



# Interoffice Memo

DATE: February 3, 2022

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FROM: HEIDI DURON, PLANNING DIRECTOR *HD*  
Land Use Services Department

TO: HONORABLE PLANNING COMMISSION

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SUBJECT: DEVELOPMENT CODE AMENDMENT TO ADD AND AMEND VARIOUS REGULATIONS  
TO CHAPTER 84.28 RELATED TO SHORT-TERM RESIDENTIAL RENTALS  
(AGENDA ITEM #4)

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Since the distribution of the staff report, Staff discovered an omission that creates an inconsistency with other changes in the proposed redline. The additional redline highlighted below is proposed to address this inconsistency.

## § 84.28.050 Application Process.

(a) Application. An application for an ~~an short-term residential rental unit~~STR permit shall be submitted to the responsible department on a pre-approved form. The required content of the form may be revised from time to time, but at a minimum shall require the following:

(1) Property owner name and contact information.

(2) Applicant name and contact information, if different from the property owner.

~~(3) Property owner statement attesting that the owner is not a bBusiness Entity as defined in this Chapter.~~

~~(34) Address and Assessor's parcel number for the property containing the single-family dwelling unit, condominium, accessory dwelling unit or other permitted structure to be used as an short-term residential rental unitSTR.~~

~~(45) Total square footage of the single-family dwelling unit, condominium, accessory dwelling unit or other permitted structure to be used as an short-term residential rental unitSTR.~~

~~(56) Total square footage of habitable space number of bedrooms to be used for overnight sleeping purposes.~~

~~(67) The name of the managing agency, agent, or property manager, if different from the property owner, and a telephone number at which that party may be immediately reached on a 24-hour basis.~~