

CITY OF LAVA HOT SPRINGS

ORDINANCE NO. 2025-08

AN ORDINANCE OF THE CITY OF LAVA HOT SPRINGS, A MUNICIPAL CORPORATION OF IDAHO, ADOPTING A NEW TITLE 3 CHAPTER 5 “SHORT TERM RENTAL ORDINANCE” SETTING FORTH THE PURPOSE AND INTENT, DEFINITIONS, PERMIT AND LICENSING REQUIREMENTS, INSPECTION CRITERIA, OPERATIONAL AND HEALTH - SAFETY STANDARDS, LOCAL CONTACT REQUIREMENTS, LICENSING CAPS AND DENSITY CONTROL, ZONING RESTRICTION, ENFORCEMENT AND PENALTIES AND APPEALS PROCESS

BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF LAVA HOT SPRINGS IDAHO:

SECTION 1. ADOPTION. Title 3, Chapter 5, “Short Term Rental Ordinance” is hereby adopted.

Title 3 – Chapter 5: Short-Term Rentals

03.05.010: Title

03.05.020: Purpose and Intent

03.05.030: Definitions

03.05.040: Permit and Licensing Requirements

03.05.050: Inspections

03.05.060: Operational Standards

03.05.070: Health and Safety Standards

03.05.080: Local Contact Requirements

03.05.090: Licensing Cap and Density Control

03.05.100: Zoning Restrictions

03.05.110: Enforcement and Penalties

03.05.120: Appeals

03.05.010: Title

This chapter shall be known and may be cited as the "Short-term Rental Ordinance" of the City of Lava Hot Springs. The provisions herein establish the requirements, procedures, and regulations governing the operation, permitting, and enforcement of short-term rentals within the city.

03.05.020: Purpose and Intent

The purpose of this chapter is to establish a regulatory framework for the operation of short-term rentals within the City of Lava Hot Springs, ensuring the protection of public health, safety, and welfare, while balancing the interests of property owners, residents, and visitors. This ordinance is intended to preserve the residential character of neighborhoods, maintain housing availability, and promote responsible property stewardship.

It is the further intent of this chapter to ensure compliance with all applicable state laws, specifically including Idaho Code Section 67-6539, which recognizes the authority of municipalities to regulate short-term rentals in a manner that does not outright prohibit them but that reasonably addresses matters of public health, safety, and welfare, as well as compliance with zoning and land use plans.

Adoption of this ordinance was guided in part by community input collected through the City's Short-Term Rental (STR) survey, in which stakeholders, property owners, and residents identified key considerations and priorities regarding the impact of short-term rentals. The feedback gathered was instrumental in shaping regulations that reflect the community's values and the need for both economic vitality and neighborhood integrity.

This chapter is adopted to provide clear guidelines for permitting, operation, and enforcement, ensuring that short-term rentals contribute positively to the community while mitigating potential adverse effects.

Except as expressly provided herein, all other ordinances, codes, and regulations of the City of Lava Hot Springs shall remain in full force and effect. In the event of any conflict between the provisions of this chapter and any other ordinance, code, or regulation, the provisions of this chapter shall govern, and the conflicting ordinance, code, or regulation is hereby repealed to the extent of such conflict.

03.05.030: Definitions

For the purposes of this chapter:

1. Short-Term Rental (STR): any individually or collectively owned single-family house or dwelling unit or any unit or group of units in a condominium, cooperative or timeshare, or owner-occupied residential home that is offered for a rental fee and for thirty (30) days

or less. Short-term rental or vacation rental does not include a unit that is used for any retail, restaurant, banquet space, event center, bed and breakfast or another similar use.

2. Owner-Occupied STR: A STR unit where at least one of the owners physically resides for at least six months annually and claims the homeowner's tax exemption.
3. Local Contact: A natural person residing within 20 miles of city limits, available 24/7.
4. STR Permit: An annual license required to operate an STR.

03.05.040: Short-term Rental Permit and Licensing Requirements

1. Licensing and Permit Requirements.

a. No person, owner, or operator shall offer, operate, or otherwise make available any short-term rental within the city without first obtaining both:

1. A valid business license issued by the city, and
2. A valid short-term rental permit (vacation rental permit) issued in accordance with this ordinance.

b. Both the business license and the short-term rental permit must be kept current and in good standing for the duration of operation. Evidence of valid licenses and permits shall be provided to the city upon request.

c. The requirements herein apply to all persons, owners, or operators of short-term rentals, regardless of the duration, frequency, or manner of rental.

d. Any short-term rental units that are already in operation at the time this ordinance takes effect are required to achieve full compliance with the ordinance's application procedures, posting requirements, and local contact regulations within ninety (90) days of the ordinance's effective date. Compliance within this timeframe is mandatory; failure to do so may result in enforcement actions or suspension of operating rights until all requirements are met.

