



CITY OF GRASS VALLEY
Community Development Department

125 East Main Street
Grass Valley, CA 95945

Building Division

530-274-4340

Planning Division

530-274-4330

Fax 530-274-4399

Hosted Short-Term Rental Compliance Checklist

Dear Property Owner,

Your property at _____ has been identified as an active hosted short-term rental (STR) within Grass Valley city limits. The City of Grass Valley recently adopted ordinance 792, amending several sections of the Development Code pertaining to short-term rentals. In order to be compliant with these updated standards, we ask that you review the enclosed documents and return all requested forms no later than _____. You may contact City Planning at info@cityofgrassvalley.com with any questions.

STR Owner Name: _____

STR Owner Address: _____

STR Owner Phone(s): _____

Number of STR Rooms: _____

Number Off-Street Parking Spaces (see Rental Standards #8): _____

Completed *Hosted Short-Term Rental Compliance Checklist*

Signed copy of *Hosted Short-Term Rental Standards*

Application for a City of Grass Valley Business License. URL for application and instructions:
<https://grassvalley.hdlgov.com>

Completed *Transient Occupancy Tax Registration**

****The City of Grass Valley does not have a TOT collection agreement established with AirBnB or similar providers. As a STR Operator within city limits it is your responsibility to ensure TOT is collected and remitted directly to the City of Grass Valley.***