

Changes Requiring Notification

Effective 7/28/2022, in accordance with SBCC 84.28.050 (b)(3), the following changes require surrounding property owner notification:

- The name of the managing agency, agent, property manager, or any person responsible for the rental unit.
- The telephone number at which the contact may be immediately reached on a 24-hour basis.
- The maximum number of occupants allowed in the dwelling unit.
- The maximum number of vehicles allowed to be parked on the property.

A notification fee of \$485 will be required for these changes. Once we have been notified of the change, an invoice will be sent via EZOP. Payment must be made within 5 business days. Failure to pay the notification fee within the 5 business days will result in enforcement action that may include suspension and revocation of the rental permit.

Any changes to this information made while the application is being processed for a renewal or new application, will not require an additional notification fee if the changes are reported after payment of the invoice and prior to approval of the application.

Please note, a short-term rental may not advertise or operate beyond the maximum permitted occupancy and/or parking limits.

For permitted occupancy or parking changes, please call us at 909-884-4056 or reach us by email at: shorttermrental@lus.sbcounty.gov

For contact information changes, click here [Property-Manager-Change-Request.pdf \(sbcounty.gov\)](#) and submit your requested changes via email to: shorttermrental@lus.sbcounty.gov

The notification fee will be assessed and must be paid via your EZOP account.