



COUNTY OF SANTA CRUZ

PLANNING DEPARTMENT

701 OCEAN STREET, 4TH FLOOR, SANTA CRUZ, CA 95060
(831) 454-2580 FAX: (831) 454-2131

Vacation Rental/ Hosted Rental Waitlist Request Form

Property Owner Information:

Owner Name(s): _____

Site Parcel Number (if known): _____

Site Address: _____

Owner Mailing Address: _____

Owner Phone #: _____ Mobile Phone #: _____

Owner Email: _____

Wait List Request:

- ☐ Vacation Rental
- ☐ Hosted Rental
- ☐ Annual Waitlist Fee

The Vacation Rental Wait List applies to the three Designated Areas within the County: Live Oak Designated Area (LODA), Seacliff/Aptos/La Selva Designated Area (SALSDA), and Davenport/Swanton Designated Area (DASDA). The Hosted Rental Wait List applies both in the Designated Areas and County-wide. The List shall be maintained and administered by the Planning Department. Permits shall be issued on a first-to-apply, first-to-be-eligible basis. Permit eligibility shall be reviewed and permits issued (if available) biannually.

To submit a Wait List Request, please complete this form and email it to Donovan Arteaga at Vacation.Eplanreview@santacruzcountyca.gov for review and signature. **Applications will not be accepted without signature.** Following receipt of signature, please drop off the completed form with the cashier during Planning Counter business hours, or mail it, along with the annual Wait List Fee (\$145.00 check made out to the County of Santa Cruz) to:

County of Santa Cruz
Planning Department
Attn: Vacation Rental Processing
701 Ocean Street, Room 400
Santa Cruz, CA 95060

* Please note, Wait List requests are non-transferrable. Change of ownership or change of site address shall render the Wait List request null and void.

Application reviewed and approved by: _____ (Planning Staff)