San Francisco Planning

Return to SF Planning

Register for an Account   English (US)   Login

City & County of San Francisco

Home   Planning

Advanced Search

Welcome to the San Francisco Planning Department Public Portal

NOTE: During the corona virus outbreak and stay home order, new PRJ applications for building permit applications are not being accepted on this site at this time. For more information on building permit applications, please visit: https://sf.gov/topics/building-permits. However, new PRJ applications as related to the submittal and payment of Planning Entitlement Applications may be filed on this site.

SYSTEM TIMEOUT: After 10 minutes of inactivity (i.e., not actively filling out an online application), this portal will not allow you to continue resulting in a loss of data entry. We are currently working with our vendor to fix this issue. See our website below to review application submittal requirements in advance of filing online.

As a non-registered user, you can search for Planning records and access related documents anonymously.

As a registered user, you have the additional ability to file and pay for Planning applications at your convenience. Please register, if you do not have an existing account to access these services. To ensure successful login and application submission please clear browser cache (CTRL + SHIFT + DEL)

The following Planning applications are now available for filing via the Public Portal. For more information on these and other applications, please visit the Resources section of our SF Planning website.

- General Plan Referrals (GPR)
- Preliminary Project Assessment (PPA)
- Project Profile (PRJ)
- Short Term Rental (STR)
- Zoning Administrator Determination Letter (ZAD)
- Zoning Administrator Verification Letter (ZAV)

This Public Portal provides residents, businesses, and visitors access to Planning Department services online, 24 hours a day, 7 days a week.

Sign In

USERNAME OR E-MAIL: *

MiltonMartin

PASSWORD: *

••••••••••••••

Forgot Password?

Sign In

Remember me on this device

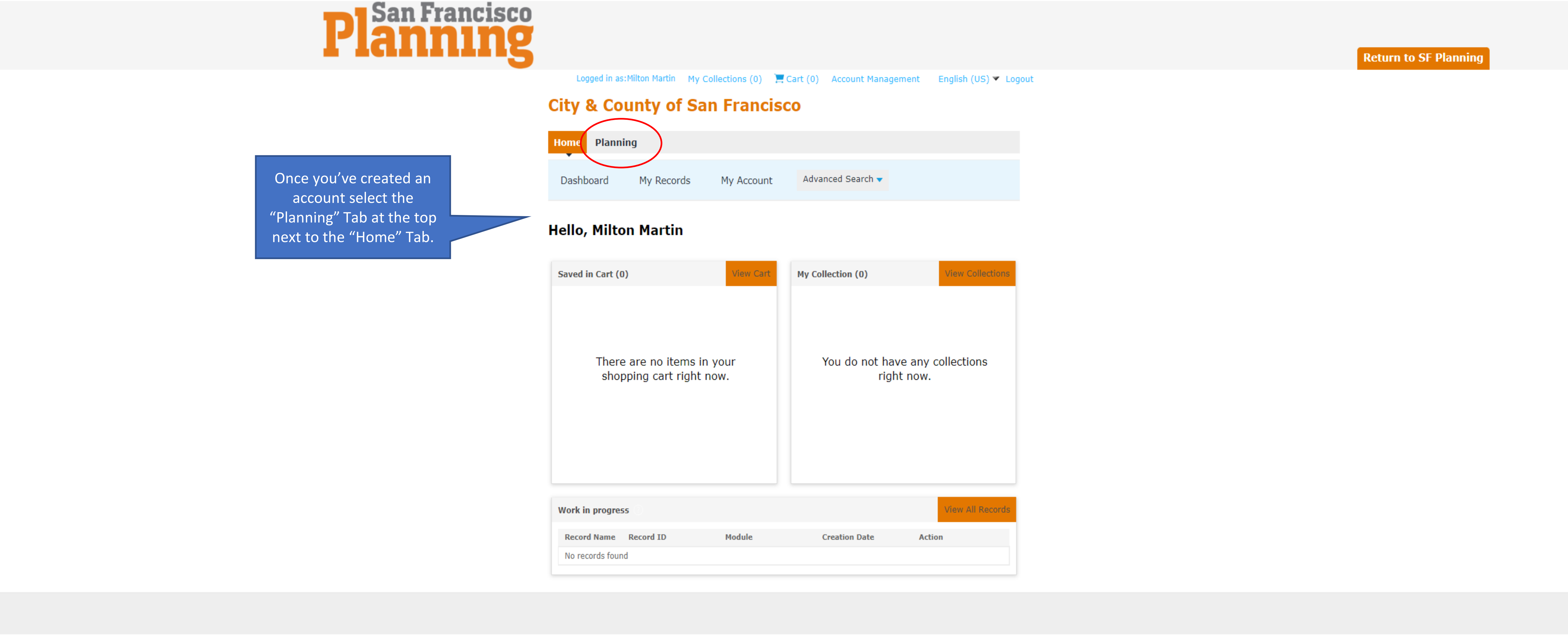
Not Registered?

CREATE AN ACCOUNT

If you already have a SF Public Portal account, login with the same email or username, and the password you created. Skip page 2 of this document.

If you haven't created an account with SF Public Portal, click the "Create an Account" text.

Once you've created an account select the "Planning" Tab at the top next to the "Home" Tab.



San Francisco Planning

Return to SF Planning

My Collections (0) Cart (1) Reports Account Management English (US) Logout
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For technical issues or error messages email planning.webmaster@sfgov.org. Providing a screenshot, error message, and the action being taken can speed the response or correction greatly.

Home | Planning

Select "Submit an Application" text to start the process.

Submit an Application | Search Applications/Permits | more

Records

Showing 1-5 of 5 | Download results | Add to collection | Add to cart

	Date	Record Number	Record Type	Project Name	Description	Status	Action
☐							
☐							
☐							
☐							
☐							

Search for Records

Enter information below to search for records.

- Site Address
- Parcel Number
- Record Information
- Contact Information

Select the search type from the drop-down list.

General Search

General Search

Enter search values in the fields below. For address search, it is recommended to enter street number and street name only; do not enter direction or street type to ensure that results are not eliminated. Mark "Search All Departments" to search for all building permits and complaints associated to your search criteria. Mark "Search My Records" to locate your application, permits, and complaints. To include additional search fields at the bottom of the form, please select a Record Type and click the Search Additional Criteria link.

☐ Search My Records

Street No.: From - To | Direction: --Select-- | Street Name: | Street Type: --Select--

Unit Type: --Select-- | Unit No.:

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Submit an Application | Search Applications/Permits | more

Online Application

Welcome to the City and County of San Francisco's Online Permit System. Using this system you can submit and update information, pay fees, track the status of your application, and print your final record all from the convenience of your home or office, 24 hours a day.

Note that a 2.5% non-refundable service fee will be assessed for online application payments made via credit card.
A $50 return payment fee will be applied to any eChecks processed and rejected. There is no service fee for eCheck payments.
Please make sure data input is correct before submitting payment.

Please "Allow Pop-ups from This Site" before proceeding. You must accept the General Disclaimer below before beginning your application.

General Disclaimer
While the City and County of San Francisco ("City") attempts to keep its Web information accurate and timely, the City neither warrants nor makes representations as to the functionality or condition of this Web site, its suitability for use, freedom from interruptions or from computer virus, or non-infringement of proprietary rights. Web materials have been compiled from a variety of sources and are subject to change without notice from the City as a result of updates and corrections.

☐ I have read and accepted the above terms.

Read the General Disclaimer terms, select the check box and click “Continue Application” button.

Continue Application »

For technical issues or error messages email planning.webmaster@sfgov.org. Providing a screenshot, error message, and the action being taken can speed the response or correction greatly.

