



Staff Report to the Zoning Administrator

Application Number: 211072

Applicant: Allyson Evans

Owner: Allyson Evans

APN: 104-151-24

Site Address: 5305 Glen Haven Road, Soquel

Agenda Date: May 7, 2021

Agenda Item #: 3

Time: After 9:00 a.m.

Project Description: Proposal to establish a new five-bedroom vacation rental. Requires a Level 5 Vacation Rental Permit.

Location: Property located on the west side of Glen Haven Road at 5305 Glen Haven Road in Soquel.

Permits Required: Vacation Rental Permit

Supervisory District: First District (District Supervisor: Manu Koenig)

Staff Recommendation:

- Determine that the proposal is exempt from further Environmental Review under the California Environmental Quality Act.
- Approval of Application 211072, based on the attached findings and conditions.

Project Description & Setting

The project site is located on the west side Glen Haven Road in the Soquel Planning Area. The neighborhood is comprised of one to three-story single-family residences consisting of a mix of architectural styles.

The subject property is developed with an existing two-story single-family residence, originally constructed in 1910. In 2010, the home was remodeled per Building Permit No. 152236 with five bedrooms and two and one-half bathrooms. This is a proposal to operate a vacation rental in the existing five-bedroom dwelling. As indicated in SCCC 13.10.694(D)(2), a public hearing is required for vacation rentals consisting of four or more bedrooms. It is noted, the owners currently utilize only four-bedrooms, and the fifth bedroom is used as a "school room".

Vacation rentals within residential structures are permitted within the RA (Residential Agriculture) zone district, and the operation of the vacation rental would be required to comply with all requirements of the vacation rental ordinance.

Robert Evans has been designated as the 24-hour contact for the proposed vacation rental. Mr. Evans is located in Santa Cruz, within the required 30-minute response radius from the proposed vacation rental property.

The provided parking will meet the requirements of SCCC 13.10.694(D)(2)(c)(iv)B. Pursuant to this Code Section, parking for vacation rentals is limited to the number of on-site parking spaces. A minimum of two on-site spaces is required for vacation rentals containing three or more bedrooms. The guest(s) will also be allowed to park one additional vehicle off-site using street parking for the off-site vehicle in the vicinity of the vacation rental but will not have any exclusive or assigned use of any available street parking. Seven parking spaces are available on-site, meeting the parking requirements of SCCC 13.10.694(D)(2).

Pursuant to SCCC 13.10.694(D), vacation rental permits expire the same month and day five years subsequent to the date of issuance of the original Vacation Rental Permit. In addition, any new vacation rental permit issued for vacation rentals consisting of four or more bedrooms shall be issued a one-year provisional permit subject to review for compliance with vacation rental code requirements prior to granting the remainder of the standard five-year term. The permit is conditioned accordingly.

Zoning & General Plan Consistency

The subject property is a an approximately 98,663 square foot (2.26 acre) lot, located in the RA (Residential Agriculture) zone district, a designation which allows vacation rental uses. The proposed five-bedroom vacation rental is a conditionally permitted use within the zone district and the zoning is consistent with the site's R-R (Rural Residential) General Plan designation.

Conclusion

As proposed and conditioned, the project is consistent with all applicable codes and policies of the Zoning Ordinance and General Plan/LCP. Please see Exhibit "B" ("Findings") for a complete listing of findings and evidence related to the above discussion.

Staff Recommendation

- Determine that the proposal is exempt from further Environmental Review under the California Environmental Quality Act.
- **APPROVAL** of Application Number **211072**, based on the attached findings and conditions.

Supplementary reports and information referred to in this report are on file and available for viewing at the Santa Cruz County Planning Department, and are hereby made a part of the administrative record for the proposed project.

The County Code and General Plan, as well as hearing agendas and additional information are available online at: www.sccoplanning.com

Report Prepared By: Jonathan DiSalvo
Santa Cruz County Planning Department
701 Ocean Street, 4th Floor
Santa Cruz CA 95060
Phone Number: (831) 454-3157
E-mail: jonathan.disalvo@santacruzcounty.us

Exhibits

- A. Categorical Exemption (CEQA determination)
- B. Findings
- C. Conditions
- D. Project plans
- E. Assessor's, Location, Zoning and General Plan Maps
- F. Parcel information
- G. Vacation Rental Application & Agreement
- H. Letter from Tax Collector

CALIFORNIA ENVIRONMENTAL QUALITY ACT

NOTICE OF EXEMPTION

The Santa Cruz County Planning Department has reviewed the project described below and has determined that it is exempt from the provisions of CEQA as specified in Sections 15061 - 15332 of CEQA for the reason(s) which have been specified in this document.

Application Number: 211072

Assessor Parcel Number: 104-151-24

Project Location: 5305 Glen Haven Road, Soquel

Project Description: Proposal to operate a new five-bedroom vacation rental

Person or Agency Proposing Project: Allyson Evans

Contact Phone Number: 831-345-3460

- A. ☐ The proposed activity is not a project under CEQA Guidelines Section 15378.
B. ☐ The proposed activity is not subject to CEQA as specified under CEQA Guidelines Section 15060 (c).
C. ☐ **Ministerial Project** involving only the use of fixed standards or objective measurements without personal judgment.
D. ☐ **Statutory Exemption** other than a Ministerial Project (CEQA Guidelines Section 15260 to 15285).
E. ☒ **Categorical Exemption**

Specify type: Class 1 - Existing Facilities

F. Reasons why the project is exempt:

Class 1 - Existing Facilities: Operation of a vacation rental within an existing single-family dwelling in an area for residential uses.

In addition, none of the conditions described in Section 15300.2 apply to this project.

Jonathan DiSalvo, Project Planner

Date: _____

EXHIBIT A

Development Permit Findings

1. That the proposed location of the project and the conditions under which it would be operated or maintained will not be detrimental to the health, safety, or welfare of persons residing or working in the neighborhood or the general public, and will not result in inefficient or wasteful use of energy, and will not be materially injurious to properties or improvements in the vicinity.

