

SHORT TERM RENTALS (STRs) GUIDE FOR PERMITTING

Intro to this Guide

If you are planning to submit a Short Term Rentals Permit application, this guide will help you determine your submittal requirements. Follow the steps described here to prepare your application and understand the general process involved in obtaining approval to advertise and operate an STR.

1) What is considered a Short Term Rental?

- a) A Short Term Rental (STR) refers to existing single-family dwellings, condos, or multi-family units where, for compensation, lodging is provided within either the entire home or a portion of the home for a rental period of less than 28-days. Short Term Rentals are distinguishable from commercial lodging use types in that no meals may be provided within short term rentals as part of the rental agreement and the home may only be rented out for short-term rental use to one group at a time. STRs are also often referred to as vacation rentals and are commonly made available through property management companies or online booking platforms.

2) When is a permit required for short term renting of my home?

- a) A Washoe County permit is required prior to advertising for rental and prior to renting a private residence, such as a single-family home, apartment, or condominium for less than 28 days. **A permit is required only for properties located in Unincorporated Washoe County.**

3) What happens if I operate an STR without first getting County approval?

- a) It is unlawful and is considered a public nuisance, as defined in [WCC 50.308.1](#), to operate an STR without the required issued permit. Any property owner found to be operating an STR without the required permit shall be guilty of a misdemeanor, issued a stop activity order, and fined per [Fines Schedule](#) and per the procedures outlined in WCC Chapter 125.

Preparing and Submitting an Application: General Requirements.

1) What permit is required to advertise and operate an STR?

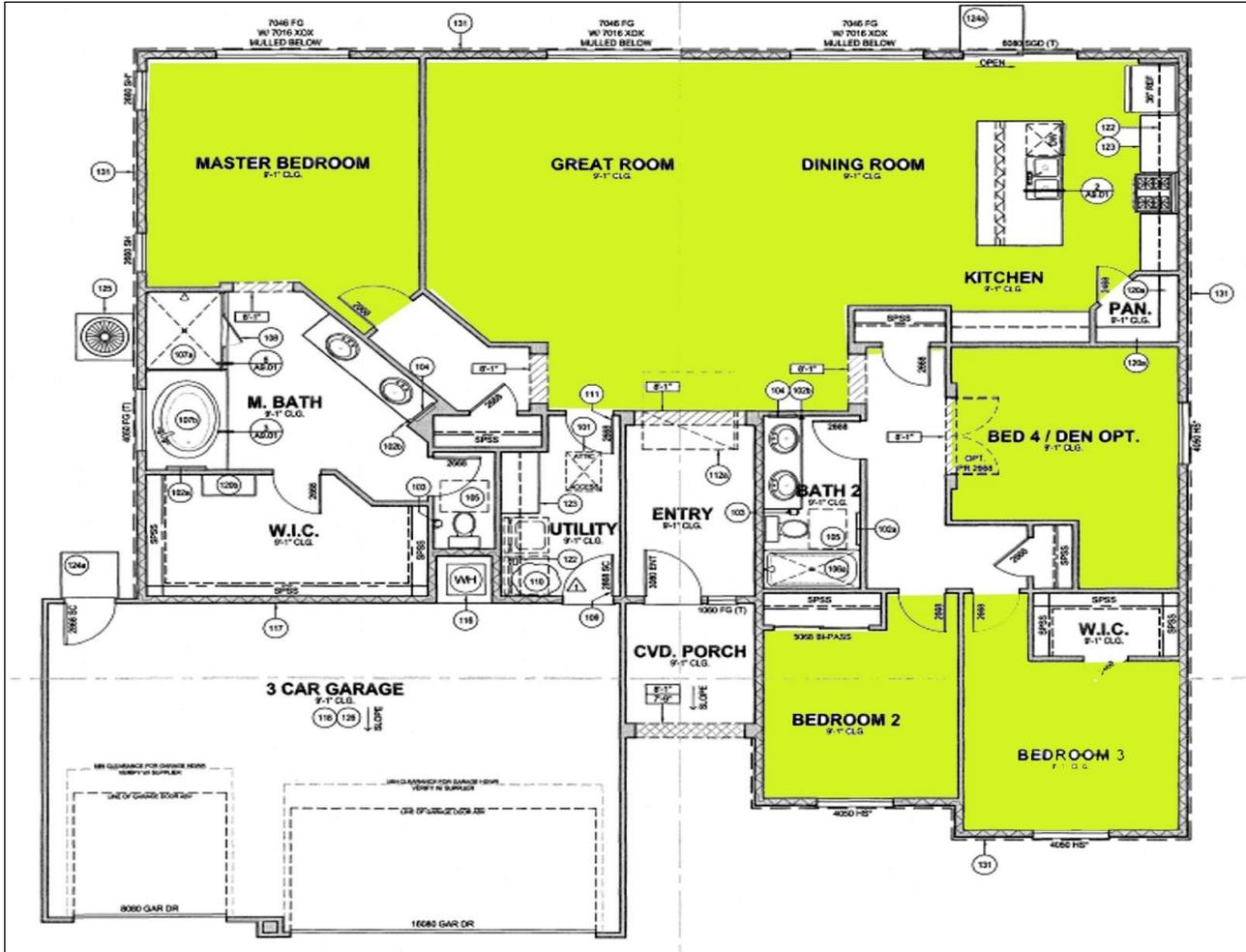
- a) All short term rentals require an STR Permit. For your benefit, please review the STR Ordinance in its entirety prior to submittal by [clicking here](#). The occupancy of the STR will determine the permit type(s), and review process for approval. The permit type is based on the maximum occupancy a residence may accommodate. STR Application Types are based on the following three (3) Tiers:

Permit Type	Qualifications	Zoning	Review Process
Tier 1	Maximum occupancy of 10 persons or fewer	Residential	STR Permit
Tier 2	Maximum occupancy of 11-20 persons	Residential	STR Permit and Administrative Review Permit
Tier 3	Maximum occupancy of 21 or more persons	Commercial	STR Permit and Administrative Permit

2) How do I determine how many occupants my STR is allowed?

The occupant load shall be calculated as one (1) occupant for every 200 square feet of habitable space. Habitable space is defined as¹: A space in a building for living, sleeping, eating or cooking. Bathrooms, toilet rooms, closets, halls or utility spaces and similar areas are not considered habitable space. Washoe County Building will determine your final occupancy. *Please see example graphic below for representation of habitable space shown in the highlighted areas. STRs with occupants over 10 people (Tier 2 or Tier 3) will require an additional Planning permit, please contact the Planner of the Day: Planning@washoecounty.us or (775) 328-6100.*

Example Habitable Space (shown in Green) Floor Plan



3) Parking Requirements:

- a) For STRs in the Tahoe Basin: One (1) on-site parking space is required for every four (4) occupants. Applications for STR permits must demonstrate adequate (TRPA approved and paved spaces) parking spaces to support the maximum number of proposed occupants. If parking is insufficient, your occupancy will be reduced accordingly.
- i) **Exception:** under 110.319.15.b.4.i: In extraordinary and limited circumstances within the Tahoe Basin, the Planning and Building Division Director is authorized to consider reducing or relocating the required parking spaces in circumstances where the property owner has provided sufficient evidence that the request is warranted and will not unduly impact surrounding properties.

