



City of Twentynine Palms

**VACATION HOME RENTAL APPLICATION AND
REGULATIONS**



City of Twentynine Palms

6136 Adobe Road
Twentynine Palms, CA 92277
760-367-6799 • 760-367-5400 Fax
29palms.org

VACATION HOME RENTAL APPLICATION REQUIREMENTS

All owners of property within three hundred (300) feet of the Vacation Home Rental (VHR) site will be notified of the permit application at least 10 days prior to determination to approve or deny the permit.

NOTE: Approval, or denial, of this application may be appealed within 10 days of the Director's determination.

Permit renewals are required annually. A Permit Application Form and renewal fee must be submitted to the Community Development Department prior to the permit issuance anniversary date.

The owner must schedule an inspection by Building and Safety and pay the applicable fee to confirm the required safety measures are in place and functioning. The inspection includes but is not limited to smoke and carbon monoxide detectors and fire extinguishers.

Certification from a State licensed septic inspector or inspection service is required to confirm that each septic system for a VHR is functioning properly and conforms to all applicable City, County and State requirements.

A valid twenty-four (24) hour emergency contact number must be maintained and available to occupants of the VHR. Failure to provide this number is grounds to revoke an approved permit.

A minimum of 2 two (2) off-street, onsite parking spaces are required. Five bedrooms or more require an additional on-site parking space for each bedroom. Parking spaces cannot be located within the front or side yard setback areas.

House numbers must be clearly visible from the street both day and night.

Any advertising for the VHR must include the City issued permit number.

A minimum stay of two consecutive nights is required.

Occupation is limited to two (2) persons per bedroom, plus two additional persons, excluding children five (5) years of age and under.

One City approved sign per VHR is required. The sign must be a minimum of one square foot by one square foot but may not exceed the maximum allowance of two (2) square feet in size. The sign may only contain a twenty-four (24) hour contact number for the owner or agent and the VHR permit number. No other signs are permitted.

Prior to the start of use of your residence as a Vacation Home Rental, you must register with the Finance Department for the purpose of reporting and paying Transient Occupancy Tax (TOT) and you must obtain a Business License.

Additional conditions may be placed upon Vacation Home Rentals by the Community Development Director as necessary to insure compliance with the standards for operation of a Vacation Home Rental.

Operating standards

Each Vacation Home Rental (VHR) must maintain an operational fire extinguisher, smoke and carbon dioxide detectors (one per bedroom plus one in each hallway).

Additions and modifications to any structure used as a VHR must be compatible with the character of a single family residence and the surrounding neighborhood and comply with all City Codes.

Lighting used to illuminate the site must comply with Dev. Code Chapter 19.78 "Lighting Standards". The VHR cannot be modified to allow or contain more than one kitchen/cooking facility.

Owner or the Owner's Agent shall ensure that the occupants of the short-term Rental do not create unreasonable noise or disturbances, engage in disorderly conduct, or violate provisions of the Municipal Code or any State Law pertaining to noise, disorderly conduct, overcrowding, the consumption of alcohol, or the use of illegal drugs. Owners are expected to take measures necessary to abate disturbances, including, but not limited to, directing the tenant, calling for law enforcement services, or City code enforcement officers, evicting the tenant, or any other action necessary to immediately abate the disturbance.

A valid twenty-four (24) hour contact telephone number is required. Failure to maintain this number constitutes a violation and is grounds to revoke your VHR permit.

A valid Business License is required for each Vacation Home Rental location.

A rental agreement is required for each rental of a VHR prior to occupancy which complies with Dev. Code Subsection 19.41.070 D. A sample agreement for this purpose is available from the Department.

Required access, driveways and parking. Each VHR must provide 1 space for each bedroom unit and may not exceed the available on-site parking. Parking is not allowed within any front or side yard setback area.

Animals are prohibited from roaming freely outside a VHR at any time and cannot be restrained and left unattended outside at any time.

The Owner/Agent must maintain the property keeping it neat, clean and in an orderly manner with proper trash disposal. Additionally, any pool or spa must be neat, clean and kept in a healthy manner at all times, per the standards established in Dev. Code Chapter 19.41.070 G.

Please be advised that under the provision of Development Code Section 19.28.070 C. "Application Processing" Subsection "D", an application that has been identified as an "incomplete" submittal shall be declared "abandoned" sixty (60) days from the date of the incomplete notice if the applicant has not [provided the information requested within the Letter of Incomplete Submittal or has not made a written request for additional time to provide the requested information.



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Please Print

New

Renewal

VACATION HOME RENTAL PERMIT APPLICATION

Title 19 Chapter 41, City of Twentynine Palms Municipal Code requires permitting of all Vacation Home Rentals. Vacation Home Rentals are short term rentals and require a minimum two consecutive night stay, with a maximum stay of no more than 30 consecutive calendar days in stand-alone Single Family residential units.

The required permit fee must accompany this application.

Owner Name: _____

Owner Address: _____

Mailing Address: _____

City, State and Zip: _____

Telephone: _____ Cell Phone: _____

E-Mail: _____

Agent Name: _____

Address: _____

Mailing Address: _____

City, State and Zip: _____

Telephone: _____ Cell Phone: _____

E-Mail: _____

Vacation Home Property Rental Property Information (attach additional property information sheets as necessary)

Assessor's Parcel No: _____

Property Address: _____

Property Phone Number: _____

VRRBO / Other Website Listing No.: _____

HOA Contact if Applicable: _____

Number of Bedrooms: _____

Local Contact Name: _____

Local Contact Property address: _____

Local Contact Telephone: _____

I declare under penalty that this information is, to the best of my knowledge, true and correct.

