stats. [ Ord. No. 19-16]

a. **Land use requirement.** A short-term rental shall only be located as an accessory land use within zoning districts that allow residential dwellings, as that term is defined in § 66.1014, Wis. Stats.

b. **Annual city license required.** Short-term rentals shall operate only during the valid period of an annual City of Lake Geneva short-term rental license (hereinafter "annual license") for each consecutive 365-day period. If the short-term rental is transferred or there is any change of ownership of the short-term rental during the valid period of an annual license, the license may only be assumed by the transferee for the remaining period of the license. **When the license is issued, it will include a registration number, "STR License Number," that must be displayed as defined in this ordinance.** Operating a short-term rental without a current version of a valid annual license shall be considered a violation of this chapter, and subject to the penalties of Section 98-936. The following information shall be provided on an annual basis, ~~prior to~~ **before** issuance of said annual license:

- i. Completed City of Lake Geneva short-term rental application, which includes the property owner's name, address, and phone number; the designated operator's name, address, and phone number; and the period of operation of up to 180 days in a 365-day period, which must be consecutive;
- ii. A current floor plan for the short-term rental, at a minimum scale of one-inch equals four feet, and a site plan of the property at a minimum scale of one-inch equals 10 feet showing on-site parking spaces and trash storage areas;
- iii. General Building Code inspection by the City, and submittal of official Building Code inspection report with no outstanding compliance orders remaining;
- iv. Proof of valid property and liability insurance for the dwelling unit; [5]

[5] Editor's Note: Former Subsection b. iv, requiring a Fire Code inspection and report, was repealed on 3-28-2022 by Ord. No. 22-02. This ordinance also redesignated former Subsection (8)(y)1bv through x as Subsection (8)(y)1biv through viii, respectively.

- v. State of Wisconsin tourist rental house license;
- vi. City of Lake Geneva room tax permit;
- vii. City of Lake Geneva general business license; [6]

[6] Editor's Note: Former Subsection (8)(y)1bvii, requiring a seller's permit, was repealed on 3-28-2022 by Ord. No. 22-02. This ordinance also redesignated former Subsection (8)(y)1bv through x as Subsection (8)(y)1biv through viii, respectively.

viii. Payment of an administrative fee, set by City Council resolution, to cover the costs to the City of administering the above. The City of Lake Geneva short-term rental license shall be issued with the completion of the above requirements and compliance with the City's Room Tax Ordinance. [7]

[7] Editor's Note: See Ch. 70, Taxation, Art. III.

c. **Property management requirements.** Each short-term rental shall be managed consistent with the following requirements:

- i. The total number of days of operation within any 365-day period of an annual license shall not exceed 180 consecutive days of **"Rental Season"**. This period of short-term rental operation shall be specified by the property owner in the required Lake Geneva short-term rental application.
- ii. The minimum rental **booking** period shall be a minimum of seven consecutive days by any one party. (**"Rental Booking Period" shall be identified as 2-6 nights of rental in a calendar week. Monday through Sunday**). A Rental must be for at least **two nights** and may not arrive within 6 days of the prior guest staying at the short-term rental. For example, if a rental arrives on June 1, the earliest the next Rental could arrive is on June 8.
- iii. During the "off-season" (the other ~~182~~ **185** days) the property can be rented a minimum of ~~30~~ **29 days nights** or month-to-month. For example, if the property is rented November 1-7, it cannot be rented again until December 1.
- iv. The stay of a guest in a short-term rental "Rental" is calculated on the number of nights stayed between the arrival date and departure date.  
  