¹ International Building Code (IBC) Ch. 2

4) Where can I find the STR Application?

- a) Please visit the [STR Website](#) to access the STR application and apply online at www.OneNV.us under the “Short Term Rentals” module.

5) How do I submit the STR Application?

- a) The STR application can be found at the links in the above section. The website includes a link to the permitting site (www.OneNV.us) where you can set up a New User login and apply online. Please note, you will need to create a login, in order to submit an STR permit online.
- b) The Washoe County STR Website also includes a comprehensive application guide, and “How-To” video that provides instructions for submitting your STR permit.
- c) Planning staff will also conduct informational STR forums via Zoom, called Pre-STR Meetings, which are recommended for STR applicants to watch prior to submitting an STR permit. Information and access to these forums will also be available on the Washoe County STR Website.

6) What documents do I need to gather to apply for an STR permit?

- Short Term Rental Application**
- Site Plan** – scaled and dimensioned (hand drawn, or satellite [Google] image is acceptable)
- Floor Plan** – scaled and dimensioned (hand drawn is acceptable)
- Certificate of Insurance identifying the property as a rental, with a minimum of \$500,000 liability coverage per occurrence**
- Property Tax Payment** – for current quarter of current fiscal year
- Copy of Educational Materials** (required prior to inspection)
- Parking Pass or proof of parking space assignment(s) for multi-unit (building with more than 2 units) Short Term Rentals** (if applicable)

The following provides additional detail to the above submittal requirements:

A. An STR Permit Application (which includes Owner Affidavit and Notarized Certification)

B. Site Plan (Required at submittal)

- a) A hand drawn or mocked up image, using an online mapping tool, such as, [Google Maps](#), [MapQuest](#), [Bing Maps](#) or other online platform, showing and labeling each of the following: location of property lines; dwelling unit(s) and all other structures on the property; dedicated locations and surface material of required parking spaces; and, snow storage areas (for properties located within the boundaries of the Tahoe Area Plan). For an example, refer to [Attachment A](#), Site Plan Example, included in this guide.

C. Floor Plan (required at submittal)

- a) A hand drawn and scaled floor plan showing entirety of dwelling, including areas proposed to be available for STR use. Each room must be labeled, with dimensions and square footage also provided for areas/rooms proposed to be used for sleeping purposes. The floor plan must also show locations of fire extinguishers, smoke alarms, carbon monoxide (CO) alarms, hot tubs (if applicable), decks (if applicable), and ingress/egress (doors, stairs and windows) from the dwelling and each room. For an example, refer to [Attachment B](#) included in this guide.
- b) For an outline of your home to use as a starting point for your Floor Plan and/or Site Plan, including recorded gross floor area, you can visit the County’s Assessors webpage at: [Real Property Assessment Data Webpage](#).

D. Renter's Insurance-(required at submittal)

- a) Copy of either a Certificate of Insurance, or a copy of your insurance policy, indicating a minimum of \$500,000 in liability coverage per occurrence. The policy must identify the STR address and must indicate it is a rental.

For an example, refer to [Attachment F](#), Sample Insurance Policy

- b) Insurance Info for STRs advertising on Airbnb: If you are hosting with Airbnb, they will provide a liability insurance that meets Washoe County's STR ordinance requirements. Please contact: airbnbcertificates@aon.com with your name and STR property address requesting a certificate of liability insurance. Upload your insurance certificate when you submit your STR Permit online. **Please note that your Airbnb insurance policy will not cover liability when renting through another platform.**

E. Proof of Property Tax Payment (required at submittal)

- a) To obtain proof of property tax payment for current quarter of current fiscal year; visit [Treasurer's Property Search Page](#). A screen shot of the Treasurer's tax information for the property is acceptable.

F. Educational Materials (can be deferred, but will be required to be submitted prior to inspections)

- a) Educational materials required by WCC 110.319.15(a)(13); AND: the name, phone number (text-capable) and email address of the local responsible party designated to respond to issues/complaints on the property as required by WCC 110.319.15(a)(3). Educational material must be made available to all renters and prominently displayed in the unit's kitchen or other common area and must contain the following:

- ✓ County approved occupancy limits associated with the permit
- ✓ Exit locations
- ✓ Emergency phone numbers (ex. 911)
- ✓ Phone number for the STR's local responsible party
- ✓ Fire/life safety information (ex. Proper cigarette and ash disposal, no outdoor solid fuel burning fire pits, etc.)
- ✓ Community fire danger, proper BBQ operation
- ✓ Hot tub safety [if applicable], etc.)
- ✓ Bear awareness brochure (for properties located in bear-prone areas)
- ✓ Washoe County noise (quiet hours for Tahoe STRs only), and parking standards (for Tahoe STRs only) and trash standards.

- b) Within the boundaries of the Tahoe Area Plan, the following must also be provided as part of the Educational Material to guests:

- [North Lake Tahoe Fire Protection District Vacation Rental Safety Information Sheet](#)
- [Emergency Preparedness Guide](#)
- Community evacuation routes
- Avalanche warning methods (for properties located in designated avalanche danger zones)

- c) See [Attachment C](#) to customize a draft template for the Educational Material requirement.

G. For Condos or multi-family STRs only: Proof of Parking / Passes

- a) If the proposed STR is located within a condominium or multi-family complex, submit proof of parking assigned to your unit by written document or passes in the amount of 1 parking space for each 4 occupants.

H. Transient Lodging Tax (TLT) Number (required at submittal)

- a) To obtain a Transient Lodging Tax license number contact the Reno-Sparks Convention and Visitors Authority (RSCVA), for more information visit [Transient Lodging Tax Webpage](#).
- b) Partial home rentals, such as rentals of a room or several rooms (not the whole home), do not need to have a Transient Lodging Tax number and are exempt.

