



Staff Report to the Zoning Administrator

Application Number: **251173**

Applicant: Christopher Peck

Agenda Date: November 07, 2025

Owner: Christopher Peck

Agenda Item #: 4

APN: 033-123-10

Time: After 9:00 a.m.

Site Address: 4700 Nova Drive, Santa Cruz CA 95062

Project Description:

Proposal to establish a new four-bedroom vacation rental for the purpose of overnight lodging for a period of not more than 30 days at a time. Requires a Vacation Rental Permit.

Location: Property is located on the southern side of Nova Drive (4700 Nova Drive), between Bain Avenue and Portola Drive in Santa Cruz.

Permits Required: Vacation Rental Permit

Supervisory District: 1st District (District Supervisor: Koenig)

Staff Recommendation:

- Determine that the proposal is exempt from further Environmental Review under the California Environmental Quality Act.
- Approval of Application 251173, based on the attached findings and conditions.

Analysis

The subject property is developed with an existing four-bedroom single-family residence, not located in any of the County's Vacation Rental Designated Areas, as defined by Santa Cruz County Code 13.10.694(C). The parcel is also developed with a guest house, authorized in 1979 by a variance (79-733-V), to convert a non-conforming garage into the guest house. The guest house contains two bedrooms and one bathroom and is otherwise considered a habitable accessory structure under current regulations. The proposed vacation rental will be operated out of the main four-bedroom dwelling exclusively.

Pursuant to Santa Cruz County Code 13.10.694(C)(1), when there is more than one dwelling on a property as part of a dwelling group, the owner/operator/contact person/agent may live in a dwelling that is not used as a vacation rental. Although the guest house is not proposed to be included in this vacation rental permit, the project has been conditioned to prohibit its use as part of the vacation rental operation.

Vacation rentals within residential structures are permitted within the R-1-5 zone district, and the operation of the vacation rental is required to comply with all requirements of the vacation rental ordinance. Vacation rental permits are subject to renewal pursuant to County Code Section 13.10.694(D)(3), as conditioned.

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 one on-site space is required for vacation rentals containing one or two bedrooms and a minimum of two on-site spaces is required for rentals containing three or more bedrooms. Guests are also allowed to park one additional off-site vehicle in the vicinity of the vacation rental but shall not have any exclusive or assigned use of any available street parking. The subject dwelling is comprised of four bedrooms; therefore, two on-site parking spaces are required. Two parking spaces are available on-site, meeting the parking requirements of SCCC 13.10.694(D)(2). Thus, the permit is conditioned to allow two on-site parking spaces and one non-exclusive on-street parking space.

Pursuant to SCCC 13.10.694(D), vacation rental permits expire the same month and day five years subsequent to the effective date of the Vacation Rental/Renewal Permit; therefore, the effective date is November 21, 2025 and thus the date of expiration of this permit is November 21, 2030.

Michael Pistacchi has been designated as the 24-hour contact for the vacation rental. Michael Pistacchi is located in San Jose, within the required 30-mile response radius from the proposed vacation rental property.

The property is not located within any of the Vacation Rental Designated Areas, therefore, not subject to the designated area caps or block limits described in SCCC 13.10.694(D).

Public Correspondence

County staff received emails from neighbors with concerns regarding potential noise, neighborhood parking availability, and the number of vacation rentals in the neighborhood.

Noise

The vacation rental ordinance requires that all vacation rentals comply with the standards of the County's noise ordinance (SCCC 8.30) which includes posting a copy of the noise ordinance inside the vacation rental in a location readily visible to all guests. The noise ordinance sets thresholds for offensive noise, and noise shall be automatically considered offensive if it occurs between the hours of 10:00 p.m. and 8:00 a.m. Guests are required to maintain "quiet time" between 10:00 p.m. and 8:00 a.m. as stipulated in the Vacation Rental lease agreement associated with this application. Citations for any violations of Chapter 8.30 are considered to be a 'significant violation'; if two significant violations occur on a vacation rental property within a 12-month period, the permit shall be noticed for a public hearing to consider permit revocation.

Parking

The two existing on-site parking spaces meet the requirements of SCCC 13.10.694(D)(2)(c)(iv)(B), which requires two on-site parking spaces for vacation rentals containing three or more bedrooms. The project has been conditioned in accordance with County Code requirements to maintain these parking spaces. Furthermore, the ordinance allows one non-

exclusive on-street parking space as on-street parking space is available for the public. The existing street provides two travel lanes and on-street parking throughout and has no limitations that would preclude parking.