This finding can be made in that the proposed vacation rental will be located in an existing five-bedroom residential structure consistent with County Code Chapter 13.10. The vacation rental will comply with health and safety standards established for vacation rental units, including smoke and carbon monoxide alarms, working ground fault circuit interrupters, emergency egress in all sleeping rooms, and handrails along stairs and walking surfaces above 30 inches in height to insure the optimum in safety. The property owner has provided the required "Vacation Rental Safety Certification" to verify compliance with these standards. In addition, the vacation rental standards address noise, occupancy, and parking to ensure that there are no detrimental effects of the vacation rental to properties in the vicinity.

2. That the proposed location of the project and the conditions under which it would be operated or maintained will be consistent with all pertinent County ordinances and the purpose of the zone district in which the site is located.

This finding can be made, in that the proposed location of the single family residence and the conditions under which it would be operated or maintained will be consistent with all pertinent County ordinances and the purpose of the RA (Residential Agriculture) zone district which allows for vacation rentals within residential structures, meeting all requirements of the vacation rental ordinance.

3. That the proposed use is consistent with all elements of the County General Plan and with any specific plan which has been adopted for the area.

This finding can be made, in that the proposed vacation rental use is consistent with the use and density requirements specified for the R-R (Rural Residential) land use designation in the County General Plan. Additionally, the vacation rental would be conditioned to operate in compliance with the vacation rental ordinance, which implements the standards contained in the Noise Element of the General Plan.

A specific plan has not been adopted for this portion of the County.

4. That the proposed use will not overload utilities, and will not generate more than the acceptable level of traffic on the streets in the vicinity.

This finding can be made, in that the proposed vacation rental is to be located within an existing single-family residential structure. The expected level of traffic generated by the proposed vacation rental is commensurate to any other residential use of the dwelling. The short-term rental occupancy of a residence does not change the type of use within the dwelling and, further, guest celebrations that result in temporary increased traffic can occur with both a non-vacation rental residential use and a vacation rental use.

5. That the proposed project will complement and harmonize with the existing and proposed land uses in the vicinity and will be compatible with the physical design aspects, land use intensities, and dwelling unit densities of the neighborhood.

This finding can be made, in that the vacation rental is proposed to be located within an existing residential dwelling located within a residential neighborhood, consistent with the land use intensity and density of residential neighborhoods.

Conditions of Approval

Exhibit D: Project plans, prepared by Richard Emigh, dated July 17, 2009.

- I. This permit authorizes the operation of a vacation rental, as indicated on the approved Exhibit "D" for this permit. This approval does not confer legal status on any existing structure(s) or existing use(s) on the subject property that are not specifically authorized by this permit. Prior to exercising any rights granted by this permit including, without limitation, any construction or site disturbance, the applicant/owner shall:
 - A. Sign, date, and return to the Planning Department one copy of the approval to indicate acceptance and agreement with the conditions thereof.
- II. Operational Conditions
 - A. The vacation rental shall be maintained and operated so that, at all times, it is in compliance with the items listed on the Vacation Rental Certification form (Exhibit G).
 - B. The maximum, overnight occupancy of the vacation rental shall not exceed 12 people (two per bedroom, plus two additional people, children under eight not counted).
 - C. The maximum number of vehicles associated with the overnight occupants shall not exceed nine (number of on-site parking spaces, plus one additional on-street parking spaces).
 - D. The maximum occupancy allowed for celebrations and gatherings between 8:00 a.m. and 10:00 p.m. shall not exceed 24 people (twice the number of overnight occupants, children under 8 not counted).
 - E. Occupants and guests shall adhere to the noise standards contained in the County Noise Ordinance (County Code Chapter 8.30). A copy of the County Noise Ordinance (County Code Chapter 8.30) shall be posted inside the vacation rental in a location readily visible to all guests.
 - F. A list of rules shall be posted inside the vacation rental in a location readily visible to all guests. The rules shall include, but not necessarily be limited to the following: maximum number of guests allowed, maximum number of people allowed for celebrations and gatherings between 8:00 a.m. and 10:00 p.m., maximum number of vehicles allowed, and a reference to the standards contained in the County Noise Ordinance (County Code Chapter 8.30).
 - G. Fireworks are illegal in Santa Cruz County and prohibited at the vacation rental.

- H. The vacation rental shall have a sign identifying the structure as a permitted vacation rental and listing a 24-hour local contact responsible for responding to complaints and providing general information. The sign shall not exceed 216 square inches, be legible from, and be posted no more than 20 feet back from the nearest street.
- I. The name, address, and telephone number(s) of the local contact person shall be posted inside the vacation rental in a location readily visible to all guests, and shall be submitted to the local Sheriff Substation, the main County Sheriff's Office, the local fire agency, and shall be supplied to the property owners of all properties located within a 300-foot radius of the parcel on which the vacation rental is located. Any change in the contact person's address or telephone number shall be promptly furnished to the agencies and neighboring property owners as specified above.
- J. The owner/applicant shall comply with the regulations and standards set forth in Chapter 4.24 of the County Code, including any required payment of transient occupancy tax for the vacation rental unit.
- K. The initial Vacation Rental Permit is a *one-year provisional permit* subject to review for compliance with vacation rental code requirements prior to granting the remainder of the standard five-year term.
- L. Permits for vacation rentals shall expire five years from the date of approval. To continue in operation as a legal vacation rental, an application to renew the permit must be made before the expiration date, but no sooner than 180 days before the expiration date. Vacation rental permits are non-transferable and become void when a property transfer triggers reassessment.
- M. A violation of any of the requirements to obtain a vacation rental permit may be grounds for denial of a new vacation rental permit application. Further, violations of vacation rental regulations, or of any other provision of the Santa Cruz County Code, may be grounds for denial of a renewal application or revocation of an existing vacation rental permit after consideration at a Level 5 public hearing by the Zoning Administrator (or by the Planning Commission upon referral).
- N. If more than two significant violations occur on a vacation rental property within a 12-month period, a permit shall be noticed for a Level 5 public hearing to consider permit revocation. "Significant violations" are: citations for violation of Chapter 8.30 SCCC (Noise); violation of any specific conditions of approval associated with the permit; mis-advertising the capacity and limitations applicable to the vacation rental; written warnings, or other documentation filed by law enforcement; violations of State or County health regulations; non-compliance with a public health order or emergency regulation issued by State or local authorities which may limit use and occupancy of vacation rentals; delinquency in payment of transient occupancy taxes, fines, or penalties; non-responsive property management, including failure by the local property manager to respond to calls within 60 minutes; and failure to maintain signage. In the event a permit is

revoked, the person or entity from whom the permit was revoked shall be barred from applying for a vacation rental permit for the same parcel without prior consent of the Board of Supervisors.