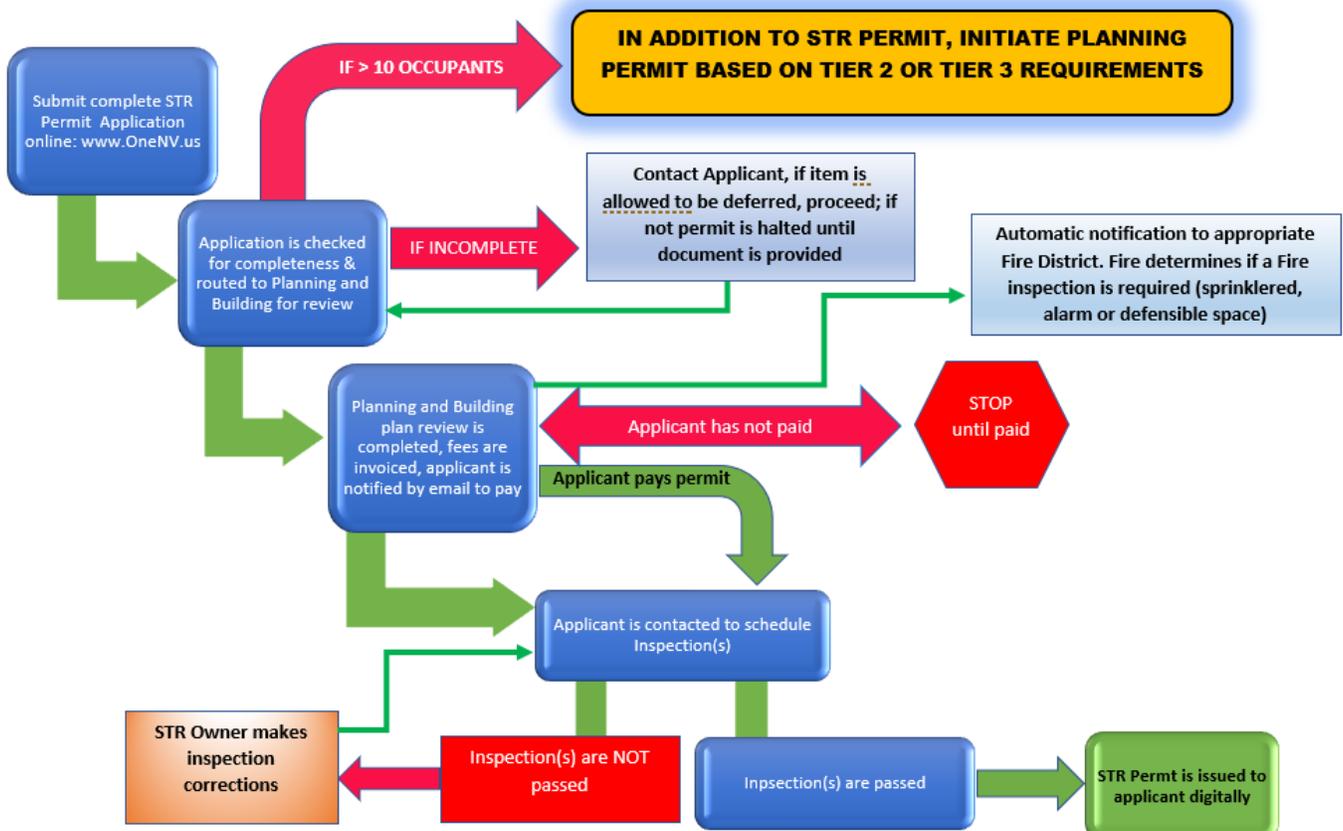
Advice before I apply: Who can help me?

- a) To make sure that your application has the greatest chance of success for timely approval, please start by visiting our website for guides and tutorials at www.washoecounty.us/STR. You may also want to consider attending a Pre-STR meeting with the experts at Washoe County. You may also reach out to the Planning Division before you apply by emailing STR@washoecounty.us or by calling 775-328-6100. Due to the volume of STR and limited staff, please leave a message and we will get back to you soon as possible.

What can I expect after I submit my STR application?

- a) The process typically involves the following steps:

Short Term Rentals (STR) Permitting Process



- b) The STR permit application will be reviewed concurrently by the Washoe County Planning and Building Divisions.
 - i) Planning Division will determine if the application is complete and will review the site plan for parking, zoning and compliance with the standards specified in the STR Ordinance.
 - ii) Building Division will determine the maximum occupancy and review the residence for compliance with life-safety standards per **WCC Section 110.319.15 & 20**.
- c) The appropriate Fire District will be notified of the application and determine if a Fire Inspection is required (an inspection is required if the STR is sprinklered, has a fire alarm or is located in an Extreme or High Fire Risk rating per IWUI code designation).
- d) Once the application review is complete, the STR Permit will be invoiced in accordance with the adopted fee schedule and you will be contacted to make an online payment via a provided link.
- e) After receipt of payment, the Building Division will contact the STR owner to set an appointment for applicable inspection(s).
 - i) Building Inspection - A Building Inspector will call you to schedule this inspection.
 - ii) A Fire Inspection may not be required; fire inspections are determined by the appropriate Fire District. If you were charged a Fire Fee, your STR has been found to require a Fire Inspection:
 - (1) For Tahoe Basin only - North Lake Tahoe Fire Protection District: Please schedule your inspection at <https://www.nltfpd.org/inspections>
 - (2) Rest of Washoe County - Truckee Meadows Fire Protection District: A TMFPD Fire Inspector will call you to schedule this inspection if it is required.
 - (3) Every dwelling shall be equipped with fire extinguishers sized and located per the requirements of the currently adopted fire code and current edition of NFPA 10. The following minimum requirement, in accordance with NFPA 10, is the recommendation per floor:
 - 1. A single extinguisher rated 2-A:10-B:C or higher **OR**
 - 2. One extinguisher rated 2-A or higher and a second extinguisher rated 10-B:C or higher

One extinguisher rated 2-A:10-B:C or higher should be provided to protect an attached garage that is under the residence or connected to the residence by a common wall. Where provided, extinguishers for detached garages should have a rating of 2-A:10-B:C or higher. Extinguishers must be serviced annually as required by the applicable fire agency.
- f) Prior to issuance of an STR permit, the property/residence must pass the required inspection(s) for life-safety of the structure and defensible space. Fire inspections will only be applied if required, and if applicable, as explained above.
- g) Plan Review and inspection(s) will likely occur within 7 to 10 working days of an STR Permit submittal, depending on STR application quality/completeness, STR Permit volume and an STR Owners availability to accommodate inspection(s).
- h) Once the Plan Review, inspection(s) and payment is completed, an STR Permit will be issued to the STR owner by email and online. The owner is required to print the STR Permit and appropriately post the STR permit at a location visible to guests. It is not necessary to sign and return the permit to Planning and Building.

The decision and thereafter

1) Can I advertise my STR before STR permit approval?

- a) No. You must have an issued STR permit to advertise or operate. All advertisements must include the Washoe County permit number, transient lodging tax license number, maximum occupancy as allowed by the permit, number of bedrooms, number of beds (not to exceed maximum occupancy), number of parking spaces, and a note that no off-site street-parking is permitted. This information must be displayed at the top of the STR advertisement. Upon approval of an STR permit, you may begin advertising and renting your home immediately.

2) How long does an approval remain valid?

- a) STR Permits are valid for 12 months from the date of issuance. STR Permits must be renewed and issued annually in order to advertise or operate. Previous issuance of an STR permit does not guarantee that a subsequent permit will be issued.
- b) Annual renewal application and fees must be submitted prior to expiration of the permit. Completion of renewal in time and prior to expiration, is the responsibility of the STR owner.
- c) A self-certification checklist may be provided after the first STR Permit for annual renewals, in lieu of a physical inspection, for a period not to exceed three years/renewals, provided all of the following conditions are met:
 - i) There have been no confirmed STR violations within the last 12 months;
 - ii) The STR permit has remained active since the last required physical inspection; and,
 - iii) The property owner provides a signed and notarized self-certification checklist attesting that the property meets the safety standards per **WCC 110.319.20**.

