

City of Oxnard
Short Term Rental (STR) Permit Renewal Certifications

- I certify that I am the owner of the subject property and that I don't have an STR permit for another property.
- I certify that the subject property is owned by six or less owners (unless each shares common ancestors) and the property is not fully or partially owned by a corporation, partnership, LLC, or other legal entity that is not a natural person.
- I certify that there are no changes to the previously submitted nuisance response plan and that the plan includes the information in section 16-666 of Ordinance 2969.
- I submitted the annual permit fees upon the filing of a renewal application per the planning division's fee schedule.
- I certify that there are no changes to the contact information for the property owner and/or 1-2 designated property managers.
- I provided proof of compliance with the applicable business tax and licensing, and transient occupancy tax per section 16-668.6.
- I provided proof of insurance coverage for the renewal application (policy must include coverage for commercial/business general liability with a minimum limit of \$1,000,000 per occurrence for claims of personal injury or property damage).
- I provided an updated executed written agreement on a form provided by the community development director or their designee implementing defense and indemnification requirements per Section 16-668.8.
- I certify the property is compliant with state and local codes.
- I certify the property complies with the requirements of the City of Oxnard's Short Term Rental Ordinance 2969 (if my property is not in the Residential Beachfront Zone) and/or 2970 (if my property is in the Residential Beachfront Zone).
- I certify that there is no substantial evidence of nuisance behavior that has occurred at this rental property.
- I understand that this permit shall expire no later than one year after the date of issuance, and is subject to revocation for violation or noncompliance with the requirements or any other applicable provision of the Oxnard City Code.
- I certify that I will not rent this property out for more than 100 days during the term of the permit (arrival and departure days count as one full day, not partial days). I understand that exceeding 100 rental days during the term of the permit is a violation of my STR permit.
- I certify that I will not rent my homeshare or vacation rental to more than one group at a time and no more than one rental agreement will be in effect for any given date.
- For Residential Beachfront properties only: I certify that all rental occupants will stay a minimum of three nights.

- I certify that my rental will not violate the maximum occupancy limits. Overnight occupancy is limited to two (2) persons per bedroom (up to five bedrooms), plus two additional persons up to a maximum of 10 people.
- *Homeshares only:* I certify that no more than two bedrooms are available for rental, and that my rental's overnight occupancy is limited to a maximum of five (5) rental guests.
- *Homeshares only:* I certify the total persons (including owners) allowed on the property will not exceed the maximum overnight occupancy plus six (6) additional persons. No person who is not staying overnight at the homeshare will be permitted on the property during quiet hours.
- I certify that the primary rental occupant will always be aged 21 years or older.
- I certify that my rental complies with the following parking requirements:
 - A minimum of one parking space for rentals that are a studio or one bedroom
 - A minimum of two parking spaces for homeshares or rentals with 2–4 bedrooms
 - A minimum of three parking spaces for homeshares or rentals with 5+ bedrooms
 - Keeping the garage area clear
- I certify that I am aware that the sale, offer to sell, use and/or possession of fireworks are prohibited for both tenants and guests of a STR and are a violation of my STR permit.
- I certify that I provide adequate waste facilities and services for my rental at all times, and that waste bins and refuse are not left in public view except in proper containers on designated collection days. I understand that not meeting this requirement is a violation of my STR permit.
- I certify that the waste collection schedule and information about recycling and green waste separation and disposal must be included in the rental agreements and posted conspicuously inside the rental unit. I understand that not meeting this requirement is a violation of my STR permit.
- *Homeshares only:* I certify that at all times my homeshare is rented out, I will be onsite between 10 PM and 7 AM, and that I will be within 25 miles of the property at all other times. I understand that not meeting this requirement is a violation of my STR permit.
- I certify that at all times my vacation rental is rented out, the rental shall have 1–2 designated property managers, one of whom shall be available at all times and within 25 miles of the property. I may serve as property manager. I understand that not meeting this requirement is a violation of my STR permit.
- I certify that any requested change I must make to a property manager must be made via formal written request to the community development director or designee, and shall include the signature of the proposed project manager and the desired effective date of the change. No change shall take effect until approved in

writing by the community development director or designee. I understand that not meeting this requirement is a violation of my STR permit.

