

March 16, 2005

Dear Property Owner:

On November 5, 2004, the Cannon Beach City Council adopted Ordinance 04-09A. That ordinance established new City regulations for the rental of dwellings for periods of less than thirty days. On March 8, 2005, by referendum, the voters of Cannon Beach approved Ordinance 04-09A. Pursuant to Ordinance 04-09A, the City will be issuing revocable transient rental and vacation home rental permits (short term rentals) to those property owners who meet the requirements of the ordinance.

Ordinance 04-09A creates a new category of short term rental, a vacation home rental. All property owners who do not have a transient rental permit, but who wish to rent their dwelling for periods of less than thirty-days, can apply for a vacation rental permit. Upon issuance, the vacation home rental permit allows a property owner to rent the dwelling to one tenancy group in a two week period. The requirement for a vacation home rental permit goes into effect on July 1, 2005. A property owner can apply for a vacation home rental permit at anytime. However, after June 30, 2005, it will be illegal to rent a dwelling for periods of less than thirty days without the vacation home rental permit.

To download a *Vacation Home Rental Permit Application* packet, visit the City's website at [www.ci.cannon-beach.or.us](http://www.ci.cannon-beach.or.us) and click on *Short Term Rental Information & Permits* on the home page. The application packet can also be obtained via US mail by contacting Marsha Fuzia at City Hall at (503) 436-1581, ext. 120 or [fuzia@ci.cannon-beach.or.us](mailto:fuzia@ci.cannon-beach.or.us).

In addition to the vacation home rental permits, it is the City's intention to maintain 92 transient rental permits. When a transient rental permit is revoked upon a change in ownership or other cause, the City will accept an application for a new transient rental permit. The applicant for this new permit will be chosen, by means of random selection, from a roster maintained by the City. Property owners may place their name on the roster at any time. To download a *Transient Rental Lottery Submittal* form, visit the City's website at [www.ci.cannon-beach.or.us](http://www.ci.cannon-beach.or.us) and click on *Short Term Rental Information & Permits* on the home page. The application form can also be obtained via US mail by contacting Marsha Fuzia at City Hall at (503) 436-1581, ext. 120 or [fuzia@ci.cannon-beach.or.us](mailto:fuzia@ci.cannon-beach.or.us).

If you have questions, please contact me at (503) 436-1581, ext. 127 or [stewart@ci.cannon-beach.or.us](mailto:stewart@ci.cannon-beach.or.us).

Sincerely,

Leslie Stewart  
Administrative Assistant