Number of Vacation Rentals

Since the parcel is not located within any of the County's Vacation Rental Designated Areas, it is not subject to the designated area block limits or designated area caps. Although there are several permitted vacation rentals in the vicinity, the ordinance does not place a limit on the number of vacation rentals permitted on this particular block.

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 **251173**, 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 Division, 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: Michael Lam
Santa Cruz County Planning
701 Ocean Street, 4th Floor
Santa Cruz CA 95060
Phone Number: (831) 454-3371
E-mail: Michael.Lam@santacruzcountyca.gov

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. Comments & Correspondence

CALIFORNIA ENVIRONMENTAL QUALITY ACT NOTICE OF EXEMPTION

The Santa Cruz County Planning Division 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: 251173
Assessor Parcel Number: 033-123-10
Project Location: 4700 Nova Drive, Santa Cruz CA 95062

Project Description: Proposal to establish a new, four-bedroom vacation rental in an existing single-family dwelling for the purpose of overnight lodging for a period of not more than 30-days at a time. Requires a Vacation Rental Permit.

Person or Agency Proposing Project: Christopher Peck

Contact Phone Number: (619) 929-2081

- 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**

F. Reasons why the project is exempt:

Class 1 – Existing Facilities: Conversion of an existing single family residence, to a short term residential vacation rental, will not result in environmental impacts in that a vacation rental use is synonymous with a residential use.

Class 3-Conversion of Small Structures: Conversion of the existing single family residence, to allow for short term vacation rental use, will not result in modifications to the existing, legally constructed residential structure.

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

Michael Lam, Project Planner

Date: _____

Discretionary Permit Findings

- (a) Health and Safety. The proposed location of the project and the conditions under which it would be developed, 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 be materially injurious to properties or improvements in the vicinity.

This finding can be made; in that the proposed residential vacation rental is located in an existing residential structure in an area designated for residential uses and is not encumbered by physical constraints to development. The residential 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 ensure the optimum in safety. In addition, the vacation rental standards address noise, occupancy, and parking to ensure that there are no detrimental effects of the vacation rental.

- (b) Zoning Conformance. The proposed location of the project and the conditions under which it would be developed, operated, or maintained will be in substantial conformance with the intent and requirements of 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 location of the proposed vacation rental and the conditions under which it would be operated or maintained will be consistent with all pertinent County ordinances, including the vacation rental ordinance, and the purpose of the R-1-5 (Single family residential - 5,000 square foot minimum) zone district as the primary use of the property will be a residential vacation rental dwelling that meets all requirements of the vacation rental ordinance.

- (c) General Plan Conformance. The proposed project is in substantial conformance with the intent, goals, objectives, and policies of all elements of the County General Plan and any specific plan which has been adopted for the area.

This finding can be made, in that the proposed residential vacation rental use is consistent with the use and density requirements specified for the R-UM (Urban Medium Density Residential) land use designation in the County General Plan as it is a residential use in an existing residential structure and the vacation rental ordinance 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.

- (d) CEQA Conformance. The proposed project complies with the requirements of the California Environmental Quality Act (CEQA) and any significant adverse impacts on the natural environment will be mitigated pursuant to CEQA.

This finding can be made, in that the project has been determined to be exempt from further review under the California Environmental Quality Act, as indicated in the Notice of Exemption for this project.

- (e) Utilities and Traffic Impacts. The proposed use will not overload utilities, result in

inefficient or wasteful use of energy, or generate more than the acceptable level of traffic on the streets in the vicinity.

This finding can be made, in that the proposed residential 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 because 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 non-vacation rental residential use and vacation rental use. The project will not overload utilities or otherwise result in an inefficient or wasteful use of energy.

- (f) Neighborhood Compatibility. The proposed use will be compatible with the existing and proposed land uses, land use intensities, and dwelling unit densities of the neighborhood, as designated by the General Plan and Local Coastal Program and implementing ordinances.

This finding can be made, in that the short-term 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. Both non-vacation residential uses and vacation rental uses can include celebrations that result in temporary increase in vehicles and building occupancy.

- (g) Local Coastal Program Consistency. For proposed projects located within the coastal zone, the proposed project is consistent with the provisions of the certified Local Coastal Program.

This finding is not required, in that the project site is not located within the coastal zone.

Site Development Permit Findings

- (a) Siting and Neighborhood Context. The proposed development is designed and located on the site so that it will complement and harmonize with the physical design aspects of existing and proposed development in the neighborhood, as designated by the General Plan and Local Coastal Program and implementing ordinances.

This finding can be made, in that the proposed short-term vacation rental is in substantial conformance with the requirements of the County Design Review Ordinance because no exterior changes to the existing residence are proposed as part of this application.

