

SHORT-TERM RENTAL Checklist for Applicants

The following regulations must be observed:

- Yes No Either the homeowner or a designated adult will be available to resolve problems or complaints at any time during the short-term rental
- Yes No At least one member of every rental party must be an adult
- Yes No During short-term rentals, the total number of persons on the property will be no more than two per bedroom (including owner occupants, short-term renters, and guests)
- Yes No All short-term renters occupying the house at any one time must book together (cannot rent part of the house to one party and another part of the house to a separate party at the same time)
- Yes No The dwelling is not used for a family day home, group home, assisted living home, massage therapy business, or taxi or carrier service
- Yes No The rental period is at least one day (not renting by the hour or half-day to two different parties during the same day)
- Yes No Check-in and check-out are offered only between the hours of 7:00 am and 11:00 pm
- Yes No Smoke detectors, carbon monoxide detectors, and fire extinguishers are provided as required by the building code.
- Yes No All exits required by the building code will remain accessible at all times
- Yes No The total number of pets on the property must not exceed three (includes the homeowner's pets and any pets belonging to short-term renters)
- Yes No Homeowner must keep a record of all short-term rentals and provide it to County officials upon request

The following information must be posted conspicuously:

- Yes No The dwelling address
- Yes No Contact information for the homeowner and the responsible person
- Yes No Detailed instructions for emergency shut-off of gas, electricity, and water
- Yes No Recycling and trash collection schedules
- Yes No County noise ordinance (Sec. 10-67 through 10-69 of the County Code)