APPLICATION
for SHORT-TERM RENTAL PERMIT

Dunes City Code, Ordinance Number 256-B, defines short-term rentals as any portion of a property rented for less than 30 consecutive days.

***Oregon law requires* a Land Use Compatibility Statement (LUCS) and a Dept. of Environmental Quality (DEQ) Authorization to Use Existing Systems (OAR 340-071-0205)** *for any change of use (a change from single-family residential use to vacation rental/commercial use).*

Property Address of proposed STR: _____

Owner Name: _____

Owner Phone: _____   Owner Email: _____

Owner Mailing Address: _____

Owner Occupied? Yes ☐   No ☐   Whole House Rental? Yes ☐   No ☐

Maximum Number Overnight Guests: _____   Maximum Number Day Use Guests: _____

Number of Bedrooms: _____   Number of off-Street Parking Spaces: _____
Emergency Vehicles MUST be able to reach the residence and be able to turn around, or this application will not be approved.

Garbage Collection Day: _____   H.O.A.? Yes ☐   No ☐

Dunes City Code requires each short-term/transient rental owner to provide a local contact , who can be at the rental property within fifteen (15) minutes of receiving a call for complaints or maintenance emergencies, 24 hours a day, seven days a week, including holidays. Please provide the local contact information below:

Local Contact Name: _____   Phone: _____
Mailing Address: _____   Email: _____
Local Contact Signature: _____   Date: _____
If any information on this form changes, please update Dunes City records within 10 business days, or 30 calendar days, whichever is less.
By signing below, I/we affirm that all information provided on this form is accurate and current.

PRINT Owner Name: _____ Signature: _____Date: _____

PRINT Owner Name: _____ Signature: _____Date: _____

PRINT Owner Name: _____ Signature: _____Date: _____

PRINT Owner Name: _____ Signature: _____Date: _____

For Dunes City Office Use Only: Map & Tax Lot: _____

LUCS attached? Yes ☐   No ☐

DEQ Authorization Notice attached? YES ☐   NO ☐

Site Plan attached? Yes ☐   No ☐

Planning/Land Use Review:

Date: _____ Approved? Yes ☐ No ☐ By: _____

Permit Review :

Date: _____ Approved? Yes ☐   No ☐ By: _____

Comments: _____

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