~~v. (Renumber accordingly)~~
- vi. The maximum rental period within a 365-day period of an annual license shall be no more than 180 consecutive ~~days~~ **nights**.
- vii. Similar facilities in which single-family detached homes are available for less than seven days, more than 180 ~~days~~ **nights**, or throughout the year, are a different land use that falls within the indoor commercial lodging land use category.
- viii. The maximum number of occupants shall not exceed the total number licensed by the State of Wisconsin ~~or two per bedroom plus two additional occupants, whichever is less.~~
- ix. The short-term rental shall be operated by the property owner or by a property manager explicitly designated in the valid Lake Geneva short-term rental application as the "designated operator."
- x. The property owner's and the designated operator's names, addresses, and twenty-four-hour phone numbers shall be provided in the City of Lake Geneva short-term rental application and shall be updated within 24 hours upon any change in the property manager or the property manager contact information. **A manager is someone who has all of the powers of the owner in the owner's absence.**
- xi. The designated operator must reside within or have their business located within 25 miles of the short-term rental parcel.

xii. The designated operator must be available by phone 24 hours, seven days a week, during the period of operation designated in the Lake Geneva short-term rental application.

xiii. Each short-term rental **owner/operator** shall provide and maintain a guest register **for each short-term rental** and shall require **the primary** all-guests to register their true names and addresses before allowing occupancy. **The guest register shall also include the Rental arrival date, Rental departure date, and consideration paid for the rental.** The guest register shall be kept intact and available by the designated operator for inspection by representatives of the City for at least one year from the day of the conclusion of the period of operation.

**xiv. Each short-term rental owner/operator shall provide a monthly report in digital format to Building and Zoning to include the information stated in section xiii.**

**Note:** Add language to mirror hotel/motel room tax reporting process, in digital format. This will provide STR owners and BZ staff with a consistent method to monitor STR activity. (See above)

***Optional Language***

xiii. Each short-term rental ~~owner/operator~~ shall ~~submit a quarterly report containing the following items~~ maintain the following written business record for each rental of the ~~for each~~ short-term rental:

a. the ~~The~~ true names and addresses of any person renting the property.

b. the ~~The~~ dates of the ~~each~~ rental period ~~stay for all guests in the previous quarter (booking~~ which must be a minimum of seven consecutive days ~~as identified in (c. ii. above).~~

and c. the ~~The~~ monetary amount or consideration paid for the rental. The business record shall be kept intact and available by the designated operator for inspection by representatives of the City for at least one year from the day of the conclusion of the period of operation.

~~d. The amount of room tax paid to the City by the owner operator and/or the online rental marketplace on the owner/operator's behalf, a quarterly earnings report, and a screenshot of Airbnb and/or VRBO transaction history for that quarter (in digital format).~~

~~Reporting will be due on the following Schedule:~~

~~Quarter 1: April 30th (for Jan, Feb, Mar)~~

~~Quarter 2: July 31st (for Apr, May, Jun)~~

~~Quarter 3: October 31st (for Jul, Aug, Sep)~~

~~Quarter 4: January 31st (for Oct, Nov, Dec)~~

~~e. Failure to submit the required reports will be considered a violation of this chapter and shall be subject to all applicable penalties up to and including revocation of their short-term rental license.~~

~~f. Upon request from an inspector with the building and zoning department, the property owner or designated operator shall provide booking data from all advertising platforms used to advertise the short-term rental; specifically, the six months preceding the inspector's request.~~

(xiv. Current language, but is it repetitive with xiii.?)

xiv. Each short-term rental shall maintain the following written business record for each rental of short-term rental: the true names and addresses of any person renting the property, the dates of the rental period (which must be a minimum of seven consecutive days), and the monetary amount or consideration paid for the rental. The business record shall be kept intact and available by the designated operator for inspection by representatives of the City for at least one year from the day of the conclusion of the period of operation.

xii. Short-term rental license and emergency contact information must be posted in a conspicuous area within the property at all times.

**d. Property operational requirements.** Each short-term rental shall be operated per the following requirements:

i. The "Requirements for Short-Term Rental Guests" form provided by the City of Lake Geneva to summarize City requirements for short-term rental, and the site plan for the subject property clearly depicting guest parking spaces and the rear yard, shall be posted on the inside of the front door of each short-term rental throughout its period of operation.

**ii. Parking requirements:**

a. A minimum of two off-street parking spaces shall be provided on the subject property for each short-term rental. If the short-term rental provides three or more bedrooms, an additional on-site parking space is required for each additional bedroom over two, plus one space for each employee on the largest shift, if applicable.