- O. In the event that future County inspections of the subject property disclose noncompliance with any Conditions of this approval or any violation of the County Code, the owner shall pay to the County the full cost of such County inspections, including any follow-up inspections and/or necessary enforcement actions, up to and including permit revocation.

III. Indemnification

The applicant/owner shall indemnify, defend with counsel approved by the COUNTY, and hold harmless the COUNTY, its officers, employees, and agents from and against any claim (including reasonable attorney's fees, expert fees, and all other costs and fees of litigation), against the COUNTY, its officers, employees, and agents arising out of or in connection to this development approval or any subsequent amendment of this development approval which is requested by the applicant/owner, regardless of the COUNTY's passive negligence, but excepting such loss or damage which is caused by the sole active negligence or willful misconduct of the COUNTY. Should the COUNTY in its sole discretion find the applicant's/owner's legal counsel unacceptable, then the applicant/owner shall reimburse the COUNTY its costs of defense, including without limitation reasonable attorney's fees, expert fees, and all other costs and fees of litigation. The applicant/owner shall promptly pay any final judgment rendered against the COUNTY (and its officers, employees, and agents) covered by this indemnity obligation. It is expressly understood and agreed that the foregoing provisions are intended to be as broad and inclusive as is permitted by the law of the State of California and will survive termination of this development approval.

- A. The COUNTY shall promptly notify the applicant/owner of any claim, action, or proceeding against which the COUNTY seeks to be defended, indemnified, or held harmless. The COUNTY shall cooperate fully in such defense.
- B. Nothing contained herein shall prohibit the COUNTY from participating in the defense of any claim, action, or proceeding if both of the following occur:
 - 1. COUNTY bears its own attorney's fees and costs; and
 - 2. COUNTY defends the action in good faith.
- C. Settlement. The applicant/owner shall not be required to pay or perform any settlement unless such applicant/owner has approved the settlement. When representing the COUNTY, the applicant/owner shall not enter into any stipulation or settlement modifying or affecting the interpretation or validity of any of the terms or conditions of the development approval without the prior written consent of the COUNTY.

- D. Successors Bound. The “applicant/owner” shall include the applicant and/or the owner and the successor(s) in interest, transferee(s), and assign(s) of the applicant and/or the owner.
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Minor variations to this permit which do not affect the overall concept or density may be approved by the Planning Director at the request of the applicant or staff in accordance with Chapter 18.10 of the County Code.

Please note: This permit expires five years from the approval date listed below unless an application to renew this approval is submitted prior to the expiration date.

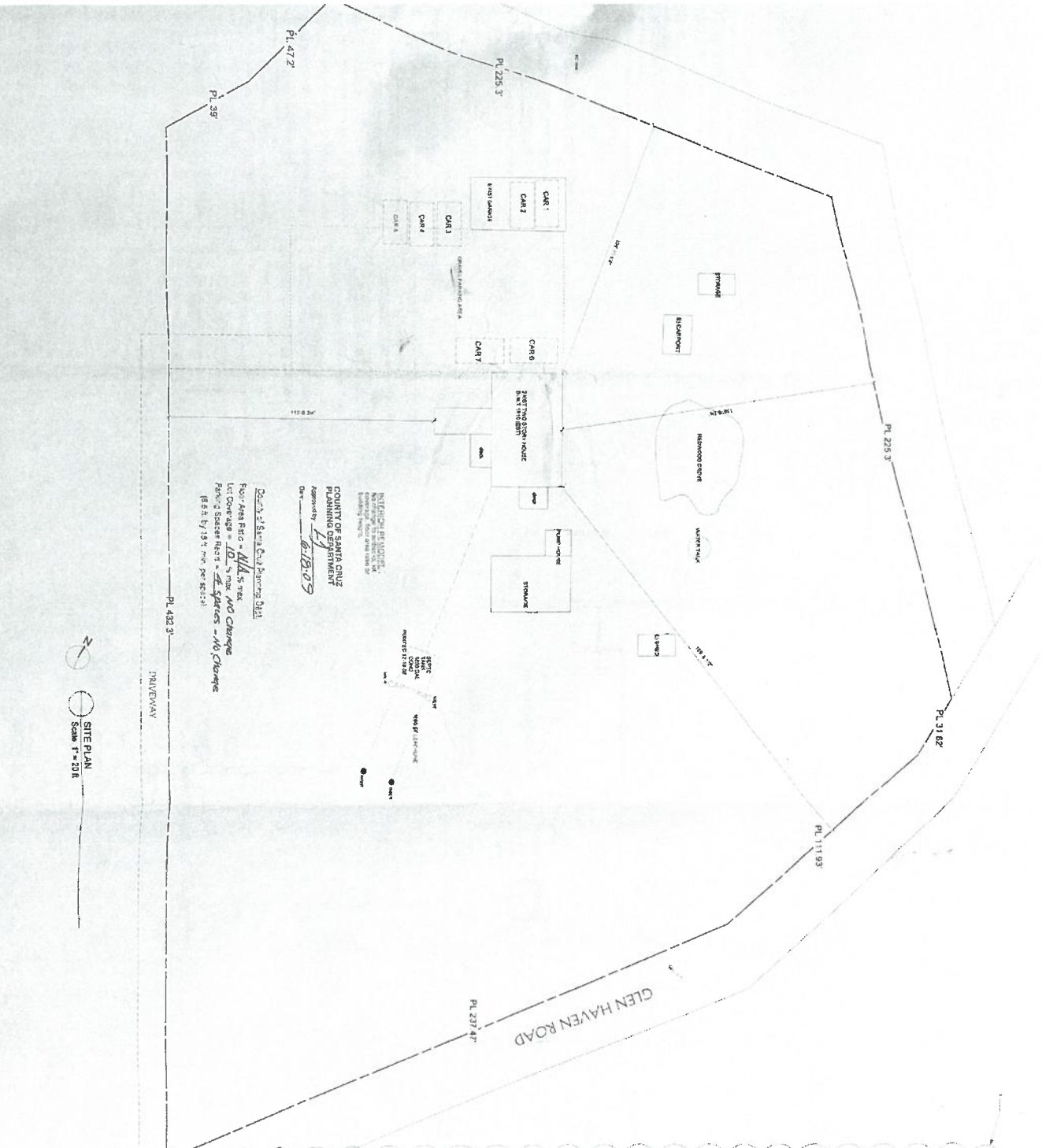
Approval Date: _____

Effective Date: _____

Expiration Date: _____

Annette Olson
Deputy Zoning Administrator

Appeals: Any property owner, or other person aggrieved, or any other person whose interests are adversely affected by any act or determination of the Zoning Administrator, may appeal the act or determination to the Planning Commission in accordance with chapter 18.10 of the Santa Cruz County Code.