- (b) Design. The proposed development is in substantial conformance with applicable principles in the adopted Countywide Design Guidelines, except as prohibited by site constraints, and any other applicable requirements of SCCC 13.11 (Site Development and Design Review). If located in the Coastal Zone, the site plan and building design are also in substantial conformance with the policies of the Local Coastal Program and coastal regulations of SCCC 13.20.

This finding can be made, in that the proposed short-term vacation rental is in substantial conformance with the requirements of the County Design Review Ordinance because no exterior changes to the existing residence are proposed as part of this application.

Conditions of Approval

Exhibit D: Project plans, prepared by Christopher Peck, dated 06/30/2025.

- I. This permit authorizes the operation of a vacation rental for the purpose of overnight lodging for a period of not more than 30 days at a time, 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 Santa Cruz County Planning 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 on file with the Department of Community Development and Infrastructure.
 - B. Issuance of this permit shall not infer approval of new development or the private use of any property outside of the subject parcel boundary, including public and private rights-of-way, State Parks land, and County owned property. The term "new development" shall include, but is not limited to, fencing, patios, and accessory structures. The term "use" shall include, but is not limited to, outdoor seating, parking (in non-designated areas), and storage of equipment or materials.
 - C. The maximum, overnight occupancy of the vacation rental shall not exceed 10 people (two per bedroom, plus two additional people, children under eight not counted).
 - D. Use of the existing guest house shall be prohibited from Vacation Rental use.
 - E. The maximum number of vehicles associated with the overnight occupants shall not exceed three (number of on-site parking spaces, plus one additional non-exclusive on-street parking spaces).
 - F. The maximum occupancy allowed for celebrations and gatherings between 8:00 a.m. and 10:00 p.m. shall not exceed 20 people (twice the number of overnight occupants, children under 8 not counted).
 - G. 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.
 - H. Vacation rental 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' restrictions on noise (contained in the County Noise Ordinance), illegal behavior, and disturbances, including an explicit statement that fireworks are illegal in Santa Cruz County; and directions for trash management.

- I. Fireworks are illegal in Santa Cruz County and prohibited at the vacation rental.
- J. 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. For all rentals, the sign shall also display the beginning and end dates of the five-year vacation rental permit. Sign information shall be updated upon any renewal of this permit. The sign shall be continuously maintained while the dwelling is rented.
- K. The name, address, and telephone number(s) of the local property manager (24-Hour contact person) shall be posted inside the vacation rental in a location readily visible to all guests.
- L. Any change in the local property manager's name, address, or telephone number shall be promptly furnished to the Planning Department, the local Sheriff Substation, the Auditor-Controller-Treasurer Tax Collector, the main County Sheriff's Office, and the local fire agency, and to the property owners of all properties located within a 300-foot radius of the boundaries of the parcel on which the vacation rental is located. Proof of mailing or delivery of the updated contact information to all of the above shall be submitted to the Planning Department within 30 days of change in the local property manager's contact information.

In addition, the applicant shall complete the online contact (see link below) information survey to ensure that the Community Development and Infrastructure Department is apprised of current contact information and for emergency notifications by the County Office of Response, Recovery and Resilience. Survey can be accessed via this link: <https://forms.office.com/g/5kjvAnC8n6>.

- M. The local property manager (24-hour contact person) shall be located within 30 miles of the vacation rental. The local property manager shall be available 24 hours a day to respond to tenant and neighborhood questions or concerns. Failure to respond within 60 minutes of being contacted, as verified by County Code Enforcement staff or the County Sheriff, shall constitute a significant violation and may lead to revocation of the permit in accordance with SCCC 18.10.136.
- N. All advertising for vacation rentals shall include the vacation rental permit number in the first two lines of the advertisement text, and where photos are included, a photo containing the permit number shall be included, as well as a photo of the required signage that includes the 24-hour contact information and vacation rental identification. Advertising a vacation rental for a property without a vacation rental permit is a violation of this chapter and violators are subject to the penalties set forth in SCCC 19.01.

- O. 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.
- P. 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.
- Q. 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 public hearing by the Zoning Administrator (or by the Planning Commission upon referral).
- R. If more than two significant violations occur on a vacation rental property within a 12-month period, a permit shall be noticed for a public hearing to consider permit revocation, pursuant to SCCC 18.10.136. "Significant violations" are: citations for violation of SCCC 8.30 (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.
- S. The Vacation Rental shall provide overnight lodging for a period of not more than 30 days at a time.
- T. 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.

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 three years from the effective date listed below unless the conditions of approval are complied with and the use commences before the expiration date.

