Community Development Department
9291 Old Redwood Highway
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Planning: (707) 838-1021
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Short-Term Rental Additional Requirements

1. ***License Required***. No person shall establish and operate a STR without first obtaining and maintaining at all times a valid STR License.
2. ***Ownership Type.*** Only a natural person or persons who is/are the owner of record of the residential real property proposed to be rented as a Short-Term Rental may submit an application for a STR License. Owner includes a personal or family trust consisting of natural persons and the trustees of such trust but does not include residences or condominiums owned as a timeshare, limited liability partnership or corporation, fractional ownership of six or more interests, or a business entity. A permanent occupant of the residential real property proposed to be rented may submit an application only if it is also signed by the property owner.
3. ***Non-Transferable.*** A Short-Term Rental license is non-transferable, shall not run with the land, and shall be valid only at the site described in the application.
4. ***Number of STR Licenses.*** No more than three (3) STR licenses may be issued to any one host.
5. ***Renewal Required.*** A STR license shall be valid for one (1) year from the date of issuance, and may be renewed for a period of 24 months upon submission of a renewal application and fee to the Town.
6. ***Transient Occupancy Tax.*** All Short-Term Rentals are subject to and must comply with all applicable requirements of the Town's transient occupancy tax, as set forth in Windsor Municipal Code Chapter 2-3. Each operator shall collect the tax imposed at the same time as the rent is collected from every transient. The amount of tax collected shall be separately stated from the amount of the rent charged.
7. ***Collection of Transient Occupancy Tax.*** Hosting platforms shall be responsible for collecting all applicable taxes imposed by Municipal Code Section 2-3-210. The hosting platform shall be considered the agent of the host for the purposes of tax collections and remittance responsibilities.
8. ***Attestation Regarding CC&Rs.*** *By signing the application, the applicant attests that no a*pplicable covenants, conditions, and restrictions (CC&Rs) or similar agreements prohibit the property from being used as a Short-Term Rental.