



SHORT TERM RENTAL **APPLICATION CHECKLIST**

- Completed administrative permit application. All information should be filled as completely as possible**
- Administrative permit application fee (\$352.14)**
- Detailed written project description**
- Applicant's signature/owner's signature or letter of authorization (If not present at submittal)**
- Detailed site plan drawn to common engineer's scale (2 copies)**
- Site plan shall contain the following information:**
 - Name, address of owner(s) and Assessor's Parcel Number of property.
 - A site location sketch indicating the location of the proposed project in relation to the surrounding area.
 - North Arrow.
 - All Buildings, site improvements, and appurtenant structures to include:
 1. *All on-site parking spaces*
 2. *Building setbacks*
 3. *Streets or roads bordering the property*
 4. *Septic tanks and leach fields*



Town of Paradise
Community Development Department
Building Resiliency Center
6295 Skyway
Paradise, CA 95969
(530) 872-6291 x411

TOWN OF PARADISE APPLICATION FOR SHORT TERM RENTAL PERMIT

Project No. PL _____
(for office use only)

Applicant _____ Email _____

Phone _____ Mailing Address _____

Owner _____ Email _____

Phone _____ Mailing Address _____

Site Address _____ AP Number(s) _____

Zoning _____ Existing Use _____ Parking spaces _____

Project description _____

Please check one:

Homestay (overnight room rental) Number of bedrooms (for rent) _____ Max. Occupancy _____

Vacation Rental (entire dwelling) Number of bedrooms _____ Max. Occupancy _____

24 Hr Complaint & Emergency Contact:

(must live within 30 minutes of rental and be available via phone 24/7)

Name _____ Email _____

Phone _____ Mailing Address _____

Relationship to property _____

I HEREBY DECLARE UNDER PENALTY OF PERJURY THAT THE ABOVE STATEMENTS AND ATTACHED SITE PLAN ARE TRUE, ACCURATE, COMPLETE, AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF.

Applicant's Signature _____ Date _____

Property Owner's Signature _____ Date _____
(If not applicant)

Note: By signing this application form, the applicant is indicating that the project meets Town of Paradise Ordinance No. 625 and all building and safety codes.