

VRD LOCAL CONTACT ACKNOWLEDGMENT FORM

This form must be signed and returned to the Seaside Community Development Department

(I) (We), the undersigned local contact for the proposed Vacation Rental Dwelling located at _____, hereby acknowledge the City of Seaside Planning Commission's expectation the contact person must be available 24 hours a day to address compliance issues while the property is rented for transient occupancy.

(I) (We) also acknowledge and fully understand that failure to respond to neighbor's valid complaints concerning compliance issues within a reasonable period of time could result in the Commission's review of the permit and ultimately result in the loss of the VRD permit.

(I) (We) also acknowledge the Planning Commission believes a reasonable period of time for a local contact to take some remedial action intended to address a valid complaint is within two hours of being contacted.

(I) (We) also acknowledge that any time documented violations of the VRD's conditions of approval are not addressed by the local contact within two hours of receiving a complaint, the permit could be subject to review by the Planning Commission.

(I) (We) also acknowledge the **local contact is expected to maintain a complaint response log** that would be made available to city staff or the Planning Commission upon request. At a minimum, the log needs to provide the date, time, subject matter and name of the complainant in addition to indicating the action taken to resolve the complaint.

(I) (We) also acknowledge the final decision and conditions of approval applied to permit _____, received by Owner(s) _____ have been reviewed and it is understood the restrictions apply any time the dwelling is used for transient occupancy (less than 30 days) when a member of owner's family is not present.

Printed Address for Local Contact

Email Address for Local Contact

Printed Name of the Local Contact

Phone Number for Local Contact

X

Signature of the Local Contact

Date