

**Town of Nokomis, Oneida County, Wisconsin**

**Short-Term Rental Licensing Ordinance**

**Number: 2026-1**

**Section I: Purpose**

The purpose of this ordinance is to ensure that the quality and nature of the short-term rentals operating within the Town of Nokomis are adequate for protecting public health, safety, and general welfare and to protect the character and stability of neighborhoods within the town.

**Section II: Authority**

The Town Board of the Town of Nokomis has been authorized to exercise village powers pursuant to Wis. Stats. §§ 60.10(2)(c) and 60.22(3). The Town Board adopts this ordinance under its general village powers authority and Wis. Stat. § 66.1014.

**Section III: Definitions**

“Property Manager” means a person who is not the property owner and who provides property management services for one or more short-term rentals and who is authorized to act as the agent of the property owner for the receipt of service of notice of municipal ordinance violations and for service of process pursuant to this ordinance.

“Property Owner” means the person who owns the residential dwelling that is being rented.

“Residential dwelling” means any building, structure, or part of the building or structure, that is used or intended to be used as a home, residence, or sleeping place by one or more persons maintaining a common household, to the exclusion of all others.

“Short-term rental” means a residential dwelling that is offered for rent for a fee and for fewer than 30 consecutive days.

**Section IV: Short-Term Rental License**

- A) No person may maintain, manage, or operate a short-term rental more than 10 nights each year without a town short-term rental license issued pursuant to this ordinance.
- B) Licenses shall be issued using the following procedures:
  - 1. All applications for a short-term rental license shall be filed with the town clerk on forms provided. Applications must be filed by the Property Owner. No license shall be issued unless the completed application form is accompanied by the payment of the required application fee.
  - 2. The town clerk shall issue a short-term rental license to all applicants following payment of the required fee, receipt of all information and documentation requested by the application, and town board approval of the application.

3. Permits shall be valid for a period of one year from January 1 to December 31. If a permit is granted after November 1 of a permit year, that permit will extend to December 31 of the following year.
4. Short term rental licenses may be renewed for additional one year periods. A renewal application and renewal fee must be filed with the town clerk at least 45 days prior to license expiration so that the town board has adequate time to consider the application. The renewal application shall include any updated information since the filing of the original application. An existing license becomes void and a new application is required any time the ownership of a residential dwelling licensed for short-term rentals changes.
5. The town board may suspend, revoke, or non-renew a short-term rental license following a due process hearing if the board determines that the licensee: a) failed to comply with any of the requirements of this ordinance; b) has been convicted or whose Property Manager or renters have been convicted of engaging in illegal activity while on the short-term rental premises on 2 or more separate occasions within the past 12 months; or c) has outstanding fees, taxes, or forfeitures owed to the town.

#### **Section V: Operation of a Short-Term Rental**

- A) Each short-term rental shall comply with all of the following requirements:
- B) Every tourist rooming house shall be operated by a property owner, a resident agent or property manager. A resident agent or property manager is subject to all rules, regulations and penalties that apply to the property owner, including Town, State and County zoning and health department regulations.
- C) No recreational vehicle, camper, tent, or other temporary lodging arrangement shall be permitted on site as a means of providing additional accommodations for occupants beyond the number of overnight guests authorized pursuant to the Property Owner's Tourist Rooming House License.
- D) The Property Owner and/or Property Manager must provide the town with current contact information and must be available 24 hours a day, 7 days a week by telephone during periods the property is being rented. The town must be notified within 24 hours of any change in contact information.
- E) Each short term rental shall maintain a register and require all guests to register with their actual names and addresses. The register shall be kept on file for at least one year. The register shall also include the time period for the rental and the monetary amount or consideration paid for the rental.
- F) Off-site advertising, including media channels relating to the availability of the rental, shall be allowed only after all required permits have been obtained and maintained and must comply with all Town, County, State permits and licenses.
- G) Notice shall be provided to guests' occupants of all applicable ordinances, such as lake use, etc
- H) Any outdoor events and activities should not impair the normal and orderly enjoyment of surrounding properties.

- I) Each short-term rental shall be required to obtain, maintain and provide the following licenses and permits:
1. State of Wisconsin Tourist Rooming House License and shall provide proof of such license by attaching a copy to the initial license application and all subsequent renewal applications.
  2. Seller's permit issued by the Wisconsin Department of Revenue
  3. An Administrative Review – Tourist Rooming House Permit issued by the Oneida County Zoning Department
  4. Town of Nokomis Tourist Rooming House permit pursuant to the provisions of this ordinance

#### **Section VI: Penalties**

Any person, partnership, corporation or other legal entity that fails to comply with the provisions of this ordinance shall, upon conviction, pay a fee in accordance with the Town of Nokomis Fee Schedule, plus the applicable surcharges, assessments, and costs for each violation. Each day a violation exists or continues constitutes a separate offense under this ordinance.

Penalties set forth in this section shall be in addition to all other remedies of injunction, abatement, or costs whether existing under this ordinance or otherwise.

#### **Section VII: Fees**

All application fees and renewal fees are listed in the Town of Nokomis Fee Schedule.

#### **Section VIII: Severability**

Should any portion of this ordinance be declared invalid or unconstitutional by a court of competent jurisdiction, such a decision shall not affect the validity of any other provisions of this ordinance.

#### **Section IX: Effective Date and Publication**

This ordinance shall become effective upon adoption and publication as required under Wis. Stat. § 60.80.

ADOPTED by a vote of \_\_\_\_ for and \_\_\_\_ against on this \_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_.

By the Town Board of \_\_\_\_\_

\_\_\_\_\_  
Town Chair

Attested to this \_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_.

\_\_\_\_\_  
Clerk