2: Annual Renewal of Licenses and Permits

a. All persons, owners, or operators of short-term rental units are required to renew both their city-issued business license and short-term rental permit annually by December 31st.

b. Renewal applications and all required supporting documentation must be submitted to the city no later than thirty (30) days prior to the expiration of the current license and permit.

c. Failure to renew either the business license or the short-term rental permit prior to expiration shall result in the automatic suspension of the right to operate the short-term

rental until all licenses and permits are brought current. If a business license or short-term rental permit is not renewed and brought current within thirty (30) days following its expiration, the license or permit shall be considered forfeited. Once forfeited, the opportunity to obtain a new license or permit will be subject to the city's lottery or waitlist processes for short-term rentals.

d. The city reserves the right to deny renewal of any license or permit if the applicant is found to be in violation of any applicable law, ordinance, or regulation at the time of renewal.

e. Proof of valid renewal shall be provided to the city upon request and posted in accordance with the posting requirements of this ordinance.

3. Application Requirements

a. All applications for a short-term rental permit must include the following documentation and materials:

1. Proof of satisfactory building inspection, conducted by the city or its designated inspector, verifying compliance with all applicable safety, health, and occupancy standards.
2. A complete building floor plan and site plan of the rental property, indicating all sleeping areas, exits, parking spaces, and exterior features relevant to guest use and safety.
3. Proof of current liability insurance covering the short-term rental use, with coverage amounts meeting or exceeding the minimum standards established by the city.
4. Written certification showing who are the owners of record for the property at issue. If the property is owned by a Trust, a copy of the trust certificate or other documentation showing ownership or right to control shall be provided. If the property is owned by a corporation, limited liability company, partnership (general or limited), or some other form of legal entity, a copy of the articles of organization or incorporation, and most recent annual report, filed with the secretary of state in whichever state the entity was organized or incorporated shall be provided.
5. Local contact information for a representative, owner, or agent available to respond to guest inquiries, complaints, and emergencies 24 hours a day.
6. Payment of the application fee, as established by resolution of the city council, is non-refundable and due at the time of application submission.

7. Completion of Non-Property Tax documentation in accordance with current City Ordinance.

b. Incomplete applications or failure to provide required documentation shall be grounds for denial or delay of permit issuance.

c. The city may request additional information or conduct further inspections as necessary to ensure compliance with all regulatory requirements prior to granting a permit.

4. Posting Requirements.

a. The owner or operator must prominently display the valid short-term rental permit inside the unit at all times during rental occupancy.

b. The permit, along with the following information, must be posted in a clearly visible location near the main entrance or in a common area accessible to guests:

1. Maximum occupancy limit for the unit

2. Sanitation instructions, including trash disposal and recycling guidelines

3. Parking instructions, detailing permitted parking areas and restrictions

4. Permit number, expiration date, and contact information for the owner or local representative

5. Upon issuance or renewal of the permit, the owner or operator shall provide the city with the following information for posting on the city's official website:

a. Property address

b. Permit number and expiration date

c. Name and contact information for the owner or local representative

d. Emergency contact information

6. A visible sign must be posted in front of the property with clear instruction for contacting the property owner, property manager and Local Contact, with the following information:

a. Business name

b. Telephone number where assistance is available 24 hours a day.

7. The owner or operator must notify the city in writing within 10 calendar days of any changes to the required information.

03.05.050: Inspections

1: Initial Approval Inspection

- a. Prior to the issuance of any short-term rental permit, the property shall undergo a full inspection conducted by the city or its authorized agent to verify compliance with all applicable building, safety, health, and operational standards as specified in this ordinance.
- b. The inspection shall include, but is not limited to, review of fire safety systems, sanitation facilities, occupancy limit postings, parking accommodations, and overall property condition.
- c. Upon satisfactory completion of the initial inspection, the permit may be issued.

