



APPLICATION
for SHORT-TERM RENTAL PERMIT

Map and Tax Lot: _____
STR Permit Number: _____
Issued by: _____ **Date:** _____
Permit Fee: _____ **TBD**
New **Renewal**
 STR Application Fee Only: \$500
 CC / Cash / Check No. _____ By: _____

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

FYI: More than 2 complaints, permit will become VOID. It will be 12 months before you can resubmit a new application.

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 or short term rental)

Property Address of proposed STR: _____

Owner Name: _____

Owner Phone: _____ Owner Email: _____

Owner Mailing Address: _____

Owner Occupied? Yes No Whole House Rental? Yes No

Maximum Guest Overnight: _____

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: _____ **MUST BE PICKED UP WEEKLY** 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:** _____