Home | Planning

Submit an Application | Search Applications/Permits | Review My Applications

Select an Application Type

Prior to filing online:

- **Confirm the property address and parcel number on the San Francisco Property Information Map.**
- **Review application instructions, submittal requirements, and fee schedule.**
- **For existing projects that currently have a Project Application (Project Profile - PRJ) on file and require an additional supplemental application to be filed, schedule an intake appointment by sending an Intake Request Form to CPC.Intake@sfgov.org.**
- **For new projects and to file a Supplemental Application (e.g. CUA, VAR), first confirm Project Application (Project Profile - PRJ) requirements. Once you have read the requirements, select Project Profile - PRJ from the list below.**

Note: The processing of your application will not begin until minimum submittal requirements and fees have been received.

The following Planning Applications may be filed online:

Search

Click Short Term Rentals (STR) and click "Continue Application" button at the bottom to start the process.

- ○ General Plan Referral (GPR)
- ○ Preliminary Project Assessment (PPA)
- ○ Project Profile (PRJ)
- ● Short Term Rentals (STR)
- ○ Zoning Administrator Determination Letter (ZAD)
- ○ Zoning Administrator Verification Letter (ZAV)

Continue Application »

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Submit an Application | Search Applications/Permits | Review My Applications

Short Term Rentals (STR)

1 Property Information | 2 Contacts | 3 Application Information | 4 Review | 5 Pay Fees | 6

Step 1 : Property Information > Location

* indicates a required field.

Detail Information

In the Description field below, enter the address of the short term rental you wish to register including unit number.
Also locate the official parcel and address of your rental in the sections below.

Step 1:
Add description here.
Example: STR Application and address

* Description: str application

Address

Example: Search 400 VAN NESS below

Step 2:
Fill out the Street No, Street Name, Street Type and Zip Code of your STR property. If you have unit number, DO NOT add that here.

* Street No.: 49
* Street Name: SOUTH VAN NESS
Street Type: AVE

Unit No.:
* Zip: 94103

Search | Clear

Parcel

Confirm Block/Lot here: San Francisco Property Information Map

Example: Search Block 0195 Lot 006 below. Parcel Number will auto-fill

* Parcel Number: 3506008

Block: 3506
Lot: 008

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Submit an Application | Search Applications/Permits | Review My Applications

Short Term Rentals (STR)

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Step 1 : Property Information > Location

* indicates a required field.

Detail Information

In the Description field below, enter the address of the short term rental you wish to register including unit number.
Also locate the official parcel and address of your rental in the sections below.

* Description:
str application

Address

Example: Search 400 VAN NESS below

* Street No.: 49
* Street Name: SOUTH VAN NESS
Street Type: AVE
Unit No.:
* Zip: 94103

Search | Clear

Parcel

Confirm Block/Lot here: San Francisco Property Information Map

Example: Search Block 0195 Lot 006 below. Parcel Number will auto-fill

* Parcel Number: 3506008
Block: 3506
Lot: 008

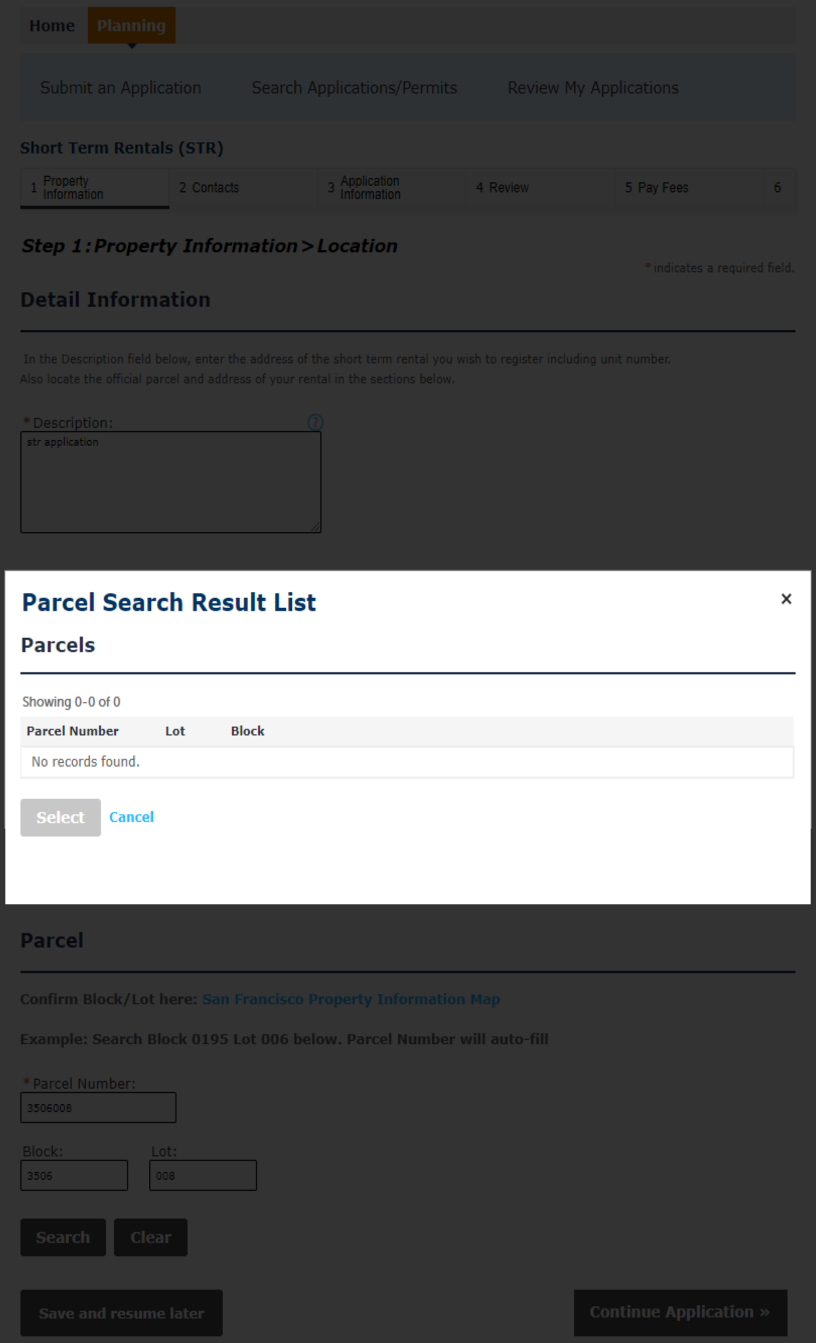
Search | Clear

Save and resume later

Continue Application »

If your address auto populates the parcel information, select the "Continue Application" button. Skip to page 13.

If an error box pops up, open a new web page and type in this link below. Add your address in the search box https://sfplanninggis.org/pim/



San Francisco **Property Information Map**

Help

After you type in your address, copy the Parcel (Block/Lot) number and return to STR application.

- **Property**
- Zoning Information
- Environmental Information 4
- Historic Preservation A
- Planning Applications 6
- Building Permits 14
- Other Permits 1
- Complaints
- Appeals
- BBNs

49 SOUTH VAN NESS AVE

Property

General information related to properties at this location.

Report for: **49 SOUTH VAN NESS AVE**

Parcel (Block/Lot)	Parcel History	Address(es) for this Parcel	Reports
3506/012		None	Assessor Summary Assessor Recorded Documents Secured Property Tax Rolls Residential Building Records (3-R)*
3506/013		None	Assessor Summary Assessor Recorded Documents Secured Property Tax Rolls Residential Building Records (3-R)*

› MORE DETAILS

There are 0 parcels at this location.

