



Board of County Commissioners

Office of the County Administrator

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May 21, 2020

Halsey Beshears, Secretary
Department of Business and Professional Relations
2601 Blair Stone Road
Tallahassee, FL 32399

Secretary Beshears,

Indian River County recognizes the importance of keeping residents and visitors safe while also ensuring the ability of property owners to rent out properties in accordance with local and state regulatory and health guidelines. Accordingly, please find attached a proposed Vacation Rental Re-opening Plan that seeks to accommodate both of these priorities.

Some highlights of Indian River County's Vacation Rental Re-Opening Plan include:

- Requiring all reservations from areas identified by Governor DeSantis as high risk (pursuant to Executive Order 20-82 and Executive Order 20-86) to be for periods longer than the quarantine periods established by those Executive Orders
- Requiring all short-term and vacation rentals to follow guidelines set out by the Department of Business and Professional Regulation (DBPR) and the Center for Disease Control (CDC) for sanitation in transient lodging establishments
- Establishing guest safety provisions including, but not limited to, physical distancing guidelines, preventative measures to limit contact during check ins, and posting of CDC guidance
- Requiring extra time between stays to allow for enhanced cleaning procedures and requiring signage to be placed at each property highlighting those cleaning protocols to be performed between stays

Indian River County looks forward to working with DBPR and appreciates your leadership on this issue. If you have any questions or comments about Indian River County's Vacation Rental Re-opening Plan, please do not hesitate to contact my office at (772) 226-1408.

Regards,

A handwritten signature in blue ink, appearing to read "Jason E. Brown".

Jason E. Brown
County Administrator

DRAFT Indian River County Short Term Vacation Rental Safety Plan

Indian River County recognizes the importance of keeping residents and visitors safe, and has established the following plan for the safe reopening of short term vacation rentals in the county.

This plan was developed in response to the Governor's announcement of Full Phase 1 of the "Safe, Smart, Step-by-Step" guidelines for reopening Florida. It was developed based upon guidance from the State of Florida Department of Business and Professional Regulation (DBPR), the US Center for Disease Control (CDC), the vacation rental industry, and with other counties in the State of Florida.

Maximum occupancy for short-term rentals will be as stated on the approved vacation license application. Under no circumstances will occupancy of a vacation rental property in the county exceed ten (10) overnight guests.

Vacation Rental Reservations from Areas Identified by Executive Order

Vacation rental reservations, from areas identified by Governor DeSantis as high risk (EO 20-82 NY/NJ/CT https://www.flgov.com/wp-content/uploads/orders/2020/EO_20-82.pdf and EO 20-86 Louisiana https://www.flgov.com/wp-content/uploads/orders/2020/EO_20-86.pdf) must be for periods longer than the quarantine period established in that Order. Guests occupying those vacation rentals must adhere to the quarantine restrictions or be subject to established criminal and civil penalties.

Statutory and Regulatory Guidelines

All Short-Term and Vacation Rentals will follow the guidelines set out by the Department of Business and Professional Regulation (DBPR) and Center for Disease Control (CDC) for sanitation in the workplace and for transient lodging. Specifically:

61C-3.001 Sanitation and Safety Requirements of the transient lodging statutes.

http://www.myfloridalicense.com/dbpr/hr/statutes/documents/61C_1348-bookmarks.pdf

CDC related guidelines for reopening public spaces, businesses, and schools

<https://www.cdc.gov/coronavirus/2019-ncov/community/reopen-guidance.html>

Interim Guidance for employers and businesses responding to Coronavirus Disease 2019

<https://www.cdc.gov/coronavirus/2019-ncov/community/guidance-business-response.html>

In addition, all Short-Term and Vacation Rentals shall meet the guidelines issued by the Vacation Rental Housekeeping Professionals (VRHP) and the Vacation Rental Management Association (VRMA):

<https://www.vrma.org/page/vrhp/vrma-cleaning-guidelines-for-covid-19>

Guest Safety

- Guests shall be advised to practice physical distancing by standing at least six feet away from other groups at pools, beaches, and in other public areas.
- Guests should not gather in groups larger than 10.
- Mobile platforms will be used for customer service and communication with guests, including the acceptance of payments by mobile or electronic methods
- Direct guest contact with property owners or managers will be minimized through remote check-in and check-out procedures

- Signage or notices to guests will be displayed in the rental property to frequently remind guests to take steps to prevent the spread of COVID-19, including the wiping and sanitation of touched surfaces.
- CDC guidance on pet safety must be provided to guests traveling with pets and service/assistance animals if the property is pet friendly.
- Public areas shall be clearly marked for appropriate physical distancing, and where possible, encourage one-way guest flow with marked entrances and exits. When applicable, lobby furniture and other public seating areas will be reconfigured to promote social distancing.

Cleanliness of the Property

- A minimum 24-hour period will be required between the conclusion of a guest stay and the check-in of the next guest stay for appropriate cleaning and sanitation.
- Signage or other notices will be posted regarding the cleaning practices that are completed prior to each guest stay.
- Upon exit, guests should be asked to turn on all ceiling fans and/or HVAC fans to facilitate air circulation.
- All frequently-touched surfaces in the property will be cleaned and disinfected between each guest stay.
- Sufficient soap and surface sanitation supplies will be provided for guests to utilize in the vacation rental property during the guest's rental period
- Adequate safety protocols will be put in place and publicly displayed, in line with CDC guidance, regarding shared or multi-residence amenities such as pools, gyms, and other communal spaces.
- All linens, dishware, and other service items available for use by guests will be washed between each guest rental

Workplace Safety

- Staff should maintain a safe distance (at least 6 feet) from other employees and guests.
- Staff should stagger arrival times to prevent congregating.
- Masks, gloves, and protective equipment of a type recommended by the CDC should be worn by all employees who interact with the public in accordance with CDC guidance.
- Appropriate cleaning supplies (of a type identified by the CDC as effective against COVID-19) will be used to clean work areas.
- Staff members should receive a wellness check upon arrival to work. The wellness check, at a minimum, will consist of a temperature check and a screening for other symptoms.
- Staff should be trained in and practice CDC-recommended personal hygiene:
 - Washing/sanitizing hands frequently;
 - Avoid touching face;
 - Covering up when sneezing or coughing (into a tissue, elbow, etc.)
- Employees exhibiting COVID symptoms must self-isolate for the required amount of time, as defined by the CDC, from the onset of symptoms and be symptom-free for at least three days without medication before returning to work