Application by: _____

Please Print

Signature: _____

Pursuant to Dev. Code Section 19.41.035 please provide the following:

- A copy of your Transient Occupancy Tax (TOT) Registration Certificate
- A copy of your City of Twentynine Palms Business License for a Vacation Home Rental. Pursuant to City of Twentynine Palms Municipal Code Section 5.01.030 a separate Business License is required for each location.
- Proof of general liability insurance in the amount of one million dollars combined single limit and an executed agreement to indemnify, defend, and hold the City harmless from any and all claims and liabilities of any kind whatsoever resulting from or arising out of the Vacation Home Rental use.

Indemnity Agreement

- The applicant shall defend, at its sole expense (with attorneys approved by the City), and indemnify the City against any claim, action, or proceeding brought by any third party against the City, its agents, officers or employees resulting from or relating to this approval. The applicant shall reimburse the City, its agents, officers or employees for any judgment, court costs and attorney's fees, which the City, its agents, officers or employees may be required to pay as a result of such claim, action, or proceeding. The City may, at its sole discretion, participate at its own expense in the defense of any such action, but such participation shall not relieve the applicant of its obligations under this condition

Print Applicant Name

Property Owner Signature

- Acknowledgement of receipt and inspection of a copy of all regulations pertaining to the operation of a Vacation Home Rental within the City. Initial _____
- Signed *Letter of Certificate* attached to typed adhesive mailing labels, prepared by a title company, for all owners of property within 300 feet of the project site. Attach the mailing labels to an Assessor's Plat sheet with the vacation home rental property and notification radius identified. The list may be obtained from local title companies or other service providers.
- An application fee as established by City Council Resolution. Check with the Community Development Department for current fees.
- A final building Permit for a field inspection to confirm that the required fire and safety protection measures are in place and functioning including but not limited to smoke detector(s), carbon monoxide detector(s), and fire extinguisher(s).
- Certification from State licensed septic inspector or inspection service is required to confirm that each septic system for a VHR is functioning properly and conforms to all applicable City, County and State requirements.

An appeal of the Vacation Home Rental Permit may be made within 10 calendar days of the Community Development Director's determination to issue the permit. If no appeal is filed in a timely fashion, the decision is final.

Incomplete Applications shall be deemed abandoned sixty (60) days after notice of incomplete application

Application renewals are due prior to the permit issuance anniversary date

FOR CITY USE ONLY	
USE ONLY PERMIT NO.: _____	PC NO: _____
DATE PROCESS: _____	BUSINESS LICENSE NO. _____

Supplement to Vacation Home Rental Agreement

This agreement establishes the terms of the Vacation Home Rental between (Name of Vacation Home Property Owner/Agent), hereafter known as the Owner(s) and (Name of Occupant), hereafter known as the Renter(s). The Owner agrees to lease to the Renter the property known as (address of Vacation Home Rental). The parties agree that rental payments shall be made to the Owner for the lease period of (date of stay, minimum 2 consecutive calendar days). Dates, payments and details of the lease will be specified and recorded by the Vacation Home Rental owner/agent.

The parties further covenant and agree that:

1. The Owner shall obtain from the renter their name, address and driver's license number or a copy of the passport of the primary responsible adult occupant of the Vacation Home Rental.

Renter Name: _____

Renter Address: _____

Renter Drivers License No.: _____

Passport Information: _____

2. The Renter is hereby notified that Riding Off Road Vehicles is restricted to approved OHV areas only.
3. The Renter(s) is subject to the City of Twentynine Palms Noise Control Ordinance, Development Code Section 19.80.
4. All animals under the renter's control shall be cared for in a manner consistent with Development Code Subsection 19.41.070.

G "Animals. Occupants are prohibited from allowing animals under their control to roam freely outside of the Vacation Rental home at any time. Animals may not be restrained and left unattended outside at anytime. All animals under the occupant's control shall be restrained and

cared for in a manner consistent with all City and County animal control standards.” and in conformance to all City and County animal standards.

5. The following information is posted in a conspicuous location inside the Vacation Home Rental and the renter must understand:
 - a. The maximum number of occupants that are permitted at this address is [REDACTED] and notification that failure to conform to the maximum occupancy is a violation of Chapter 19.41.65 of the City of Twentynine Palms Development Code;
 - b. The number of parking spaces provided is [REDACTED], and the location of assigned parking is [REDACTED]. The maximum number of vehicles that are permitted at the property at anytime is [REDACTED].
 - c. The trash pick-up day(s) is [REDACTED]. Trash and refuse shall not be left stored within public view, except in proper containers for the purpose of collection by the responsible trash hauler. The owner of the short-term Rental shall provide sufficient trash collection containers and service to meet the demand of the occupants.
 - d. The Renter by acceptance of this agreement has been notified that, as the occupant may be subject to citation and fines for violating applicable ordinances and laws.
 - e. In case of emergency, dial 911. The name of the managing agency, Agent, Rental manager, local contact person or owner of the unit is [REDACTED] and the telephone number at which that party may be reached at all times (24/7) is [REDACTED].
6. The Renter may not create unreasonable noise or disturbances, engage in disorderly conduct, or violate provisions of the Municipal Code or any State Law pertaining to noise, disorderly conduct, overcrowding, the consumption of alcohol, or the use of illegal drugs. The Renter may be cited for violating applicable ordinances and laws. The Owners shall take measures necessary to abate disturbances, including, but not limited to, directing the tenant, calling for law enforcement services, or City code enforcement officers, evicting the tenant, or any other action necessary to immediately abate the disturbance.
7. All the covenants and agreements herein contained shall be for the benefit of and shall apply to and bind the said parties hereto.