Planning District
District 8 Mission

Current Planning Team
NE Team

Schools (K-12) Within 600ft
None

Port Facilities
None

City Properties
Land: 49 South Van Ness Ave Site
Agency: Real Estate
Status: Active
Vacant: No

Facility: 49 South Van Ness Ave Building
Agency: GSA - Real Estate Division
Status: Active
Vacant: No

Supervisor District
District 6 (Matt Haney)

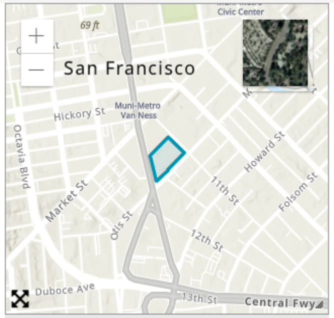
Census Tract
2010 Census Tract 017700

Neighborhood (Planning Dept)
South of Market
Neighborhood Groups Map
Services nearby (street cleaning, parks, MUNI, etc.)
Transportation (transit, ped & bike safety, etc.)

Recommended Plants
Would you like to grow plants that create habitat and save water? Check out the plants that we would recommend for this property at SF Plant Finder

Official Maps
Assessor's Block Map
Block Map 2009
Block Map Current *
Block Book Maps 1980
Block Book Maps 1960-65
Block Book Maps 1946
Block Book Maps 1935
Historic Sanborn Map

* Fields marked with an asterisk are only visible to City staff.



Map Layers
- ☐ Parcels (Block/Lot)
- ☐ Parcel History
- ☐ Planning District
- ☐ Neighborhoods
- ☐ Current Planning Team
- ☐ City Properties
- ☐ Schools (K-12)
- ☐ Port Facilities
- ☐ Supervisor Districts
- ☐ Census Tracts
- ☐ Transportation Analysis Zones
- ☐ Residential Building Records (3R)
- ☐ Year Built

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Short Term Rentals (STR)

1 Property Information | 2 Contacts | 3 Application Information | 4 Review | 5 Pay Fees | 6

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Also locate the official parcel and address of your rental in the sections below.

* Description:

str application

Address

Example: Search 400 VAN NESS below

* Street No.: 49
* Street Name: SOUTH VAN NESS
Street Type: AVE

Unit No.:
* Zip: 94103

Search **Clear**

Parcel

Confirm Block/Lot here: San Francisco Property Information Map

Example: Search Block 0195 Lot 006 below. Parcel Number will auto-fill

Paste the parcel number with no spaces in between here and select "Search" button below.

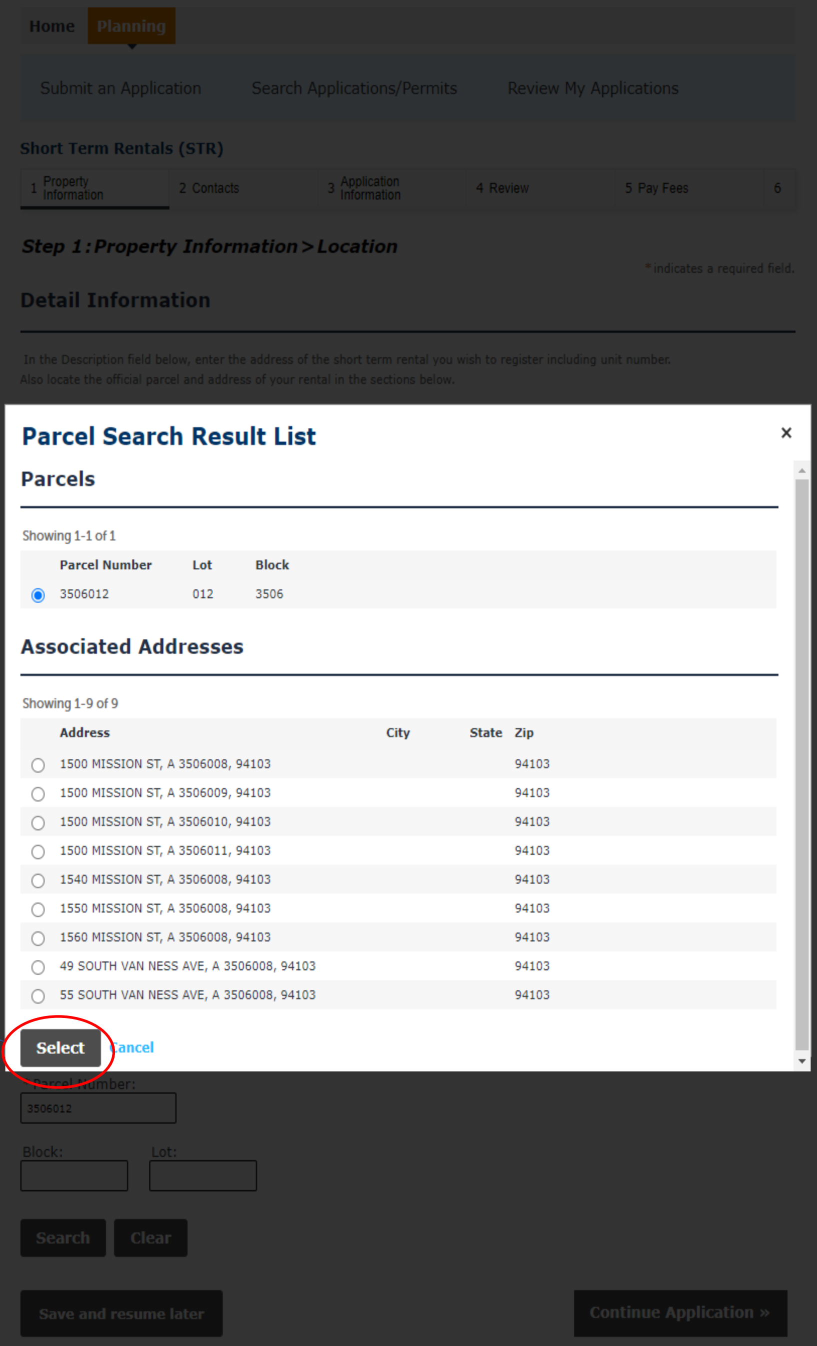
* Parcel Number: 3506008

Block: 3506
Lot: 008

Search **Clear**

Save and resume later **Continue Application »**

Select your address and click on the “Select” button.



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Step 1 : Property Information > Location

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Detail Information

In the Description field below, enter the address of the short term rental you wish to register including unit number.
Also locate the official parcel and address of your rental in the sections below.

* Description:

str application

Address

Example: Search 400 VAN NESS below

* Street No.: 49

* Street Name: SOUTH VAN NESS

Street Type: AVE

Unit No.:

* Zip: 94103

Search | Clear

Parcel

Confirm Block/Lot here: San Francisco Property Information Map

Example: Search Block 0195 Lot 006 below. Parcel Number will auto-fill

* Parcel Number: 3506008

Block: 3506

Lot: 008

Search | Clear

Save and resume later

Continue Application »

Once your address auto populates, click on the "Continue Application" button.

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Short Term Rentals (STR)

1 Property Information | 2 Contacts | 3 Application Information | 4 Review | 5 Pay Fees | 6

Step 2: Contacts > Contacts

* indicates a required field.

If you have contact information stored, click on the "Select from Account" button and it will link your contact information you have stored.

Applicant

Select from Account | Add New

Billing Contact

Select from Account | Add New

Save and resume later | Continue Application »

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Short Term Rentals (STR)

1 Property Information | 2 Contacts | 3 Application Information | 4 Review | 5 Pay Fees | 6

Step 2: Contacts > Contacts

* indicates a required field.

Applicant

Select from Account | Add New

If you don't have any contact information stored, click on the "Add New" button and enter your address information.

Billing Contact

Select from Account | Add New

Save and resume later | Continue Application »

San Francisco Planning

Return to SF Planning

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Submit an Application | Search Applications/Permits | Review My Applications

Contact Information

×

*First: John
Middle:
*Last: Doe

Name of Business: 49 SOUTH VAN NESS

*Address Line 1: 49 SOUTH VAN NESS

*City: SAN FRANCISCO

*State: CA

*Zip: 94603

*Phone 1: (415) 555-5555
Work Phone:
Phone 2:

Fax:

*E-mail: SHORTTERMRENTALS@SFGOV.ORG

Continue | Clear | Discard Changes

Fill in your contact information and click on the "Continue" button.

