



Rules and Regulations for Short Term Rental (STR) Permits City of Seal Beach

This document is a quick reference only. Refer to Ordinance 1701 for complete information. Confirmation that you have read the complete Ordinance will be required on the STR application.

- An STR Permit is required to operate short term rental unit.
- STR Permit fee is \$600 initially, then \$400 annually.
- A City of Seal Beach business license is required to obtain an STR permit.
- Owner shall maintain in effect a policy or policies of liability insurance for the property and the STR that name the City, its officers, agents and employees as additional insured with the STR permit application and each renewal application.
- STR unit must be a legally permitted dwelling unit located within the Coastal Zone.
- STRs are prohibited in any part of the property not approved, permitted, and constructed for residential use, including but not limited to: vehicles parked on the property, storage sheds, trailer(s), garage(s), boat(s), treehouse(s), tent(s), or any other temporary structure.
- Permit will not be issued to a property owner whose HOA prohibits such activity.
- STRs are not permitted for deed restricted affordable housing units.
- Accessory Dwelling Units (ADUs) as defined in SBMC Section 1104.05.115(B) shall not be used as an STR unless the unit was legally established prior to January 1, 2020.
- Junior Dwelling Units (JADUs) are prohibited for use as STRs.
- The first STR permits will be issued on a lottery basis to eligible applicants, and a wait list established for those not awarded permits.
- To enter the lottery, owner must fill out and submit a pre-application.
- Lottery winners will be given 8 weeks to complete necessary forms, pay fees, obtain insurance and a business license, and retain a Local Contact Person if needed.
- STR permit is valid for one (1) year from the date of issuance. The permit may be renewed on an annual basis provided all rules and requirements are followed.
- When an STR permit is obtained for a property or unit, an inspection will be warranted and then required annually.
- STR permits may not be transferred or assigned and do not run with the land. Upon sale of the property, a new owner who wishes to use a unit as an STR must apply for a new permit if available, or alternatively be added to the waitlist if established.

- STR Permit holders must designate and identify a local contact person who shall be available twenty-four (24) hours per day, seven (7) days a week for: responding within one (1) hour to complaints regarding the condition, operation, or conduct of the STR or its occupants; and taking any remedial action necessary to resolve such complaints.
- Maximum number of guests allowed is two (2) per bedroom, plus two (2) additional Guests (including children).
- In no event or circumstance may the maximum occupancy exceed twelve (12) persons in any STR, regardless of number of bedrooms.
- Events exceeding the maximum allowed occupancy such as parties, weddings, fundraisers, etc., are prohibited.
- Owner shall insure that occupants and/or their guests do not create unreasonable noise or disturbances, engage in disorderly conduct, or violate provisions any Federal, State, or Local laws.
- Each STR shall have a notice posted within the unit in a location clearly marked and accessible to the Guest containing the following information:
 - The maximum number of occupants permitted in the unit
 - Location of parking spaces
 - Name and contact information for the owner and/or local contact person
 - Trash and recycling disposal and pick up information
 - Emergency contact information for police, fire, or emergency medical services
 - Evacuation plan for the unit showing emergency exit routes, exits, and fire extinguisher locations, and tsunami evacuation routes, if the STR is located in a tsunami zone.
- Owner shall equip the unit with working fire extinguishers, smoke alarms, and carbon monoxide detectors.
- No advertising displays, including identification as an STR, may be placed on the property.
- Transient Occupancy Taxes shall be remitted to the City on all STRs pursuant to SBMC 4.35, and in the manner determined by the Director of Finance.