



**Town of Paonia
214 Grand Avenue
Tuesday, March 17, 2026 5:00 PM
Ad Hoc Short-Term Rental Committee Agenda**

- A) Call to Order
- B) Approval of Agenda
- C) Actions & Presentations
 - 1) Review of Facilitator Questionnaires and Selection of a Facilitator to Propose to the Board of Trustees
 - 2) Update on Board Discussion and Selection of Order to Discuss Topics
 - 3) Discussion of Suggested Phased Approach
 - 4) Discussion of Common Ground suggestions
 - 5) Survey Question Summary
- D) Adjournment



Town of Paonia
Office of the Town Clerk
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Ad Hoc Short-Term Rental Committee - Facilitator Application

The Short-Term Rental Ad Hoc Committee is seeking experienced, professional, and neutral facilitators to support their 2026 process to consider and recommend to the Town Council potential short-term rental policies.

1) Experience. *Note the committee would like the process to be consensus-based.*

- a. How many years of professional experience do you have as a facilitator?

- b. Of that, how many years – if any – have you facilitated *consensus-based decision-making*?

- c. Briefly describe your professional facilitation experience, including any work within the North Fork Valley (2-3 sentences).

2) Neutrality.

- a. Do you have any financial stake in how the Town of Paonia may elect to regulate short-term rentals? (Yes/No)

3) Cost. Cost is an important factor in selection, but so is effectiveness/efficiency. (*Note that the Committee will establish the agenda and Town Staff will be completing the meeting summary.*)

a. What is your hourly rate?

b. Please estimate the *minimum* amount of time you would need to work in between meetings.

4) Availability.

a. The in-person time commitment is one-and-a-half hour (90 minute) bi-weekly meetings (twice/month), on the first and third Thursdays of each month. The meetings may continue until the end of the calendar year. Do you foresee any periods of time you would be unavailable? (When, how long).

5) Interest.

a. Briefly describe (2-3 sentences) why you are interested in serving this facilitation role.

Re: Facilitator Questions for Paonia's Ad Hoc Short Term Rental Committee

From [REDACTED]
Date Thu 3/12/2026 11:48 AM
To Samira Vetter <SamiraV@townofpaonia.com>

You don't often get email from [REDACTED] [Learn why this is important](#)

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Hello Samira,

My responses to facilitator application questions are in the email below.

1) Experience. Note the committee would like the process to be consensus-based.

a. How many years of professional experience do you have as a facilitator?

I have been facilitating group decisions for most of my working career--forty plus years.

b. Of that, how many years – if any – have you facilitated consensus-based decision-making?

I got serious about using consensus-based decision-making when I worked with some Quakers leading young adult semester programs in the late 1990s. I have used consensus with groups ever since and have found numerous strategies for moving the process along efficiently while making sure that everyone feels included and heard and that the group has a real chance to be wiser than the sum of its parts.

c. Briefly describe your professional facilitation experience, including any work within the North Fork Valley (2-3 sentences).

Locally, I was director of and facilitator for the Vision Program between 2000 and 2005. We used consensus for all of our decisions because it was essential to keeping together our very diverse coalition (extreme political right and left and everything in between). It was normal to have 20+ opinionated people at a meeting, and we found consensus every time, even on very controversial topics. I have also helped facilitate numerous board meetings. My main work revolves around leading and facilitating groups of young people.

2) Neutrality.

a. Do you have any financial stake in how the Town of Paonia may elect to regulate short-term rentals? (Yes/No)

No. I live outside of town and have not followed the issue closely.

3) Cost. Cost is an important factor in selection, but so is effectiveness/efficiency. (Note that the Committee will establish the agenda and Town Staff will be completing the meeting summary.)

a. What is your hourly rate? I am flexible. I have normally been paid by the job rather than the hour, but \$100 an hour feels right.

b. Please estimate the minimum amount of time you would need to work in between meetings. I think it would be valuable to meet individually with each board member for at least an hour before the first meeting in order to establish a relationship and begin to piece together the issues and options in play. After that I anticipated very little time needed between meetings if I understand correctly that my role is to facilitate the process and not do any of the leg work. Down the road if we get stuck, sometimes more individual or small group meeting time is helpful for people to clarify their thinking and find other options.