Attachments

[Attachment A – Site Plan Sample](#)

[Attachment B – Floor Plan Sample](#)

[Attachment C – Educational Materials Draft Template](#)

[Attachment D – Proof of Property Tax - Sample](#)

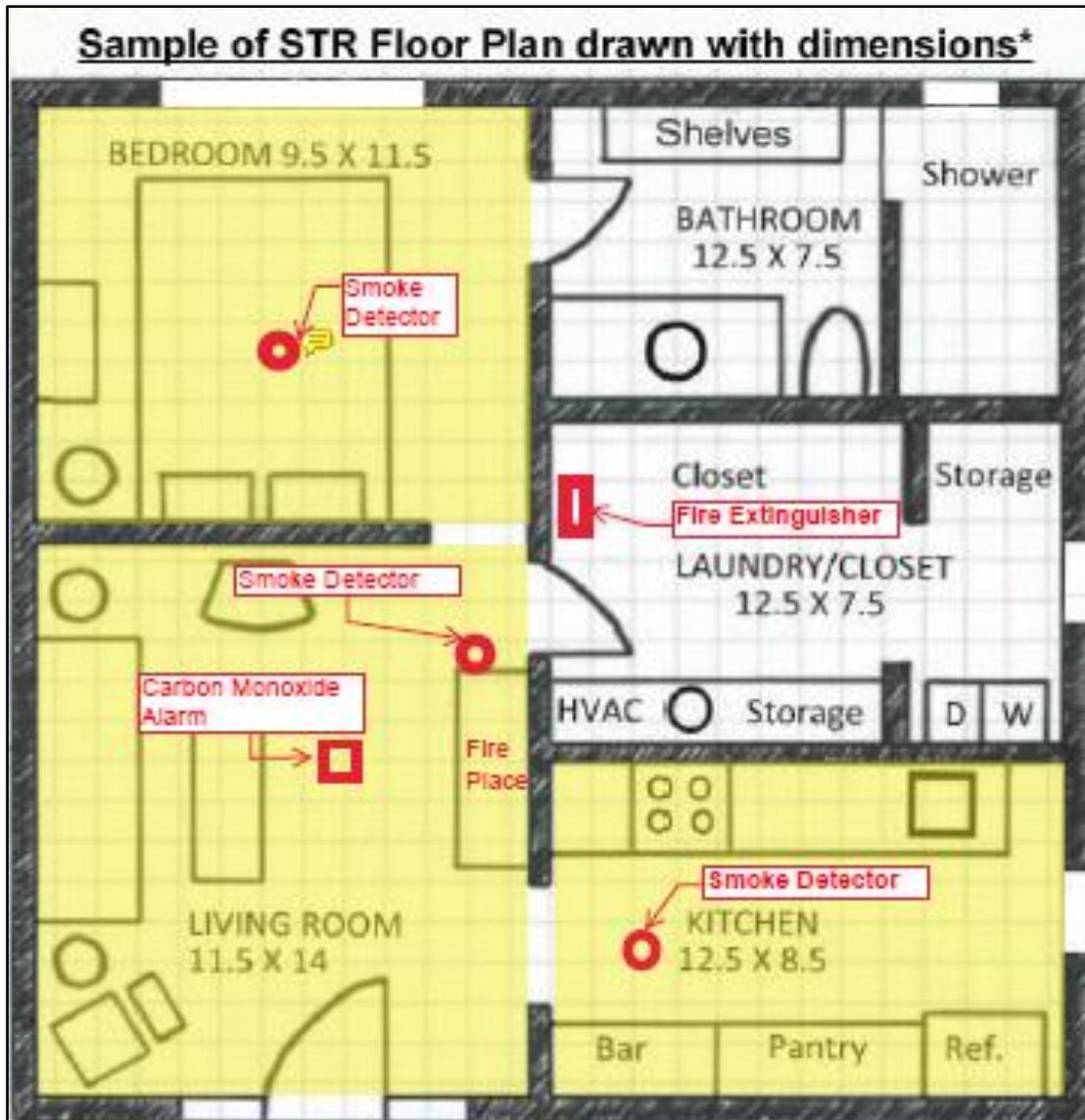
[Attachment E – Contact Information](#)

[Attachment F – Sample Insurance Policy](#)

Attachment A – Site Plan Sample



Attachment B – Floor Plan



*Only habitable space area (highlighted) is credited for determining occupancy. Only habitable space shall be considered for sleeping purposes. Areas such as garages, storage areas, bathrooms, laundry rooms, hallways, closets, or similar shall not be used for sleeping purposes. Occupancy is set at: One (1) occupant per 200 sf.

Sample Habitable Space Calculation:

Bedroom (9.5x11.5) = 109.25 sf +

Living rm (11.5x14) = 161 sf +

Kitchen (12.5x8.5) = 106.25 sf

TOTAL = 376.5 sf = 377 sf / 200 sf per occupant

= 1.88 occupants = 2 occupants maximum

(<0.5 rounds down, >0.5 rounds up)



**COMMUNITY
SERVICES DEPARTMENT**

Washoe County

Short Term Rentals (STRs)

Educational Material Template

Tahoe Specific

As required by Washoe County Development Code
Section 110.319.15

Please use and customize this template to provide
all information requested for your STR

Please note: This Educational packet and relevant flyers will be checked and must be
posted at the STR in a central location (like kitchen) during the STR Building inspection

Effective: May 1, 2021

STR Property Information

STR Property Address: _____

Maximum Occupancy: _____

(Note: No distinction is made based on the age of the occupant. Daytime and nighttime occupancy limits are the same.)

Fire Extinguisher Location: See Floor Plan next page

(required:1 per floor)

Emergency Exit Locations: See Floor Plan next page

STR Local Responsible Party Contact

(Available 24/7 to contact for any concerns or complaints)

First and Last Name: _____

Phone Number (text-capable): _____

Email Address: _____

In the event of an emergency, please dial 9-1-1

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Replace this blank page with a floor
plan of your property, indicating
Emergency Exits & Fire
Extinguishers Locations
(min. 1 per floor)

Helpful Phone Numbers

In the event of an emergency, please dial 9-1-1

Washoe County Sheriff's Office
775.832.4107

North Lake Tahoe Fire Protection District
775.831.0351
HELPFUL
Washoe County Emergency Management
775.337.5898

Incline Village General Improvement District
775.832.1100

American Red Cross (Reno Office)
775.856.1000

Washoe County – Community Services Department, Planning and Building Division
775.832.6100 Email: STR@washoecounty.us

Washoe County – Complaint Hotline: (775) 277-6701

Additional Phone Numbers:

Fire / Life Safety Information

This property allows smoking: YES NO

If yes, smoking is allowed in these designated areas:

Cigarette butts and ashes can be disposed of in these designated areas:

This property provides access to a fire pit and / or BBQ: YES NO

Note: Outdoor wood-burning solid-fuel fireplaces or solid-fuel burning fire pits are prohibited within the boundaries of the Tahoe Area.

If yes, please provide instruction:

This property provides access to a hot tub: YES NO

If yes, please provide instruction and shut off location, and please be aware of quiet hours:

Other safety information that you should be aware of:

Washoe County Noise (Quiet Hours)

Short-term rental quiet hours are in effect daily from 10:00 p.m. – 7:00 a.m.