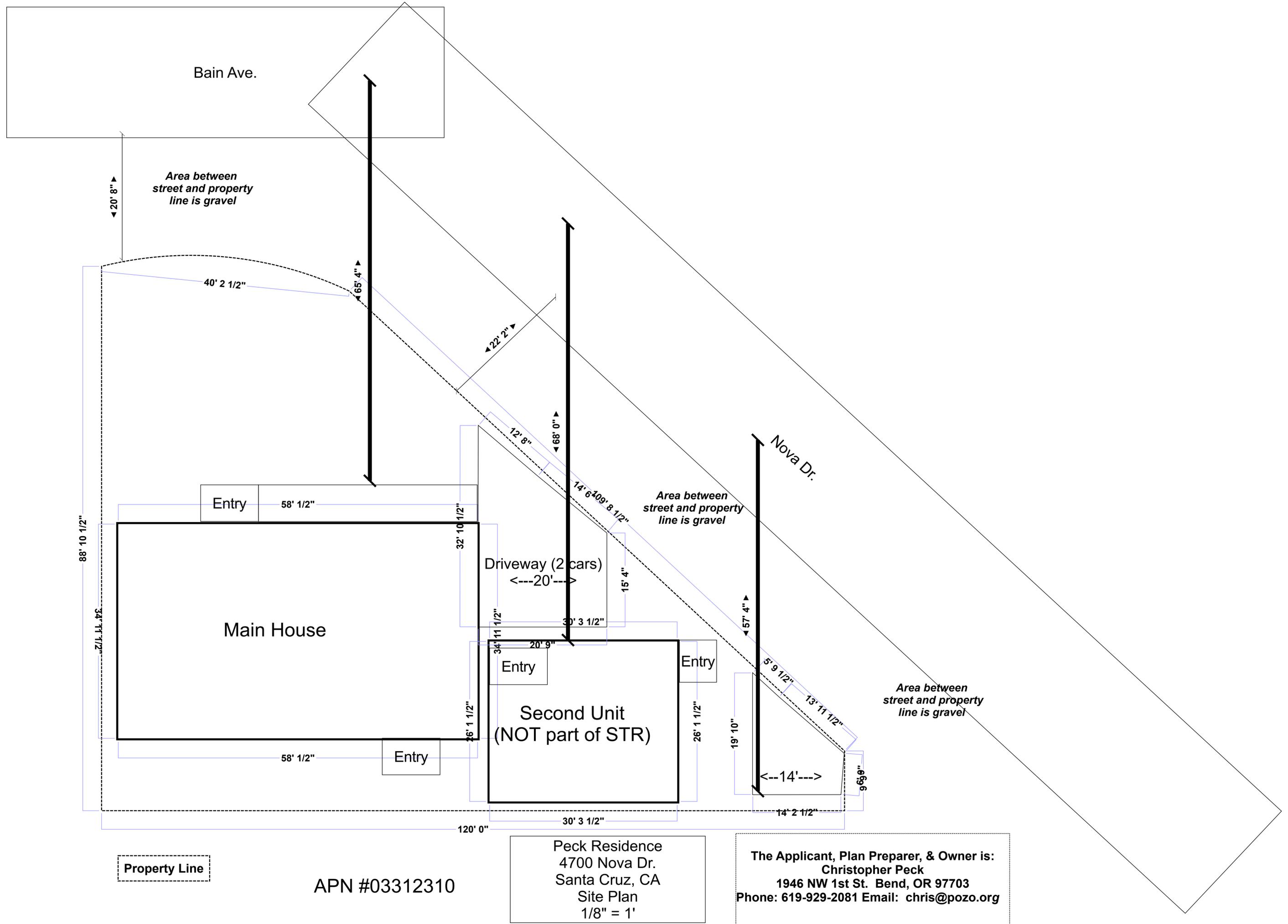
Approval Date: _____ November 07, 2025 _____

Effective Date: _____ November 21, 2025 (after 5 p.m.) _____

Expiration Date: _____ November 21, 2030 _____

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.



Bain Ave.

Area between street and property line is gravel

Nova Dr.

Area between street and property line is gravel

Area between street and property line is gravel

Property Line

APN #03312310

Peck Residence
4700 Nova Dr.
Santa Cruz, CA
Site Plan
1/8" = 1'

The Applicant, Plan Preparer, & Owner is:
Christopher Peck
1946 NW 1st St. Bend, OR 97703
Phone: 619-929-2081 Email: chris@pozo.org