San Francisco Planning

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My Collections (0) Cart (0) Reports Account Management English (US) Logout
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Home Planning

Submit an Application Search Applications/Permits Review My Applications

Short Term Rentals (STR)

1 Property Information | 2 Contacts | 3 Application Information | 4 Review | 5 Pay Fees | 6

Step 2 : Contacts > Contacts

* indicates a required field.

Applicant

Contact added successfully.

John Doe
49 SOUTH VAN NESS
SHORTTERMRENTALS@SFGOV.ORG
Phone 1:(415) 555-5555
Phone 2:
Fax:
Edit Remove

Billing Contact

If your Billing Contact Information is the same, click on the "Select from Account" button and it will link your contact information you have stored. Skip to page 19.

Select from Account Add New

Save and resume later

Continue Application »

San Francisco Planning

Return to SF Planning

My Collections (0) Cart (0) Reports Account Management English (US) Logout

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Submit an Application | Search Applications/Permits | Review My Applications

Short Term Rentals (STR)

1 Property Information | 2 Contacts | 3 Application Information | 4 Review | 5 Pay Fees | 6

Step 2 : Contacts > Contacts

* indicates a required field.

Applicant

Contact added successfully.

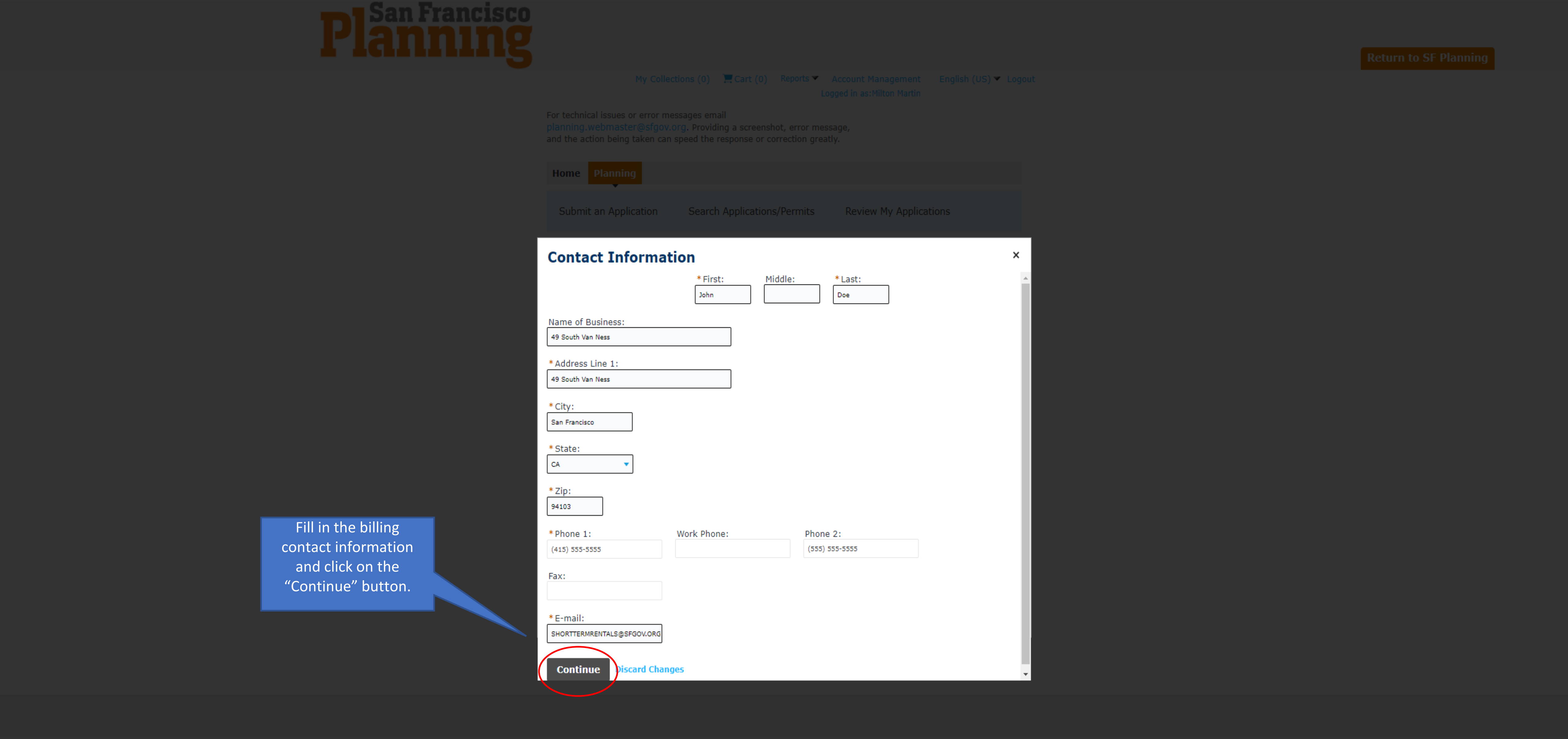
John Doe
49 SOUTH VAN NESS
SHORTTERMRENTALS@SFGOV.ORG
Phone 1:(415) 555-5555
Phone 2:
Fax:
Edit Remove

Billing Contact

If your Billing Contact is different than the Applicant contact, click on the “Add New” button and enter the billing info.

Select from Account | Add New

Save and resume later | Continue Application »


San Francisco Planning
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My Collections (0)
Cart (0)
Reports
Account Management
English (US)
Logout
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Home
Planning
Submit an Application
Search Applications/Permits
Review My Applications
Contact Information
*First:
John
Middle:
*Last:
Doe
Name of Business:
49 South Van Ness
*Address Line 1:
49 South Van Ness
*City:
San Francisco
*State:
CA
*Zip:
94103
*Phone 1:
(415) 555-5555
Work Phone:
Phone 2:
(555) 555-5555
Fax:
*E-mail:
SHORTTERMRENTALS@SFGOV.ORG
Continue
Discard Changes
Fill in the billing contact information and click on the “Continue” button.

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Submit an Application | Search Applications/Permits | Review My Applications

Short Term Rentals (STR)

1 Property Information | 2 Contacts | 3 Application Information | 4 Review | 5 Pay Fees | 6

Step 2 : Contacts > Contacts

*indicates a required field.

Applicant

✔ Contact added successfully.

John Doe
49 SOUTH VAN NESS
SHORTTERMRENTALS@SFGOV.ORG
Phone 1:(415) 555-5555
Phone 2:
Fax:
Edit Remove

Billing Contact

✔ Contact updated successfully.

John Doe
49 South Van Ness
SHORTTERMRENTALS@SFGOV.ORG
Phone 1:(415) 555-5555
Phone 2:(555) 555-5555
Fax:
Edit Remove

Save and resume later

Continue Application »

Once complete click on the "Continue Application" button.

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Home Planning

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Short Term Rentals (STR)

1 Property Information | 2 Contacts | 3 Application Information | 4 Review | 5 Pay Fees | 6

Fill out the General information, Unit information, and Short-Term Rental Information here and scroll down.

Step 3:Application Information>Application Details

* indicates a required field.

Home Information

GENERAL INFORMATION

Business Account Number:

How will Liability Insurance be provided: --Select--

*Tenure: --Select--

Monthly Payment or Rent:

UNIT INFORMATION

Move-In Date: * MM/DD/YYYY

Bedrooms:

Short-Term Rental Information

Renting with Applicant Present:

Renting Entire Unit:

SUBMITTAL CHECKLIST

We must ensure that you live at this unit. Select a minimum of two Proof of Residency documents to be uploaded in the Attachment section below. Proof of Residency includes: State ID Card, Homeowner Tax Exemption, Voter Registration, Vehicle Registration, Utility Bill, and Vehicle Insurance. The documents must list your name and the address of the intended short-term rental unit.