4) Availability.

a. The in-person time commitment is one-and-a-half hour (90 minute) bi-weekly meetings (twice/month), on the first and third Thursdays of each month. The meetings may continue until the end of the calendar year. Do you foresee any periods of time you would be unavailable? (When, how long).

I am mostly around and available. Next fall I will lead a couple 1-2 week programs with young people. The only one that is scheduled so far falls between November 17 and December 5.

5) Interest.

a. Briefly describe (2-3 sentences) why you are interested in serving this facilitation role. I enjoy the facilitator role; I feel alive, useful and competent. I also care about Paonia and want to be of service.

Thank you, and I wish you all the best with this process regardless of whether I'm involved.
Dev Carey

On Tue, Mar 10, 2026 at 3:37 PM Samira Vetter <SamiraV@townofpaonia.com> wrote:

Good Afternoon,

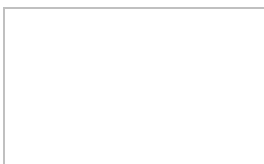
Thank you for expressing an interest in being a facilitator for our Ad Hoc Short Term Rental Committee. The Ad Hoc Committee holds their meetings on the 1st and 3rd Tuesdays of the month from 5 - 6: 30 pm.

Please complete the attached questions and return to me here at samirav@townofpaonia.com no later than noon on Monday , March 16, 2026, so our STR committee can review them and make a choice on March 17 and present a proposed agreement to the Board on March 24.

Thank you!

Best,

Samira



Samira M. Vetter, CMC

Paonia Town Clerk/Human

Resources

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“The measure of who we are is what we do with what we have.” – **Vince Lombardi**

Sender and receiver should be mindful that all my incoming and outgoing emails may be subject to the Colorado Open Records Act, § 24-72-100.1, et seq.

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Dev Carey, Ph.D.
The High Desert Center
Specializing in transformative learning adventures
www.highdesertcenter.org
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Proposed Objectives to be Addressed by the Short-Term Rental Ad Hoc Committee Requiring Consideration by the Board of Trustees

The Town of Paonia has committed to and must regulate short-term rentals (STRs). This commitment is in place because of the use of public funds granted to the Town in order to hire a consulting firm to create a Paonia specific Housing Needs Assessment and Housing Action Plan. Regulating STRs was the number one priority expressed by community participants at public meetings to address the shortage of long-term housing in Paonia. The Housing Needs Assessment and Housing Action Plan were formally adopted by the Town in November of 2023. Regulating STRs is the first tool recommended in the Housing Action Plan for addressing long-term housing shortages.

The Town needs to move forward to protect the limited supply of housing by regulating the conversion of long-term residential properties to STRs and the purchase of homes for the purpose of using them as STRs. The Town also recognizes that STRs contribute to the local economy, support tourist-oriented businesses and allow local homeowners to supplement their income and provide flexibility by renting second homes and portions of their primary residence.

Additionally, the Town and Trustees determined that uncontrolled and unregulated STRs may also have a direct effect on the quality and character of the community and individual neighborhoods and properties in Town. Protection of the health, safety, and welfare of the residents of Paonia is a basic and valid responsibility of local government. Therefore, the adoption of a balanced approach to regulating, which includes licensing of STRs is an imperative for the Town.

