



COMMUNITY DEVELOPMENT RESOURCE AGENCY
Short-Term Rental Division | Code Compliance Services

TAHOE OFFICE
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SHORT-TERM RENTAL APPLICATION

This application is for persons proposing to operate a Short-Term Vacation Rental in Eastern Placer County who have an existing Transient Occupancy Tax Certificate with the Revenue Services Division. Please submit the following application along with payment and the completed Safety Self- Certification Form.

Permit Number: _____(staff use only)

ALL APPLICATIONS - PLEASE PROVIDE THE FOLLOWING INFORMATION

Property Owner Information
Name:
Address:
Telephone Number(s):
Email Address:
Transient Occupancy Tax Certificate Number:

Short-Term Rental Information
Address:
Assessor's Parcel Number(s):
Phone Number (if a landline is available):
Rental Unit Type (i.e. condo; single-family dwelling): Is the unit a secondary dwelling? Y/N

Licensed Property Management Contact (if applicable)
Name:
Address:
Phone Number(s):
Email:
License Number:

24-Hour Local Contact Person (Responsible person who can be at the property within 30 minutes to 1 hour). The owner can serve as the local contact if they live onsite or in the vicinity.

Name:

Address:

Phone Number(s):

Email:

Short-Term Rental Supplemental Information

1. What is the approximate size of the rental (in square feet)?
2. Garbage service provider and number of receptacles:
3. Bear box installed¹? Y/N (circle one)
4. Number of onsite parking spaces²:
5. Number and location of fire extinguishers, smoke alarms, and carbon monoxide detectors:
6. Number of bedrooms (“bedroom” means a room that is a minimum of 70 square feet in size, with a minimum ceiling height of seven (7) feet, and contains an emergency egress per the California Building Code, Section R310):
7. Maximum overnight occupancy for your rental is two (2) persons per legal bedroom, plus two (2) additional persons per residence, excluding children under sixteen (16) years of age. The maximum occupancy requested is persons. _____

Permit Costs

Property Management	STR Permit	Fire Inspection	Total Fee
Professionally Managed Properties	\$105.00	\$95.18	\$200.18
Privately Managed Properties	\$179.00	\$158.13	\$337.13

¹Animal-proof trash receptacles (“bear bin/box”) per Placer County Code Chapter 8, Article 8.16 are required. A permit will only be renewed if the rental unit has an animal-proof trash receptacle installed.

²If no onsite parking is available, an alternative parking plan may be provided. The alternative parking plan must designate the location of off-site parking and the number of parking spaces should be consistent with the rental unit occupancy. Vehicles associated with the rental parked outside the designated parking areas will be in violation of County Code subject to potential fines and permit suspension/revocation.

LETTER OF AUTHORIZATION

_____ is/are the applicant(s) ("applicant") for a Short-Term rental permit. By signing this application form, the applicant is confirming the following:

1. Applicant is the legal owner/owner's agent of the property being considered under this application.
2. All of the information submitted in support of this application is true and correct. If any information submitted in support of this application is false and misleading, the application may be denied or any permit issued based on false or misleading information may be suspended or revoked.
3. Before signing this application, the applicant has read Placer County's Short-Term rental ordinance (PCC9.42) and by signing this application form, the applicant acknowledges they have read the code and agrees to comply with the terms of the ordinance.
4. Applicant also acknowledges that the owner or agent will post the vacation rental unit with the notice required in PCC9.42

Owners of Record: (include additional sheets if necessary)

Printed Name

Signature/Date

Printed Name

Signature/Date

AGENCY AUTHORIZATION

_____ is/are the agent(s) ("agent") for a vacation home rental permit which is being considered under this application. By signing this application form, the agent is confirming the following:

1. All permits must be issued only to the owner of vacation home rental property.
2. The owner of the vacation home rental property is responsible for compliance with the provisions of Placer County's Short-Term rental ordinance (PCC 9.42).
3. The agent's or the occupant's failure to comply with the provisions of the Lake Tahoe vacation home rental ordinance may expose the agent or the occupant or both to criminal penalties or private civil actions seeking enforcement of the ordinance. The agent's or the occupant's failure to comply with the provisions of the Short-Term rental ordinance may expose the property owner to criminal penalties, administrative discipline of the owner's permit to operate a short term rental property, or private civil actions seeking enforcement of the ordinance.
4. Before signing this application, the agent has read Placer County's Short-Term rental ordinance (PCC9.42) and by signing this application form, the agent acknowledges they have read the code and agrees to comply with the terms of the ordinance.

Agents: (include additional sheets if necessary)

Printed Name

Signature/Date