

CITY OF KINGSTON

Office of Housing Initiatives

Bartek Starodaj, Director



Steven T. Noble, Mayor

Short term rentals in the City of Kingston, New York Fact Sheet

Background

[Resolution 85 of 2021](#) amended the definition of “hotel” in the City of Kingston’s zoning code to include short-term rentals. The City's zoning statute currently only allows these hotels in the C-1, C-2, C-3, O-3, RF-R, and RF-H zoning districts. Further, to legally operate a short-term rental, all hosts must now register with [Ulster County’s Hotel & Motel Room Occupancy Tax](#) and the City of Kingston and obtain a special permit from the City of Kingston Planning Board. Hosts that registered their STR with Ulster County prior to July 15, 2021 are exempt from needing this special permit.

[Resolution 140 of 2021](#) clarified that proof of payment of the Hotel & Motel tax to Ulster County before July 15, 2021 entitles the host to a short-term rental license upon payment of applicable hotel fees and registration with the Building Safety Department.

[Resolution 216 of 2021](#) set rates for annual hotel fees as follows:

- 1-3 Units, Base Fee \$75.00, per unit fee \$50.00
- 4-9 Units, Base Fee \$150.00, per unit fee \$50.00
- 10-20 Units, Base Fee \$250.00, per unit fee \$45.00
- More than 20 Units, Base Fee \$400.00, per unit fee \$40.00

The City of Kingston is enforcing short-term rental regulations and all short-term rental hosts must comply with this registration process.

FAQs

How do I find out if my short-term rental is in a designated hotel district? (C-1, C-2, C-3, O-3, RF-R, and RF-H)

View the City of Kingston’s zoning map [here](#). If you need assistance determining if your address is within one of these districts, please contact the City’s [Building Safety Department](#).

My short-term rental is in one of the allowed zoning districts and I registered my short-term rental with Ulster County’s Occupancy Tax before July 15, 2021. What are the next steps to registering my short-term rental with the City of Kingston?

Register with the City of Kingston’s Building Safety Department and pay applicable unit fees. Building Safety will conduct an inspection of your short-term rental.

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I'd like to open a new short-term rental that is located in one of the designated hotel zoning districts. What are the next steps to registering my short-term rental with the City of Kingston?

To start a new short-term rental, you will need a special permit issued by the Planning Board in accordance with § 405-32 of the City's zoning code. Please contact the City's Planning Department to begin this process. Upon receipt of this special permit, you can then register with Ulster County and the City of Kingston.

My short-term rental is *not* in a designated hotel district, but I registered my short-term rental with Ulster County's Occupancy Tax before July 15, 2021. Could I continue to operate my short term rental?

After successfully registering with the City of Kingston's Building Safety Department, you may continue to operate your short-term rental. Please note that Building Safety may request additional documentation showing rental activity before July 15, 2021. Since your short-term rental was operational before July 15 2021, you will not need to obtain a special permit from the City of Kingston's Planning Board.

I am *not* in one of the zoning districts listed and I did *not* register my short-term rental with Ulster County's Lodging Tax before July 15, 2022. Could I continue to operate my short term rental?

Since your short-term rental would be a non-conforming use, continued operation would be dependent upon receiving a variance from the City's Zoning Board of Appeals. If you would like to proceed with obtaining this variance, please contact the City's Building Safety Department. If you successfully obtain an area variance, you may then follow the short-term rental registration process.

Is there an opportunity to provide feedback on this short-term rental policy?

Yes, as part of the citywide rezoning process that began in 2021, rules for short-term rentals may change once a new form-based code is adopted. To learn more and to participate in the rezoning process, visit: <https://engagekingston.com/kingston-forward>

Contact

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City of Kingston, New York Short-Term Rental Registration Guidelines