SITE PLAN
Scale 1" = 20'

County of Santa Cruz
Planning Department
Approved by 6-12-03
Date 6-12-03
Staff 6-12-03
Floor Area Ratio = 10.5 max. NO Change
Lot Coverage = 10.5 max. NO Change
Permitted Street Frontage = 4 spaces NO Change
(8.5 ft by 19 ft max per lot)

<p>VICINITY MAP NTS</p>		<p>PROJECT DIRECTORY</p> <p>OWNER: MR. & MRS. EVANS 413 CAPITOLA AVE. CAPITOLA, CA 95012 831-479-1452</p> <p>PRINCIPAL DESIGNER: RICHARD L. EMIGH 413 CAPITOLA AVE. CAPITOLA, CA 95012 831-479-1452</p> <p>STRUCTURAL ENGINEER: RICHARD L. EMIGH 413 CAPITOLA AVE. CAPITOLA, CA 95012 831-479-1452</p>
<p>LEGEND</p> <p>SHEET SYMBOL TITLE</p> <p>1 COVER SITE PLAN</p> <p>2 A-1 FIRST FLOOR PLAN</p> <p>3 A-2 SECOND FLOOR PLAN</p> <p>4 A-3 REAR ELEVATIONS WEST & SOUTH</p> <p>5 A-4 REAR ELEVATIONS NORTH & EAST</p> <p>6 S-1 FOUNDATION NOTES</p> <p>7 S-2A FOUNDATION DETAILS</p> <p>8 S-2B FOUNDATION DETAILS</p> <p>9 S-3 STANDARD NOTES</p> <p>10 S-4 EXISTING SECOND FLOOR PLAN</p> <p>11 K-1 EXISTING ELEVATIONS WEST & SOUTH</p> <p>12 K-2 EXISTING ELEVATIONS NORTH & EAST</p> <p>13 K-3 EXISTING ELEVATIONS NORTH & EAST</p> <p>14 K-4 EXISTING ELEVATIONS NORTH & EAST</p> <p>15 K-5 EXISTING ELEVATIONS NORTH & EAST</p> <p>16 K-6 EXISTING ELEVATIONS NORTH & EAST</p> <p>17 K-7 EXISTING ELEVATIONS NORTH & EAST</p> <p>18 K-8 EXISTING ELEVATIONS NORTH & EAST</p> <p>19 K-9 EXISTING ELEVATIONS NORTH & EAST</p> <p>20 K-10 EXISTING ELEVATIONS NORTH & EAST</p>		<p>PROJECT DESCRIPTION</p> <p>REMODEL OF EXISTING HOME ALL WORK SHALL CONFORM TO THE 2007 C.C. Q.M.C. C.C. C.C.C.C. 2007 C.C. C.C. C.C.C.C. C.C.C.C.</p>
<p>SITE & BUILDING DATA</p> <p>PARCEL NUMBER: 104-41524</p> <p>ADDRESS: 5305 GLEN HAVEN RD.</p> <p>CONSTRUCTION TYPE: WOOD FRAME</p> <p>VEHICLE SPRINKLED: YES</p>		<p>JOB COPY</p> <p>DATE: 6/12/03</p> <p>BY: [Signature]</p> <p>FOR: [Signature]</p>

[illegible]

SYNOPSIS

- [illegible]

PLUMBING NOTES

Anticipation of a potentially negative ending within an individual's (25) story is enough to prompt inspection.

On finding story details relevant to what could happen (e.g., coming to a junction, changing lanes, etc.), the reader will be prompted with questions to search for evidence in the text that the driver's actions will be consistent with the driver's previous behavior in handling the situation or from other sources.

For example, the driver might be asked to identify the following information from the text:

- How long has the driver been driving?
- How long has the driver been driving in the area?
- How long has the driver been driving in the area?
- How long has the driver been driving in the area?

Cal and Thayer report a 20 percent

GATHINOMI ELECTRICAL NOTICES

[illegible]

FIRST FLOOR PLAN
Scale: 1/4" = 1'-0"

[illegible]

FIRST FLOOR PLAN
CHANGE ORDER #1

RICHARD L. EMIGH
DRAFTING, DESIGNING & LAND USE ANALYSIS
413 Capitola Avenue Capitola, CA 95006
Phone: 831-479-1452 Fax: 831-479-1452