<p>The administrative provisions provided below (these are decisions made only by the Board of Trustees) are necessary for the implementation of a municipal licensing program for which the Town is legally responsible to adopt in order to protect public health, safety and ensure responsible management of public funds.</p>	<p>Potential Topics for the Ad Hoc Committee to address and create proposed recommendations to the Board of Trustees for consideration</p>
<ol style="list-style-type: none"> 1. Creation of a Licensing program that includes dwelling units and single room rentals 2. Adoption licensing requirements 3. Licensee obligations during term of the license 4. Unlawful to operate an STR without a license 5. Use of the following definition for “Dwelling Unit” – “Dwelling Unit means a single unit providing complete, independent living facilities for one or more persons, 	<ol style="list-style-type: none"> 1. Number of maximum (Dwelling unit/single room) STR licenses offered by the Town and what this number is based on 2. Definition of a single room rental 3. Approach for licensing single room rentals. 4. Owner occupied vs. non-owner-occupied dwelling units as STRs

including permanent provisions for living, sleeping, eating, cooking and sanitation.” This definition applies to other portions of Town Code and must be uniformly applied.

6. STRs defined as being rented for a period less than 30-days
7. Requirements for Annual License renewal
8. Licensing Fee requirements and the associated fee amount to ensure public staff time and public resources are adequately reimbursed
9. Requirement for an exterior door with a minimum of 32 inches when opened to 90 degrees.
10. Criteria and process for license denial, suspension, revocation, penalties for noncompliance and opportunity for appeal.
11. Adherence to Chapter 18, requiring adherence to the 2018 International building code and licensed property available for inspection by Town designee
12. Adherence to all Town of Paonia Code requirements including zoning, nuisances, trash collection, noise abatement, dark skies, etc.
13. STRs prohibited in the Mobile Home district (MH), Light Industrial district (I-1), Industrial District (I-2), Developing Resource District (DR) and Public District (P)
14. Requiring an owner applying for an STR license to provide proof of property ownership
15. Requiring that each licensed STR owner designate an authorized representative(s) that is/are located within 60 minutes driving time from the STR and available 24 hours a day, 7 days a week for the purpose of responding to property code violations and/or complaints regarding the condition, operation, or conduct of occupants of the short-term rental, and (2) taking remedial action to resolve such violations and/or complaints..
16. Non transferability of licenses

5. Possibly assigning the number of STR licenses and the associated parking requirements based respectively on the Town Zoning Classifications - C-1, C-2, R-1, R-2, R-3 and E-1 (See attached zoning classification descriptions and the Town zoning map)
6. Discuss the time frame included in the definition for *primary residence* – A privately-owned residential dwelling or property at which the owner resides for at least hundred (200) days per year. (This is the definition and time frame included in the original Ordinance.)
7. Establishment of a license waiting list used when all allotted licenses have been issued

TOWN OF PAONIA

STR Committee – Phased Work Plan & Forward Timeline

Purpose & Objective

The purpose of this overview is to provide structure and forward direction to the committee's work so we can make steady, measurable progress this year. Our objective is to deliver a proportional, enforceable STR ordinance within the Board's year-end deadline while maintaining clarity, administrative feasibility, and public confidence.

This framework is not intended to predetermine specific policy outcomes. Rather, it establishes a phased path forward with defined timelines and deliverables that reflect the Board's guidance, community input, and our shared responsibility to craft an ordinance appropriate to Paonia's scale and character.

Why a Phased Approach?

The committee has heard important concerns from trustees, residents, and stakeholders regarding:

- Housing availability
- Investor concentration
- Accountability and nuisance
- Administrative feasibility
- Community trust following repeal

A phased structure allows us to:

- ✓ Address immediate STR-related impacts
 - ✓ Respect staff capacity
 - ✓ Gather verifiable local data
 - ✓ Avoid premature adoption of complex policy tools
 - ✓ Create visible progress by mid-summer
 - ✓ Complete committee work by year-end
-

PHASE 1 – Administrative Foundation

Target Completion: Late July 2026

Phase 1 focuses only on baseline, enforceable standards:

1. Registration / Permit Number
2. Local Contact Requirement
3. Basic Safety Standards (smoke, CO, fire extinguisher, posted info)
4. Occupancy consistent with legal dwelling/septic limits
5. Tax Compliance Confirmation
6. Operating Standards (quiet hours, parking, trash compliance)
7. Complaint-Based Enforcement
8. Escalating Fines + Revocation
9. 12-Month Review Clause

Phase 1 does NOT include:

- Caps
- Zoning overlays
- Spacing buffers
- Primary residence mandates
- Software systems

This phase establishes immediate accountability and enforceability.

