



CITY OF SOLANA BEACH

635 SOUTH HIGHWAY 101 • SOLANA BEACH, CA 92075 • (858) 720-2400
www.cityofsolanabeach.org FAX (858) 792-6513

City of Solana Beach Short-Term Vacation Rental (STVR) Permit

Disclosures:

- Pursuant of SBMC 4.47.060(D), the responsible party of the property is expected to take any measures necessary to abate and/or ensure that the occupants and/or guests of the short-term vacation rental unit do not create unreasonable noise or disturbances, engage in disorderly conduct, or violate provisions of this code or any state law. STVR units shall comply with all Ordinances, health, safety and adopted Building Codes.
- Pursuant of SBMC 17.20.040(D)(4)(M), the rental of less than 30 consecutive days is not permitted within any Accessory Dwelling Unit, Junior Accessory Dwelling Unit and/or Accessory Living Unit, unless otherwise allowed by law.
- A Transient Occupancy Tax (TOT) of 13% of the going rental rate is due on each night of rental. The Owner or Managing Agent/Agency shall submit a monthly TOT return and remit the tax due to the City, even if it is a zero balance. Booking/occupancy records are subject to inspection by City staff, when requested.
- STVR units are subject to inspection by City staff, when requested.
- All permits shall run within one (1) calendar year expiring on December 31, and may be renewed annually on or before January 31st. Late penalties may apply. All unpaid fines/fees shall be paid before renewal.
- The STVR permit card shall be displayed in a location visible to the public, at the front entry door or within a front facing window, with the phone number and emergency contact visible to residents and occupants.
- If your property is located within a Homeowners Association (HOA) it is your responsibility to adhere to any HOA restrictions regarding short-term rentals.
- Stays or bookings are limited to one (1) occurring within a seven (7) consecutive calendar day period and/or one (1) calendar week period.
- STVR Regulations can be located by visiting the following webpage and selecting the Short-Term Vacation Rentals link:
<https://www.cityofsolanabeach.org/en/code-enforcement>
- Professional STVR managers shall have/maintain a valid Business Certificate with the City of Solana Beach.
- Application fees are non-refundable.

By adding my signature below, I, as the property owner of record or agent for the property owner ("applicant"), declare under penalty of perjury that the information contained in this application is true and correct to the best of my knowledge and belief. Furthermore, I am aware that the City's Short-Term Vacation Rental Permit Ordinance and regulations are published on the City's website or may be requested by emailing CodeCompliance@cosb.org. I acknowledge the understanding of, and I agree to comply with the disclosures and STVR performance standards indicated above, and I agree to comply with the City's STVR Permit Ordinance. As the applicant, I accept responsibility for myself and the property owner(s) to comply, pay all taxes, fees, fines and/or penalties associated with this STVR listing.

Property Address: _____

Signature: _____ Date: _____

Write Full Name in Print Here: _____ Owner Agent



**CITY OF SOLANA BEACH
SHORT-TERM VACATION RENTAL PERMIT APPLICATION**

635 S. HIGHWAY 101
SOLANA BEACH, CA 92075
(858) 720-2460
www.cityofsolanabeach.org

FOR CITY USE ONLY

DATE RECEIVED _____
AMOUNT PAID _____
CASH or CHECK # _____
RECEIPT # _____
PERMIT # _____
DATE PRINTED & MAILED _____

Notice: missing or incomplete information may delay approval.

PROPERTY OWNER INFORMATION (Type or print clearly.)

Owner Name: _____
Address: _____
City _____ State _____ Zip _____
Phone # (_____) _____ E-mail _____
Mailing Address: _____
City _____ State _____ Zip _____
Owner's Signature _____

RENTAL PROPERTY INFORMATION

Address _____
Phone # (_____) _____
Name of HOA, if applicable _____

RENTAL ADVERTISEMENT INFORMATION (Required)

VRBO # _____
VacationsRentals.com # _____
Home Away # _____
Airbnb # _____
RentalHomes.com # _____
Other Website: _____

MANAGING AGENCY OR AGENT

Managing Agency or Agent Name _____
Address _____
City _____ State _____ Zip _____
Phone # (_____) _____
E-mail _____
Mailing Address: _____
City _____ State _____ Zip _____
Agent's Signature: _____

24/7 EMERGENCY CONTACT AVAILABLE TO RESPOND WITHIN 1 HOUR

Contact Name _____
Phone # (_____) _____

**RETURN COMPLETED APPLICATION
AND APPLICABLE FEES TO:
CITY OF SOLANA BEACH, Attn: Finance Department
635 S. Highway 101, Solana Beach, CA. 92075**

- New \$113**
- Renewal \$ 66 Due by 12/31/23**

Late Fees:
31-90 days late = \$109 plus renewal fee
91 + days = Per SBMC 4.02.230
Fees include \$4 SB 1186 Fee.

Thank you for doing business in the City of Solana Beach!

Revised 07/05/23