Please be respectful of the surrounding neighborhood and reduce outdoor activities during this timeframe. Proven violations of the quiet hours will result in fines/penalties being levied against the property owner, who may choose to pass on such fines to you.

Trash Standards

The following waste removal standards shall be adhered to:

- (1) Trash and other waste must be managed as prescribed by Washoe County Health District and the Incline Village General Improvement District (IVGID). Waste cart size must be sufficient to store waste for the maximum number of occupants each week.
- (2) STRs in IVGID's service territory and other bear-prone areas must utilize wildlife-resistant carts and/or bear boxes, except in multi-unit developments where HOAs require and enforce regular trash disposal.
- (3) Waste carts shall only be placed street-side during the timeframes stipulated by the local authority or waste service provider.

Trash Bin Location: _____

**Trash Pick-Up
Day(s) and Time(s):** _____

**Recycling Pick-Up
Day(s) and Time(s), if
applicable:** _____

Questions about waste pickup can be directed to Incline Village General Improvement District by calling 775.832.1100

Parking Standards

One (1) parking space is required for every four (4) occupants.

Parking areas must be on paved surfaces (in the Tahoe Basin).

No STR parking is allowed within access easements or the public rights of way.

All parking spaces must be within property boundaries and specifically designated for parking.

In multi-unit complexes, parking must be in designated parking spaces (if applicable) and limited to the number of spaces allotted to the unit.

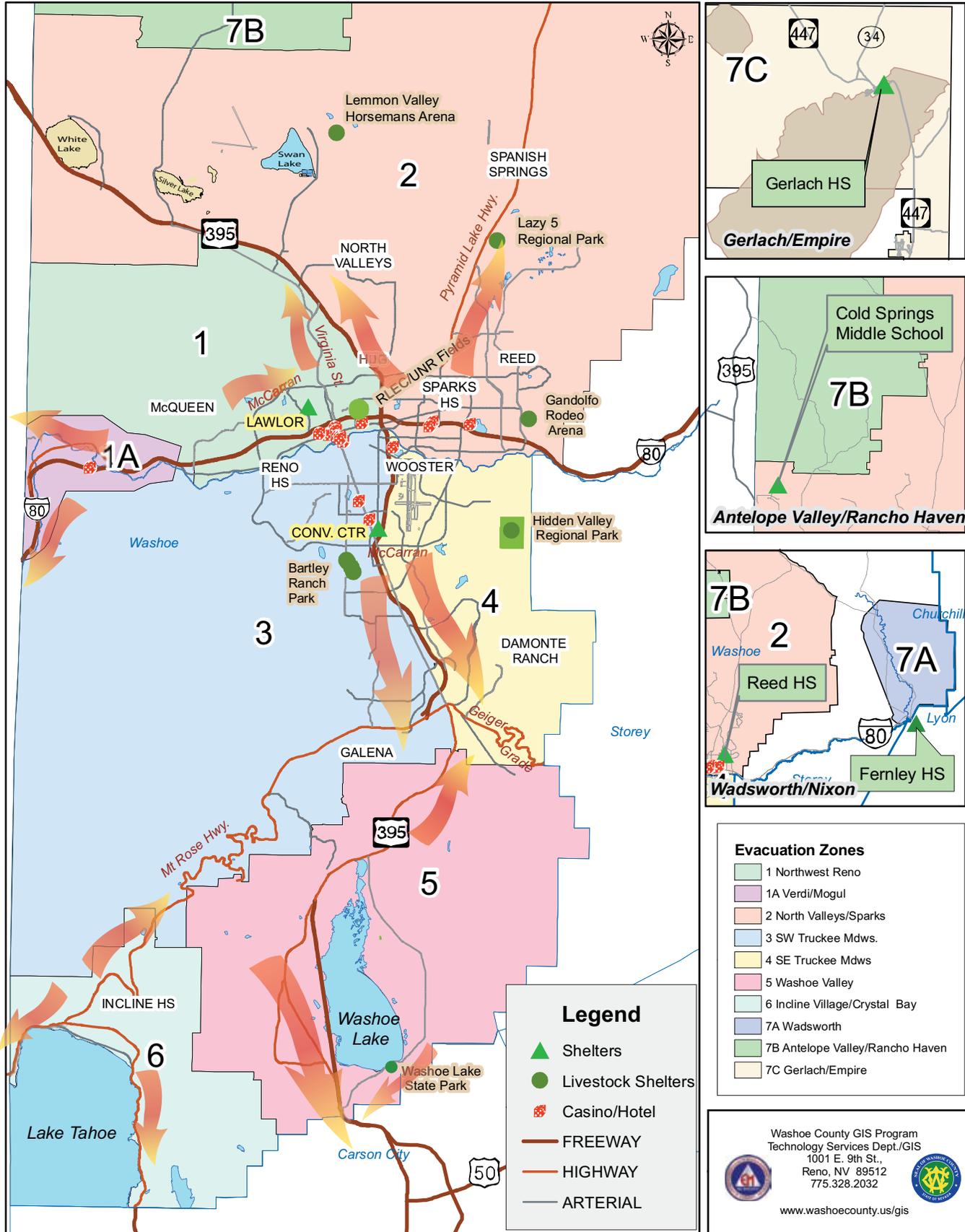
Based on maximum occupancy, this property is required to have _____ parking spots.

Designated parking spots are indicated on the site map (see next page):

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Replace with a site map of your property, indicating designated parking areas.

Regional Evacuation & Shelter Plan



For purposes of evacuation and shelter planning, Washoe County is divided into several sectors. The attached map depicts general evacuation directions and preplanned shelters. However, when a crisis occurs, local public safety personnel will identify official shelters and routes based on the current situation.

Sector 1
North of the Truckee River, and west of US 395. The two primary shelters are McQueen and Hug High Schools. The primary large animal shelter areas are the UNR Fields and the Livestock Events Center. Lawlor Events Center is designated as a potential large-scale shelter. Evacuation routes lead away from the river and downtown areas north generally along McCarran and Virginia/US 395.

Sector 1A
Verdi/Mogul area. Residents of this area will use Sector 1 shelters/routes. If passage to Sector 1 is blocked, options included movement to Truckee, California; or temporary refuge on high ground in the Dog Valley area.

Sector 2
North of the Truckee River, and east of US 395. The primary shelters are North Valleys, Spanish Springs, Reed, and Sparks High Schools. The primary large animal shelter areas are Lazy 5 Regional Park, Lemmon Valley Horseman's Arena, and Gandolfo Rodeo Arena. Evacuation routes lead away from the river and downtown Sparks north generally along US 395 and Pyramid Lake Highway.

Sector 3
South of the Truckee River, and west of US 395. The primary shelters are Reno, and Wooster High Schools. The primary large animal shelter is Bartley Ranch Regional Park. The Convention Center is designated as a potential large-scale shelter. Evacuation routes in this region lead away from the river and downtown area south generally along Virginia/US 395.

Sector 4
South of the Truckee River, and east of US 395. The primary shelter is Damonte High School. The primary large animal shelter is Hidden Valley Regional Park. Evacuation routes in this region will proceed south generally along Virginia/US 395.