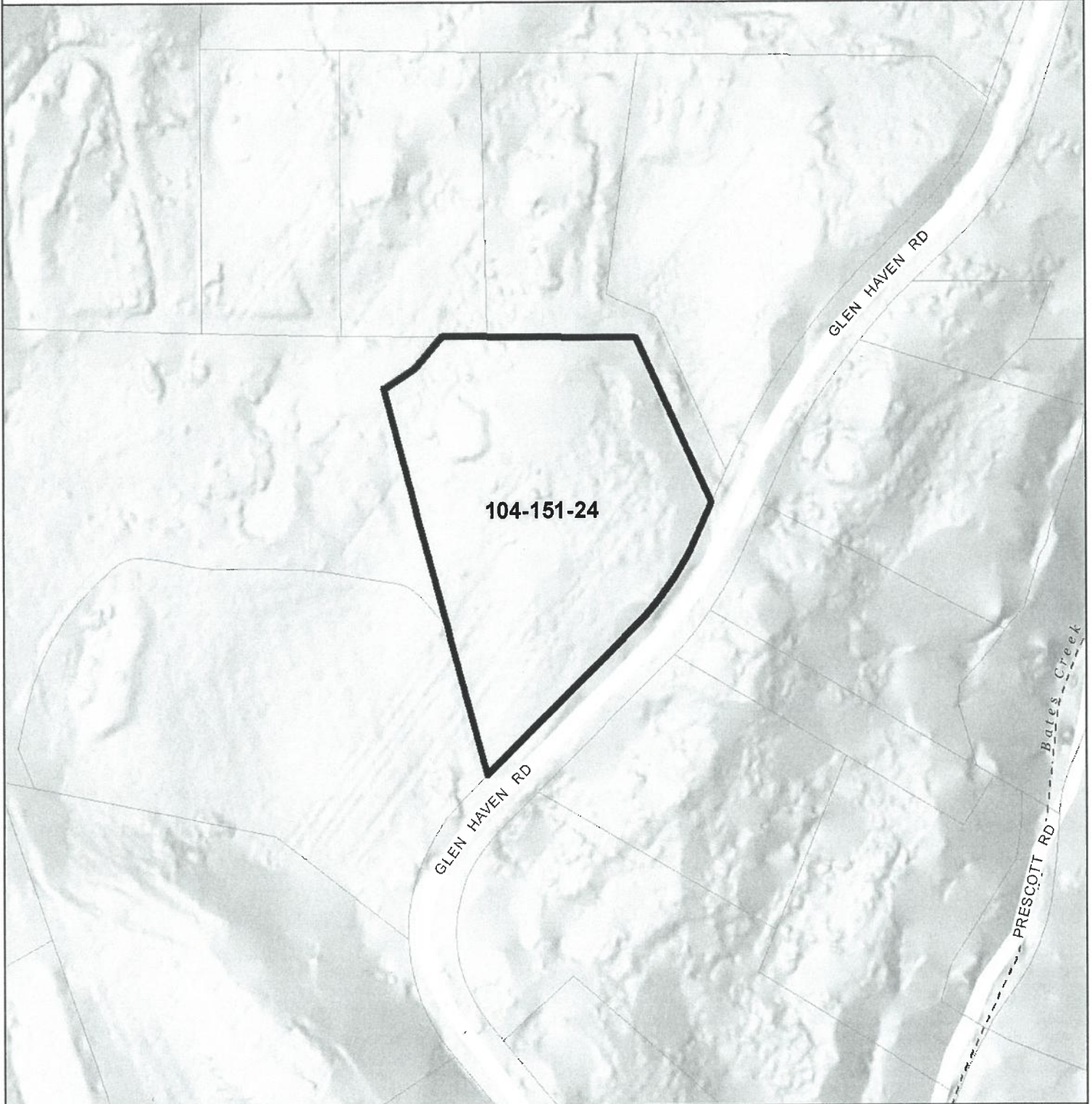
Capitol
Fax: 831-4

EXHIBIT D



SANTA CRUZ COUNTY PLANNING DEPARTMENT

Parcel Location Map

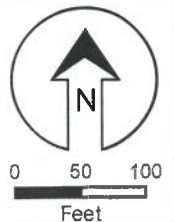


Parcel: 10415124

-  Study Parcel
-  Assessor Parcel Boundary

Map printed: 16 Apr. 2021

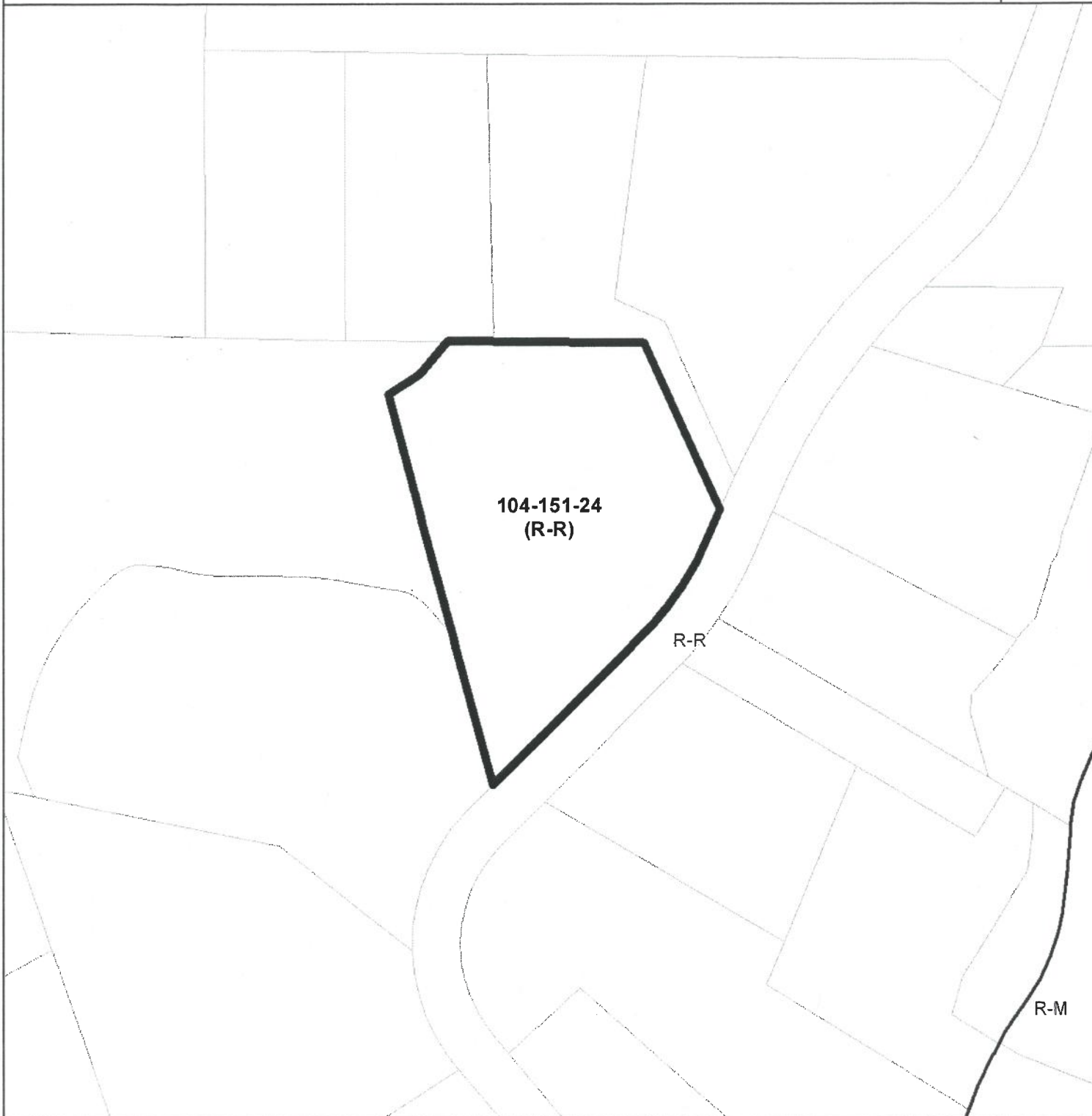
EXHIBIT E





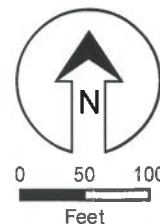
SANTA CRUZ COUNTY PLANNING DEPARTMENT

Parcel General Plan Map



- ☐ R-M *Residential Mountain*
- ☐ R-R *Residential Rural*

EXHIBIT E





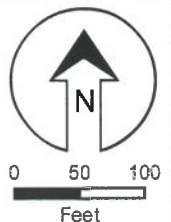
SANTA CRUZ COUNTY PLANNING DEPARTMENT

Parcel Zoning Map



☐ RA Residential Agricultural

EXHIBIT E



Parcel Information

Services Information

Urban/Rural Services Line: ☐ Inside ☒ Outside
Water Supply: Soquel Creek Water District
Sewage Disposal: Septic
Fire District: Central Fire
Drainage District: N/A

Parcel Information

Parcel Size: 98,663 square feet (2.26 acres)
Existing Land Use - Parcel: Residential
Existing Land Use - Surrounding: Residential
Project Access: Glen Haven Road
Planning Area: Soquel Planning Area
Land Use Designation: R-R (Rural Residential)
Zone District: RA (Residential Agriculture)
Coastal Zone: ☐ Inside ☒ Outside
Appealable to Calif. Coastal ☐ Yes ☒ No
Comm.

Environmental Information

Geologic Hazards: Not mapped/no physical evidence on site
Fire Hazard: Not a mapped constraint
Slopes: 0-15%
Env. Sen. Habitat: Not mapped/no physical evidence on site
Grading: No grading proposed
Tree Removal: No trees proposed to be removed
Scenic: Not a mapped resource
Archeology: Partially mapped



COUNTY OF SANTA CRUZ

PLANNING DEPARTMENT

701 OCEAN STREET, 4TH FLOOR, SANTA CRUZ, CA 95060
(831) 454-2580 FAX: (831) 454-2131

Vacation Rental Permit Application

Carefully read the List of Required Information (LORI) and ensure that ALL required information is included with this application. If you do not have ALL of the required information, your application will not be accepted.

Permit and Property Information

Current vacation Rental Permit Number (if applicable): _____

Assessor's Parcel Number (APN): 10415124
(APNS MAY BE OBTAINED FROM THE ASSESSOR'S OFFICE AT (831) 454-2002)