Signature Page

Vacation Home Rental Address: _____

Assessor's Parcel Number: _____

Owner(s): _____ Renter(s): _____
Signature Signature

Print Name Print Name

Owner(s): _____ Renter(s): _____
Signature Signature

Print Name Print Name

** The following form has the requirements approved by the City of Twentynine Palms City Council through approval of City of Twentynine Palms Ordinance 263.



VACATION HOME RENTAL SIGN REQUIREMENT

VACATION HOME RENTAL SIGN – REQUIRED BY ORDINANCE

- A. No on-site exterior signs are to be posted advertising a Vacation Home Rental, except that a single sign no smaller than one (1) square foot in size and no larger than 2 square feet in size shall be displayed in a location clearly visible from the adjacent street. The sign shall only contain a 24 hour contact number for the Owner or Agent, and the Permit Number.

Minimum size 1' x 1'

Maximum size 2' x 2'



Chapter 19.41 Vacation Home Rental

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19.41.010 Purpose

- A. The purpose of this Chapter is to establish the regulations governing the use of a residential dwelling unit as a vacation home rental, as defined herein. The owner of a vacation home rental shall apply for and secure a permit authorizing such use in the manner provided for by this Chapter in order to safeguard the peace, safety and general welfare of the residents of Twentynine Palms by eliminating excessive noise, disorderly conduct, vandalism, overcrowding, traffic congestion, illegal vehicle parking and the accumulation of refuse related to vacation home rentals.
- B. Prior to the adoption of the provisions contained in this Chapter, there were no provisions in the City’s Development Code or the County’s applicable Land Use Regulations that identified or allowed the establishment of a “vacation home rental” as a legally permitted land use. Accordingly, nothing in this Chapter shall be construed to identify or allow an existing use to be classified or considered a legal nonconforming vacation home rental land use subject to the provisions and allowances of Chapter 19.142 (Nonconforming Buildings and Uses).

19.41.015 Definitions

For the purpose of this Chapter, the following definitions shall apply:

- A. Agent. The representative, if any, designated by the owner in accordance with Section 19.41.030 (Owner’s Agent).
- B. Occupant. Any person who occupies or is entitled to occupy by reason of concession, permit, right of access, license or other agreement for a period of 30 consecutive calendar days or less, counting portions of calendar days as full days. Any such person so occupying space in a vacation home rental

is a transient until the period of 30 days has expired unless there is an agreement in writing between the operator and the occupant providing for a longer period of occupancy. In determining whether a person is a transient, an uninterrupted period of time extending both prior and subsequent to the effective date of this Chapter may be considered.

- C. Owner. The person(s) or entity(ies) that hold(s) legal and/or equitable title to the residence for which the vacation home rental permit is sought.
- D. Vacation Home Rental. A permitted short-term rental of any detached single-family dwelling or any portion of any detached single-family dwelling for occupancy, dwelling, lodging or sleeping purposes for a minimum of two consecutive nights, but no more than 30 consecutive calendar days in duration. "Short-term rental" is included in the definition of "hotel" for purposes of collecting transient occupancy tax pursuant to Chapter 3.24 of the Municipal Code. A vacation home rental shall be considered a short-term rental for purposes of Chapter 3.24 of the Municipal Code.

19.41.020 Permit Required

No owner of a vacation home rental shall rent, offer to rent, or advertise for rent the vacation home rental to another person without a valid vacation home rental permit approved and issued in the manner provided for by this Chapter.

- A. Vacation home rental use shall be limited to only those dwelling units that are physically separate, "stand-alone" single-family residential units, not attached to or sharing a common wall, with any other residential unit being considered for the vacation home rental.
- B. A vacation home rental use may be established on any parcel within any land use/zoning district when such property is occupied by one or more physically separated structures built as individual single-family residential homes. Subject to the requirements and standards established in this Chapter, and approval of a Conditional Use Permit in compliance with the procedures and findings established in Chapter 19.42 (Conditional Use Permit), the Planning Commission may approve the use of attached residential units that the Planning Commission determines warrant consideration based upon their historic character or community value.

19.41.025 Application Fee

An application for a Vacation Home Rental Permit shall be accompanied by a fee established by resolution of the City Council, provided, however, the fee shall be no greater than necessary to defer the cost incurred by the City in administering the provisions of this Chapter.

19.41.030 Owner's Agent

An owner may retain an agent or a representative to comply with the requirements of this Chapter, including, without limitation, the filing of an application for a permit that has been signed and notarized by the owner, the management of the vacation home rental, and compliance with the conditions to the permit. The permit shall be issued only to the owner of the vacation home rental. The owner is

responsible for compliance with the provisions of this Chapter and the failure of an agent to comply with this Chapter shall be deemed noncompliance by the owner.

19.41.035 Application

The owner or owner's agent shall submit an application for a Vacation Home Rental Permit to the Community Development Director (Director). The application for a Vacation Home Rental Permit shall be upon forms provided by the City and shall contain at a minimum the following information:

- A. The name, address and telephone number of the owner of the vacation home rental for which the permit is to be issued.
- B. The name, address and telephone number of the agent, if any, for the vacation home rental.
- C. Evidence of a valid transient occupancy tax registration certificate and business license issued by the City for the vacation home rental.
- D. Proof of general liability insurance in the amount of \$1 million combined single limit and an executed agreement to indemnify, defend and hold the City harmless from any and all claims and liabilities of any kind whatsoever resulting from or arising out of the vacation home rental use.
- E. Acknowledgement of receipt and inspection of a copy of all regulations pertaining to the operation of a vacation home rental in the City.
- F. Such other information as the Director may deem reasonably necessary to administer this Chapter.