6/30/2025

STR Parking Plan for 4700 Nova Dr, Santa Cruz CA

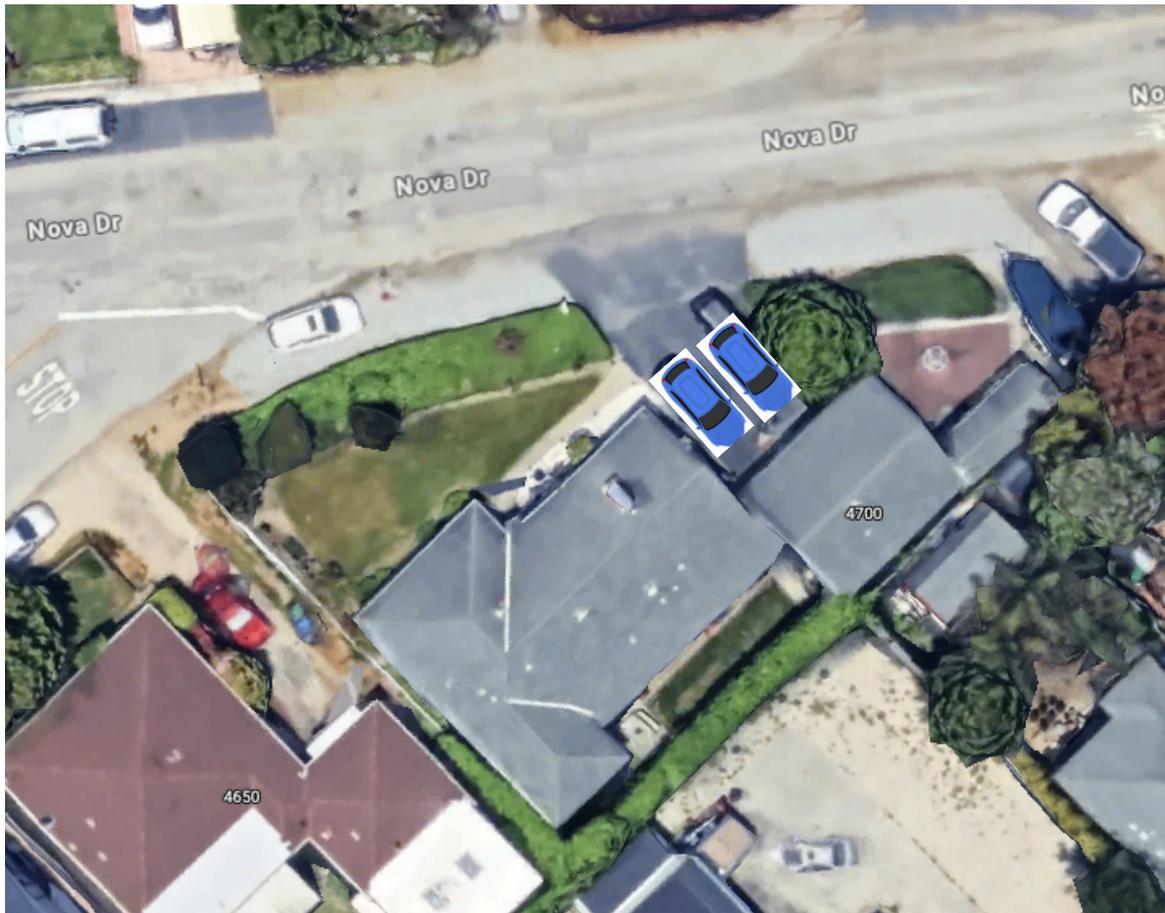
APN# 033-123-10

Vehicle parking is limited to designated spaces at the property and legal public parking.

On-property parking allows for 2 cars to be parked off the street. The spots should be used over the street parking at all times. Guests who use street parking in the vicinity of the rental will not have any exclusive or assigned use of any available street parking.



= On property / Driveway Parking locations



**The Applicant, Plan Preparer, & Owner is:
Christopher Peck
1946 NW 1st St. Bend, OR 97703
Phone: 619-929-2081 Email: chris@pozo.org**



Vacation Rental Permit & Renewal Application Form

24-Hour Contact

NOTE: The 24-hour contact must reside within a 30-mile radius of the vacation rental.

Name: _____

Physical Address: _____

City: _____ State: _____ Zip Code: _____

Phone No.: _____ Email: _____

Elected / Public Official or County Employee Information 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.

Contact person signature, if applicable

Date



Rental Safety Certification

The following items require verification to assure the rental 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 current building code requirements.
 - 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 current building code requirements.
 - 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 current electrical code requirements.
- 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 current building code requirements.
- All stairs shall have at least one continuous **handrail** running the full length of the stairs per current building code requirements.
- 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 current building code requirements. 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 requirements
- 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		Date
Certified Home Inspector	License #	Date
County Building Inspector		Date
Property Manager/ Agent		Date



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 certify that, to the best of my knowledge, the bedroom(s) associated with this hosted rental are legal and suitable for human occupancy.

