



May 30, 2014

**Re: Vacation Rental at 118 Rosemary Lane**

Dear Ms.,

In 2007 you received approval through the Conditional Use Permit (CUP) review process (Project File #07-264) to establish a vacation rental at 118 Rosemary Lane. According to our records, you have never established business licenses for this business nor have you paid lodging tax.

In order to maintain your approval to operate a vacation rental, you must maintain an active business license for the use and be current on reporting and paying lodging taxes. A failure to maintain a business license or be current on lodging taxes is considered evidence that the use has ended and any past approval is thereafter voided.

You can keep your prior approval active if you have been operating vacation rentals at this address, but you must obtain current licenses and pay all required taxes. To do so, you must establish an active business license **by no later than June 30, 2014** and pay any applicable taxes related to this business. If you do not establish a business license and pay applicable taxes by June 30, 2014 your Conditional Use Permit will be automatically revoked.

You can contact the City Clerk's office at 375-5010 or at City Hall (949 E 2<sup>nd</sup> Ave) to apply for a business license. You must then renew such license annually and stay current on reporting and paying lodging taxes.

Please let me know if you have any questions or need additional information.

Sincerely,

Scott L. Shine, AICP  
(970) 375-4858 | [scott.shine@durangogov.org](mailto:scott.shine@durangogov.org)

CC: Project File 2007-264  
Patsy Garcia, City Clerk's Office  
Kristin Jensen, City Finance  
Steve Barkley, Code Enforcement Division