19.41.040 Findings for Approval

Prior to approving an application for a Vacation Home Rental Permit, the Director shall find that all of the following are true:

- A. That the site upon which the vacation home rental use is to be established is adequate in size and shape to accommodate said use.
- B. That the residential character of the neighborhood in which the use is located will be maintained and preserved and that the issuance of the permit will not be detrimental to the public health, safety and welfare of the residents in the neighborhood or injurious to the community within the vicinity and the district in which the use is located.

19.41.045 Notice

Prior to approval of a Vacation Home Rental Permit, the Director shall notify all owners of property within 300 feet of the site by first-class mail that a permit application has been received and is pending approval. The notice shall be mailed at least 10 days prior to making a final determination on the application. The notice shall provide a brief description of the use requested by the applicant, shall indicate the date the permit will be issued, and shall indicate where information regarding the application may be obtained.

19.41.050 Denial of Permit

No application for a permit, or a subsequent renewal, shall be denied if it meets the conditions of permit issuance pursuant to this Chapter. No permit or renewal of a permit may be issued to the same owner if a permit for the vacation home rental location has been revoked within one year of the application date, or is in the process of being revoked pursuant to Section 19.41.080 (Noncompliance) of this Chapter.

19.41.055 Appeal

Appeal of an action made pursuant to this Chapter shall be filed in accordance with Section 19.28.120 (Appeals), except that the appeal shall be filed within 10 days of the date of notice, as required in Section 19.41.045 (Notice). If no appeal is filed in a timely fashion, the decision of the Director shall be final.

19.41.060 Permit Renewal

The owner(s) shall renew a Vacation Home Rental Permit annually prior to the permit issuance anniversary date, and shall include in the renewal application any changes to the information requirements set forth in Section 19.41.035 (Application), a renewal fee, and current proof of general liability insurance pursuant to Subsection 19.41.035.D.

19.41.065 Permit Issuance

Permits issued pursuant to this Chapter are subject to the following standard conditions:

- A. Prior to issuance of the Vacation Home Rental Permit, the owner(s) shall request, and pay the applicable fee for, an inspection from the City's Building & Safety Division to confirm that the required fire and safety protection measures are in place and functioning, including but not limited to smoke detector(s), carbon monoxide detector(s), and fire extinguisher(s).
- B. Prior to issuance of the initial Vacation Home Rental Permit for a property, the owner/agent shall provide certification dated within one year of application for the permit, from a state-licensed and certified septic inspector or inspection service that each septic system located upon the site of the vacation home rental is functioning properly and conforms to all applicable city, county and state health and safety regulations and requirements.
- C. The owner shall provide a valid 24-hour emergency contact telephone number for the owner and/or agent of a vacation home rental. Failure to provide and maintain a valid 24-hour contact telephone number(s) for the owner and/or agent responsible for a vacation home rental shall constitute a violation of the provisions of this Development Code and shall be grounds to revoke an approved permit for a vacation home rental.
- D. The vacation home rental must have a minimum of two off-street, on-site parking spaces. When the unit consists of more than four bedrooms, each additional bedroom or sleeping area beyond the first four shall be provided with one dedicated parking stall measuring 19 feet in length and 9 feet in width. No portion of any such required parking stall shall be located within either a required front or

street side yard setback area. All required parking spaces shall comply with the location and design standards established by the provisions of Chapter 19.82 (Off-Street Parking and Loading).

- E. The vacation home rental must have a visible house number easily seen from the street, day or night.
- F. All advertising for the short-term rental shall include the City-issued permit number.
- G. A minimum stay of two consecutive nights shall be required.
- H. The maximum overnight occupancy of the vacation home rental shall be limited to two persons per bedroom, plus two additional persons, excluding persons 5 years of age or younger.
- I. No on-site exterior signs are to be posted advertising a vacation home rental, except that a single sign no smaller than 1 square foot in size and no larger than 2 square feet in size shall be displayed in a location clearly visible from the adjacent street. The sign shall only contain a 24-hour contact number for the owner or agent, and the permit number.
- J. Prior to commencement of the use, the owner shall register the property with the City Finance Department for transient occupancy tax reporting and payment.
- K. Each vacation home rental use shall register with the City Finance Department and pay the applicable fee to obtain a business license.
- L. The Director shall have the authority to establish additional standard conditions, as necessary to achieve the objectives of this Chapter.
- M. The Planning Commission shall have the authority to impose additional conditions on any permit in the event of any violation of the conditions to the permit or the provisions of this Chapter subject to compliance with the procedures specified in Section 19.41.080 (Noncompliance).
- N. The owner or agent shall sign an acknowledgement of the requirements for operation of the vacation home rental as set forth in this Chapter.

19.41.070 Operating Standards

Vacation home rentals shall comply with the following operating standards. A failure to comply and/or conform to the following standards shall constitute a violation of the City's Municipal Code, and shall be grounds to revoke an approved Vacation Home Rental Permit.

A. Structural and Design Features.

- 1. Each dwelling used as a vacation home rental shall maintain an operational fire extinguisher, smoke detector(s) and carbon monoxide detector(s) (one per bedroom plus one in each hallway) conforming to the Uniform Building Code Standards (UBC No. 43-6). Exit/egress and an emergency evacuation map must be displayed in a prominent location in each room used for sleeping purposes.

