



City of Astoria

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HOME STAY LODGING LICENSE FAQs

Astoria allows short-term rental facilities in residential zones in several different classifications. Some examples are Home Stay Lodging, Bed and Breakfast or an Inn. There are limitations and conditions on each of these classifications which are described below. Astoria only allows “vacation rentals” in commercial zones and classify them the same as hotels/motels. The limitations and regulations help prioritize housing stock in residential areas for long-term residences and limit the number of second homes in the City that can often remain vacant. This information sheet does not specifically address hotels / motels or facilities in non-residential zones.

Common terms to understand Short-Term Lodging

- **Home Stay Lodging:** *A transient lodging facility with no more than two (2) bedrooms available for transient rental, and which is owner occupied. This includes any accommodation meeting these requirements including facilities known as Airbnb, VRBO, or other such transient lodging identification. Such facilities may or may not provide a morning meal. Rooms used by transient guests shall not include a kitchen. (City Code Section 8.755)*
- **Accessory Dwelling Units (ADU):** *An accessory dwelling unit is one additional subordinate or auxiliary living unit, including kitchen facilities, in an existing house or detached from the main dwelling. A dwelling with an accessory dwelling unit is distinguished from a duplex by the retention of the appearance as a single-family dwelling. (Development Code Section 1.400)*
- **Bed & Breakfast:** *Any transient lodging facility which contains between three (3) and seven (7) guest bedrooms, which is owner or manager occupied, and which provides a morning meal. (Development Code Section 1.400)*
- **Hotel/Motel:** *A building in which lodging is provided for guests for compensation. (Development Code Section 1.400)*
- **Inn:** *A transient lodging facility with up to 11 guest bedrooms, which is owner or manager occupied, and which provides a morning meal. Inns may conduct associated business activities on an occasional basis, such as wedding receptions, club meetings and luncheons, conferences, and reunions. (Development Code Section 1.400)*

What about AirBnB and VRBO?

These are advertising platforms used for listing short-term rentals or vacation homes. The use would be classified by the City as “Home Stay” or “Bed and Breakfast” lodging facilities. Many people list their rentals on these sites, but they must meet the City codes and requirements. Not all listings are legal rentals.

How does Astoria regulate short-term rentals?

Astoria allows Home Stay Lodging, Bed & Breakfast, and Inn establishments under certain conditions and in particular zones. The following must be addressed for each establishment prior to advertising or having guests/renters:

1. The facility must obtain the necessary zoning permits which may include a Home Stay Lodging License and/or a Conditional Use Permit.
2. The home must be owner-occupied for Home Stay Lodging, or owner or manager occupied for Bed & Breakfast or Inn, as their primary residence. Owners must reside in the home when they have guests/renters.
3. Owners must register for and submit transient lodging taxes with the City's Finance Dept.
4. Owners must obtain an Occupational Tax (business license).
5. The site must meet off-street parking requirements.
6. The owner must comply with all requirements identified in City Code Sections 8.750 through 8.800 for a Home Stay Lodging.

What will be required of existing Home Stay Lodging facilities?

If a Home Stay Lodging facility is legally operating within the City with current permits including Occupational Tax, Transient Lodging Tax, and Conditional Use permit if necessary, then the owner may apply for a Home Stay Lodging License "Renewal" under the revised Code requirements. There are some Code requirement exceptions for existing facilities which are listed in City Code Section 8.770. A renewal application must be submitted by the last day in December of the year it will expire.

Where are Home Stay Lodging and Short-Term Lodging facilities allowed?

Short Term Rentals	Permitted Zones	Bedrooms	Notes
Home Stay Lodging	R-1 Conditional Use & HSL License R-2 & R-3 HSL License & Outright Use	1-2 bedrooms	Owner occupied; License must be renewed every two years
Bed & Breakfast	R-1, R-2, R-3 Conditional Use	3-7 bedrooms	Owner or manager occupied
Inn	R-1, R-2, R-3 Conditional Use	Up to 11 bedrooms	Owner or manager occupied; allows accessory events

How much parking is required?

What is off-street parking?

On-street

off-street

One space per bedroom in addition to two spaces required for the single-family dwelling. These spaces must be located within the property boundary (in a driveway, or garage).

Parking spaces must be 9.5' x 20' or 8.5' x 16' for compact cars. On-street spaces cannot count towards meeting the parking requirement.



Are variances granted to meet the parking requirement?

Variances to parking standards may be allowed but must meet requirements outlined in Development Code Sections 7.062 and/or 12.040.

Can I have an Accessory Dwelling Unit (ADU) and Home Stay Lodging on the same property?

Both are permitted in certain residential zones. Home Stay Lodging is prohibited in an ADU.

What else do I need to do to operate a Home Stay Lodging facility?

Meet with City Staff to verify zoning and adequate off-street parking. Then obtain the necessary license and/or conditional use permit, pay the business license fee, and set up transient tax submission with the Finance Department.

Do I need a business name for my Home Stay Lodging?

No. This is optional. Some homeowners choose to set up the Home Stay as a separate business entity from the household. Check with CEDR (Clatsop Economic Development Resources) on requirements for setting up a business name and other small business requirements.

Do I have to notify my neighbors to operate Home Stay Lodging?

During the Home Stay Lodging license review and/or a conditional use permit review, the City will send a public notice to neighbors. A public hearing will be scheduled for conditional use permit review. It is strongly encouraged that property owners talk with their immediate neighbors to prevent potential conflicts.

Does the City require or offer a safety inspection program?

The City requires a safety inspection for Home Stay Lodging facilities at the time of initial application and once every two years upon renewal of the license. The inspection may be done by the City Building Official or an independent certified inspector. Inspection requirements are identified in City Code Section 8.765.1.i. In addition, the Home Stay Lodging facility and all sleeping rooms shall remain in substantial compliance with Oregon State requirements for the following: Health, Safety, Building, and Fire Codes, Traveler's Accommodation Statutes, and with the Uniform Housing Code.

How long does the City review process take?

Applications with all information provided by the applicant will take about 6 to 8 weeks to process. If a conditional use permit, variance, or other review is required, it will take an additional 6 to 8 weeks depending on date of application. Submittal of “complete” applications and documents is required to start the review process.

Who do I contact if I have questions?

Community Development Department
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