Driver License or Photo ID: *

Homeowner Tax Exemption:

Voter Registration:

Vehicle Registration:

Vehicle Insurance:

Utility Bill:

Other Forms of ID:

Move-In Date: *	01/01/2023
Bedrooms:	2

Short-Term Rental Information

Renting with Applicant Present:	☑
Renting Entire Unit:	☑

SUBMITTAL CHECKLIST

We must ensure that you live at this unit. Select a minimum of two Proof of Residency documents to be uploaded in the Attachment section below. Proof of Residency includes: State ID Card, Homeowner Tax Exemption, Voter Registration, Vehicle Registration, Utility Bill, and Vehicle Insurance. The documents must list your name and the address of the intended short-term rental unit.

Driver License or Photo ID: *	☑
Homeowner Tax Exemption:	☐
Voter Registration:	☐
Vehicle Registration:	☐
Vehicle Insurance:	☑
Utility Bill:	☑
Other Forms of ID:	☐
Description of Other Types:	
Liability Insurance:	☐
Lease:	☐

Select the "Add a Row" button and choose which platform you wish to use for hosting.

Hosting Platforms

HOSTING PLATFORMS

Showing 0-0 of 0

Service Name	Other Service Name	Listing ID	Web Address	Host ID	Submission ID
No records found.					

Add a Row | Edit Selected | Delete Selected

Attachment

Please add attachments below per application instructions.

The maximum file size allowed is **150 MB.**
ade;adp;bat;chm;cmd;com;cpl;exe;hta;htm;html;ins;isp;jar;js;jse;lib;lnk;mde;mht;mhtml;msc;msp;mst;php;pif;scr;sct;shb;s
are disallowed file types to upload.

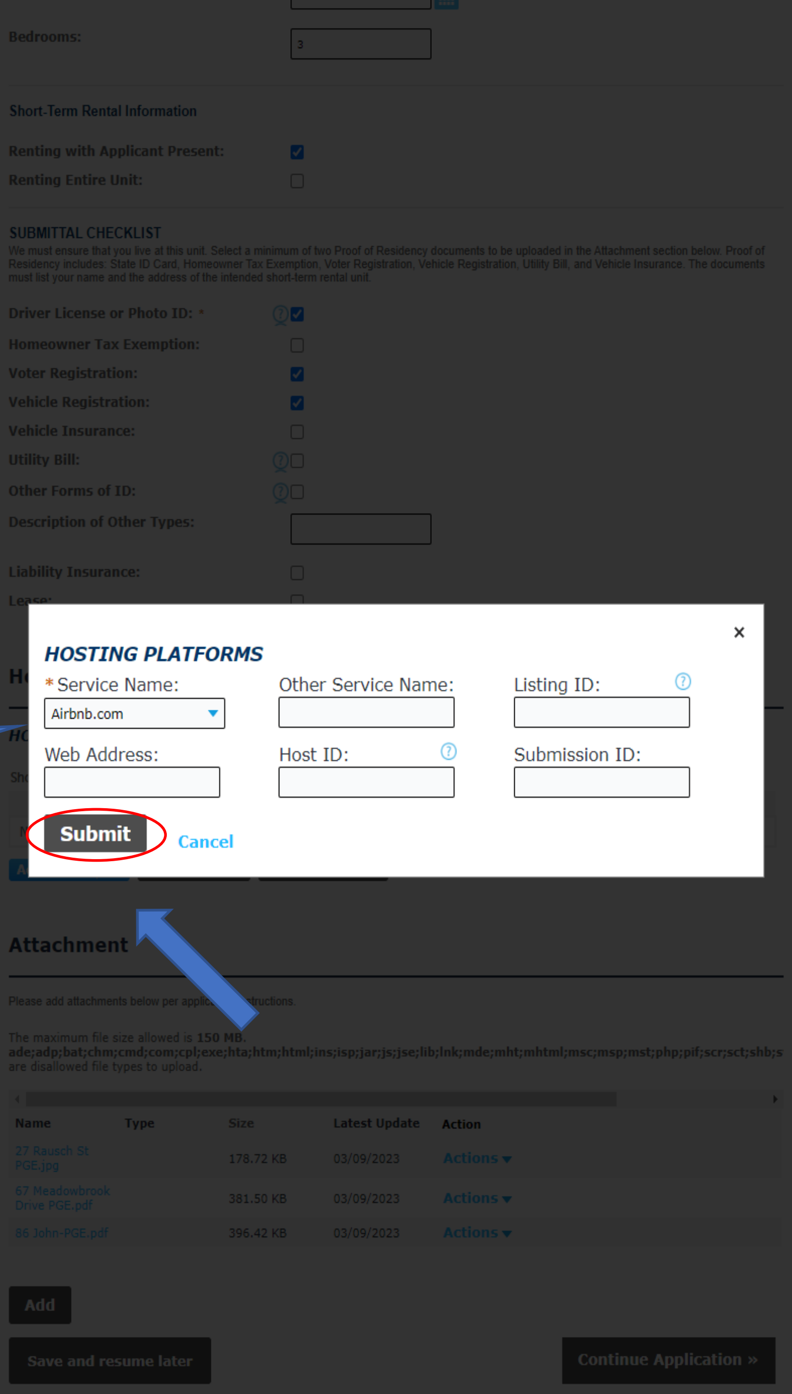
Name	Type	Size	Latest Update	Action
No records found.				

