



Land Use Services Department Code Enforcement

Short Term Rental (STR) Application and Inspection/Operational Requirements

A permit is required for the operation of a Short Term Residential Unit pursuant to San Bernardino County Code section 84.28.040. To apply for a permit:

- Register for an online account at <http://wp.sbcounty.gov/ezop/>
- Apply for a Short Term Rental permit on the Enforcement Tab
- Upload the Plot Plan (see sample in Step 1 of application page)
- Upload the Transient Occupancy Tax (TOT) form (click on link in Step 1 of application page for form)

General Conditions of Operation including but not limited to: (for full list see the link in Step 1 of application page)

- All structures shall be in compliance with California Building and Fire Codes, and free of Code Enforcement violations.
- All electrical, mechanical, and plumbing systems shall be in compliance with Building Codes.
- Smoke detectors in all hallways (each floor) and each bedroom
- CO detectors in all hallways and in each bedroom that has a gas appliance
- Five pound fire extinguishers, mounted on each floor 3-5 feet in height, to be inspected annually
- Power failure emergency lights (may be plug in) on each floor, near exits and stairways
- An interior posted sign must be provided for requirements as indicated in county code for address location, emergency contact, maximum occupancy, maximum vehicles, snow removal contact, prohibition of anti-social behavior, trash removal information, utility service emergency disconnect and instructions, and property boundary map to ensure no trespassing on other properties or street parking.
- All egress points to the exterior of the STR unit must be accessible
- Property must be free of rubbish, debris, and flammable items
- Animal proof trash cans must be provided. Pull-out trash service must be procured if available in your service area.
- Onsite parking required. On-street parking is prohibited.
- Fire safety, such as tree limbs cleared from chimney, spark arrestors, heat rated ash cans
- The STR unit owner or agent is required to be available by phone on a 24 hour basis, and maintain the ability to be present at the STR within one hour in order to respond and remedy complaints regarding the conditions or operation of the STR, or the behavior of guests.