Sector 5
Washoe Lake area. Residents in this area will proceed either north into Sectors 3 or 4; or if that direction is unsafe, south towards Carson City. Potential shelters include Galena or Damonte Ranch High Schools, or Carson City High School in neighboring Carson City County. The primary large animal shelter is Washoe Lake State Park.

Sector 6
Incline Village/Crystal Bay. The primary Shelter is the Incline Village High School. Additional shelter areas are the Community Center and Ski Beach. Evacuations routes are HWY 431, or SR 28 towards either Kings Beach or South Lake Tahoe.

Sector 7A
Wadsworth/Nixon area. It includes the Tribal Nation of the Pyramid Lake Paiute Tribe. If residents have to leave this area, potential shelter sites include Reed High School in Sparks, or Fernley High School in neighboring Lyon County.

Sector 7B
Antelope Valley/Rancho Haven area. The Cold Springs Middle School is a designated shelter for this sector.

Sector 7C
Gerlach/Empire area. The Gerlach High School is a designated shelter for this sector.

Since no single method of communication is failsafe, regional public safety officials use a combination of 5 methods to keep the public informed during an emergency.

- 1- Local government Public Information Officers (PIO) gather key information from first responders and elected officials and produce press releases that are then broadcast by local media outlets.
- 2- Emergency Managers can initiate the Emergency Alert System (EAS). This system interrupts local radio and television broadcasts with emergency alerts and instructions to the public.
- 3- Public Safety Officials can directly broadcast messages over the government cable channels (channels 13, 15 & 17) from the Regional Emergency Operations Center (REOC).
- 4- First Responders and credentialed volunteers can go door-to-door alerting citizens of impending hazards.
- 5- The City Watch system can be used to automatically telephone residents and relay emergency information.

The City Watch Notification System is a computer system that calls telephones in a particular geographic area, and plays a recorded message. However, there are two issues to consider- availability of electric utility power, and ability of the system to contact a particular type of telephone.

In an emergency, the electric utility power may fail at any time. This means that any telephone which relies on electric utility power to function will not work.

The City Watch system can only contact hardwired telephones (so-called “wireline” or “PSTN” phones) which are serviced by SBC, ATT, or another local telephone company. You can, however, enter your cell phone number into the database on the following web site: www.ReadyWashoe.com Click on the “regional notification” tab, and follow the instructions to enter your telephone number of choice.

Again, there is no guarantee that every citizen can be contacted, but with these 5 methods regional officials can quickly notify large sections of the local population.

The EAS Local Primary Stations

In an emergency tune to: KKOH 780 AM
 KUNR 88.9 FM

Tahoe Area Plan Inserts:

(Please provide these flyers to your STR guests. Flyers will be checked to be on site during inspection)

North Lake Tahoe Fire Protection District

- [Vacation Rental Safety Information Sheet](#)
- Emergency Preparedness Guide ([English](#) / [Spanish](#))
 - Includes Evacuation Routes
 - Includes Avalanche Information
- [Bear Awareness Brochure](#)



**COMMUNITY
SERVICES DEPARTMENT**

Washoe County

Short Term Rentals (STRs)

Educational Material Template

(for STRs not located in the Tahoe Basin)

As required by Washoe County Development Code
Section 110.319.15

Please use and customize this template to provide
all information requested for your STR

Please note: This Educational packet and relevant flyers will be checked and must be
posted at the STR in a central location (like kitchen) during the STR Building inspection

Effective: May 1, 2021

STR Property Information

STR Property Address: _____

Maximum Occupancy: _____

(Note: No distinction is made based on the age of the occupant. Daytime and nighttime occupancy limits are the same.)

Fire Extinguisher Location: See Floor Plan next page

(required:1 per floor)

Emergency Exit Locations: See Floor Plan next page

STR Local Responsible Party Contact

(Available 24/7 to contact for any concerns or complaints)

First and Last Name: _____

Phone Number (text-capable): _____

Email Address: _____

In the event of an emergency, please dial 9-1-1

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Replace this blank page with a floor
plan of your property, indicating
Emergency Exits & Fire
Extinguishers Locations
(min. 1 per floor)

Helpful Phone Numbers

In the event of an emergency, please dial 9-1-1

Washoe County Sheriff's Office
775.832.4107

Truckee Meadows Fire Protection District
775.326-6000

Washoe County Emergency Management
775.337.5898

Washoe County Waste Management
775.329.8822

American Red Cross (Reno Office)
775.856.1000

Washoe County – Community Services Department, Planning and Building Division
775.832.6100 Email: STR@washoecounty.us

Washoe County – Complaint Hotline: (775) 277-6701

Additional Phone Numbers:

Fire / Life Safety Information

This property allows smoking: YES NO

If yes, smoking is allowed in these designated areas:

Cigarette butts and ashes can be disposed of in these designated areas:

This property provides access to a fire pit and / or BBQ: YES NO

Note: Outdoor wood-burning solid-fuel fireplaces or solid-fuel burning fire pits require a permit from the Truckee Meadows Fire Protection District.

If yes, please provide instruction:

This property provides access to a hot tub: YES NO

If yes, please provide instruction and shut off location, and please be aware of quiet hours:

Other safety information that you should be aware of:

Trash Standards

The following waste removal standards shall be adhered to:

- (1) Trash and other waste must be managed as prescribed by Washoe County Health District and Waste Management. Waste cart size must be sufficient to store waste for the maximum number of occupants each week.
- (2) STRs in bear-prone areas must utilize wildlife-resistant carts and/or bear boxes, except in multi-unit developments where HOAs require and enforce regular trash disposal.
- (3) Waste carts shall only be placed street-side during the timeframes stipulated by the local authority or waste service provider.