2: Annual Self-Inspection Certification

- a. The owner or operator of a permitted short-term rental unit shall submit to the city an annual self-inspection certification attesting to ongoing compliance with all operational and safety requirements set forth in this ordinance.
- b. The self-inspection certification shall be submitted no later than thirty (30) days prior to the permit's renewal date.
- c. The certification shall be made on a form provided by the city and shall include verification of the following:
 1. Fire safety systems are in working order
 2. Sanitation facilities and waste disposal procedures are maintained
 3. Occupancy limit postings are present and accurate
 4. Required parking spaces are provided and unobstructed
- d. If no violations have occurred during the permit period, submission of the annual self-inspection certification shall satisfy the inspection requirement for renewal.

3: Inspection Following Violation

- a. In the event that a violation of any provision of this ordinance is documented during any permit period, the owner or operator shall be required to undergo a full inspection by the city or its authorized agent prior to renewal of the permit.
- b. The inspection shall verify that all violations have been corrected and that the property conforms with all applicable standards.

4: Inspection Costs

- a. The fees for all required inspections, including initial, annual, and any inspections following a violation shall be assessed and incorporated into the short-term rental permit renewal cost, as established by city resolution.

5: Records and Compliance

- a. The city shall maintain records of all inspections, certifications, and findings for each permitted short-term rental unit.
- b. Failure to comply with any inspection requirement shall be grounds for denial, suspension, or revocation of the short-term rental permit.

03.05.060: Operation Standards

1. Occupancy Limits

- a. The maximum occupancy for any permitted STR unit shall be limited to two (2) guests per bedroom, plus two (2) additional guests regardless of the number of bedrooms.
- b. For the purposes of this subsection, a "bedroom" shall be defined as any room within the unit that is intended primarily for sleeping and meets all applicable building and safety codes.
- c. The total occupancy limit, as calculated above, shall not be exceeded at any time.
- d. The occupancy limit shall be clearly posted inside the unit in a location readily visible to all guests. The posting shall include the total number of occupants allowed and reference this ordinance section.

2: Parking Requirements

- a. Each permitted short-term rental unit shall provide a minimum of two (2) off-street parking spaces for exclusive use by occupants and their guests.
- b. The required off-street parking spaces must be located on the same parcel as the short-term rental unit and may not be located in any public right-of-way.
- c. Off-street parking spaces must be maintained in a usable and accessible condition at all times.
- d. The location and number of required off-street parking spaces shall be clearly identified in all advertising, rental agreements, and guest instructions for the short-term rental unit.
- e. The owner or operator shall ensure that guests utilize the designated off-street parking spaces and do not park in any manner that obstructs neighboring properties, sidewalks, or streets.

3: Noise and Nuisance Standards

- a. All short-term rental units shall comply with the standards and restrictions set forth in the existing municipal noise ordinance, including but not limited to maximum permissible noise levels, prohibited hours of excessive noise, and restrictions on amplified sound.
- b. No guest, occupant, or invitee of the short-term rental unit shall engage in any activity that results in noise, disturbance, or nuisance to neighboring properties, public rights-of-way, or the surrounding community in violation of the noise ordinance.
- c. Quiet hours, as established by the municipal noise ordinance, shall be strictly observed by all guests and occupants of the short-term rental unit.
- d. The criteria and standards of the municipal noise ordinance, including applicable noise limits and quiet hours, shall be clearly posted inside the unit in a location readily visible to all guests. The posting shall include reference to this ordinance section and to the municipal code provisions governing noise and nuisance.
- e. The owner or operator shall ensure that guests are notified of these requirements and shall be responsible for addressing and resolving any complaints or violations related to noise or nuisance behavior at the short-term rental unit.

4. Trash and Sanitation Standards

- a. All trash, refuse, and recyclable materials generated by guests or occupants of a short-term rental unit shall be properly contained at all times in watertight, rodent-proof residential trash containers with close-fitting lids as approved by the city's waste management authority.
- b. Trash containers shall be placed for collection only in designated areas and in accordance with city regulations regarding timing and placement on the property.
- c. The owner or operator shall monitor the volume of waste generated at the property. If the amount of trash or recyclables regularly exceeds the capacity of the provided container(s), the owner or operator is required to obtain additional carts or bins, as determined necessary by the city or waste hauler, to ensure that all waste is properly contained and not left exposed.
- d. At no time shall trash, refuse, or recycling be stored in a manner that creates a nuisance, attracts pests, or results in litter or debris on the premises, adjacent properties, or public rights-of-way.

e. The owner or operator shall provide clear instructions to guests regarding the proper disposal and containment of trash and recycling, including the location of all containers and the schedule for waste collection services.

f. All short-term-rentals are classified as commercial use for sanitation services and must contract directly with the city sanitation service provider for trash removal.