~~b. All guest parking for vehicles and trailers shall be within a parking space designated on the site plan, on an area paved with concrete or asphalt.~~

~~c. All guest vehicles and trailers may only park on-site. Street parking for guests is not permitted.~~

d. No parking is permitted on gravel, lawn, or planter bed areas.

**iii. Site appearance requirements:**

a. Aside from a changing mix of guests and their vehicles, there shall be no evidence of the property being used as a short-term rental visible on the exterior of the subject property.

b. No exterior sign age related to the short-term rental is permitted, other than the property address.

c. No outdoor storage related to the short-term rental land use is permitted, except for typical residential recreational equipment, seating, and outdoor cooking facilities which are permitted only within the rear ~~not permitted in the front yard. The Short-term rental and property must abide by the Zoning Ordinance defined in Municipal Code section 98.~~

d. No recreational vehicle, camper, tent, or other temporary lodging arrangement shall be permitted to accommodate guests. iv.

**iv. Neighborhood impact requirements:**

- a. Short-term rentals, including guests, must abide by City ordinances, including those defined in Municipal Code section 46-4 regarding loud and/or unnecessary noise.

*Municipal Code section 46-4(b) Loud and/or unnecessary noise prohibited. It shall be unlawful for any person to make, continue or cause to be made or continued any loud and/or unnecessary noise between the hours of 9:00 p.m. and 7:00 a.m. on weekdays and between the hours of 9:00 p.m. and 8:00 a.m. on weekends. [Amended 6-22-2020 by Ord. No. 20-05]*

~~No outdoor activity shall occur between the hours of 9 p.m. and 7:00 a.m.~~

~~b. At all times, no noise, lighting, odor or other impacts from the subject property shall be detectable at the property line at levels exceeding the requirements of Article 7 of this chapter.~~

~~c. No vehicular traffic shall be generated by the short term rental at levels exceeding those typical for a detached single family dwelling unit.~~

**v. Short-term rental advertising:**

a. No outdoor advertising is allowed on the subject property.

b. The short-term rental shall not be advertised for availability in any form of media unless the required **State of Wisconsin Tourist Rooming House and the** City of Lake Geneva short-term rental license **have** been issued.

c. **The short-term rental shall not advertise a maximum capacity that exceeds the license provided by the State of Wisconsin.**

d. **All listings on websites, including direct websites, must include the Lake Geneva STR License Number.**

e. **All listings must include the maximum on-site parking spaces available at the Property per this ordinance.**

**e. Access and inspections.**

i. The City shall be authorized at all reasonable times upon reasonable notice to the owner, and with either the owner's consent or a special inspection warrant under § 66.0119, Wis. Stats., except in cases of emergency where no special inspection warrant is required, and as provided in § 66.0119(2), Wis. Stats., to enter and examine any building, structure, or premises, for the purpose of ensuring compliance with this chapter. If the owner declines to consent to an inspection without a warrant, the City may not conduct an inspection under this section without first obtaining a special inspection warrant under § 66.0119, Wis. Stats., except in cases of emergency where no special inspection warrant is required, and as provided in § 66.0119(2), Wis. Stats. The owner, agent or occupant of any such premises who refuses to permit, or prevents or interferes with any entry into or upon the premises by any such inspector with a special inspection warrant or in cases of emergency where no inspection warrant is required and as provided in § 66.0119(2), Wis. Stats., shall be in violation of this section. It is not a violation of this section to refuse to grant voluntary consent to an inspection.

ii. The City has adopted the Knox-Box<sup>®</sup> key box system providing for the installation of miniature vaults

that are placed upon the exterior buildings, gateposts or other applicable locations. Contained within the vault are the keys that will allow access to the short-term rental in emergency situations.

iii. Designated operators and owners are encouraged, but not required to install the Knox-Box<sup>®</sup> Systems on their short-term rentals. Designated operators and owners of short-term rentals acknowledge that the City shall not be obligated for damages occurring to short-term rentals in the event emergency access to a short-term rental is required and there is no Knox-Box<sup>®</sup> System installed on the property.