Proposed Phase 1 Timeline

March – Confirm structure and scope
April – Draft administrative language prepared
May – Committee review and refinement
June – Public input and adjustments
July – Board consideration

PHASE 2 – Data Review & Policy Evaluation

Target Completion: November 2026

After Phase 1 adoption:

August–September

- Verify STR count within town limits
- Review complaint data
- Assess enforcement experience

October–November

- Evaluate whether additional policy tools are warranted

Potential Phase 2 tools (only if supported by documented data):

- Caps
- Density or spacing measures
- Primary residence requirements
- Zoning allocation systems

December

- Final recommendation to Board
-

Key Deliverables for the Committee

1. Formal adoption of the two-phase structure
 2. Agreement on Phase 1 scope
 3. Verification of current STR count
 4. Assignment of drafting responsibility
 5. Defined target dates
-

Guiding Principle

Adopt a simple, proportional ordinance focused on safety and nuisance first. Review after 12 months. Adjust only if supported by documented local data.

Goal for March 3 Meeting

Leave with:

- ✓ Agreement on structure
- ✓ Defined Phase 1 scope
- ✓ Clear timeline
- ✓ Clear next steps

Forward movement by the Committee builds trust, reduces uncertainty, and increases effectiveness.

Proposal from Common Ground

Regarding a New Short-Term Rental Ordinance for Paonia

Dear Town of Paonia and STR Committee Members,

Common Ground supports the creation of a simple, clear, and enforceable short-term rental (STR) ordinance that reflects the size, character, and seasonal tourism economy of Paonia.

We believe any ordinance should be:

- Easy to understand
- Easy to comply with
- Easy for the town to administer
- Proportionate to actual community needs

Paonia is a small town with limited tourism infrastructure and a strong tradition of property rights. Any new ordinance should reflect those realities.

Guiding Principles for a New Ordinance

1. Protect Primary Residences

Allow short-term rentals in primary residences. Homeowners should retain the ability to use their homes to supplement income, especially in a rural and seasonal economy.

2. Prevent Corporate Takeover

Prioritize local residents over corporations and outside investors.

If caps are deemed necessary, consider limiting total STR licenses to no more than 5% of total housing units, ensuring that Paonia does not experience investor-driven concentration.

3. Fair and Proportionate Requirements

- No excessive remodeling mandates (such as door-size changes) unless clearly justified.
- No requirements that do not apply to other residences unless a clear safety rationale exists.
- Safety standards should be reasonable, affordable, and clearly defined.

4. Reasonable Fees

- Registration fees should be reasonable.
(For example, Montrose licenses are approximately \$90 and valid for three years.)
- Avoid punitive daily fines except in cases of clear, repeated noncompliance.

5. Complaint-Based Enforcement

Enforcement should focus on actual nuisance issues such as:

- Noise
- Trash
- Parking

A clear complaint and resolution process should exist, similar to how disturbances from long-term tenants or homeowners are handled.

6. No Permanent Freeze

Avoid “grandfather-only” systems that prevent future local applicants from participating.

If limits are implemented, create a fair and transparent pathway for new applicants (such as a waitlist or lottery).

7. Clear Definitions

Clearly distinguish between:

- Primary residence rentals
- Occasional rentals (vacation coverage, hosting students, etc.)

- Commercial or investor-owned properties

Clarity will reduce confusion and administrative burden.

