

**CITY OF INVER GROVE HEIGHTS
DAKOTA COUNTY, MINNESOTA**

ORDINANCE NO. _____

**AN ORDINANCE AMENDING INVER GROVE HEIGHTS CITY CODE TITLE 4
ADDING CHAPTER 16, HOTEL LICENSING**

THE CITY COUNCIL OF THE CITY OF INVER GROVE HEIGHTS ORDAINS AS FOLLOWS:

Section One. Amendment. Title 4 of the Inver Grove Heights City Code is hereby amended to add Chapter 16 as follows:

CHAPTER 16 HOTEL LICENSING

4-16-1 HOTEL LICENSE REQUIRED:

No person shall operate a hotel within the City without first obtaining a license for the hotel. Residential dwellings and residential dwelling units licensed as a rental dwelling under Title 4, Chapter 13, Articles A or B of this Code, shall not be considered a hotel **for purposes of this Chapter** and shall not be required to obtain a hotel license.

4-16-2 DEFINITIONS:

For the purposes of this Chapter, the following terms shall have the following meanings:

GUEST: Guest means a person who is registered at a hotel and to whom a bedroom is assigned. The term "guest" includes members of the guest's family who accompany the guest.

HOTEL: Hotel means a hotel, motel, resort, boarding house, bed and breakfast, furnished apartment house or other building, which is kept, used or advertised as, or held out to the public to be, a place where sleeping or housekeeping accommodations are supplied for pay to guests for transient occupancy.

OPERATE: To own, manage, or conduct, or to have control, charge, or custody over.

PERSON: Any individual or combination of individuals, or firm, entity, association, partnership, corporation, joint venture, or other legal entity.

TRANSIENT OCCUPANCY: Transient occupancy means occupancy when it is the intention of the parties that the occupancy will be temporary. There is a rebuttable presumption that, if the unit occupied is the sole residence of the guest, the occupancy is not transient. There is a rebuttable presumption that, if the unit occupied is not the sole residence of the guest, the occupancy is transient.

4-16-3 LICENSE REQUIREMENTS:

- A. General License Requirements: All applicants for a hotel license shall submit a completed license application form to the City Clerk. Application forms shall include all information required by the City, including:
1. Address of hotel, and the name, address, and complete information for the owner(s) of the property where the hotel is located.
 2. The name, address, and complete information for the operator(s) of the hotel.
 3. 24-hour contact information for an agent of the hotel operator responsible for management of the hotel.
 4. Number of guest rooms.
 5. Statement that the hotel is not in violation of any state or local laws, including all City ordinances related to payment of lodging tax, public nuisance laws, and the prohibition on excessive consumption of City services.
 6. Proof that the hotel has a current license issued by the Minnesota Department of Health.
 7. Proof that the hotel is current on the payment of its required lodging tax.
 8. Proof that the property where the hotel is located is current on its payment of property taxes and payment of all City utility bills.
 9. Application and license fees.
- B. City Council Action: Upon receipt of a completed license application, the City Council shall consider the application and may take any of the following actions:
1. Approve the license
 2. Approve the license with reasonable conditions (provisional license)
 3. Deny the license
- C. License Requirements: Compliance with all state and local laws, including all City ordinances, is a condition of all hotel licenses issued by the City.
- D. License Suspension, Revocation, or Denial: Failure of a license holder to comply with all state and local laws, including City ordinances, shall constitute a violation of the terms and conditions of the hotel license and shall be grounds for denial, suspension (temporary revocation), or revocation of a license, or the issuance of a license with reasonable conditions (provisional license). The City Council may take action to deny, suspend, revoke, or issue a provisional license with reasonable conditions after sending written notice to the license holder's address on file with the City at least ten (10) days before the date of a hearing at which the license holder will have the opportunity to be heard regarding the potential adverse licensing action.
- E. License Term: All licenses shall expire on December 31st of each year.

Section Two. Effective Date. This Ordinance shall be in full force and effect following its passage and publication as provided by law and beginning on January 31, 2024. No hotel license shall be required until January 31, 2024.

Passed in regular session of the City Council of the City of Inver Grove Heights on the ____ day of _____, 2023.

CITY OF INVER GROVE HEIGHTS

By: _____

Brenda Dietrich, Mayor

ATTEST:

Rebecca Kiernan, City Clerk