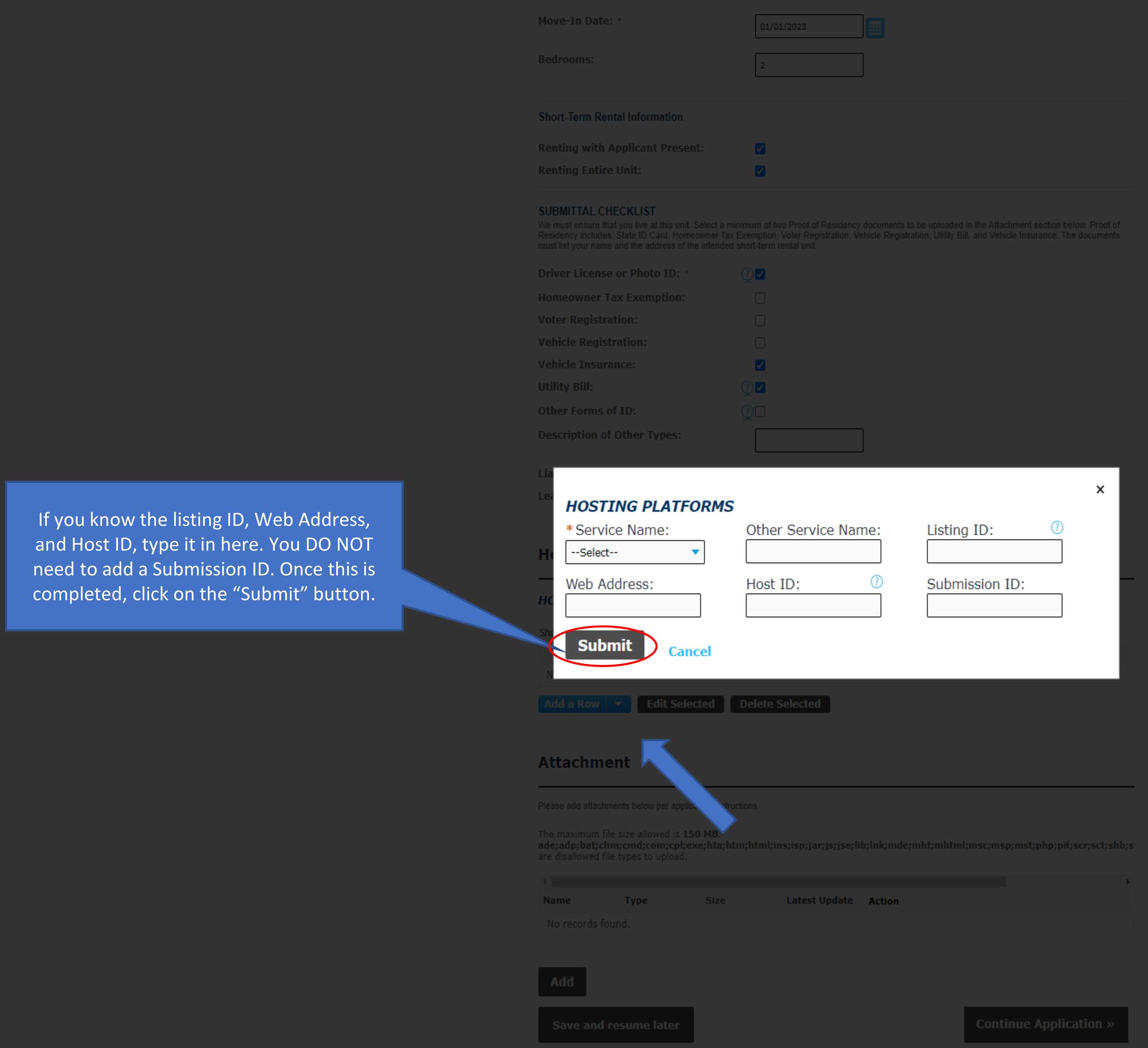
Add

Save and resume later

Continue Application »

If you know the hosting platform select the drop box under “Service Name”
And click “Submit” button.




Move-In Date: *
01/01/2023
Bedrooms:
2
Short-Term Rental Information
Renting with Applicant Present:
Renting Entire Unit:
SUBMITTAL CHECKLIST
We must ensure that you live at this unit. Select a minimum of two Proof of Residency documents to be uploaded in the Attachment section below. Proof of Residency includes: State ID Card, Homeowner Tax Exemption, Voter Registration, Vehicle Registration, Utility Bill, and Vehicle Insurance. The documents must list your name and the address of the intended short-term rental unit.
Driver License or Photo ID: *
Homeowner Tax Exemption:
Voter Registration:
Vehicle Registration:
Vehicle Insurance:
Utility Bill:
Other Forms of ID:
Description of Other Types:
If you know the listing ID, Web Address, and Host ID, type it in here. You DO NOT need to add a Submission ID. Once this is completed, click on the “Submit” button.
HOSTING PLATFORMS
*Service Name:
--Select--
Other Service Name:
Listing ID:
Web Address:
Host ID:
Submission ID:
Submit
Cancel
Add a Row
Edit Selected
Delete Selected
Attachment
Name
Type
Size
Latest Update
Action
No records found.
Add
Save and resume later
Continue Application »

Move-In Date: * 01/01/2023

Bedrooms: 2

Short-Term Rental Information

Renting with Applicant Present: ☑

Renting Entire Unit: ☑

SUBMITTAL CHECKLIST

We must ensure that you live at this unit. Select a minimum of two Proof of Residency documents to be uploaded in the Attachment section below. Proof of Residency includes: State ID Card, Homeowner Tax Exemption, Voter Registration, Vehicle Registration, Utility Bill, and Vehicle Insurance. The documents must list your name and the address of the intended short-term rental unit.

Driver License or Photo ID: * ☑

Homeowner Tax Exemption: ☐

Voter Registration: ☐

Vehicle Registration: ☐

Vehicle Insurance: ☑

Utility Bill: ☑

Other Forms of ID: ☐

Description of Other Types:

Liability Insurance: ☐

Lease: ☐

Hosting Platforms

HOSTING PLATFORMS

Showing 1-1 of 1

	Service Name	Other Service Name	Listing ID	Web Address	Host ID	Submission ID	
☐	Airbnb.com		1234567	airbnb.com/rooms/1234567	1234567		Actions ▾

Add a Row ▾ | Edit Selected | Delete Selected

Attachment

Please add attachments below per application instructions.

The maximum file size allowed is **150 MB**.
ade;adp;bat;chm;cmd;com;cpl;exe;hta;htm;html;ins;isp;jar;js;jse;lib;lnk;mde;mht;mhtml;msc;msp;mst;php;pif;scr;sct;shb;s
are disallowed file types to upload.

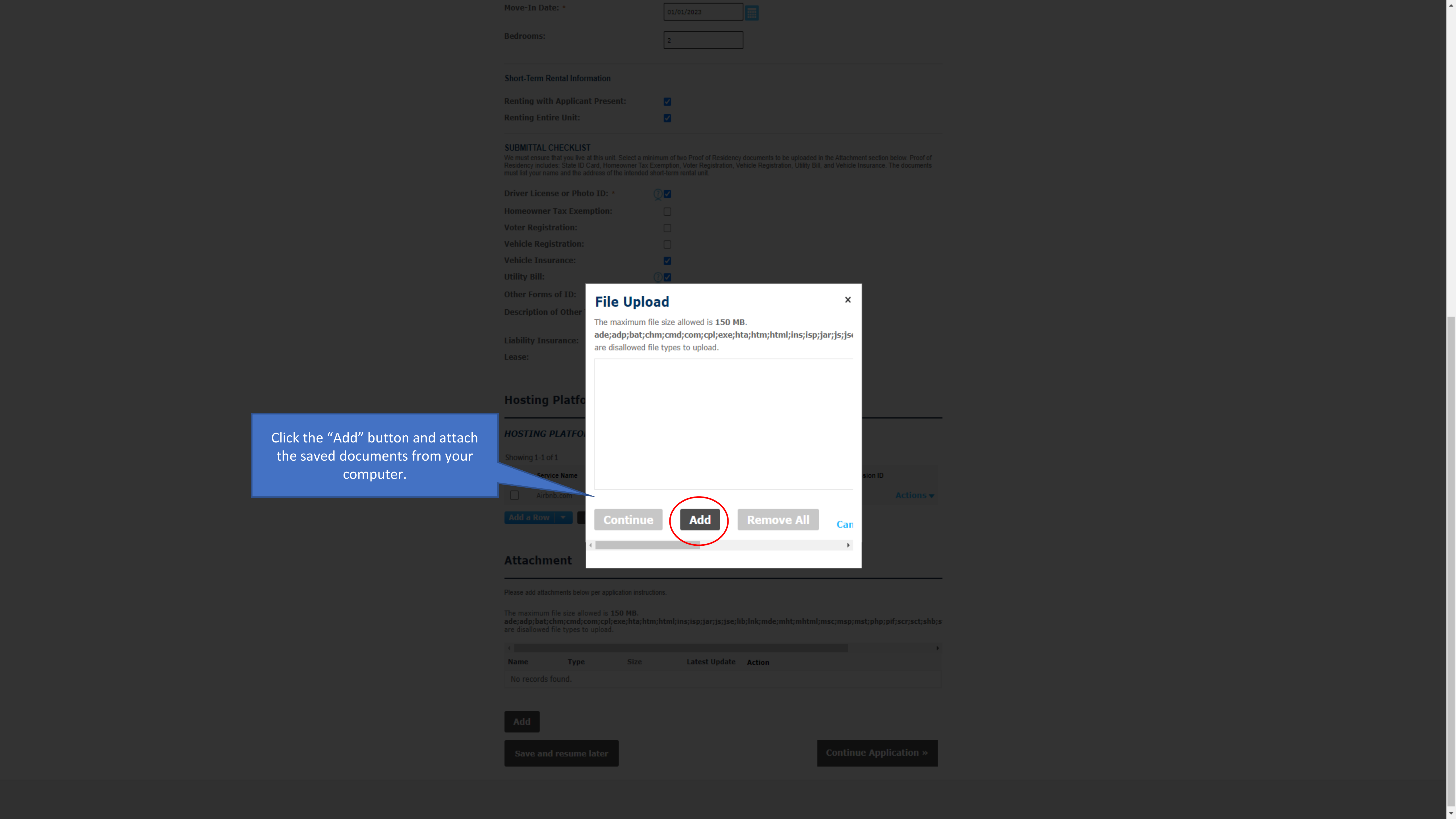
Name	Type	Size	Latest Update	Action
No records found.				

