Accessory Dwelling Unit Owner-Occupant and Rental Term Affidavit

At the time of application for an accessory dwelling unit, the owner of the property must agree to reside in either the principal or accessory dwelling unit on the project site, pursuant to the Non-Coastal Zoning Ordinance Section 8107-1.7.2(r) and Coastal Zoning Ordinance Section 8175-5.1.1.2(n). Additionally, if the accessory dwelling unit is to be rented out at any time, it shall be on rental terms of no less than 30 consecutive days, pursuant to Non-Coastal Zoning Ordinance Section 8107-1.7.2(p) and Coastal Zoning Ordinance Section 8175-5.1.1.2(m).

The owner of the property must sign this affidavit and show valid California identification (and other supporting documents, if requested) to a Ventura County Planning Division staff member, confirming that he/she is the property owner. If there are multiple owners of the property, all property owners must sign the affidavit or provide a document (e.g., Power of Attorney, Articles of Incorporation, Trustee, etc.) which gives the applicant the authority to sign on behalf of all the owners of the property. If an agent other than the property owner(s) submits the affidavit, the affidavit must be signed by the owner(s) and notarized. The notarized affidavit must include the current legal notary language, as well as the signature and seal of the Notary Public.

Owner/Occupant Name:\n
Property Address: \n
Assessor’s Parcel Number (APN): \n
I affirm under penalty of perjury that the foregoing is true and correct:

☐ I am the owner and occupant (or will be once construction is completed) of the primary or accessory dwelling unit referenced above.

☐ The accessory dwelling unit, as referenced by the zoning clearance number below, will be rented out for a term of no less than 30 consecutive days.

Print Name: __________________________ Date: ________________

Owner-Occupant Signature

TO BE COMPLETED BY STAFF:
Accessory Dwelling Unit Zoning Clearance No.: ______________________

\n
1If there are multiple owners of the property, please submit multiple signed copies of the affidavit or a document which gives the applicant the authority to sign n behalf of all the owners of the property (e.g., Power of Attorney, Articles of Incorporation, Trustee, etc.)