



SHORT-TERM VACATION RENTALS FREQUENTLY ASKED QUESTIONS

What is a short-term vacation rental?

A short-term vacation rental, as defined in Section 5.08.020 of the Goleta Municipal Code, means a dwelling unit other than a dwelling unit located in a hotel, as those terms are defined in the Code, that is rented to a tenant for a period of not more than 30 consecutive days. (Ord. 15-02 § 1)

How do I apply for a short-term vacation rental permit?

Applications are available at City Hall located at 130 Cremona Drive, Suite B in Goleta. You may also print an application available on the City's website www.cityofgoleta.org/city-hall/finance/short-term-vacation-rentals.

How do I inform the neighboring residences and businesses (located within 200 feet of the short-term vacation rental) that I have applied for a Short-Term Vacation Rental Permit?

The City of Goleta has made available a Public Notice form which is available at City Hall located at 130 Cremona Drive, Suite B in Goleta. You may also print this form available on the City's website www.cityofgoleta.org/city-hall/finance/short-term-vacation-rentals.

The Public Notice form must be mailed at least 30 days prior to issuance of the permit.

How much does a permit cost?

The permit fee is \$75.

Is a short-term vacation rental subject to Transient Occupancy Tax (TOT) and Tourism Business Improvement District Assessment (TBID)?

Yes. Short-term vacation rentals are subject to a 12 percent Transient Occupancy Tax (TOT) as well as a Santa Barbara South Coast Tourism Business Improvement District assessment (TBID). The property owner or owner's agent shall be responsible for the collection and

remittance of “TOT” and the “TBID” assessment. The current “TBID” rate for vacation rentals is \$2.00 per night.

A “TOT” Registration Certificate must be issued by the City Finance Director pursuant to Goleta Municipal Code Chapter 3.06. A copy of Goleta Municipal Code Chapter 3.06 Transient Occupancy Tax can be viewed on the City’s website www.cityofgoleta.org/city-hall/cityattorney/cityofgoletamunicipalcode/Title3RevenueandFinance/Chapter3.06TransientOccupancyTax.

You may obtain a “TOT” Application for Certificate Registration at City Hall at 130 Cremona Drive, Suite B in Goleta. You may also print an application available on the City’s website www.cityofgoleta.org/city-hall/finance/short-term-vacation-rentals.

Upon approval of a Short-Term Vacation Rental permit, you will be provided with additional instructions on “TOT” monthly remittance.

How long does it take to get a permit?

A permit can usually be issued within 2 weeks of receiving the application.

Do I need a business license to operate a short-term vacation rental?

A business license is required for management of a short-term vacation rental in Goleta, in addition to the short-term vacation rental permit.

Applications for a business license are available at City Hall at 130 Cremona Drive, Suite B in Goleta. You may also print an application available on the City’s website www.cityofgoleta.org/city-hall/finance/short-term-vacation-rentals.

Surety Bond Compliance:

To stay in compliance with your Short-Term Vacation Rental permit, you must obtain and maintain a surety bond. The agency, which carries your bond, is required to notify the City if the surety bond has been cancelled.

How do I apply for a surety bond?

Most applicants have accessed a website by searching surety bonds or you may contact your Insurance Broker. You may also contact Brown & Brown in Goleta at (805) 690-2612 to inquire more information regarding surety bonds. Once you have been approved, you should submit a copy of the surety bond along with your Short-Term Vacation Rental Application.

What are my responsibilities?

It is important for property owners and agents to be familiar with and adhere to the provisions of Goleta Municipal Code Chapter 5.08 and understand they are responsible for ensuring they are good short-term vacation rental operators.

Owners are also ultimately responsible for ensuring their renters and guests comply with the operational requirements set forth in Goleta Municipal Code Chapter 5.08. Failure of owners or agents to ensure compliance with Goleta Municipal Code Chapter 5.08 may result in revocation of the permit.

Do I have to renew and pay an annual permit fee?

No. This is a one-time permit fee. However, the owner or owners must annually submit a Confirmation of Compliance Form and renew the Business License. The purpose of this annual form is to obtain confirmation that all owners are complying with all elements of the performance standards and the approved nuisance response plan and confirming that the nuisance response plan is current and accurate.

Where will the City mail permits and notices?

The City will mail all permits and notices to the applicant and mailing address indicated on the Short-Term Vacation Rental application. The City will not issue copies to the owners if different than applicant name.

Can I change information contained in the nuisance response plan already filed with the City?

Yes. At any time, the owner or owners of a short-term vacation rental may change the content of the nuisance response plan by filing an Amendment Nuisance Response Plan and Declaration of Notification.

Is there a fee that applies to nuisance response plan amendments?

No. The City currently does not require a fee.

For more information or to submit written comments or concerns, please contact the Finance Permit Administrator:

Finance Department

Phone: (805) 961-7500

Fax: (805) 961-8084

Email: businesslicense@cityofgoleta.org