



# DEPARTMENT OF RESOURCE MANAGEMENT

## Planning Division

1855 Placer Street, Suite 103

Redding, California 96001

Phone: (530) 225-5532 Fax: (530) 245-6468

Web: [shastacounty.gov/planning](http://shastacounty.gov/planning) Email: [resourcemanagement@co.shasta.ca.us](mailto:resourcemanagement@co.shasta.ca.us)

### Short-Term Rental Renewal

Pursuant to Shasta County Code Section 17.88.230., all Short-Term Rental permits are required to be renewed annually.

#### **APPLICANT:**

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State/Zip: \_\_\_\_\_ Email: \_\_\_\_\_

#### **PROPERTY OWNER:**

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State/Zip: \_\_\_\_\_ Email: \_\_\_\_\_

#### **PROJECT ADDRESS**

#### **ASSESSOR'S PARCEL NUMBER (S)**

#### **STR #**

\_\_\_\_\_

#### **The following items are required to be submitted prior to approval of a Short-Term Rental renewal:**

- Proof of annual fire inspection conducted within one year of application submittal by the local fire protection agency or CAL FIRE prior to reissuance of this permit.
- Proof of current, valid liability insurance for the property.
- Has local contact changed? If yes, provide a completed Vacation Rental Renewal form including updated local contact information (included below).
- Has the use of the property or buildings changed? If yes, provide one (1) updated site plan showing all existing structures, driveway(s), etc. indicating what has changed.
- (For Hosted Homestay applications only) If the room(s) to be rented has changed, provide one (1) updated floor plan (which does not have to be professionally drawn but must be reasonably accurate) to include the following:
  - The entire one-family residence with each room labeled by use (kitchen, bedroom, bathroom, etc.)
  - The room or room(s) to be rented must be clearly marked.
- Payment of required fees adopted by the Board of Supervisors.

# SHORT TERM RENTAL RENEWAL

STR \_\_\_\_\_

Expiration Date: \_\_\_\_\_

Advisory: Vacation Rental operators found to be in violation of the above provisions and/or other provisions of Shasta County Code may be subject to enforcement as described in SCC Subsection 17.88.230.I and/or to all legal remedies available to the county.

**I hereby certify I have read and understand the limitations on use listed above and Shasta County Code Section 17.88.230, pertaining to the establishment of a Vacation Rental at:**

\_\_\_\_\_  
(address)

-----Vacation Rentals Only-----

(If a local contact has changed)

Local Contact(s): \_\_\_\_\_

Address: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Primary Phone: \_\_\_\_\_ Alternate Phone: \_\_\_\_\_

Email: \_\_\_\_\_

-----All Short Term Rentals-----

I further agree to abide by the limitations on use or affidavit listed as signed and on file with the Planning Division.

Property Owner Signature: \_\_\_\_\_

Property Owner Signature: \_\_\_\_\_

Property Owner Signature: \_\_\_\_\_

Property Owner Signature: \_\_\_\_\_

**For County Use Only:**

The Short-Term Rental is hereby approved to offer for rent \_\_\_\_\_ bedroom(s) subject to the approved floor plan, site plan and any and all required laws. This Vacation Rental renewal permit is hereby approved, subject to compliance with the limitations on use listed above.

\_\_\_\_\_  
Paul A. Hellman  
Director of Resource Management

\_\_\_\_\_  
Date of approval



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## Short-Term Rental Fire Inspection Checklist

### Short Term Rental

### Fire Inspection Information

Pursuant to Shasta County Code section 17.88.230.9.c., all Short-Term Rental (STR) permits are subject to annual fire inspection. Consistent with section 17.88.230, the Director of Resource Management has determined that it is necessary to submit proof of a recent fire inspection at the time the initial application for a STR is filed and with each subsequent annual STR renewal application. The inspection(s) shall be by the local fire protection agency or CalFire prior to issuance of the Short-Term Rental permit. If you need to determine within which fire protection agency jurisdiction you proposed STR is located please contact a permit specialist at (530) 225-5761 or email [resourcemanagement@co.shasta.ca.us](mailto:resourcemanagement@co.shasta.ca.us)

The following list indicates some key items the fire protection agency will expect to be in place at the time of the fire inspection:

- **2-A:10-B:C** Fire Extinguisher:
  - 1 per floor
  - Mounted to wall
  - No more than 5 feet from floor
- Operable Carbon Monoxide detector
- Operable Smoke Detector in each Bedroom
- Operable Smoke Detector in Hallway/Common Area
- Water Heater strapped to wall. (or Tankless)
- [Defensible Space / PRC 4291 \(ca.gov\)](#)
- Electrical Panel labeled (main panel and any sub panels per CEC)
- Any exit from the dwelling leading to an enclosed space (such as a deck) that does not allow access to exterior ground level shall be labeled **"NOT AN EMERGENCY EXIT"**