5. Local Ordinance Compliance

a. Permitted short term rental shall comply with all other local ordinances.

b. The owner, tenant or occupant of any premises within the City abutting or adjoining any public sidewalk shall remove all snow and ice from any such sidewalk daily.

03.05.070 Health and Safety Standards

1. Health and Safety Requirements

a. All short-term rental units shall comply with International Fire Code as adopted by the State of Idaho and City of Lava Hot Springs.

b. All short-term rental units shall be equipped with smoke detectors and carbon monoxide detectors installed and maintained in accordance with the requirements set forth by the current adopted building code. Detectors must be tested regularly and replaced as required by the manufacturer or code.

c. Every bedroom within the short-term rental unit shall be provided with an operable emergency egress window, installed and maintained in compliance with the current adopted building code, to ensure safe means of escape in the event of an emergency.

d. At least one fire extinguisher, rated for residential use, shall be installed on each floor of the short-term rental unit in a clearly visible and accessible location. Fire extinguishers must be maintained in accordance with manufacturer guidelines and applicable fire safety codes.

e. An emergency exit plan, clearly illustrating all available escape routes and identifying the location of safety equipment, shall be posted in a prominent location on each floor of the short-term rental unit. The plan must include instructions for contacting emergency services and reference all relevant safety requirements and code sections.

f. The owner or operator shall ensure that all smoke detectors, carbon monoxide detectors, egress windows, fire extinguishers, and posted emergency exit plans are maintained in good working order at all times and that guests are notified of the location and proper use of this safety equipment upon arrival.

03.05.080: Local Contact Requirements

1. Local Contact Requirements

- a. The owner or operator of any short-term rental unit shall designate a natural person as the local contact person who is authorized to act on the owner's behalf. It shall not be deemed sufficient to designate a company or corporate entity as the local contact unless at least one natural person is designated to take the lead in responding to complaints, emergencies, or other issues related to the operation of the unit.
- b. The designated local contact person must be available 24 hours a day, 7 days a week, and must maintain a physical presence within twenty (20) miles of the city limits during the period in which the short-term rental unit is occupied.
- c. The name, telephone number, and other relevant contact information for the designated local contact person shall be provided to the city prior to the issuance of any permit, and must be clearly posted inside the short-term rental unit in a location readily visible to all guests.
- d. Failure of the local contact person to respond to complaints, emergencies, or inquiries from the city or the public on more than two (2) separate occasions within any twelve (12) month period shall constitute a violation of this ordinance.
- e. Any change in the designated local contact person or their contact information shall be reported to the city within 10 calendar days, and the updated contact information shall be immediately reposted in the short-term rental unit as required by this section.
- f. The owner or operator is responsible for ensuring the ongoing accuracy and accessibility of posted local contact information and for compliance with all provisions of this section.

03.05.090: Licensing Cap and Density Control

1. Citywide Cap on Short-Term Rental Units.

- a. The total number of permitted non-owner occupied short-term rental units located within residential zones shall not exceed five percent (5%) of the residentially zoned housing units as determined by the most recent official U.S. Census data or other data source as adopted by city resolution. This percentage meets the Idaho state rental average and may be adjusted by subsequent resolution of the city council as necessary to reflect changes in state or local conditions.
- b. No cap shall be placed on short-term rental units located in commercial zoned properties.

- c. No cap shall be placed on owner-occupied short term rental units located in residential zones.
- d. The calculation of the citywide cap shall be reviewed annually and updated as new housing unit data becomes available.
- e. For purposes of calculating the city's total number of housing units, the following standards shall be applicable.
 - 1) All single-family dwellings which are not being used or operated as a Short-Term Rental shall count as one (1) unit.
 - 2) All single-family dwellings which are being used or operated as a Short-Term Rental shall count as one (1) unit.
 - 3) Multi-family dwellings, such as apartments, duplexes, condominiums, and other multi-family dwellings, shall count as one (1) unit for each such individual dwelling. For example, a single apartment building which contains four separate apartments shall count as four (4) units.
 - 4) Hotels and motels shall not count as housing units for purposes of this section.