2. Alterations or modifications made to any structure(s) and to the site used for a vacation home rental use shall be compatible with the character of a single-family residence and the surrounding residential neighborhood. Alterations and modifications shall also comply with all applicable provisions, requirements and standards of the City's Municipal Code. Vacation Home Rental Permits will not be issued to structures that have been previously altered or modified without obtaining a building permit for the alteration or modification.
 3. Any lights used to illuminate a site used for a vacation home rental purpose shall be designed so as to reflect away from adjoining properties and all public rights-of-ways and shall comply with Chapter 19.78 (Lighting Standards).
 4. The home used for a vacation home rental shall not be modified to allow or contain more than one kitchen/cooking facility.
 5. The owner/agent shall ensure that the occupants of the short-term rental do not create unreasonable noise or disturbances, engage in disorderly conduct, or violate provisions of the Municipal Code or any state law pertaining to noise, disorderly conduct, overcrowding, the consumption of alcohol, or the use of illegal drugs. Owners are expected to take measures necessary to abate disturbances, including, but not limited to, directing the tenant, calling for law enforcement services or City code enforcement officers, evicting the tenant, or any other action necessary to immediately abate the disturbance.
 6. The owner/agent, upon notification that occupants or tenants of the rental have created unreasonable noise or disturbances, engaged in disorderly conduct, or committed violations of the Municipal Code or state law, shall take immediate action within one hour of notification to prevent a recurrence of such conduct by the occupants and/or guests.
- B. Contact Information. The owner shall maintain a valid 24-hour contact telephone number for the owner/agent of a vacation home rental. Failure to maintain a valid 24-hour contact telephone number(s) for the owner and/or responsible individual of a vacation home rental shall constitute a violation of the provisions of this Development Code and shall be grounds to revoke an approved permit pursuant to Section 19.41.080 (Noncompliance) of this Chapter.
- C. Records, Business License, Transient Occupancy Tax and Performance Deposit.
1. Records of all guests who patronize the vacation home rental unit shall be preserved for a minimum period of three years before such records are discarded. Such records shall be made available to the City within five working days upon written request from the City. Failure to preserve patronage records or failure to present patronage records when requested by the City to do so shall be grounds to revoke the Vacation Home Rental Permit.
 2. A valid Business License shall be maintained for each vacation home rental.

3. Each vacation home rental use shall report and remit to the City Finance Department all transient occupancy tax due and required by Chapter 3.24 of the Municipal Code.

D. Rental Agreement.

1. A rental agreement shall be required for each rental of an approved vacation home rental unit prior to occupancy.
2. Prior to occupancy, the owner shall obtain the name, address and driver's license number or a copy of the passport of the primary responsible adult occupant of the vacation home rental.
3. The rental agreement shall disclose that riding off-road vehicles is restricted to approved OHV areas only. The rental agreement shall also inform the tenant that they are subject to the local Noise Control Ordinance.
4. The rental agreement shall disclose that all animals under the renter's control shall be cared for in a manner consistent to Subsection 19.41.070.F (Animals), and in conformance with all City and County animal standards.
5. Each lease or rental agreement shall include the following notifications and disclosures, which shall also be posted in a conspicuous location inside the vacation home rental:
 - a. The maximum number of occupants that are permitted and notification that failure to conform to the maximum occupancy is a violation of this Chapter.
 - b. The number of parking spaces provided, and the location of assigned parking and the maximum number of vehicles that are permitted.
 - c. The trash pickup day(s) and applicable regulations pertaining to leaving or storing trash on the exterior of the property.
 - d. Notification that the occupant may be subject to citation and fines for violating applicable ordinances and laws.
 - e. The name of the managing agency, agent, rental manager, local contact person or owner of the unit, a telephone number at which that party may be reached at all times, and 911 emergency information.

E. Parking, Access and Driveways.

1. The maximum number of vehicles allowed at the vacation home rental shall be limited to one vehicle per one bedroom unit in the rental, but in no case shall the number of vehicles exceed the number of available on-site parking spaces.

2. The property owner of each vacation home rental shall ensure that all required accesses, driveways and parking spaces remain clear and unobstructed, and are available and ready for the occupants' use at all times.
 3. Parking of commercial vehicle(s), excluding pickup trucks and vehicles weighing less than 10,000 pounds gross vehicle weight, anywhere on a site approved for a vacation home rental, except temporarily for durations of less than four hours when actively being loaded or unloaded, is prohibited.
- F. Animals. Occupants are prohibited from allowing animals under their control to roam freely outside of the vacation rental home at any time. Animals may not be restrained and left unattended outside at any time. All animals under the occupant's control shall be restrained and cared for in a manner consistent with all City and County animal control standards.
- G. Property Maintenance.
1. The owner/agent shall keep or cause to be kept the vacation home rental property including landscaping in a neat, clean and orderly manner at all times. Where a property is not maintained as specified herein, the property owner shall be required to restore the property to its required neat and clean manner, pursuant to the requirements of Chapter 19.146 (Nuisance Abatement). A failure to return the property to a neat, clean, and orderly manner within 30 days of a notice to do so shall be grounds for revocation of the Vacation Home Rental Permit pursuant to Section 19.41.080 (Noncompliance) of this Chapter.
 2. In accepting the right to operate a vacation home rental as approved under a Vacation Home Rental Permit, if the property owner fails to restore the property and/or landscaping to its required neat, clean and orderly manner, the property owner declares and provides an express permission and consent to the City, or agents acting on its behalf, to enter the property to restore the property and/or landscaping to its required neat, clean and orderly manner as prescribed in Chapter 19.146 (Nuisance Abatement).
 3. Trash and refuse shall not be left stored within public view, except in proper containers for the purpose of collection by the responsible trash hauler. The owner of the short-term rental shall provide sufficient trash collection containers and service to meet the demand of the occupants.
 4. All pools and/or spas on-site shall be maintained in a neat, clean and healthy manner at all times. Each and every pool and/or spa shall conform to the requirements of the City's Building & Safety Codes and all applicable codes of the San Bernardino County and the state of California.
- H. Miscellaneous Conditions.
1. No signage of any type or nature shall be placed upon the site to identify the property as a vacation home rental or to solicit rental of such residence, except as set forth in Section 19.41.065 (Permit Issuance).