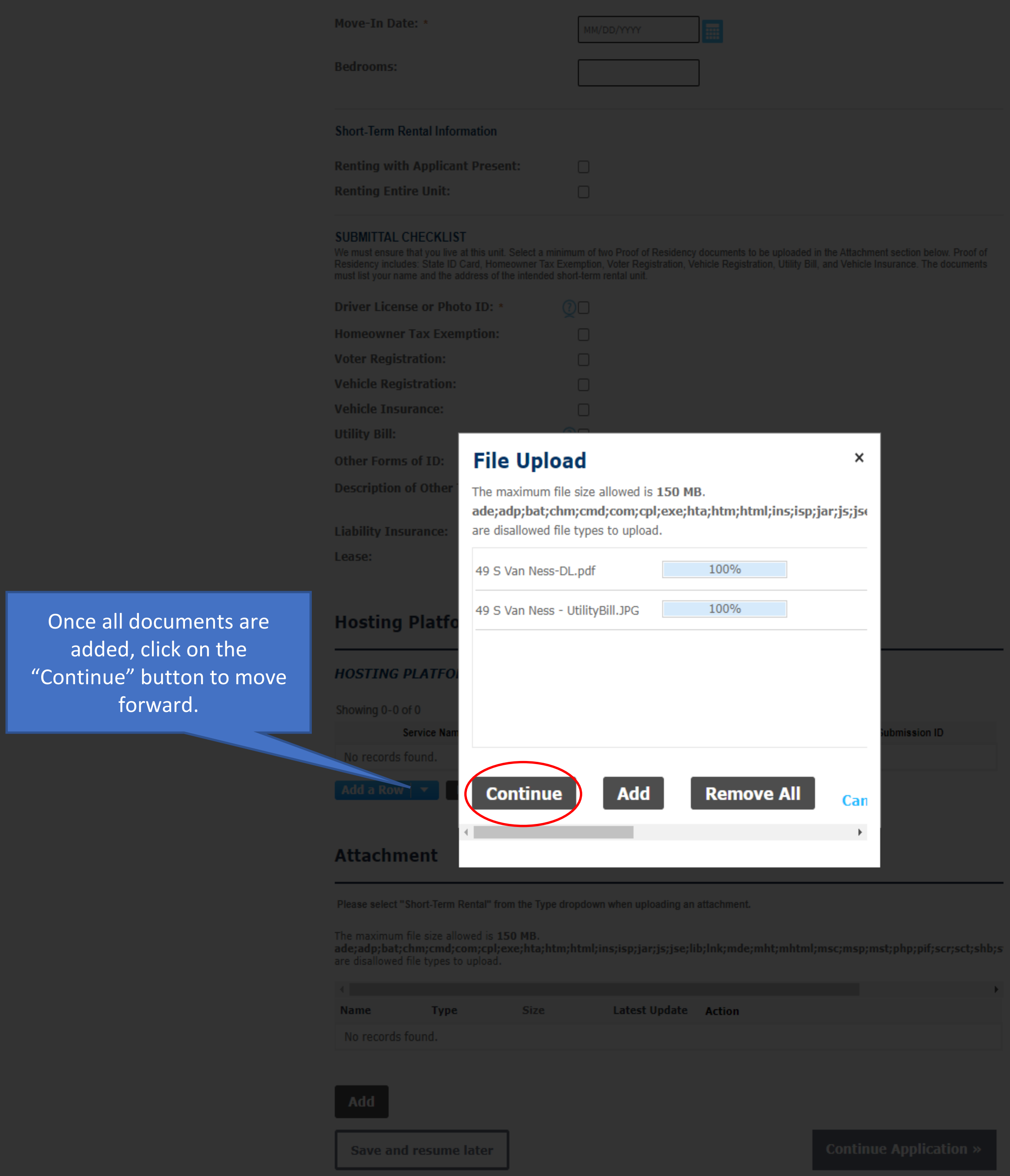
For the "Submittal Checklist" section, add the documents that you selected by clicking on the "Add" button under the Attachment section.

Add

Save and resume later

Continue Application »


Move-In Date: *
01/01/2023
Bedrooms:
2
Short-Term Rental Information
Renting with Applicant Present:
Renting Entire Unit:
SUBMITTAL CHECKLIST
We must ensure that you live at this unit. Select a minimum of two Proof of Residency documents to be uploaded in the Attachment section below. Proof of Residency includes: State ID Card, Homeowner Tax Exemption, Voter Registration, Vehicle Registration, Utility Bill, and Vehicle Insurance. The documents must list your name and the address of the intended short-term rental unit.
Driver License or Photo ID: *
Homeowner Tax Exemption:
Voter Registration:
Vehicle Registration:
Vehicle Insurance:
Utility Bill:
Other Forms of ID:
Description of Other
Liability Insurance:
Lease:
Hosting Platfo
HOSTING PLATFO
Showing 1-1 of 1
Service Name
Airbnb.com
Actions
Add a Row
File Upload
The maximum file size allowed is 150 MB.
ade;adp;bat;chm;cmd;com;cpl;exe;hta;htm;html;ins;isp;jar;js;js
are disallowed file types to upload.
Continue
Add
Remove All
Can
Click the "Add" button and attach the saved documents from your computer.
Attachment
Please add attachments below per application instructions.
The maximum file size allowed is 150 MB.
ade;adp;bat;chm;cmd;com;cpl;exe;hta;htm;html;ins;isp;jar;js;jse;lib;lnk;mde;mht;mhtml;msc;msp;mst;php;pif;scr;sct;shb;s
are disallowed file types to upload.
Name
Type
Size
Latest Update
Action
No records found.
Add
Save and resume later
Continue Application »


Move-In Date: *
MM/DD/YYYY
Bedrooms:
Short-Term Rental Information
Renting with Applicant Present:
Renting Entire Unit:
SUBMITTAL CHECKLIST
We must ensure that you live at this unit. Select a minimum of two Proof of Residency documents to be uploaded in the Attachment section below. Proof of Residency includes: State ID Card, Homeowner Tax Exemption, Voter Registration, Vehicle Registration, Utility Bill, and Vehicle Insurance. The documents must list your name and the address of the intended short-term rental unit.
Driver License or Photo ID: *
Homeowner Tax Exemption:
Voter Registration:
Vehicle Registration:
Vehicle Insurance:
Utility Bill:
Other Forms of ID:
Description of Other
Liability Insurance:
Lease:
Hosting Platfo
HOSTING PLATFO
Showing 0-0 of 0
Service Nam
Submission ID
No records found.
Add a Row
File Upload
The maximum file size allowed is 150 MB.
ade;adp;bat;chm;cmd;com;cpl;exe;hta;htm;html;ins;isp;jar;js;js
are disallowed file types to upload.
49 S Van Ness-DL.pdf
100%
49 S Van Ness - UtilityBill.JPG
100%
Continue
Add
Remove All
Can
Once all documents are added, click on the “Continue” button to move forward.
Attachment
Please select "Short-Term Rental" from the Type dropdown when uploading an attachment.
The maximum file size allowed is 150 MB.
ade;adp;bat;chm;cmd;com;cpl;exe;hta;htm;html;ins;isp;jar;js;jse;lib;lnk;mde;mht;mhtml;msc;msp;mst;php;pif;scr;sct;shb;s
are disallowed file types to upload.
Name
Type
Size
Latest Update
Action
No records found.
Add
Save and resume later
Continue Application »

Homeowner Tax Exemption: ☐

Voter Registration: ☐

Vehicle Registration: ☑

Vehicle Insurance: ☐

Utility Bill: ☑

Other Forms of ID: ☐

Description of Other Types:

Liability Insurance: ☐

Lease: ☐

Hosting Platforms

HOSTING PLATFORMS

Showing 1-1 of 1

	Service Name	Other Service Name	Listing ID	Web Address	Host ID	Submission ID	
☐	Airbnb.com		1234567	airbnb.com/rooms/1234567	1234567		Actions ▾

Add a Row ▾ | Edit Selected | Delete Selected

Attachment

Please add attachments below per application instructions.