2. Maximum Units Per Parcel.

- a. No more than one (1) short-term rental unit shall be permitted per single family dwelling parcel of land, regardless of parcel size, zoning, or number of dwelling units contained thereon.
- b. For multi-family or condominium properties, each individual dwelling unit shall be considered as an individual unit for cap calculations but shall be issued a single permit for the overall parcel / structure. If cap limits are applicable, the number of units allowed to operate as a short-term rental will be restricted to the cap limit.

3. Conditions of Conveyance of Existing Short Term Rental Permit.

Any short-term rental unit which is already lawfully operating under a valid city-issued short-term rental permit or business license as of the effective date of this ordinance shall be allowed to continue to operate as short-term rentals provided, they are in compliance with the following provisions.

- a. The owner(s) of such existing STR units shall:
 - 1. Comply with all of the requirements of 3.05.040, including, without limitation, the application requirements and posting requirements, and obtain both a valid business license and valid short-term rental permit.

2. Undergo an approval inspection as outlined in 3.05.050 and comply with the other requirements of 3.05.050.
 3. Comply with the operation standards outlined in 3.05.060, including, without limitation, the occupancy limits, parking requirements, noise and nuisance standards, and trash and sanitation standards. Existing short-term rental (STR) units are not required to undertake physical modifications or improvements to the site or structure in order to comply with transient housing fire safety standards or parking requirements. This exemption applies for as long as the property maintains both a valid short-term rental permit and business license. Owners may continue their current use without upgrading or altering the property specifically for these safety or parking standards, provided they remain in compliance with all other applicable regulations and maintain the necessary permits and licenses.
 4. Comply with the health and safety standards outlined in 3.05.070, and the local contact requirements outlined in 3.05.080.
- b. The owners of existing STR units shall not be permitted to enlarge, increase, or expand their use of their property for short-term rentals, by increasing the number of rooms which they offer for short-term rental, constructing or installing additional short-term rental units on the same parcel which contains the existing short-term rental unit, or otherwise.
 - c. For existing short-term rental units which are non-owner occupied and located in a residential zone, the owners of such units shall comply with the provisions of 3.05.100.1.c. Should any existing non-owner occupied short-term rentals in a residential zone not be in compliance with 3.05.100.1.c with respect to multi-family dwellings and condominiums, or with respect to compliance with homeowners' association bylaws, covenants, conditions, and restrictions, and governing association or deed restrictions, then the existing short-term rental use will be allowed to continue only so long as the current owner(s) continue to own such property or units.
 - d. Any short-term rental unit that is permitted under this ordinance, whether the permit was issued for an existing unit or a newly approved unit, shall be considered a right that is transferable upon sale or transfer of the property. This means that the permit is transferable as part of a title transfer or real estate sale. Upon the sale or transfer of the property, the new owners shall be subject to all conditions and requirements of the originally issued short-term rental permit. The new property owners must ensure continued compliance with all applicable provisions set forth in this ordinance and any associated regulations.

4. Waitlist System for Permit Applicants.

- a. New permits allowed within the licensing cap limits shall be issued by lottery system. To participate in the initial lottery process, complete applications must be received within 45 days of the passage of this ordinance.
- b. Upon reaching the citywide cap established in section (1), any additional applicants for short-term rental permits shall be placed on a city-administered waitlist for future selection by lottery system.
- c. When the number of permitted units falls below the cap due to permit expiration, revocation, or voluntary surrender, permits shall be offered to waitlisted applicants by lottery system, subject to compliance with all other requirements of this chapter.
- d. Existing properties that have been issued notice of violation for operating a short-term rental without a permit, which have not been resolved, are not eligible for participation in the initial lottery system.
- e Applicants seeking to participate in the lottery system for short-term rental permits are not required to demonstrate compliance with the conditions set forth in Sections 03.05.060 and 03.05.080 at the time of submitting their application. However, if an applicant is selected through the lottery system, they must achieve full compliance with the requirements of Sections 03.05.060 and 03.05.080 within 180 days and prior to the issuance of an official permit to operate a short-term rental unit.

03.05.100: Zoning Restrictions

1. Permitted Zones.

- a. Short-term rental units, whether owner-occupied or non-owner occupied, shall be permitted in all commercial zones within the city, subject to compliance with all provisions of this chapter and any other applicable city codes or regulations.
- b. Owner-occupied short-term rental units shall be permitted in residential zones within the city, subject to the requirements set forth in this chapter.
- c. Non-owner-occupied short-term rental units are permitted in residential zones, subject to the requirements set forth in this chapter and the citywide cap established in section 03.05.090, and subject to the following additional restrictions:
 1. For multi-family or condominium properties, each dwelling unit shall be considered as an individual unit for cap calculations but shall be issued a single permit for the parcel / structure.