8. Preserve Community Character

Monitor STR percentages over time rather than imposing arbitrary restrictions disconnected from demonstrated impact. Housing accessibility for locals is important, and policy decisions should be guided by real data.

9. Data-Driven Decision Making & Tourism Considerations

Before assuming that limiting STRs will meaningfully increase long-term housing availability, the town should gather accurate data.

Survey current STR owners to determine how many would realistically convert their units to long-term rentals. In a previous informal survey conducted by STR owners, **only 1 out of 25 indicated they would even consider converting to long-term rental.**

If most STR properties would not convert, restrictions may not significantly impact housing supply.

Additionally, if Paonia continues to promote tourism and economic development, adequate visitor accommodations are necessary. With only a limited number of hotel rooms available, short-term rentals play an important role in supporting local businesses, restaurants, and events.

A balanced ordinance should thoughtfully consider both housing concerns and tourism infrastructure.

Example of a Simple Ordinance Structure

Below is an example of how streamlined an ordinance could be while still addressing safety and accountability. This is provided as a conceptual model for simplicity.

Simple Ordinance Example

1. STRs with on-site hosts are not subject to this ordinance. I.e. individuals renting out a room(s) in their home.

2. STRs with off-site hosts must:

A. Adhere to basic safety regulations:

- Fire and carbon monoxide alarms
- A posted fire escape plan

B. By signature of the application STR owner certifies that they have all outlined safety requirements

C. Maintain:

- A local contact person on file
- Updated contact information annually for both the local contact and off-site host

This model demonstrates that Paonia can have an STR ordinance that ensures safety and accountability without unnecessary complexity.

Questions for Consideration by the Committee

To ensure transparency and alignment with community intent, we respectfully ask the committee to consider the following:

1. What specific problems are we attempting to solve with a new STR ordinance?
2. Is there data demonstrating that STRs are currently causing measurable problems in Paonia?
3. How is the committee interpreting the repeal vote in which approximately 70% of voters rejected the previous ordinance?
4. Is the committee willing to work toward an ordinance that reflects the expressed desires of the majority of voters?

5. Is there evidence that regulating STRs as they currently function will meaningfully increase long-term rental availability?
 6. Would complaint-based enforcement address potential nuisance issues effectively?
 7. Should on-site hosted STRs be allowed to rent rooms within their primary residence without a license?
 8. Is Paonia comparable to destination towns that experience large-scale investor acquisition of housing stock?
 9. If issues arise at a particular property, can they be addressed using existing disturbance and nuisance laws similar to how long-term rental or homeowner issues are handled?
-

Conclusion

Common Ground believes Paonia can adopt a thoughtful, simple ordinance that ensures safety and accountability while preserving property rights, supporting tourism, and respecting the outcome of the repeal vote.

We appreciate the committee's work and willingness to gather community input.



Town of Paonia

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March 3rd Ad Hoc STR Meeting Post Survey Results

1 Respondent

Please provide your recommendations for a facilitator for the Ad Hoc STR Committee. Include contact information.

I do not believe it is critical that we spend the taxpayer dollars on a facilitator. I have been attending the meetings and as long as there is a common sense, fair and equitable exchange of information the meetings will move forward towards resolution of a functional ordinance. What I do believe is critical, should the committee push forward with the idea of a facilitator is that #1 requirement is someone who is willing to include community input.

[REDACTED]

Please share your thoughts or comments about the March 3rd meeting.

We are not traversing unfamiliar ground. There is *tons* of research information going back years and years regarding STRs, LTRs, economic impacts of both issues on communities, housing prices from all real estate perspectives, neighborhood behaviors, law enforcement, and effects on business relations. The town needs to stop creating a problem when there is none! The person who did the original consultation was a disaster. The proposal was completely unrealistic and inapplicable for our town, cost a significant amount of taxpayer dollars (including the repeal) and caused incalculable negative repercussions to the town council's authenticity in finding a workable solution for everyone, but mainly the community. Can we afford to keep repealing poorly designed regulations?