2. Any advertisement in any media format shall not identify the street address of the vacation home rental.


19.41.080 Noncompliance

The approval authority may revoke or void any permit for a vacation home rental use for noncompliance with the conditions and standards set forth in this Chapter and pursuant to the procedures established in Section 19.28.160 (Revocation or Modification).

- A. Violations. The following conduct shall constitute a violation for which the penalties specified in Subsection 19.41.080.B (Penalties) may be imposed, or the permit revoked:
 1. The owner/agent has failed to comply with the standard and/or operational conditions specified in Sections 19.41.065 (Permit Issuance) and 19.41.070 (Operating Standards).
 2. The owner/agent has failed to comply with conditions imposed by the Director pursuant to the provisions of Section 19.41.065 (Permit Issuance).
 3. The owner/agent has failed to comply and pay any fines imposed pursuant to Section 19.41.080 (Noncompliance) within 30 days of the date of notification.
 4. The owner/agent has failed to comply and pay the transient occupancy tax or submit a report as required by Chapter 3.24 of the Municipal Code within the required time limit.
- B. Penalties. The penalties for violations specified in Subsection 19.41.080.A shall be the responsibility of the owner as follows:
 1. For the first violation within any 12-month period, the penalty shall range from a notice of violation to a fine not to exceed \$250.00.
 2. For a second violation within any 12-month period, the penalty shall range from a notice of violation to a fine not to exceed \$500.00.
 3. For a third violation within any 12-month period, the penalty shall range from a notice of violation to a fine not to exceed \$1,000.00 to revocation of the permit with the provisions of Section 19.28.160 (Revocation or Modification).
- C. In lieu of revocation or fines as set forth above, the Planning Commission, at its sole discretion, and based upon the severity of the violations proven at an advertised revocation hearing in conformance to Section 19.28.160 (Revocation or Modification), may suspend the Vacation Home Rental Permit and the associated right to use a property as a vacation home rental for a specified period, not to exceed 12 months.

**City of Twentynine Palms
Department of Building and Safety
Permit Form**

Submit Application at 6136 Adobe Road, Twentynine Palms. No online submittal available.

<p>Job Address</p> <p>Street #: _____ Street Name: _____ Apt/Suite: _____ Lot: _____ APN: _____ Tract: _____ Cross Street: _____</p>	<p>Application Date _____ Issue Date _____ Fees Paid _____ Census Code _____</p> <p>Permit Use _____</p>																																		
<p>Owner: _____ Contact Person: _____ Street#: _____ Street Name: _____ City: _____ State: _____ Zip: _____ Phone: _____ Cell: _____ Owner/Builder <input type="checkbox"/> Email: _____</p>	<p>Planning/Setbacks</p> <p>Zoning _____ Planner _____ Front _____ Side/Side Street _____ RW _____ Rear _____ Side _____ RW _____</p>																																		
<p>Applicant: _____ Contact Person: _____ Street#: _____ Street Name: _____ City: _____ State: _____ Zip: _____ Phone: _____ Cell: _____ Owner/Builder <input type="checkbox"/> Email: _____</p>	<p>Sewer Permit # _____ Disposal _____ Type: _____ SQ FT/100 gal _____</p>																																		
<p>Contractor: _____ Contact Person: _____ Street#: _____ Street Name: _____ City: _____ State: _____ Zip: _____ Phone: _____ License #: _____ Email: _____</p>	<p>Grading CU Yds Excavate _____ CU Yds Fill _____ Total _____</p> <table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="width:15%;"></th> <th style="width:15%;">Type</th> <th style="width:15%;">SQ FT</th> <th style="width:15%;">FACTOR</th> <th style="width:40%;">AREA/VALUATION</th> </tr> </thead> <tbody> <tr> <td rowspan="5" style="text-align: center; vertical-align: middle;">Garage Porch</td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table> <p>Valuation _____ Adj Area _____</p>		Type	SQ FT	FACTOR	AREA/VALUATION	Garage Porch																												
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	<p>Receipt # _____ Paid by _____ Validation _____</p>																																		

CERTIFICATION OF COMPLIANCE AND AUTHORIZING OF ENTRY: I certify I have read this application and state that the above information is correct. I agree to comply all state laws and city and county ordinances relating to building construction, and authorize a representative of the City to enter upon the property for which I have applied for this permit for the purpose of making inspections.

X Signature of Applicant or Agent: _____ Date _____



LICENSED CONTRACTORS & OWNER BUILDER DECLARATION

1. Licensed Contractors Declaration

I hereby affirm under penalty of perjury that I am licensed under provisions of Chapter 9 (commencing with section 7000) of Division 3 of the Business and Professions Code and my license is in full force and effect.