I understand that hosted rentals are for bedrooms in the primary dwelling unit and are not permitted in accessory structures (including ADU's), legally restricted affordable housing units, balconies, sheds or porches, RV's, or tents.

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 further certify that there are no restrictions against short term rentals associated with the subject property, including, but not limited to, Homeowner's Association regulations, and I understand that any permit issued will be rendered void if there are restrictions on the subject property.

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.

Signature of Owner or Authorized Agent

Date



COUNTY OF SANTA CRUZ

EDITH DRISCOLL, AUDITOR-CONTROLLER-TREASURER-TAX COLLECTOR
701 OCEAN STREET, SUITE 150, SANTA CRUZ, CA 95060-4073
POST OFFICE BOX 5639, SANTA CRUZ, CA 95063 • (831) 454-2510 • FAX (831) 454-2257

TRANSIENT OCCUPANCY TAX - REGISTRATION APPLICATION

Santa Cruz County
Tax Collector

APR 21 2025

FOR COUNTY USE ONLY
Certificate Number:
Date Issued:
APN Number: 033-123-10

~~PLEASE PRINT OR TYPE~~

Name of Facility or Unit Nova House

Address of Facility or Unit 4700 Nova Dr. Santa Cruz, CA 95062

Property Manager (If Applicable) _____

Mailing Address 1946 NW 1st. St. Bend, OR 97703

Email Address Chris@pozo.org Phone# 619.929.2081

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 1

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

Owner(s) Name (List Principals):

Operator's Name	Address	Phone Number
Christopher Peck	1946 NW 1st St. Bend, OR 97703	619 929 2081

Local Emergency Contact

Name	Email Address	Phone Number
Michael Pistacchi	mikepistacchi@gmail.com	408 513 5325

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

Signed [Signature] Date 4/21/2025

*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 you will not be required to report monthly.

SHORT TERM VACATION RENTAL AGREEMENT – Revision 6/30/25

HOST: *Christopher Peck, 619-929-281*

ADDRESS OF PROPERTY: 4700 Nova Drive, Santa Cruz

PERMIT # TBD 24/7 CONTACT Michael Pistacchi , Tel: 408-513-5325

RENTER'S NAME: _____

AGE: _____ DRIVER'S LICENSE #: _____ STATE _____

ADDRESS: _____ EMAIL: _____

HOME PHONE: _____ CELL PHONE: _____

VEHICLE 1 MAKE, MODEL & LICENSE PLATE #: _____

VEHICLE 2 MAKE, MODEL & LICENSE PLATE #: _____

NUMBER OF GUESTS: Adults (over 18 years of age) _____ Minors _____

CHECK IN DATE: _____ CHECK OUT DATE: _____ # NIGHTS: _____

Security Deposit: \$ _____

Cleaning fee: \$ _____

Rent: \$ _____

TAX \$ _____ Required by Santa Cruz

Total due at booking \$ _____

Total paid: \$ _____

Remainder due: \$ _____

PAYMENT Credit card or cash

SECURITY/DAMAGE DEPOSIT A security deposit of \$650 is required to hold your vacation rental reservation. We must receive a credit card or PayPal deposit for the security deposit at time of booking. Upon receiving your security deposit and a signed, dated copy of this Rental Agreement, your reservation will be confirmed and a rental confirmation will be emailed to you.

Upon your arrival, your security deposit converts to a damage deposit. The damage deposit will be returned to you within 3 to 7 business days **provided that the following provisions are met:**

- No damage is done to the property or its furnishings
- There are no items missing from the property.
- All keys are returned.
- There are no violations of this agreement.

This agreement is a short-term vacation rental contract and differs in California law from that of a residential lease. The property manager/owner or representative has the right to enter the property with reasonable notice for the protection, inspection, or maintenance of the property, and/or enforcement of this agreement up to but not limited to full eviction and forfeiture of all amounts paid including damage deposit. _____ (initial)

BY SIGNING THIS AGREEMENT, YOU ACKNOWLEDGE THAT IN THE EVENT OF ANY ENFORCEMENT ACTION UP TO BUT NOT LIMITED TO EVICTION, ALL AMOUNTS PAID INCLUDING THE FULL DAMAGE DEPOSIT WILL BE FORFEITED. _____ (initial)

TERMS AND CONDITIONS

VIOLATION OF ANY OF THE FOLLOWING TERMS AND CONDITIONS WILL RESULT IN EVICTION AND ALL AMOUNTS PAID INCLUDING THE FULL DAMAGE DEPOSIT WILL BE FORFEITED. _____ (initial)

The maximum number of guests is 10, children under 8 not counted. _____ (initial)