Street Address: 5305 Glen Haven Road Soquel 95073

Applicant Information (Complete only if different from Owner Information)

NAME: _____

MAILING ADDRESS: _____

CITY/STATE _____ ZIP _____

PHONE NO. (____) _____ CELL PHONE NO. (____) _____

EMAIL: _____

Owner Information

NAME: Allyson Evans

MAILING ADDRESS: 5305 Glen Haven Road

CITY/STATE Soquel ZIP 95073

PHONE NO. (____) _____ CELL PHONE NO. (831) 345-3460

EMAIL: allysonevans1000@gmail.com

NOTE:

If the application submittal is made by anyone other than the owner, a signed Owner/Agent form (attached) or a property management agreement must be submitted with the application.

24-HOUR CONTACT

NOTE: 24-Hour Contact must reside within a 30 mile radius of the vacation rental

NAME: Robert Evans

MAILING ADDRESS: 415 13th Avenue

CITY/STATE Santa Cruz

ZIP 96062

PHONE NO. () CELL PHONE NO. 831 345-3459

EMAIL: revans1212@gmail.com

ELECTED/ PUBLIC OFFICIAL OR COUNTY EMPLOYEE INFO. PUBLICATION

If the contact person identified above is an elected or appointed official (including a public safety official) as defined by sections 6254.21 or 6254.24 of the California Government Code, this application must be signed below by the contact person, and constitutes written permission under Government Code section 6254.21 that the contact person's name and phone number may be placed on the County's internet website. If the contact person identified above is an employee of the County of Santa Cruz within the scope of section 468 of the County Procedures Manual, this application must be signed below by the contact person, it constitutes a waiver of the provisions of that section, and it constitutes written permission to place the contact person's name and phone number on the County's internet website.

X


Contact person signature, if applicable

VACATION RENTAL SAFETY CERTIFICATION

The following items require verification to assure the vacation rental unit is equipped and maintained to minimum safety standards to help provide for a safe vacation experience. Verification can be performed by owner (self-certified), certified home inspector, County Building Inspector, or by the property manager/agent.

