



COUNTY OF HUMBOLDT
PLANNING AND BUILDING DEPARTMENT
CURRENT PLANNING DIVISION

3015 H Street Eureka CA 95501
Phone: (707)445-7541 Fax: (707) 268-3792

Short-term Rentals FAQs

How much does the Administrative Permit cost?

\$190.00

What is appropriate Farm Stay documentation and how do I know if I am a Farm Stay?

There is no form for farm stay. If on property with natural resource zoning (AE, AG, TPZ, or FR) you must apply as a farm stay. You merely check the “farm stay” box when applying and provide supporting documentation in the form of a narrative or pamphlet. This document submittal should outline how you provide an educational activity or experience which ties the farm stay to the intended use of your natural resource parcel (agricultural practice, touring the garden/field and harvesting fruits/vegetables, feeding livestock, explaining sustainable cultivation practices, offering local goods and describing the processes for making them, touring reforested areas, planting native commercial species saplings, educating on timber harvest practice, etc.)

What if I have an AOB I want to use for STR?

AOB are not eligible for STR permits. If you would like to use an AOB dwelling as an STR you must apply for a STR permit and standard Building Permit concurrently. Your STR permit will not be issued/approved until after your Building Permit is issued and you have received a Certificate of Occupancy.

What if I have an ADU/JADU I want to use for STR?

Any ADU/JADU permitted after December 31, 2019 (2020-present) will not be eligible for STR permits. This is state law and will not be persuadable with a Special Permit. If you have an ADU which predates this provision, this does not apply to you.

What if I had a Code Enforcement case?

You must have all CEU (Code Enforcement) actions remedied before being eligible for a STR permit. If you had a previous CEU case for operating an STR, complied, and removed your listing, your CEU case record could also be submitted as proof of an existing operation. Again, active violations will not receive the benefits of entitlement until all violations are resolved. Please contact the CEU unit at **707-476-2429** if you have further questions.

What if my home is on the Historical Registry?

If on the Historical Registry, please provide verification from the Office of Historic Preservation website and submit it as evidence.

How do I make an Evacuation Route for my Good Neighbor Guide Posting?

For the evacuation route, you will want to print out GPS directions from your STR to the nearest highway/freeway. This can be printed out and uploaded with your application. As a reminder, this must also be attached to your Good Neighbor Guide posting available for tenants within the STR.

Do I still need a permit if only offering my rental for 60 consecutive days or less?

You will still need an STR permit, you will just be exempt from the Cap if this is the case. For STR permits operating 60 consecutive days or fewer, be mindful that evidence of stays must be provided at biannual renewal if intending to continue operation.

Where do I get a deed and how do I verify my building permit number or year my home/dwelling unit was built?

You can get a copy of your deed from the Clerk-Recorder's office. You can get your building permit number from Planning and Building or the Assessor's office (if your dwelling unit was constructed prior to 1962). Both the Assessor's office (third floor) and Clerk-Recorder's office (fifth floor) are located in the same building: 825 5th Street, Eureka. If your home predates the building code (1962), the Assessor's office will have the date constructed. Please complete your due diligence before inquiring with the Planning Department about these items. This will make your application experience much easier.

How do I know if my access road is adequate?

The access road shall operate at a functional equivalent of a Category 3 road subject to the satisfaction of the Public Works Director. Exceptions to this standard may be sought with a Special Permit.

How many parking spaces are required?

At least one (1) parking space per rented bedroom is required onsite. Up to one on-street parking space may be allocated in this calculation. All parking spaces must be shown on the Site Plan.

What do I submit if I want to host gatherings during daytime hours?

You must submit an operational narrative outlining all constraints of your gatherings (hours of operation, activity type, and how often you plan on allowing this use without impacting the neighborhood). Failure to outline constraints of gatherings will result in no permit issuance. Gatherings shall have no more than twice the maximum occupancy of the short-term rental, only allowed during the hours of 8 a.m. to 10 p.m. (not eligible for stay). It should be noted that the number one complaint associated with STRs are gatherings. Substantiated complaints can lead to permit suspension if not remedied. Multiple substantiated complaints will lead to permit revocation.

How do I know if I am eligible for a permit?

Verify your zoning and whether or not you meet performance standards outlined in the ordinance. The Cap evaluation data will be available after July 3, 2024, to see if your area is eligible for new STR permits.

How do I distribute my Good Neighbor Guide?

You can hand deliver the GNG to your neighbors' doorsteps or utilize the GIS system to identify surrounding addresses and send it in the mail. County GIS can provide a physical address of parcels and has a measuring tool that can be helpful when trying to determine who to distribute the GNG to. One could use these addresses and send certified mail.

Public GIS: <https://webgis.co.humboldt.ca.us/HCEGIS2.0/>

Does my affidavit require notarization?

The affidavit does not require legal notary, just acknowledgment of the completed task. There is no County form for this.

What if I am an operator and not the owner? Can I still operate and apply for the permit on the owner's behalf?

You can facilitate the application on behalf of the owner, but the permit needs to be in the owner's name. You will need ownership consent to act as "agent" or "operator" for the permit and would be the main contact in the permit application, and Good Neighbor Guide as the operator. If the owner wishes that the permit be in the name of the operator, they must state so when submitting ownership consent (signed statement). Be mindful that an individual or business shall not own more than three (3) parcels with Short-term Rental Permits.