House parties, social events, and/or ANY activity where guests not listed on the Guest Registration or exceeding the occupancy limit are invited including dinners and family reunions are strictly prohibited. Any violation will result in immediate eviction and all amounts paid including damage deposit will be forfeited. _____ (initial)

The maximum number of people that are allowed for celebrations and gatherings between 8:00a.m. and 10:00 p.m. is 10. _____ (initial)

The maximum number of vehicles allowed is 2. _____ (initial)

You must comply with all city noise ordinances. No loud noise is allowed. Quiet hours are between 9:00 p.m. and 8:00a.m. _____ (initial)

Trash must be kept in closed containers and not allowed to accumulate. _____ (initial)

Prohibition on illegal behavior including an explicit prohibition of ANY fireworks. _____ (initial)

You must be 25 years of age to rent this property. By signing this agreement, you acknowledge that you are 25 years of age or older. Proof of age with valid ID is required at check-in. Any falsification of age will result in immediate eviction and all amounts paid including damage deposit will be forfeited. _____ (initial)

By signing this agreement, you acknowledge that you are responsible for the conduct of all persons you invite or allow to remain on or in the property during the dates of this reservation. Your reservation is confirmed for only the number of guests listed on your confirmation and upon check-in, you will be required to complete a Guest Registration Form listing the names and ages of all persons who will be on the premises. **The property has a guest maximum occupancy of 10 (children under 8 not counted) at any given point in time**, day or night including interior, exterior, grounds, driveways, backyard and pool. Exceeding this occupancy limit or falsifying occupancy is strictly prohibited. Violation of the Occupancy Limit will result in immediate eviction and all amounts paid including damage deposit will be forfeited. _____ (initial)

Subleasing the property or advertising the property in any form including but not limited to digital or social media is strictly prohibited. _____ (initial)

As the responsible party signing this agreement, you must personally be in residence during the entire stay and when requested by law enforcement or other authority you must provide a copy of this signed agreement. By signing this agreement, you acknowledge that you are responsible for the conduct of all persons you invite or allow to remain on the property during the time of your reservation. _____ (initial)

Any guest(s) engaging in or arrested for any illegal activity including the possession of illegal substances is strictly prohibited anywhere in or on the property. The Guest(s) will be subject to immediate eviction and all amounts paid including damage deposit will be forfeited. _____ (initial)

Fireworks are prohibited by city ordinance, both on private and public property. _____ (initial)

No BBQ grilling is allowed on enclosed decks. _____ (initial)

No pets are allowed without specific written permission. _____ (initial)

HOUSEKEEPING AND OTHER MATTERS When you arrive, the property will be clean and set up with linens. We have included the following supplies to accommodate the appropriate number of guests:

- Bath towels, hand towels, wash cloths. Beach towels are not provided, please do not take bath towels to the beach.
- Initial supply of dishwashing soap, hand soap, paper towels and toilet paper

This is a non-smoking property. When smoking outside of the property, the doors to the property must be kept closed and butts must be safely and properly disposed. If smoking is detected inside the property, the full damage deposit will be forfeited. _____ (initial)

Vehicle parking is limited to the 2 designated driveway spaces at the property which are wholly contained on site. Parking in other than a designated place will result in the towing of your vehicle. _____ (initial)

Lock all doors when you leave the house to keep your personal items safe. Property manager and property owner are not liable or responsible for personal items left behind, lost or stolen. If you

leave an item behind and wish to have it returned, call us as soon as possible and if found, we will arrange for shipment.

Check-in time is 3 p.m. PST. Please respect this time as in many cases the property has been rented the night before and we require time to prepare for your stay.

CHECKOUT Check out time is 11 a.m. PST. Prior to checkout, all dishes should be left in the dishwasher. Beds should be left unmade. Used towels may be left in the tub or shower. Make sure all doors and windows are locked and shut. Please empty the refrigerator completely. Upon final departure, and lock the door.

PLEASE READ ANY INSTRUCTIONS OR RULES AS SOON AS YOU ENTER THE PROPERTY. **IF YOU ENCOUNTER ANY PROBLEMS PLEASE CONTACT:**

CANCELLATION POLICY If you cancel more than 30 days before check-in, your Security Deposit will be returned. No refunds will be granted for cancellations due to weather unless there is a mandatory evacuation of the island. _____ (initial)

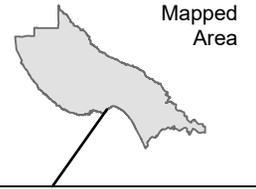
Force Majeure. There may be circumstances beyond our control and contemplation, in which the property might not be available for your booking. Examples of these include (but are not limited to) extended power or other utility outage (lasting more than one day), severe weather, destruction of or severe damage to the property. In the event of *Force Majeure*, we will do our best to make alternative arrangements for you where possible. If we cannot, or if the alternative arrangements are not acceptable to you, then we will refund all monies paid. This will be the full extent of our liability to you in such circumstances, and we will not be responsible for any other costs connected with any such cancellation,

By signing this agreement, I agree to all terms and conditions.