Twentynine Palms City Business License No.: _____

Name of License Holder: _____

License Class: _____

License No.: _____

Expiration Date: _____

Contractor: _____

Date: _____

2. Owner-Builder Declaration

I hereby affirm under penalty of perjury that I am exempt from the Contractors License Law for the following reason (Sec. 7031.5) Business and Professions Code: Any city or county which requires a permit to construct, alter, improve, demolish, or repair any structure, prior to its issuance, also requires the applicant for such permit to file a signed statement that he or she is licensed pursuant to the provisions of the Contractors License Law (Chapter 9 [commencing with Section 7000] of Division 3 of the Business and Professions Code) or that he or she is exempt there from and the basis for the alleged exemption. Any violation of Section 7031.5 by any applicant for a permit subjects the applicant to a civil penalty of not more than five hundred dollars (\$500.00);

I, as owner of the property, or my employees with wages as their sole compensation, will do the work, and the structure is not intended or offered for sale (Sec.7044, Business and Professions Code: The Contractors License Law does not apply to an owner of property, who builds or improves thereon, and who does such work himself or herself or through his or her own employees, provided that such improvements are not intended or offered for sale. If, however, the building or improvements are sold within one year of completion, the owner-builder will have the burden of proving that he or she did not build or improve for the purpose of sale.)

I, as owner of the property, am exclusively contracting with licensed contractors to construct the project (Sec. 7044, Business and Professions Code: The Contractors License Law does not apply to an owner of property who builds or improves thereon, and who contracts for such projects with a contractor(s) licensed pursuant to the Contractors License Law.)

I am exempt under Sec. _____ Business and Professions Code for this reason: _____

Owner _____ Date _____

3. Workers' Compensation Declaration

I hereby affirm under penalty of perjury one of the following declarations:

I have and will maintain a certificate of consent to self-insure for workers' compensation, as provided for by Section 3700 of the Labor Code, for the performance of the work for which this permit is issued.

I have and will maintain workers' compensation insurance, as required by Section 3700 of the Labor Code, for performance of the work for which this permit is issued. My workers' compensation insurance carrier and policy number are:

Carrier _____

Policy Number _____

(This section need not be completed if the permit is for one hundred dollars (\$100.00) or less)

I certify that in the performance of the work, for which this permit is issued, I shall not employ any person in any manner so as to become subject to workers' compensation laws of California, and agree that if I should become subject to worker's compensation provisions of Section 3700 of the Labor Code, I shall forthwith comply with those provisions.

Applicant _____ Date _____

WARNING: FAILURE TO SECURE WORKERS' COMPENSATION COVERAGE IS UNLAWFUL, AND SHALL SUBJECT AN EMPLOYER TO CRIMINAL PENALTIES AND CIVIL FINES UP TO ONE HUNDRED THOUSAND DOLLARS (\$100,000), IN ADDITION TO THE COST OF COMPENSATION, DAMAGES AS PROVIDED FOR IN SECTION 3706 OF THE LABOR CODE, INTEREST, AND ATTORNEY'S FEES.

4. Construction Lending Agency

I hereby affirm under penalty of perjury that there is a construction-lending agency for the performance of the work for which this permit is issued.

Lender's Name _____

Lender's Address _____

5. Certification

I certify that I have read this application and state that the above information is correct, I agree to comply with all City and County ordinances and State laws relating to building construction, and hereby authorize representatives of this city to enter upon the above-mentioned property for inspection purposes.

Project Address: _____

Permit No.: _____

Signature of Applicant or Agent _____

Date _____



CITY OF TWENTYNINE PALMS
BUILDING & SAFETY DEPARTMENT

SMOKE DETECTOR AND CARBON MONOXIDE SELF-CERTIFICATION

Permit # _____ Date _____

Project Address _____

Property Owner _____

I, the undersigned, hereby certify that I am the permittee, owner or occupant of the above referenced property. I further certify that smoke alarms and carbon monoxide alarms are present and tested to be functional in all the following locations:

NOTE: Retrofit smoke detectors may be battery operated. Multipurpose alarms (both Carbon Monoxide and Smoke Alarms) shall comply with applicable standards, and requirements for listing and approval by the State Fire Marshall.

All Boxes must be checked:

- Smoke Alarms and Carbon Monoxide Alarm: On the ceiling or wall outside of each separate sleeping area in the immediate vicinity of the bedrooms or in each hallway outside of the rooms.
- Smoke Alarms: in each room for sleeping purposes

Signature

Date

California Residential Code (CRC) Section R314.1, CRC R315.2 states in part that existing dwellings "...retrofitted with smoke detectors and carbon monoxide detectors when a building permit is issued for, worked on or in a building that is valued at \$1,000 or more." CRC Section R314.3, CRC R315.3 defines required locations as indicated above.

****This Certificate is only used for projects to the exterior or the structure where access to the interior of the dwelling by the City of Twentynine Palms Building Inspector is not achieved during the course of project construction.



AFFIDAVIT FOR WATER CONSERVATION FIXTURES

AFFIDAVIT FOR WATER CONSERVATION FIXTURES

The purpose of this Affidavit is to verify the installation of water conserving plumbing fixtures within existing buildings **built and available for use on or before January 1, 1994** in lieu of an inspection when a permit is issued for building alterations or improvements. A signed copy of this Affidavit shall be submitted to the Building Inspection Section **prior to Final Inspection** approval of the project/permit. Existing water conserving plumbing fixtures must comply with California Senate Bill No. 407 (CA SB 407)/California Civil Code, Sections 1101.1-1101.8.

Property Address: _____

Project/Permit#(s): _____

For multiple dwelling/suite units, clearly print below the building or unit number (i.e., Unit A, Unit B, #203,#208, etc.) of each dwelling/suite unit with installed water conserving fixtures: _____

Civil Code defines non-compliant plumbing fixtures as follows:

1. Any toilet manufactured to use more than 1.6 gallons of water per flush.
2. Any urinal manufactured to use more than one gallon of water per flush
3. Any showerhead manufactured to have a flow capacity of more than 2.5 gallons of water per minute.
4. Any faucet that emits more than 2.2 gallons of water per minute

Non-compliant plumbing fixtures must be replaced with fixtures that are "in compliance with current building standards applicable to a newly constructed real property of the same type."

