

Town of Dunn Short-term Rental (STR) Permit - Frequently Asked Questions

Do I need a town permit to rent my place on AirBnB, VRBO, Booking.com, or similar sites?

Yes, a town STR permit is required and must be valid by the 10th day that your listing is visible online. Permits are valid from May 1 – April 30 of the following year. The exception to this rule is if you advertise a monthly rental (29 days or more) and your advertising prevents shorter stays.

What is the 7/180 rule and how do I follow it?

The 7/180 rule allows STR's with a town permit to advertise/operate for 180 consecutive days in a 365-day period with a 7-day minimum stay requirement. This rule applies to most STR's in the town. STR operators must indicate the dates for their 180-day rental season on the permit application form or via email to townhall@town.dunn.wi.us.

Are there exceptions to the 7/180 rule? Yes, there are two listed below.

- 1) If you are renting 2 bedrooms or less in your primary residence, are home during the time that you are hosting rental guests, and have a town STR permit, the 7/180 rule does not apply. You can rent for any length of stay, anytime of the year.
- 2) If you are renting 2 bedrooms or less in your primary residence, are not staying at home with your rental guests, and have a town STR permit, the 7/180 rule does not apply, but you are limited to advertising/operating for no more than 30 days in a year. If you would like to advertise/operate for more than 30 days per year while you are gone, the 7/180 rule applies.

I operated an STR with a town permit for a 180-day (or less common 30-day) rental season that has ended. I would like to keep my listing posted online during my off-season to allow for reservations for my next year's 180-day (or 30 day) season. What do I need to do?

STR's with a town permit may have a listing visible online during the off-season if the following criteria are met:

1. The operator has a valid town STR permit and is in compliance with Ordinance 11-24.
2. The STR operator has notified the town by email that they are renewing their STR permit for the next year and also provides notice of the dates of the next 180-day (or 30 day) rental period. Payment and a completed application are due by April 30th for the renewal permit.
3. The listing calendar clearly blocks all dates outside of the 180-day (or 30-day) rental season declared by the operator and blocks stays of shorter duration than the required minimum.
4. The listing does not ask prospective guests to contact the host for rental quotes or other arrangements.

It is the operator's responsibility to ensure that the calendar in the listing does not allow a reservation outside of the applicable 7/180 (or 30 day) and minimum duration of stay rules.

What are the requirements for my STR listing? Every listing is required to show the STR permit number, maximum number of guests, parking restrictions, and minimum duration of stay. STR operators required to follow the 7/180 rule should ensure that the booking sites do not allow less than 7-day reservations in any situation (for example to fill a gap between two longer stays). Any date gaps on the calendar that are less than a 7-day duration must be blocked from rental reservations.

Who else do I need to contact regarding my STR?

Contact Dane County Zoning to find out if there are zoning conditions that must be met: 608-266-4266

Contact Public Health Madison and Dane County (PHMDC) for information on obtaining a TRH license: 608 266-4821

Short-term rentals in the Town of Dunn operate under Ordinance 11-24.

Link to Guide to Ordinance

https://www.townofdunnwi.gov/files/ugd/7ab7a6_546889025a3a4eb3818a7ebdb631bc8e.pdf

Please note that our STR ordinance defines operating as: Sec. 11-24-2 Definitions. (b)(3) Operate. Advertising, marketing, maintaining, managing, and renting residential dwellings as short-term rentals.