



760 Mattie Road, Pismo Beach, CA 93449  
(805) 773-4658 | PismoBeach.org

## SHORT TERM RENTAL LICENSE APPLICATION

*Return this completed form with the \$415 application fee and \$207 mailing service fee. This form will be your permit when approved. In some cases, you may have to comply with additional conditions.*

NOTE: Private property regulations such as deed restrictions or Conditions, Covenants, and Restrictions (CC&Rs) of homeowner’s associations may restrict or prohibit short term rentals even if such use is allowed by City regulations. Applicants are encouraged to determine compliance with any applicable private regulations before applying for City approval.

For additional information regarding the Short-Term Rental (STR) application process, please visit our webpage at [www.pismo-beach.org/STR](http://www.pismo-beach.org/STR).

### A. Property Owner

<b>Name</b>		<b>Phone #</b>	
<b>Site Address</b>		<b>APN</b>	
<b>City</b>		<b>State, Zip</b>	
<b>Email Address</b>			

#### Property Owner Mailing Address

- Same as above, skip to B. Responsible Party
- If different mailing address, complete the following:

<b>Name</b>			
<b>Mailing Address</b>			
<b>City</b>			
<b>State, Zip</b>			

### B. Responsible Party

- Same as A. Property Owner, skip to C. Short Term Rental Property Information
- If different than Section A (i.e. Property Management Company), complete the following:

<b>Name</b>		<b>Phone #</b>	
<b>Business Name</b>			
<b>Address</b>			
<b>City</b>		<b>State, Zip</b>	
<b>Email Address</b>			

### C. Short Term Rental Property Information

<b>Living Area (sq.ft.)</b>		<b>Zoning Designation</b>	
<b>No. of Bedrooms</b>		<b>No. of On-Site Parking Spaces</b>	
<b>Homestay Only?</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No	<b>Requested STR Start Date</b>	
<b>Is the rental an Accessory Dwelling Unit?</b>			<input type="checkbox"/> Yes <input type="checkbox"/> No



**D. Pismo Beach Short-Term Rental/Homestay Good Neighbor Policy**

The City of Pismo Beach Short-Term Rental (STR) regulations are intended to minimize the impacts of STRs on residential neighborhoods. Consequently, the City requires that all occupants of STRs adhere to the Good Neighbor Policy as outlined below:

1. The owner, or responsible party (as defined by the Pismo Beach Municipal Code) shall be available 24-hours a day, seven days a week to respond to complaints concerning the condition, operation, or conduct of STR occupants.
2. "Responsible party" shall mean a person, over the age of eighteen, who shall be legally responsible for compliance of all renters and visitors of the STR or homestay with all applicable provisions of the Pismo Beach municipal code. The responsible party shall sign the good neighbor policy and is designated as the point of contact for the short-term rental or homestay.
3. The responsible party shall assure the maintenance of the licensed property in compliance with this and other applicable regulations, and shall be responsible for the conduct and acts of said renters and visitors to the extent provided herein. The responsible party's contact information shall be provided to all short-term renters and neighbors within three hundred feet of the STR or homestay in the manner prescribed in Chapter 5.22.
4. The owner/responsible party shall respond to a complaint within 30 minutes.
5. **Parking** – Parking shall be provided in a garage or on a driveway. STR occupants shall use the off-street parking that is provided for the rental.
6. **Noise** – The STR renters and visitors shall not generate noise to an extent that unreasonably interferes with the quiet use and enjoyment of neighboring properties. Any noise occurring after 10 p.m. and before 7:00 a.m. shall be contained within the STR/Homestay.
7. **Trash** – Trash shall not be left stored within public view, except in proper containers for purposes of collection. There shall be no accumulation of storage of trash and/or debris on the site or within the STR/Homestay.
8. **Traffic** – Vehicles used and traffic generated by the STR or homestay shall not exceed normal residential levels or unreasonably interfere with the quiet use and enjoyment of any other residences or businesses in the area. What is reasonable in terms of traffic generated shall be determined under existing legal standards applicable to evaluating alleged nuisances.
9. **Maximum Occupancy** – Maximum overnight occupancy of an STR or homestay shall be limited to two people per bedroom, plus two additional people. For example, a two-bedroom STR may have up to six occupants overnight. This calculation shall be inclusive of children.
10. **Visitors** – The number of visitors to an STR or homestay shall not exceed a number equal to the allowable occupancy of the STR or homestay at any time. Visitors are not allowed in the STR or homestay between 11:00 p.m. and 7:00 a.m. and shall not stay overnight on the premises.

By initialing below, I am confirming that I understand and agree that it is the responsibility of the owner/responsible party contact to ensure that all STR/Homestay rules and regulations are acknowledged and adhered to by the STR renters and visitors.

Owner Initials \_\_\_\_\_ Responsible Party Initials \_\_\_\_\_



**E. Attachments to include**

- Site Plan with dimensions
- Floor Plan with dimensions
- Mailing Service Fee - \$207
- Primary Residence documentation:
  - Previous year Income Tax Document (1040 and Schedule E; personal information redacted)
    - Must show the residence as the subject of tax deduction
  - Driver's License or State issued identification card showing residence
  - Voter Registration (as applicable)
  - Vehicle Registration (as applicable)
  - Homeowner's Tax Exemption Form
  - Utility bill or similar documentation
  - Any other documentation demonstrating primary residency

**F. Declaration**

I hereby declare under penalty of perjury that this application and all information submitted as part of this application are true and accurate to the best of my knowledge. I have read and understand all rules and regulations associated with Short-Term Rentals in the City of Pismo Beach, including City of Pismo Beach Municipal Code Chapter 5.22 Article II. Short-Term Rental Regulation. I understand that an inspection will be conducted as part of the review process. I understand that I am responsible for all fees set forth in the City of Pismo Beach Master Fee Schedule associated with this application.

Property Owner Signature: \_\_\_\_\_ Date: \_\_\_\_\_