

Vacation Home Rental Permit Application City of Cannon Beach

Rental of Residential Dwellings for Periods of Less than 30 Days
Municipal Code, Chapter 17.77

Applicant Information:

Please print

Name: _____ Email: (optional) _____

Telephone #: (day) _____ (night) _____

Mailing Address: _____

Property Information:

Please print

Vacation Home Rental Address: _____

Number of On-Site Parking Spaces Provided (see page 2 of handout, *Obtaining a Vacation Home Rental Permit*): _____

Property Owner Information:

Please print

Name: _____ Email: (optional) _____

Telephone #: (day) _____ (night) _____

Mailing Address: _____

Local Representative Information:

Please print

Name: _____ Email: (optional) _____

Telephone #: (day) _____ (night) _____

Mailing Address: _____

The local representative must permanently reside within the Cannon Beach urban growth boundary, or be a licensed property management company with a physically staffed office within 10 vehicular miles of the Cannon Beach urban growth boundary. The local representative must respond in a timely manner to ensure that the use of the dwelling complies with the standards for vacation home rental occupancy as well as other pertinent City ordinance requirements pertaining to noise, disturbances, or nuisances, and State law pertaining to the consumption of alcohol, or the use of illegal drugs. The local representative must submit a signed statement as part of this application packet. Please see page 2 of the handout, *Obtaining a Vacation Home Rental Permit*. **Please note that Resolution 06-07 states that "a fee of \$75 for each and every change in Local Representative" will be applied.**

Continued on Reverse Side



THIS IS NOT A PERMIT. The review process takes a minimum of 30 days. VACATION HOME RENTAL PERMITS ARE NON-TRANSFERABLE. A one-time, non-refundable \$275 fee must be submitted with this application. This fee includes the \$100 dwelling inspection fee. An additional building reinspection fee of \$37.50 may also be charged. After an application has been processed and the vacation home rental dwelling is found to meet the City's requirements, the City will issue a permit that must be posted in a prominent location adjacent to the front entrance of the vacation home rental dwelling.

After the City issues the vacation home rental permit, you will need to obtain a City business license before you can rent your dwelling.

By signing below, the property owner acknowledges that he/she has read, fully understands and agrees to comply with the standards of the City of Cannon Beach ordinances regarding the vacation home rental of dwelling units.

Applicant's Signature: _____ Date: _____

Property Owner's Signature: _____ Date: _____

Please be sure your application is complete before submitting. Your application must include the following:

- | | |
|--|--|
| <input type="checkbox"/> Vacation Home Rental Permit Application | <input type="checkbox"/> Weekly Solid Waste Collection Certification |
| <input type="checkbox"/> Vacation Home Rental Local Representative Certification | <input type="checkbox"/> Off-Street Parking Site Plan |
| <input type="checkbox"/> Transient Room Tax Registration | <input type="checkbox"/> Business License (separate application) |

APPLICATION FEE: \$275

Please visit our website to obtain additional forms www.ci.cannon-beach.or.us

For Staff Use Only:

Received on: _____ By: _____

Fee Paid: _____ Receipt No.: _____