



City of Palm Springs VACATION RENTAL ADMINISTRATIVE PROCEDURE

SUBJECT: Owner or the Owner's agent or representative in-person meet with the Responsible Party at the Vacation Rental, PSMC 5.25.070(m)

I. Purpose

To clarify and facilitate compliance with Palm Springs Municipal Code (PSMC) Chapter 5.25 and Ordinance Number 1918, effective April 16, 2017, for the purpose of interpreting and carrying out the requirement of the Owner or the Owner's agent or representative to meet the Responsible Party in person at the Vacation Rental or the Owner's or Owner's agent's office prior to, or within twenty-four (24) hours of, the commencement of the occupancy pursuant to PSMC 5.25.070(m).

II. Application

PSMC Section 5.25.070(t) authorizes the City Manager to establish administrative regulations for the purpose of implementing, interpreting, clarifying, carrying out, furthering and enforcing the requirements of the provisions of PSMC Chapter 5.25 (Vacation Rentals).

As such, the City Manager herein further clarifies the registration and operational requirements applicable to in-person meetings with the Responsible Party, and violations relating thereto. This regulation is issued as an interim matter. The issue addressed pursuant to this regulation will be the subject of an amendment to Chapter 5.25, at the next available opportunity.

III. Procedure

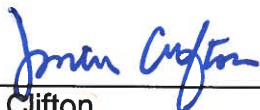
- A. PSMC 5.25.070(m) states "The Owner or the Owner's agent or representative shall meet the Responsible Party in person at the Vacation Rental or the Owner's or Owner's agent's office prior to, or within twenty-four (24) hours of, the commencement of the occupancy and verbally explain and describe all rules and regulations applicable to the use of the property as a Vacation Rental and the responsibilities of the Responsible Party to the neighbors and the City as well as the Owner. The Owner shall secure the signature of the Responsible Party and all adult guests to a statement of rules and regulations prepared by the City Manager prior to or within twenty-four (24) hours of the arrival of the guest at the Vacation Rental".
- B. "In person" at the Vacation Rental or the Owner's or Owner's agent's office includes live digital video conference. Video conferencing must be live, using video enabled devices by both parties and must include both real-time audio and real-time video such that both parties see each other's faces during the meeting. For purposes of Section 5.25.070(m)'s

“signature” requirement, in the event a live digital video conference is used for the “in person” meeting, a digital signature may be used, so long as the digital signature is a certificate-based digital signature that complies with legal regulations and provides the highest level of assurance of the signer’s identity.

IV. Effective Date


This Administrative Regulation has been approved on ⁰⁹~~08~~/²⁸ /2021

APPROVED:



Justin Clifton
City Manager

AS TO FORM:



Jeffrey Ballinger
City Attorney