The maximum file size allowed is **150 MB**.
ade;adp;bat;chm;cmd;com;cpl;exe;hta;htm;html;ins;isp;jar;js;jse;lib;lnk;mde;mht;mhtml;msc;msp;mst;php;pif;scr;sct;shb;s
are disallowed file types to upload.

Name	Type	Size	Latest Update	Action
No records found.				

Remove

File:
49 S Van Ness-DL.pdf
100%

Remove

File:
49 S Van Ness - car reg.JPG
100%

Remove

File:
49 S Van Ness - UtilityBill.JPG
100%

Once all documents have been added correctly, click on the “Save” button.

Save | Add | Remove All

Save and resume later | Continue Application »

Short-Term Rental Information

Renting with Applicant Present:	☑
Renting Entire Unit:	☑

SUBMITTAL CHECKLIST

We must ensure that you live at this unit. Select a minimum of two Proof of Residency documents to be uploaded in the Attachment section below. Proof of Residency includes: State ID Card, Homeowner Tax Exemption, Voter Registration, Vehicle Registration, Utility Bill, and Vehicle Insurance. The documents must list your name and the address of the intended short-term rental unit.

Driver License or Photo ID: *	☑
Homeowner Tax Exemption:	☐
Voter Registration:	☐
Vehicle Registration:	☑
Vehicle Insurance:	☐
Utility Bill:	☑
Other Forms of ID:	☐
Description of Other Types:	
Liability Insurance:	☐
Lease:	☐

Hosting Platforms

HOSTING PLATFORMS

Showing 1-1 of 1

	Service Name	Other Service Name	Listing ID	Web Address	Host ID	Submission ID	
☐	Airbnb.com		1234567	airbnb.com/rooms/1234567	1234567		Actions ▾

Add a Row ▾ | Edit Selected | Delete Selected

Attachment

Please add attachments below per application instructions.

The maximum file size allowed is **150 MB**.
ade;adp;bat;chm;cmd;com;cpl;exe;hta;htm;html;ins;isp;jar;js;jse;lib;lnk;mde;mht;mhtml;msc;msp;mst;php;pif;scr;sct;shb;s
are disallowed file types to upload.

Name	Type	Size	Latest Update	Action
49 S Van Ness-DL.pdf		1.69 MB	02/23/2023	Actions ▾
49 S Van Ness - car reg.JPG		2.36 MB	02/23/2023	Actions ▾
49 S Van Ness - UtilityBill.JPG		2.71 MB	02/23/2023	Actions ▾

Add

Save and resume later

Continue Application »

After clicking "Save", select on the "Continue Application" button.

Move-In Date:	01/01/2023
Bedrooms:	2

Short-Term Rental Information

Edit

Renting with Applicant Present:	Yes
Renting Entire Unit:	Yes

SUBMITTAL CHECKLIST

Edit

Driver License or Photo ID:	Yes
Homeowner Tax Exemption:	No
Voter Registration:	No
Vehicle Registration:	Yes
Vehicle Insurance:	No
Utility Bill:	Yes
Other Forms of ID:	No
Description of Other Types:	
Liability Insurance:	No
Lease:	No

Hosting Platforms

HOSTING PLATFORMS

Edit

Service Name	Other Service Name	Listing ID	Web Address	Host ID	Submission ID
Airbnb.com		1234567	airbnb.com/rooms/1234567	1234567	

Attachment

Edit

Please add attachments below per application instructions.

The maximum file size allowed is **150 MB**.
ade;adp;bat;chm;cmd;com;cpl;exe;hta;htm;html;ins;isp;jar;js;jse;lib;lnk;mde;mht;mhtml;msc;msp;mst;php;pif;scr;sct;shb;s
are disallowed file types to upload.

Name	Type	Size	Latest Update	Action
49 S Van Ness-DL.pdf		1.69 MB	02/23/2023	Actions ▾
49 S Van Ness - car reg.JPG		2.36 MB	02/23/2023	Actions ▾
49 S Van Ness - UtilityBill.JPG		2.71 MB	02/23/2023	Actions ▾

Step 1:
Read the electronic signature form and select the check box that you agree with the certification.

I certify that I have read and understand the instructions that accompany this application and that the statements made as part of this application are true, complete, and correct and that no material information has been omitted. By checking the box below, I understand and agree that I am electronically signing and filing this application.

Double check that the application is complete. Scroll down and click on the "Continue Application" button.

☐ By checking this box, I agree to the above certification.

Date:

Save and resume later

Continue Application »

San Francisco Planning

Return to SF Planning

My Collections (0) Cart (0) Reports Account Management English (US) Logout

Logged in as:Milton Martin

For technical issues or error messages email planning.webmaster@sfgov.org. Providing a screenshot, error message, and the action being taken can speed the response or correction greatly.

Home | Planning

Submit an Application | Search Applications/Permits | Review My Applications

Short Term Rentals (STR)

1 | 2 Contacts | 3 Application Information | 4 Review | 5 Pay Fees | 6 Record Issuance

Step 5:Pay Fees

Listed below are preliminary fees based upon the information you've entered. Some fees are based on the quantities that can be entered where applicable. Your total fees will be displayed below. Select Check Out to pay by credit card online.

Application Fees

Fees	Qty.	Amount
Short-Term Rental Registration	1	$550.00

TOTAL FEES: $550.00

Click on the “Add to Cart” button to select your payment.

Add to Cart »

San Francisco Planning

Return to SF Planning

Logged in as:Milton Martin My Collections (0) Cart (1) Account Management English (US) Logout

City & County of San Francisco

Home Planning

Dashboard My Records My Account Advanced Search

Cart

1 Select item to pay | 2 Payment information | 3 Receipt/Record issuance

Step 1 :Select item to pay

Click on the arrow in front of a row to display additional information. To remove or edit items in the current cart, click the "Edit Cart" button below. To continue to payment, click the "Checkout" button.

PAY NOW

49 SOUTH VAN NESS AVE, 94103

1 Application(s) | $550.00

Short Term Rentals (STR)
22TMP-001737

Total due: $550.00

Total amount to be paid: $550.00

Note: A 2.5% non-refundable service fee (minimum $2.49) will be charged for card payments submitted online.

Checkout » Edit Cart » Continue Shopping »

Click on the “Checkout” button to continue.

City and County of

San Francisco Payment Portal

Planning Department

Payment Method

- ○ Electronic Check
- ○ Credit / Debit Card

Payment Summary

Total:	$550.00

Billing Information

We need this information to process your payment.

Country
United States of America

Address

Address line 2 (optional)

City

State
California

Zip Code

Phone Number

Contact Information

A payment confirmation will be emailed to you once the payment is processed.

Email Address

Confirm Email

Cancel

Pay $550.00

Complete your Credit or Debit card information, and billing contact information. Click on the “Pay” button at the bottom to complete the STR application process. You will receive an email copied receipt.