- ☒ **Smoke alarms** (listed and approved by the State Fire Marshall) installed in the following locations per the 2016 California Residential Code, Sec. R314.1.
 - In each sleeping room.
 - Outside each separate sleeping area in the immediate vicinity of the bedroom(s).
 - At least one alarm on each story, including basements and habitable attics.
- ☒ **Carbon Monoxide alarms** (listed by an approved agency such as UL) installed in the following locations per the 2016 California Residential Code, Sec. R315.1.
 - Outside each separate sleeping area in the immediate vicinity of the bedroom(s).
 - At least one alarm on each story, including basements and habitable attics but not including crawl spaces or uninhabitable attics.
- ☒ Working **GFCI's** (ground fault circuit interrupters) required at all receptacles within 6 feet of all kitchen, bathroom, bar and laundry sinks per the 2016 California Electrical Code, Art. 210.8.
- ☒ All sleeping rooms shall be provided with at least one **emergency egress window** with a minimum net clear opening of 5 square feet, with a minimum opening height of 24 inches and minimum net clear opening width of 20 inches, with the bottom of the clear opening being not greater than 44" measured from the floor. Bars, grilles, grates or similar devices are permitted to be placed over emergency escape and rescue openings provided such devices are releasable or removable from the inside without the use of a key, tool or special knowledge. Per the 2016 California Residential Code, Sec. R310.
- ☒ All stairs shall have at least one continuous **handrail** running the full length of the stairs per the 2016 California Residential Code, Sec. R311.7.8
- ☒ All walking surfaces measured vertically more than 30" above grade or other floor levels, including mezzanines, platforms, stairs, ramps and landings shall have **guard railing** a minimum of 42" in height with openings no greater than 4" per the 2016 California Residential Code, Sec. R312.1. Exception: Guards on the open sides of stairs shall have a height not less than 34" measured vertically from a line connecting the leading edges of the treads.
- ☐ **Pool/spa safety barrier** enclosures shall comply with Santa Cruz County Code, Sec. 12.10.216. Exception: Self-contained spas/ hot tubs with approved safety covers need not comply with barrier reqs.
- ☒ Rental equipped with at least one **fire extinguisher** (type 2A10BC) installed in a readily visible/accessible location near the kitchen.

I hereby certify that the safety standard conditions listed above are fully complied with and will be maintained in a useable and functioning condition. **Form must be signed by one of the following four parties.**



 Owner of Rental Unit

2-26-21

 Date

 Certified Home Inspector

 License #

 Date

 County Building Inspector

 Date

 Property Manager/Agent

 Date

For questions regarding these safety certification requirements please contact the Building Official at (831) 454-3195

PLANS REQUIRED FOR RENEWALS

Please check the appropriate boxes below.

1. Have there been any additions or other work than has resulted in an increase in the number of bedrooms since the issuance of your current vacation rental permit that have not been authorized by an amendment to your current vacation rental permit?
☐ YES. If you check this box, you must submit revised floor plans that clearly show the previous floor plan, the current floor plan, and explain what work was done (see List of Required Information, page 7).
☐ NO. If you check this box, you do not need to submit floor plans with your renewal application.
2. Has there been any decrease in the size or number of parking spaces since the issuance of your current vacation rental permit that has not been authorized by an amendment to your current vacation rental permit?
☐ YES. If you check this box, you must submit a revised plot plan that clearly shows the previous parking, the current parking, and explain what has changed and the reason for the change (see List of Required Information, page 7).
☐ NO. If you check this box, you do not need to submit a plot plan with your renewal application.

If you checked no to both questions, you do not need to submit any plans with your renewal application.

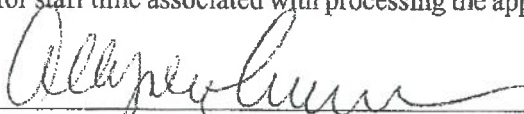
APPLICANT'S SIGNATURE

I certify that I am the applicant and that the information submitted with this application is true and accurate to the best of my knowledge and belief. I understand that the County of Santa Cruz is not responsible for inaccuracies in information presented, and that inaccuracies may result in the revocation of planning permits as determined by the Planning Director.

I further certify that I am the owner or purchaser (or option holder) of the property involved in this application, or the lessee or agent fully authorized by the owner to make this submission, and that proof of such is on file with the Zoning Section.

I understand that the County of Santa Cruz has attempted to request everything necessary for an accurate and complete review of my proposal; however, after Planning staff has taken in the application and reviewed it further, it may be necessary to request additional information and clarification.

I understand that if this application will require a public hearing pursuant to County Code Section 13.10.694(D)(3), the application will be converted to an "at cost" application and I will be required to sign a contract and be billed for staff time associated with processing the application as provided in County Code Section 13.10.694(D)(3)(b)(ii).



Signature of Owner or Authorized Agent

2-24-21

Date

SHORT TERM RENTAL AGREEMENT

1. The Parties

This agreement made this ____ day of _____,
20____ between _____ [name of tenant] of
_____ [address of tenant]

Hereinafter referred to as "Tenant", and Allyson Evans of 5305 Glen Haven Road, Soquel, CA 95073 Hereinafter referred to as "Landlord".

2. The Property

Property Location: 5305 Glen Haven Road, Soquel, CA 95073

3. Period and Guests

Total people in renting party consists of 8 Adults, 4 Children, and not to exceed 20 for celebrations.

Rental period begins at ____:____ ☐ AM ☐ PM on the ____ day of
_____, 20____ and ends at ____:____ ☐ AM ☐
PM on the day of _____, 20_____.

4. Rental Amount

Total rental amount for the period is _____ Dollars
(\$_____)

or equal to _____ Dollars (\$_____) per night.

5. Fees, Taxes, and Deposit

☐ Cleaning Fee: \$_____

☐ Security Deposit: \$_____

☐ Taxes: \$_____



☐ Other _____: \$ _____

Total Deposit and Fees Due with Signed Agreement: \$ _____

6. Termination

The Landlord has the right to inspect the premises with prior notice as stated with the applicable State laws. Should the Tenant violate any of the terms of this agreement, the rental period shall be terminated immediately in accordance with State law. The Tenants waive all rights to process if they fail to vacate the premises upon termination of the rental period. The Tenants shall vacate the premises at the expiration time and date of this agreement.

7. Maintenance and Repairs

The Tenants shall maintain the premises in a good, clean, and ready to rent condition, and use the premises only in a careful and lawful manner. The tenants shall leave the premises in a ready to rent condition at the expiration of the rental agreement, defined by the Landlord as being immediately habitable by the next tenants. Tenants shall pay for maintenance and repairs should the premises be left in a lesser condition. The tenants agree that the Landlord shall deduct costs of said services from the security deposit prior to refund if tenants cause damage to the premises or its furnishings.

8. Trash

The Tenants shall dispose of all waste material generated during the rental period in the provided bins, located on the backside of the house.

9. Pets (Check One)

☐ X No animals or pets of any kind will be brought onto the premises.