Trash Bin Location: _____

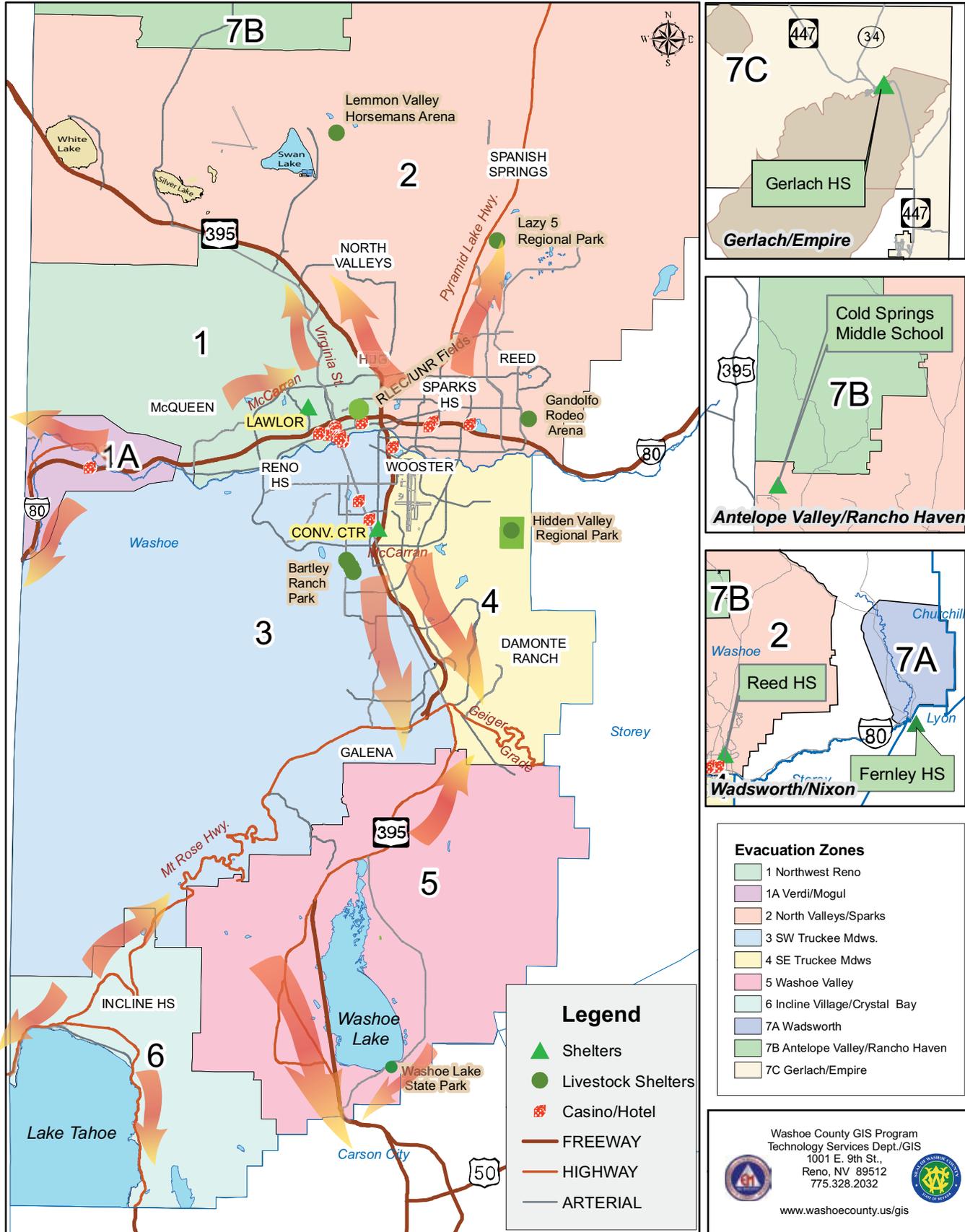
**Trash Pick-Up
Day(s) and Time(s):** _____

**Recycling Pick-Up
Day(s) and Time(s), if
applicable:** _____

Questions about waste pickup can be directed to Waste Management by calling 775.329.8822

Bear Awareness Info (for properties located in bear-prone areas):

Regional Evacuation & Shelter Plan



Legend

- ▲ Shelters
- Livestock Shelters
- Casino/Hotel
- FREEWAY
- HIGHWAY
- ARTERIAL

Evacuation Zones

1	Northwest Reno
1A	Verdi/Mogul
2	North Valleys/Sparks
3	SW Truckee Mdws.
4	SE Truckee Mdws
5	Washoe Valley
6	Incline Village/Crystal Bay
7A	Wadsworth
7B	Antelope Valley/Rancho Haven
7C	Gerlach/Empire

Washoe County GIS Program
 Technology Services Dept./GIS
 1001 E. 9th St.,
 Reno, NV 89512
 775.328.2032

www.washoecounty.us/gis

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Sector 1 North of the Truckee River, and west of US 395. The two primary shelters are McQueen and Hug High Schools. The primary large animal shelter areas are the UNR Fields and the Livestock Events Center. Lawlor Events Center is designated as a potential large-scale shelter. Evacuation routes lead away from the river and downtown areas north generally along McCarran and Virginia/US 395.

Sector 1A Verdi/Mogul area. Residents of this area will use Sector 1 shelters/routes. If passage to Sector 1 is blocked, options included movement to Truckee, California; or temporary refuge on high ground in the Dog Valley area.

Sector 2 North of the Truckee River, and east of US 395. The primary shelters are North Valleys, Spanish Springs, Reed, and Sparks High Schools. The primary large animal shelter areas are Lazy 5 Regional Park, Lemmon Valley Horseman's Arena, and Gandolfo Rodeo Arena. Evacuation routes lead away from the river and downtown Sparks north generally along US 395 and Pyramid Lake Highway.

Sector 3 South of the Truckee River, and west of US 395. The primary shelters are Reno, and Wooster High Schools. The primary large animal shelter is Bartley Ranch Regional Park. The Convention Center is designated as a potential large-scale shelter. Evacuation routes in this region lead away from the river and downtown area south generally along Virginia/US 395.

Sector 4 South of the Truckee River, and east of US 395. The primary shelter is Damonte High School. The primary large animal shelter is Hidden Valley Regional Park. Evacuation routes in this region will proceed south generally along Virginia/US 395.

Sector 5 Washoe Lake area. Residents in this area will proceed either north into Sectors 3 or 4; or if that direction is unsafe, south towards Carson City. Potential shelters include Galena or Damonte Ranch High Schools, or Carson City High School in neighboring Carson City County. The primary large animal shelter is Washoe Lake State Park.

Sector 6 Incline Village/Crystal Bay. The primary Shelter is the Incline Village High School. Additional shelter areas are the Community Center and Ski Beach. Evacuations routes are HWY 431, or SR 28 towards either Kings Beach or South Lake Tahoe.

Sector 7A Wadsworth/Nixon area. It includes the Tribal Nation of the Pyramid Lake Paiute Tribe. If residents have to leave this area, potential shelter sites include Reed High School in Sparks, or Fernley High School in neighboring Lyon County.

Sector 7B Antelope Valley/Rancho Haven area. The Cold Springs Middle School is a designated shelter for this sector.

Sector 7C Gerlach/Empire area. The Gerlach High School is a designated shelter for this sector.

Since no single method of communication is failsafe, regional public safety officials use a combination of 5 methods to keep the public informed during an emergency.

- 1- Local government Public Information Officers (PIO) gather key information from first responders and elected officials and produce press releases that are then broadcast by local media outlets.
- 2- Emergency Managers can initiate the Emergency Alert System (EAS). This system interrupts local radio and television broadcasts with emergency alerts and instructions to the public.
- 3- Public Safety Officials can directly broadcast messages over the government cable channels (channels 13, 15 & 17) from the Regional Emergency Operations Center (REOC).
- 4- First Responders and credentialed volunteers can go door-to-door alerting citizens of impending hazards.
- 5- The City Watch system can be used to automatically telephone residents and relay emergency information.

The City Watch Notification System is a computer system that calls telephones in a particular geographic area, and plays a recorded message. However, there are two issues to consider- availability of electric utility power, and ability of the system to contact a particular type of telephone.

In an emergency, the electric utility power may fail at any time. This means that any telephone which relies on electric utility power to function will not work.

The City Watch system can only contact hardwired telephones (so-called “wireline” or “PSTN” phones) which are serviced by SBC, ATT, or another local telephone company. You can, however, enter your cell phone number into the database on the following web site: www.ReadyWashoe.com Click on the “regional notification” tab, and follow the instructions to enter your telephone number of choice.