Exceptions: Per civil Code Section 1101.7, this article **shall not apply** to any of the following **(if applicable circle exception):**

- a) Registered historical sites.
- b) Real property for which a licensed plumber certifies that, due to the age or configuration of the property or its plumbing, installation of water-conserving plumbing fixtures is not technically feasible. **(Note: Must be signed by Licensed Plumbing Contractor only if exempted).**
- c) A building for which water service is permanently disconnected.
- d) Building was built and available for use on or after January 1, 1994.

I hereby affirm that I personally inspected all plumbing fixtures at the above referenced address (es), and that all existing plumbing fixtures are exempt pursuant to CA Civil Code Section 1101.7.

Print Name: _____ Date: _____

Signature: _____

Plumbing Contractor's Business Name: _____ License Number: _____

CITY OF TWENTYNINE PALMS BUSINESS LICENSE APPLICATION

www.29palms.org

City of Twentynine Palms
 Business License Department
 73660 Civic Center Dr, Ste. D
 Twentynine Palms, CA 92277
 (760) 367-6799 Ext. 1012

Receipt # _____
 New _____ Changes _____



dmcreeynolds@29palms.org

Business Name (dba or Fictitious Name):	Business Address(City, State,Zip):
---	------------------------------------

Mailing Address (City, State, Zip): _____

Business Telephone #:	Manager's Name:	Date Business Opened in City:
-----------------------	-----------------	-------------------------------

Emergency Telephone #:	Email Address:	Alarm Company? ____ Yes ____ No Alarm Company Name:
------------------------	----------------	---

Type of Organization ____ Sole Proprietorship ____ Partnership ____ Corporation

Business Owner Name:	Home Telephone # :	Date of Birth:	Driver's License # (including State):
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Home Address:	City:	State:	Zip Code:
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Business Owner Name:	Home Telephone # :	Date of Birth:	Driver's License # (including State):
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Home Address:	City:	State:	Zip Code:
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Building Owner Information - Name:	Address:	Telephone:
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Resale # (CA Board of Equalization)	State Employer ID # (DE3 Form)	Federal Employer # (Tax ID #)
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Health Permit # :	ABC License (Alcohol) :	Other:	
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State Contractor's License # :	Classification # <input type="checkbox"/> A <input type="checkbox"/> B <input type="checkbox"/> C
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Describe Nature of Business or Activity for which License is Requested: _____

Under penalty of perjury I declare that all information on this application is to the best of my knowledge and belief true and correct statement of fact. I understand that, in addition to obtaining a business license, I must comply with all other City, County, State and Federal laws, regulations, and ordinances.

Business Owner's

Signature:	Title:	Date:
------------	--------	-------

City Use Only

	Date		Fees	
Business Licenses	_____	_____	Application Fee (NonRefundable) :	\$ 85.00
Planning	_____	_____	Home Occupation Permit Fee :	\$ _____
Building & Safety	_____	_____	SB 1186:	\$ 1.00
Fire	_____	_____		
Code Enforcement	_____	_____		
(Home Business Only)	_____	_____		
Police	_____	_____		
A.P. # _____ Zoning: _____			Total Due:	\$ _____

Granting a Business License does not entitle holder to operate or maintain a business in violation of any law or ordinance.

Please Complete Form on Reverse

**THIS FORM MUST BE RETURNED WITH THE BUSINESS LICENSE APPLICATION
OR RENEWAL NOTICE AND PAYMENT**

Business Name: _____ Owner Name: _____

Dear Business Owner/Operator:

In September 1992, the State of California passed AB 3251, which became effective on January 1, 1993. This bill requires that every employer who applies for or renews a business license to provide proof of valid workers' compensation or proof of compliance with self-insured provisions.

Please complete the declaration below and return this form with your business license application or your renewal notice and payment. Your cooperation is appreciated. If you have any questions, please call the City of Twentynine Palms Business License Department at (760) 367-6799.

AB 3251 SEC 2. Section 3711 of the Labor Code is amended to read:

3711. (a) Every employer who applies for any license of or renewal of any license for a business issued pursuant to Section 37101 of the Government Code or Section 7284 of the Revenue and Taxation Code shall complete and sign a declaration that states the following:

WORKERS' COMPENSATION DECLARATION

I hereby affirm, under penalty of perjury, one of the following declarations:

- I have and will maintain a certificate of consent to self-insure for workers' compensation, as provided by Government Code Section 3700, for the duration of any business activities conducted for which this license is issued.
- I have and will maintain workers' compensation insurance, as required by Government Code Section 3700, for the duration of any business activities conducted for which this license is issued.

My workers' compensation insurance carrier and policy number are:

Carrier: _____

Policy Number: _____

- I certify that the performance of any business activities for which this license is issued, I shall not employ any person in any manner so as to become subject to the workers' compensation laws of California, and agree that if I should become subject to the workers' compensation provisions of Section 3700 of the Labor Code, I shall forthwith comply with the provisions of Section 3700.

Signature: _____ Title: _____ Date: _____

WARNING: FAILURE TO SECURE WORKERS' COMPENSATION COVERAGE IS UNLAWFUL, AND SHALL SUBJECT AN EMPLOYER TO CRIMINAL PENALTIES AND CIVIL FINES UP TO \$100,000, IN ADDITION TO THE COST OF COMPENSATION, DAMAGES, INTEREST AND ATTORNEY'S FEES AS PROVIDED FOR IN SECTION 3706 OF THE LABOR CODE.