#### f. Penalties and license revocation.

i. Operating a short-term rental ~~without~~ a Tourist Room House License from the State of Wisconsin and a Short-Term Rental License from the City of Lake Geneva is ~~not~~ prohibited. Properties found to be operating without the proper permits will be fined \$1,000 and required to pay room taxes for prior rentals if not yet paid with penalty per Municipal Code 70. Violations of the requirements for short-term rental, the provisions of the short-term rental license, and all others of this subsection (8)(y) are subject to separate daily fines per Section 98-936. Citations for violations of this chapter will be issued to and will be the responsibility of the property owner.

ii. Major violations of this ordinance are subject to fines and license revocation. The following are considered major violations:

- a. Not advertising or falsely advertising maximum capacity
- b. No property manager within 25 miles. **A manager is someone who has all of the powers of the owner in the owner's absence.**
- c. Failure to display the STR License Number on all **direct** booking platforms/websites. (~~company website, Airbnb, VRBO, Booking.com, etc.~~)
- d. Failure to pay Room Tax **and to submit timely reporting**
- e. Renting outside the requirements defined in 1(c) of this ordinance, including but not limited to
  - 1) Having more than one Rental arrive in a ~~7-day~~ **6-night** period during the Rental Season
  - 2) Renting to more than 1 party per ~~month~~ **29 nights** outside of the Rental Season

iii. Penalties for major violations of this ordinance are based on the number of violations in a **rolling 12 months** as follows:

- a. 1st: Written warning & possible **\$250 citations and court costs** (citations are per day of violation). For example: the owner rents a 4-day weekend beyond the permitted time, which equals four tickets for the one booking.
- b. 2nd: **\$500** fine to include citations **and court costs** (citations are per day of violation).
- c. 3rd: **\$1,000** fine **to include citations and court costs.**
- d. 4th: Suspension of license for 3 months
- e. 5th Suspension of license of 1 year
- f. 6th: Permanent revocation of license

iv. Minor violations, caused by renters.

- a. Examples include excessive noise, disruptive behavior, and related incidents that require law enforcement intervention.

v. Minor violations penalty method, issued to the ~~property owner~~ **renters, including the property**. If owners/operators receive five citations from the Police Department within 12 months, this shall constitute a major violation of this ordinance.

vi. The annual short-term rental license **and the property** may be revoked for more than two violations of the requirements specific to the short-term rental, the license, or the remainder of this chapter. Short-term rental operators found noncompliant with the terms of this subsection (8)(y) shall be considered in violation and shall be subject to all applicable penalties up to and including revocation of their short-term rental license.

2. Resident Reporting. Residents who witness and experience major or minor STR violations are encouraged to report violations to the property owner, the property operator, the City of Lake Geneva Citizen Action Request / Complaint Form, or the Police Department **non-emergency line (262-248-4455)**. In addition, it may be helpful to document the violations. The reporting method is dependent on the severity of the violation. No adverse action will be taken against a resident for reporting STR violations. ~~However, if a resident is involved in an altercation with renters, owners, operators, city staff, or law enforcement officers the resident may be held accountable for his/her actions.~~

- a. ~~Chronic Nuisances. If a resident is determined to be a chronic nuisance concerning short-term rentals, the City of Lake Geneva will act according to Chapter 46, Article II. Nuisances. Chronic Nuisances.~~

3. A committee appointed by the Mayor and approved by the Common Council will be formed to review and recommend license suspensions as well as appeals by Property Owners of violations issued. This committee shall be comprised of 1 Alderperson, 2 City of Lake Geneva Residents, ~~The Building and Zoning Administrator~~, 1 Plan Commissioner who is not an Alderperson, and 1 Short Term Rental Operator **with a City of Lake Geneva STR licensed property**. A Short-Term Rental Operator may not participate or otherwise vote regarding any violations to properties they own or operate. **The Building and Zoning Administrator, or his/her designee, shall be an advisory member.**