Renters signature: _____ Date: _____

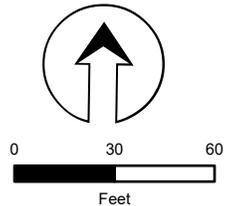


Parcel Location Map



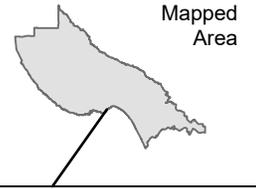
Parcel: 03312310

 Subject Parcel

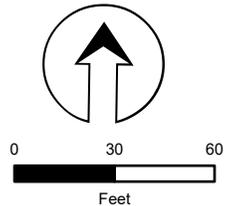




Parcel General Plan Map

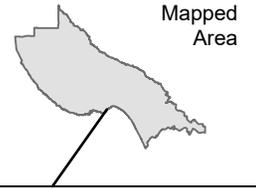


 Subject Parcel

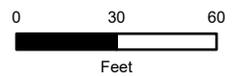
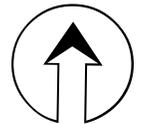




Parcel Zoning Map



 Subject Parcel



Parcel Information

Services Information

Urban/Rural Services Line: Inside Outside
Water Supply: Soquel Creek Water District
Sewage Disposal: Santa Cruz Sanitation District
Fire District: Central Fire Protection District
Drainage District: Zone 5

Parcel Information

Parcel Size: 6,838 square-feet
Existing Land Use - Parcel: Residential
Existing Land Use - Surrounding: Residential
Project Access: Nova Drive
Planning Area: Live Oak
Land Use Designation: R-UM (Urban Medium Density Residential)
Zone District: R-1-5 (Single family residential - 5,000 square foot minimum)
Coastal Zone: Inside Outside
Appealable to Calif. Coastal Comm. Yes No

Technical Reviews: None

Environmental Information

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

Michael Lam

From: Debby Molina <dmlolina_2000@yahoo.com>
Sent: Friday, August 8, 2025 3:50 PM
To: Michael Lam
Cc: First District
Subject: 4700 Nova vacation rental application

******CAUTION:**This is an EXTERNAL email. Exercise caution. DO NOT open attachments or click links from unknown senders or unexpected email.****

Hi Michael-

I'm a neighbor to 4700 Nova, living on Bain. Currently we have an Airbnb next door, another directly behind us, one kitty corner across the street and another kitty corner behind us. On our other side is a second home for folks who come for half the year.

Our neighborhood is full of vacation rentals and second homes where folks don't live full time. I can't say anything about the second homes. But we already have too many vacation rentals. It takes away housing from families who could be part of our neighborhood. It is a constant turn over of strangers, most of them fine, but sometimes a few bad apples. There's always the question of whether this new group will be good temporary neighbors or problematic late night partiers. Parking becomes a problem when many renters bring their vehicle, as often happens. Our street has very few kids on it because of the high price of homes and the lack of rentals here.

It would be great to have another home that rents long term to a family or gets sold, but we absolutely do not need another vacation home here. We love our neighborhood and want to keep it full of neighbors, not drop-ins.

Thank you.
Deb Molina
4610 Bain Ave.
Santa Cruz

[Sent from Yahoo Mail for iPhone](#)

Michael Lam

From: wendyc@cummingcpa.com
Sent: Tuesday, August 12, 2025 7:32 AM
To: Michael Lam
Subject: Application 251173

******CAUTION:**This is an EXTERNAL email. Exercise caution. DO NOT open attachments or click links from unknown senders or unexpected email.****

Hi Michael,

I'm a resident that resides directly across the street from 4700 Nova Dr., Santa Cruz 95062. My home is 4605 Nova. We are against another rental property in this area as it is already saturated. Many of the residences in this area, including Gladys, do not want to see more STR's in this area. The vacationers are extremely disrupted to our every day living here. What are our options to present a protest? I believe you would be sending us a card with information, but I wanted to reach out to you directly as I am representing my neighbors and will provide everyone the information they need to be heard. I appreciate your response to the email.

Thank you.

Wendy and Jim Cumming

Wendy L. Cumming
Certified Public Accountant
P.O. Box 1531
Capitola, California 95010
(831) 227-3225