☐ The following animals or pets are allowed the property
_____ for a ☐ refundable fee ☐ non-refundable fee
of \$ ____.

10. Subletting (Check One)

☐ The Tenant shall have the right to sublet the property.

☐ X The Tenant shall not have the right to sublet the property.



11. Quiet Enjoyment

The Tenants shall behave in a civilized manner and shall be good neighbors respecting the rights of the surrounding property owners. The Tenants shall not create noise or disturbances likely to disturb or annoy the surrounding property owners. Creating a disturbance of the above nature shall be grounds for immediate termination of this agreement and Tenants shall then immediately vacate the premises. Quiet hour starts at 10:00 PM where outdoor noise should be kept to a minimum.

12. Smoking (Check One)

- ☐ Smoking is allowed inside the home.
- ☒ X Smoking is not allowed inside the home.

13. Essentials

Landlord shall provide the following to the Tenant: Bed linens, towels, kitchen supplies.

14. Landlord's Liability

The Tenants and Tenants' Guests shall hereby indemnify and hold harmless the Landlord against any and all claims of personal injury or property damage or loss arising from use of the premises regardless of the nature of the accident, injury or loss. Tenants expressly recognize that any insurance for property damage or loss which the Landlord may maintain on the property does not cover the personal property of Tenants, and that Tenants should purchase their own insurance for Tenants and Guests if such coverage is desired.

15. Rental Deposit

Amount is fully refundable up to _____ prior to the beginning of the rental period. After said period prior to the rental start date the Landlord shall have the right to retain the initial Rental Deposit at the Landlord's discretion.

16. Attorney's Fees

Tenants agree to pay all reasonable costs, attorney's fees and expenses that shall be made or incurred by Landlord enforcing this agreement.

17. Use of Property

Tenants expressly acknowledge and agree that this Agreement is for transient occupancy of the Property, and that Tenants do not intend to make the property a residence or household.

18. Shortened Stays and Conditions

There shall be no refunds of rents due to shortened stays or ruined expectations because of weather conditions.

19. Fireworks

Fireworks are illegal in Santa Cruz County. Tenant agrees that Fireworks and other hazardous materials shall not be used in or around the property.

20. Illegal Use

Tenant shall use the property for legal purposes only and other use, such as but not limited to, illegal drug use, abuse of any person, harboring fugitives, etc. shall cause termination of this agreement with no refund of rents or deposits.

21. Fire Alarms

Tenant must notify the Landlord without delay if a fire alarm "chirps" or has a low battery condition.

22. Possessions

Valuable items left behind by tenant will be held for the tenant and every reasonable effort will be made to contact the tenant for return. If items are not claimed for longer than 6 months they shall become the property of the Landlord. The Landlord shall not be held liable for condition of said items.

All items provided in the house belong to the Landlord. Tenant shall not take any items from the house. The Landlord will charge Tenant to replace any items taken.

23. Cable TV

Cable TV is provided and service level has been chosen by the Landlord. No refund of rents shall be given for outages, content, lack of content, or personal preferences with regard to cable TV service.



24. Internet

High speed wireless internet is provided as a convenience only and is not integral to the agreement. No refund of rents shall be given for outages, content, lack of content, speed, access problems, lack of knowledge of use, or personal preferences with regard to internet service.

25. Parking

Onsite parking is provided in the designated driveway area between the house and the garage. Maximum number of cars allowed is 9.

26. Manager/Landlord Contact

Landlord/Manager's Name: Allyson Evans

Landlord/Manager's Telephone: 831-345-3460

Landlord/Manager's E-Mail: allysonevans1000@gmail.com

Landlord/Manager's Address: 5305 Glen Haven Road, Soquel, CA 95073

27. Governing Law

This agreement is governed under the laws of California.

28. Other Agreements

In addition to the language stated in this agreement the parties, Landlord and Tenant, agree to the following:

Landlord and Tenant agree to the above conditions on this ____ day of _____, 20____ and hereby swear that the information provided is accurate and true:

Tenant's Signature _____ **Date** _____

Print Name _____



Tenant's Signature _____ **Date** _____

Print Name _____

Landlord's Signature _____ **Date** _____

Print Name _____

Landlord's Signature _____ **Date** _____

Print Name _____



COUNTY OF SANTA CRUZ

EDITH DRISCOLL, AUDITOR-CONTROLLER-TREASURER-TAX COLLECTOR
701 OCEAN STREET, SUITE 150, SANTA CRUZ, CA 95060-4073
POST OFFICE BOX 1817, SANTA CRUZ, CA 95061 • (831) 454-2510 • FAX (831) 454-2257

TRANSIENT OCCUPANCY TAX - REGISTRATION APPLICATION

FOR COUNTY USE ONLY

Certificate Number: 2120
Date Issued: 3-8-2021
APN Number: 10415124
By: Grant Winters
Sr. Asst. Technician
Deputy Treasurer-Tax Collector

PLEASE PRINT OR TYPE

Name of Facility or Unit Sunnyslope Farmhouse
Address of Facility or Unit 5305 Glen Haven Road Sequel 95073
Mailing Address Same Phone # 831-345-3460
Email Address allyson.evans1000@gmail.com Date of Application 2-26-21

Websites You Plan to Use: ☒ VRBO ☐ Home Away ☒ AirBNB ☐ AirBNB Only* ☐ Other _____

Type of Rental: ☐ Hotel/Motel ☐ Bed and Breakfast ☒ Whole House ☐ Hosted Rental

Number of Occupancy Units _____

IMPORTANT: Change of Operator and/or Ownership Requires a New Application

Owner(s) Name (List Principals):

Operator's Name	Address	Phone Number
ALLYSON EVANS	5305 Glen Haven Rd	831-345-3460

Local Emergency Contact

Name	Email Address	Phone Number
Robert Evans	revans1212@gmail.com	831-345-3459

I HEREBY CERTIFY, UNDER PENALTY OF PERJURY, THAT THE ABOVE INFORMATION IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF.

Signed ALLYSON EVANS Date 2-26-21

*AirBNB has an agreement with the County of Santa Cruz to collect and pay the TOT for all listings done on their site that are within the unincorporated area of the County. If you commit to only using AirBNB for all of your rentals then you will not be required to report monthly.