

VACATION RENTAL LICENSE APPLICATION AND AFFIDAVIT**PJR-146**

- A. Vacation Rental Address: _____
- B. Issued Transient Occupancy Tax (TOT) #: _____
- C. Approved Transient Vacation Rental (TVR or ZPE) Permit #: _____
- Do you currently hold ownership interest in more than one Vacation Rental within unincorporated Sonoma County?
- ☐ Yes, the associated TVR or ZPE #'s or address(es) are (list all that apply or list all on a separate sheet attached):
- _____
- _____
- D. **Certified Property Manager Information** (note: if the information in this section differs from an existing PMR, then please also complete the [Property Manager Update Form PRJ-132](#) and upload the complete form with your Vacation Rental License Application package).
1. PMR # (issued by Permit Sonoma): _____
2. Name: _____
3. Email Address: _____
4. Phone Number: _____
- E. **Online Hosting Platform.**
- ☐ My vacation rental is registered with an online host (Airbnb, Vrbo, HomeAway etc.).
- F. **Restricted Structures.**
- ☐ My Vacation Rental is not located within a single family dwelling with a junior accessory dwelling unit (JADU).
- G. **Lighting.**
- ☐ All exterior lighting on my property is shown on the Lighting Plan included with my application and conforms with the following standards:
- ☐ Exterior lighting is fully shielded and downward facing (no floodlights, or uplights).
- ☐ Light fixtures are not located on the periphery of the property and do not reflect off of existing structures.
- ☐ Exterior lighting does not exceed 1.0 lux when viewed from beyond the property.
- ☐ The color temperature of the exterior lighting does not exceed 3,000 Kelvin.
- ☐ Security lighting is not in use, or it is used and is motion-activated.
- H. **Emergency Access.**
- ☐ My vacation rental is located behind a locked gate or within a gated community and a gate code or lockbox with keys ("Knox Box" or similar) is provided for exclusive use by first responders.
- ☐ My vacation rental is not located behind a locked gate or within a gated community.
- I. **Evacuation During Emergencies.**
- ☐ Written evacuation instructions identifying the evacuation zone, evacuation route, and the CalFire Evacuation Checklist are provided to guests and posted within my vacation rental.
- ☐ The written evacuation instructions posted within my vacation rental require guests to leave the property when a Voluntary Evacuation Order is issued for the Evacuation Zone where my vacation rental is located and my Property Manager will inform guests when a Voluntary Evacuation Order is issued.
- J. **Emergency Communication.**
- ☐ A NOAA Alert Weather Radio (with instructions for use provided) and operational telephone (landline or broadband-connected VoIP phone) is provided for guest use.

A. VACATION RENTAL LICENSE AFFIDAVIT

I, _____, acknowledge that in applying for a Vacation Rental License pursuant to Chapter 4, Article III of the Sonoma County Code, I do hereby agree to abide by and conform to the Vacation Rental License Standards set forth in the approved permit, and all other provisions of the Sonoma County Code pertaining to the conduct of Vacation Rentals. I further acknowledge that a Vacation Rental License does not grant an entitlement to the property, but rather to the property owner, and that the Vacation Rental License automatically expires upon property sale or transfer with no further action required on the part of the County (license does not run with the land).

I will abide by the Vacation Rental License Standards and limitations and shall post a copy of the license, the license standards, and land use permit inside the vacation rental in a prominent location within 6 feet of the front door, and that a copy of the license, the license standards, and land use permit must be included in all rental agreements.

I hereby also acknowledge that the approval of this Vacation Rental License in no way permits any activity contrary to the Sonoma County Code, or any activity which would constitute a nuisance under state or local law. I understand and acknowledge that the approval for use of this private residence as a Vacation Rentals is based on my representations to Permit Sonoma (PRMD) staff, and does not in any way constitute an evaluation or determination of legal or Legal Non-conforming status of the improvements on this site. I further acknowledge that it is my responsibility, as property owner and/or applicant, to ensure that the conduct of this Vacation Rentals is not contrary to any covenant, code, or restriction which may govern the Vacation Rental property.

PROPERTY OWNER

Printed Name

Signature

Date

CERTIFIED PROPERTY MANAGER

Printed Name

Signature

Date