Again, there is no guarantee that every citizen can be contacted, but with these 5 methods regional officials can quickly notify large sections of the local population.

The EAS Local Primary Stations

In an emergency tune to: KKOH 780 AM
 KUNR 88.9 FM

Attachment D – Proof of Property Tax – Sample

4/22/2021

Account Detail

Washoe County Treasurer
Tammi Davis

Washoe County Treasurer
P.O. Box 30039, Reno, NV 89520-3039
ph: (775) 328-2910 fax: (775) 328-2500
Email: tax@washoecounty.us

Account Detail

[Back to Account Detail](#)

[Change of Address](#)

[Print this Page](#)

CollectionCart

Collection Cart	Items	Total	
Collection Cart	0	\$0.00	Checkout View

Pay Online

Washoe County Parcel Information

Parcel ID	Status	Last Update
[REDACTED] 312	Active	4/22/2021 1:40:40 AM

Current Owner:

[REDACTED], [REDACTED]
[REDACTED]
RENO, NV 89506

SITUS:

[REDACTED] DR
RENO NV

Taxing District

[REDACTED] 00

Geo CD:

Tax Bill (Click on desired tax year for due dates and further details)

Tax Year	Net Tax	Total Paid	Penalty/Fees	Interest	Balance Due
2020	\$2,841.16	\$2,841.16	\$0.00	\$0.00	\$0.00
2019	\$28.19	\$28.19	\$0.00	\$0.00	\$0.00
2019	\$487.59	\$487.59	\$0.00	\$0.00	\$0.00
2018	\$26.90	\$26.90	\$0.00	\$0.00	\$0.00
2017	\$25.82	\$25.82	\$0.00	\$0.00	\$0.00
2016	\$25.17	\$25.17	\$0.00	\$0.00	\$0.00
Total					\$0.00

Disclaimer

- **ALERTS:** If your real property taxes are delinquent, the search results displayed may not reflect the correct amount owing. Please contact our office for the current amount due.
- For your convenience, online payment is available on this site. E-check payments are accepted without a fee. However, a service fee does apply for online credit card payments. See Payment Information for details.

Pay By Check

Please make checks payable to:
WASHOE COUNTY TREASURER

Mailing Address:
P.O. Box 30039
Reno, NV 89520-3039

Overnight Address:
1001 E. Ninth St, Ste D140
Reno, NV 89512-2045

[Payment Information](#)

[Special Assessment District](#)

[Installment Date Information](#)

[Assessment Information](#)

Attachment E – Important Contact Information

(For applicant's information only, do not include in STR Permit Application)

<p>Washoe County Planning Division 1001 E. Ninth St., Building A Reno, NV 89512-2845 https://www.washoecounty.us/csd/planning_and_development/index.php TEL: (775) 328-6100 EMAIL: str@washoecounty.us</p>
<p>Washoe County Building Division 1001 E. Ninth St., Building A Reno, NV 89512-2845 https://www.washoecounty.us/building/index.php TEL: (775) 328-2020 EMAIL: building@washoecounty.us</p>
<p>Washoe County Treasurer 1001 E. Ninth St., Room D140 Reno, NV 89512-2845 https://www.washoecounty.us/treas/ TEL: (775) 328-2510 EMAIL: tax@washoecounty.us</p>
<p>Washoe County Assessor 1001 E 9th St Building D Reno, NV 89512-2845 www.washoecounty.us/assessor/index.php TEL: (775) 328-2277 EMAIL: exemptions@washoecounty.us</p>
<p>RSCVA Room Tax Department www.visitrenotahoe.com/about-us/finance-accounting Tel: (775) 827-7743 EMAIL: axdepartment@rscva.com</p>
<p>North Lake Tahoe Fire Protection District 866 Oriole Way Incline Village, Nv 89451-9439 www.nltfpd.net TEL: (775) 831-0351</p>
<p>Truckee Meadows Fire & Rescue 3663 Barron Way Reno, NV 89511 https://tmfpd.us/ Tel: (775) 326-6000</p>

Attachment F – Sample Insurance Policy

	State Farm Fire and Casualty Company A Stock Company With Home Offices in Bloomington, Illinois P.O. Box 853907 Richardson, TX 75085-3907 Named Insured AT1 000219 0046 H-24-2086-FA56 R F DOE, JOHN & JANE 1001 E NINTH ST RENO NV 89512 	DECLARATIONS PAGE AMENDED FEB 4 2021 Policy Number 12-AB-Z987-1 <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="text-align: left;">Policy Period</th> <th style="text-align: left;">Effective Date</th> <th style="text-align: left;">Expiration Date</th> </tr> <tr> <td>12 Months</td> <td>JAN 16 2021</td> <td>JAN 16 2022</td> </tr> </table> The policy period begins and ends at 12:01 am standard time at the residence premise. Loan # 987654321 Mortgagee QUICKEN LOANS LLC ISAOA PO BOX 202070 FLORENCE SC 29502-2070	Policy Period	Effective Date	Expiration Date	12 Months	JAN 16 2021	JAN 16 2022
Policy Period	Effective Date	Expiration Date						
12 Months	JAN 16 2021	JAN 16 2022						
RENTAL DWELLING POLICY- SPECIAL FORM 3								
Automatic Renewal - If the policy period is shown as 12 months, this policy will be renewed automatically subject to the premiums, rules and forms in effect for each succeeding policy period. If this policy is terminated, we will give you and the Mortgagee/Lienholder written notice in compliance with the policy provisions or as required by law.								
Location of Premises 12345 EXAMPLE ST RENO, NV 89512	Your policy is amended FEB 4 2021 LOAN NUMBER CHANGED MORTGAGEE NAME/ADDRESS CHANGED							
Named Insured: Individual								
Coverages & Property	Limits of Liability	Inflation Coverage Index: 337.8						
Section I A Dwelling Dwelling Extension B Personal Property C Loss of Rents	\$ 1,172,100 \$ 117,210 \$ 58,605 Actual Loss	Deductibles - Section I Basic 1% \$ 11,721						
Section II L Business Liability (Each Occurrence) Annual Aggregate M Medical Payments (Each Person)	\$ 1,000,000 \$ 2,000,000 \$ 5,000	In case of loss under this policy, the deductibles will be applied per occurrence and will be deducted from the amount of the loss. Other deductibles may apply - refer to policy.						
Forms, Options, & Endorsements Rental Dwell Pol-Spec Form 3 FP-8103.3 Rental Dwelling Endorsement FE-5610 Terrorism Insurance Cov Notice FE-6999.3 Extra Replacement Cost Cov FE-8702 Fungus (Including Mold) Excl FE-5722 Registered Domestic Partnership FE-6858 Actual Cash Value Endorsement FE-3650 Debris Removal Endorsement FE-7540 Mandatory Reporting Endorsement FE-5801	Endorsement Premium None							
Other limits and exclusions may apply - refer to your policy								
Your policy consists of this page, any endorsements and the policy form. Please keep these together.								
FP-8001.3C 0450 251 I N	Prepared FEB 05 2021	REPRESENTATIVE 775-328-6100						