

## **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.

A notification fee of \$259 (as of July 1, 2025) 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.

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

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

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

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