



WASHOE COUNTY
COMMUNITY SERVICES DEPARTMENT
Planning and Building Division
Code Enforcement
ADMINISTRATIVE ENFORCEMENT

1001 EAST 9TH STREET
RENO, NEVADA 89512
PHONE (775) 328-6106
FAX (775) 328-6133

****Courtesy Notice****

08/17/2021

PROPERTY OWNER NAME
1234 MAIN ST
TOWN, STATE ZIP

Please comply by: 09/02/2021

SHORT TERM RENTAL PROPERTY:
1234 STREET NAME., TOWN, STATE

Dear Respondent:

Based on available property records and data, it has been determined that a violation of Washoe County Code (WCC) Chapter 110, Article 319 –Short Term Rentals exists on your property. This letter serves as a courtesy notice. Please note that as the property owner, you are ultimately responsible for all activities that occur on your property.

The Code violation found on the property, and the actions you must take to correct the situation are as follows:

VIOLATION:

WCC section 110.319.15(a)(1) – A valid Short Term Rental (STR) permit shall be obtained from Washoe County prior to advertising and operation.

CORRECTIVE ACTION:

To come into compliance with the above-mentioned Code section, you are required to:

- 1. Apply for an STR Permit,**
 - Visit the Washoe County Short Term Rentals webpage at: washoecounty.us/str
 - Submit an STR Permit Application at: OneNV.us
- 2. OR cease ALL activity of your STR and remove ALL advertising.**

Please correct the violation and begin the permitting process no later than the "Comply by" date listed above.

In unincorporated Washoe County, operating or advertising an unpermitted Short-Term Rental is a public nuisance per WCC 50.1308.1 and a criminal misdemeanor violation per WCC 110.319.30(b). Failure to comply by the compliance deadline will result in a Stop Activity Order, Administrative Warning or Administrative Penalty Notice (fine), or a combination thereof. **The Administrative Penalty Notice will result in an automatic penalty of \$400 for a first offense.** Further Administrative Penalty Notices with increased penalty amounts and additional fees may be issued **without further warning** if the violation is not corrected. If a Stop Activity Order is issued, all rental activity and advertising of the rental must cease until an STR permit is issued. Please be advised that the fine for continuing to operate an unpermitted STR after a Stop Activity Order has been issued is \$1,158.40.



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Memo to: Short Term Rental Property Owner
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Short Term Rental (STR) Administrative Penalties	Penalty
First administrative penalty (see note 2)	\$400.00
Second administrative penalty (see note 2)	\$700.00
Third administrative penalty	\$1,000.00 and potential revocation of STR permit
Operating an STR without the required permit (see note 5)	\$1,158.40

Notes:

1. There is no administrative penalty associated with a warning issued pursuant to WCC Section 125.160.
2. Pursuant to WCC Section 125.160(5), Washoe County will accept one-half of the administrative penalty amount as payment in full if received within 30 days, or in the case of a STR penalty within 14 days, of service of the administrative penalty notice.
3. Civil abatement penalty levied only in a non-judicial nuisance abatement case [authorized pursuant to NRS 244.3605(2)(d)].
4. Chronic nuisance civil penalty levied pursuant to a Court order in a chronic nuisance abatement case [authorized pursuant to NRS 244.3603(3)(a)].
5. A Stop Activity Order and penalty issued for operating a STR without the required permit may only be appealed to an Administrative Hearing and/or judicial review due to citations for such violations being issued under WCC Chapter 50 as a public nuisance. This fine amount is based on the cost of an STR permit plus a \$400 penalty (i.e. $\$758.40 + \$400 = \$1,144$).

Failure to pay the penalty may cause further action by the County Collections Office, which may include additional collection fees, potential penalties and interest, and may result in a lien on the property to recover all unpaid penalties, fees or costs. Failure to correct the violation by the compliance date may also result in additional civil or criminal remedies after consultation with the District Attorney's office.

If you have already started the Short Term Rental application process, please continue to work with the Planning Department. You must show forward progress to avoid receiving any further notices from Washoe County Code Enforcement. Please don't hesitate to email str@washoecounty.us or call (775) 328 – 6100 if you have any further questions.



Chad Giesinger
Planning Manager
Washoe County Code Enforcement
str@washoecounty.us
775-328-6100



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