

**THE CITY OF SAN DIEGO
OFFICE OF THE CITY TREASURER
SHORT-TERM RESIDENTIAL OCCUPANCY (STRO) REGULATION**

REGULATION CLARIFYING STRO LICENSE REQUIREMENTS

REFERENCE: San Diego Municipal Code (SDMC) Chapter 5, Article 10, Division 1

AUTHORITY: SDMC §510.0110

PURPOSE

This regulation provides clarification for the Short-Term Residential Occupancy license application and renewal (SDMC §510.0105 & §510.0106).

BACKGROUND

The Office of the City Treasurer is responsible for the administration of the STRO Ordinance in accordance with the San Diego Municipal Code (Municipal Code or SDMC), Chapter 5, Article 10, Divisions 1 & 2. SDMC § § 510.0105 and 510.0106 outline the requirements for license applications, issuance, and renewal. The STRO Ordinance lists proof of payment of the Rental Unit Business Tax, when applicable, as a listed requirement. If a Host is not the owner of the dwelling unit, they must also obtain a Business Tax Certificate and provide a right-to-occupy document showing that the Host meets the definition of a Host.

The SDMC defines a Host as a “natural person who has the legal right to occupy the dwelling unit and to allow short-term residential occupancy” (SDMC §510.0102).

Additionally, SDMC §31.0121 states that “No person shall engage in any business, trade, calling or occupation required to be taxed under the provisions of this Article until a certificate of payment is obtained. Any person who so fails to obtain a certificate required under this Article is guilty of a misdemeanor”.

CITY TREASURER REGULATION

For purposes of obtaining an STRO license, the definition of a Host, as mentioned above, is further clarified that a Host **MUST** be a legal adult, meaning the Host must be at least 18 years old at the time of submitting the STRO license application.

The following STRO license application and renewal requirements are for Hosts that are not the owner of the dwelling unit being used as an STRO:

1. **Right-to-Occupy Document:** If the Host is not the owner of the dwelling unit in which they are applying for an STRO license, they must provide a right-to-occupy document as part of the application. A right-to-occupy document must show that the Host has the legal right to occupy the dwelling unit and to allow short-term residential occupancy. Some examples of right-to-occupy documents include, but are not limited to, a lease between the owner and Host (lessee), trust or LLC documents showing the Host as a trustee of the trust or managing member of the LLC, or the [Owner's Authorization for Host to Operate Short-Term Residential Occupancy form](#).

2. **Business Tax Certificate Requirement:** If the Host is **NOT** the owner of the property, a Business Tax Certificate must be obtained and provided as part of the STRO license application.

Created Date: July 31, 2026