- I certify that any failure to comply with complaint investigations, resolution and/or reporting requirements of section 16-669.1 is a violation of my STR permit.
- I certify that within 24 hours of first receiving a complaint, either myself or my property manager will complete the online reporting form provided by the community development director or designee and: (1) report and describe the complaint, including the time it was first received; (2) describe all actions taken to resolve the issue, including what time the action was taken and (3) describe the resolution or current status. I understand that failure to take these steps is a violation and failing to report the complaint via the online reporting form is a separate violation.
- I certify that I am obligated to timely remit to the city any cost or fee pursuant to Ordinance 2969 (if my property is not residential beachfront) or Ordinance 2970 (if my property is residential beachfront). I understand that not meeting this requirement is a violation of my STR permit.
- I certify that my rental will not be used for any event or activity attended by more persons than are allowed on the property, that violates noise standards, or that violates any other rental standards. I understand that not meeting this requirement is a violation of my STR permit.
- I certify that the name and contact information for the designated property manager of a vacation rental or owner of a homeshare and the telephone number where they can be reached at all times is posted in the rental. I understand that not meeting this requirement is a violation of my STR permit.
- I certify that I have notification posted inside the rental that the property owner, renter and occupants are subject to criminal citation and fines, civil penalties and/or permit revocations for violations of the unit's occupancy limits, noise standards, and other operational standards. I understand that not meeting this requirement is a violation of my STR permit.
- I certify that I am aware that my permit will automatically expire if my rental property is sold or transferred.
- *Homeshares only:* I certify that I have provided proof of a homeowner's exemption from the county assessor and a fully-executed statement that the property is owner-occupied to the City's planning division per section 16-665(f).
- I certify that my rental agreements will include the following information. I understand that not meeting including the following is a violation of my STR permit:
 - The permitted occupancy and guest limits for both day and night.
 - Notification that the quiet hours are between 10 PM and 7 AM.
 - Notification that no outdoor amplified music or sound is allowed during quiet hours. I must display a copy of Chapter 7, article XI sound regulations of the Oxnard city code.

- Notification that the property cannot be used for events that exceed the occupancy or guest limits; or that violates quiet hours or noise standards.
- The available number of onsite parking spaces and notification that all parking shall occur on-site with no on-street parking allowed.
- Notification that the sale, possession and use of fireworks in the City of Oxnard is illegal.
- I certify that all rental advertisements and listings for my rental will display the city-issued land use permit number authorizing the rental under Ordinance No. 2969 Section 16-668.4.
- I certify that all rental advertisements and listings for my rental will display my current city-issued business license tax certificate identification number (if required for the operation).
- *Homeshares only:* I certify that my rental advertisements and listings will state that the unit is an owner-occupied dwelling, and that the owner will be present in the home. I understand that not meeting this requirement is a violation of my STR permit.
- I certify that all rental advertisements and listings for my rental will display the available number of onsite parking spaces and notification that all parking shall occur on site with no on-street parking allowed.
- I certify that I will post no advertisements or notices of availability to rent on my rental property.
- I certify that I will acquire and maintain a valid city business license.
- I certify that I will pay annual business taxes in a timely manner (evidenced by a business tax certification).
- I certify that I will obtain and maintain a valid city transient occupancy tax registration certificate and pay all required city transient occupancy taxes in a timely manner.
- I certify that I am responsible for all inspection and monitoring costs relating to my rental property (including those that may be conducted by a third party compliance company hired by the city). I certify that I am responsible for any and all code enforcement costs relating to my property, calculated at a full cost recovery rate.
- I certify that I am aware that my permit may be revoked or suspended due to a property transfer triggering tax reassessment such that the rental or homeshare permit shall expire and also become nonrenewable at the time of the transfer.
- I certify that I am aware that my permit may be revoked or suspended if I am found to have made a false, misleading or fraudulent statement of material fact in the rental application or permit.
- I certify that I am aware that my permit may be revoked or suspended due to any of the following: a citation or conviction against the permittee; violation of local, state or federal law by the permittee; an occurrence constituted a public nuisance by the permittee; breach of any condition, requirement or restriction of the permit; or having constituted a hazard to public peace, health or safety.

- I certify that I will keep and preserve all records necessary to demonstrate compliance with the standards and requirements required. This includes, but is not limited to: all rental agreements entered into, online listings and advertisements. Records must be maintained during the term of the permit issued and subsequent renewal up to 2 years, and must be made available in electronic format for the city's review upon request of the community development director or designee.

STR Permit Number: _____

Property Owner Signature: _____

Property Owner Printed Name: _____

Date: _____