2. Any proposed non-owner-occupied short-term rental must provide written documentation of compliance with homeowners' association bylaws, covenants, conditions, and restrictions.

d. Additional Conditions.

1. All short-term rental units, regardless of zoning, must comply with the licensing, safety, and operational requirements contained within this chapter.

2. The city reserves the right to impose additional reasonable conditions or limitations on the operation of short-term rental units as necessary to protect the integrity of residential neighborhoods and the health, safety, and welfare of the community.

03.05.110: Enforcement and Penalties

1. General Enforcement Authority. The city shall have the authority to enforce the provisions of this chapter through administrative, civil, and criminal remedies, including but not limited to inspections, citations, fines, permit suspension or revocation, and other remedies as provided by law.

2. Violations. The following shall constitute violations of this ordinance and may subject the owner, operator, or local contact person to enforcement action and penalties as provided herein:

- a. Operating a short-term rental unit without a valid and current permit issued by the city;
- b. Failure to comply with safety requirements, including but not limited to installation, posting, or maintenance of fire extinguishers, emergency exit plans, smoke detectors, carbon monoxide detectors, egress windows, or any other required safety equipment.
- c. Exceeding established occupancy limits for the short-term rental unit as specified in the permit or applicable code;
- d. Operating a short-term rental unit without registering for and remitting required city taxes, including transient occupancy taxes or any other applicable assessments;
- e. Violating any parking, noise, or other applicable local ordinances, regulations, or code requirements;
- f. Failure to designate, post, or maintain a local contact person as required, or failure of the local contact person to respond to complaints, emergencies, or inquiries as specified in Section 03.05.080;
- g. Failure to update and repost local contact information following any change, or failure to provide accurate or accessible contact information as required.

3. Notice of Violation. Upon determination that a violation has occurred, the city shall provide written notice to the owner, operator, and/or designated local contact person describing the nature

of the violation, the corrective action required, and the time within which compliance must be achieved.

4. Penalties. Penalties for violations of this ordinance may include, but are not limited to:

- a. Initial violation shall receive a written warning identifying the date and type of violation. An initial violation shall be remedied within 10 calendar days or be subject to escalation to a second violation.
- b. Second violation shall be subject to fine of \$500 per violation and shall be remedied within 15 calendar days or be subject to escalation to a third violation.
- c. Third violation shall constitute a misdemeanor offense and result in suspension and / or revocation of the short-term rental permit.
- d. Assessment of costs of enforcement, including inspection fees and administrative expenses, associated with violations shall be assessed to the permit holder; and
- e. Referral to appropriate authorities for prosecution of criminal violations where warranted.

5. Repeat Violations. Repeat violations, defined as three (3) or more violations occurring within any twelve (12) month period, may result in enhanced penalties, including immediate suspension or permanent revocation of the short-term rental permit.

6. Remedial Action. The city may take immediate remedial action, including but not limited to disconnection of utilities, issuance of stop work orders, or other measures necessary to protect public health, safety, and welfare, upon finding of an imminent threat resulting from noncompliance.

7. Appeal Rights. Any person aggrieved by the enforcement actions or penalties imposed under this section shall have the right to appeal in accordance with procedures established by the city.

03.05.120: Appeals

1. Right to Appeal.

- a. Any applicant for a short-term rental permit, or any current permit holder, aggrieved by a decision of denial, suspension, or revocation of a permit, may file an appeal of such action.

2. Timeframe for Filing Appeal.

- a. Appeals must be submitted in writing to the city within twenty (20) calendar days of the date of notice of denial, suspension, or revocation.

3. Review by City Council.

- a. All appeals shall be reviewed and considered by the city council. The city council shall evaluate the appeal based on the record and any additional information submitted by the appellant or city staff.
- b. The city council shall issue a final written decision on the appeal. The decision of the city council shall be final and binding.

4. Notice of Determination.

- a. The city shall provide written notice to the appellant of the city council's final decision.

PASSED AND APPROVED BY THE MAYOR AND COUNCIL OF THE LAVA HOT SPRINGS, THIS 13 DAY OF November, 2025.



Vicky Lyon, Mayor

Attest:



Amantha Sierra, City Clerk