



Town of Paradise
Community Development Department
Building Resiliency Center
6295 Skyway
Paradise, CA 95969
(530) 872-6291 x411

SHORT TERM RENTAL **APPLICATION CHECKLIST**

- Completed administrative permit application. All information should be filled in as completely as possible**
- Administrative permit application fee**
- Detailed written project description**
- Applicant's signature/owner's signature or letter of authorization**
- Detailed site plan drawn to common engineer's scale (2 copies), 1" = 20' preferred**
- Site plan shall contain the following information:**
 - Name, address of owner(s) and Assessor's Parcel Number of property.
 - A site location sketch indicating the location of the proposed project in relation to the surrounding area.
 - North arrow
 - All buildings, site improvements, and appurtenant structures to include:
 1. *All on-site parking spaces*
 2. *Building setbacks*
 3. *Streets or roads bordering the property*
 4. *Septic tanks and leach fields*

TOWN OF PARADISE APPLICATION FOR SITE PLAN REVIEW PERMIT

Project No. PL _____
(for office use only)

Applicant _____ Email _____

Phone _____ Mailing Address _____

Owner _____ Email _____

Phone _____ Mailing Address _____

Site Address _____ AP Number(s) _____

Zoning _____ Existing Use _____ Parking spaces _____

Project description _____

Number of bedrooms _____ Number of Bathrooms _____ Max. Occupancy _____

24 HR complaint & emergency contact:

(must be within a 30-minute drive of rental and be available 7 days/week)

Name _____ Email _____

Phone _____ Mailing Address _____

Relationship to property _____

I HEREBY DECLARE UNDER PENALTY OF PERJURY THAT THE ABOVE STATEMENTS AND ATTACHED SITE PLAN ARE TRUE, ACCURATE, COMPLETE, AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF.

Applicant's Signature _____ Date _____

Property Owner's Signature _____ Date _____
(If not applicant)

Note: By signing this application form, the applicant is indicating that the project meets Town of Paradise Ordinance No. 625 and all building and safety codes.