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Living Space Conversions, ADUs & Short-Term Rentals: LIST OF LINKS

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(503) 493-7344



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To find out more about your property go to:

<https://www.portlandmaps.com/>

Converting Attics, Basements & Garages to Living Space Pamphlet:

<https://www.portlandoregon.gov/bds/article/93019>

Talk to your inspector about a Ceiling Height Waiver

Systems Development Charge (SDC) Form:

<https://www.portlandoregon.gov/bds/article/92695>

SDC Waiver Extension Info:

<https://www.portlandoregon.gov/bds/article/689356>

ADU SDC Waiver Program:

<https://www.portlandoregon.gov/bds/77447>

SDC Waiver Application:

<https://www.portlandoregon.gov/bds/article/692797>

Covenant Form for SDC Waiver for ADU:

<https://www.portlandoregon.gov/bds/article/711040>

Additional Sink Covenants:

<https://www.portlandoregon.gov/bds/article/174914>

To calculate city fees, go here:

<https://www.portlandoregon.gov/bds/59194>

<https://www.portlandoregon.gov/bds/index.cfm?a=166412>

Plumbing fixture count:

<https://www.portlandoregon.gov/water/article/563218>



Short Term Rental FAQ QUESTIONS:

What is the agreement between Airbnb & the City of Portland?

Beginning July 1, 2014, Airbnb began collecting the 11.5% combined City of Portland and Multnomah County Transient Lodging Tax on reservations made through the Airbnb platform. Airbnb is remitting the Transient Lodging Tax to the City on behalf of operators (hosts) on a monthly basis.

Where do I find information about Short Term Rental permitting?

Please contact the Bureau of Development Services www.portlandoregon.gov/bds for info regarding Short Term Rental permits or call 503-823-7300.

Step 1: if you rent your space through any reservation platform, you must register with the TLT program. TLT Registration Form: <https://www.portlandoregon.gov/revenue/article/34924>

Step 2: you must collect, report and remit Transient Lodging Taxes to the city on a quarterly basis. Transient Lodging Tax (TLT) accounts set up to report and remit TL taxes to the Revenue Division on a quarterly basis. The quarterly reporting schedule is provided on the reverse side of the **TLT Quarterly Report**. However, Booking Agents, as defined in **PCC 6.04.010 D** are required to report and remit TL taxes to the Revenue Division on a monthly basis.

If you are uncertain as to whether you are considered to be a Booking Agent by the City, please contact our office at 503-865-2857.

Note: Airbnb rents are deducted on line 5 (Other Allowable Deductions) of the quarterly reporting form. Please visit our website to access the Quarterly Reporting form: <https://www.portlandoregon.gov/revenue/29560>.

For months booked entirely through Airbnb, you are not required to submit Transient Lodging Tax reports to the City.



TLT Program CONTACTS:

Mail to:

City of Portland – TL, PO Box 8791, Portland OR 97207

Roger Koppy: roger.koppy@portlandoregon.gov

Phone: 503.865.2857

Or

Craig Doherty: craig.doherty@portlandoregon.gov

Phone: 503.865.2485

Here is the page on TLT, under the **Office of Management & Finance, Revenue Division:**

- <https://www.portlandoregon.gov/citycode/28805>

Occupancy tax page:

- <https://www.portlandoregon.gov/revenue/29976>

Frequently Asked Questions about the TLT:

- <https://www.portlandoregon.gov/revenue/article/415034N%STRFAQ>

Articles about Short Term Rental Policies:

- <https://www.opb.org/news/article/airbnb-portland-oregon-ordinance-crackdown/>
- <https://www.vrmintel.com/portland-city-council-votes-to-collect-new-fees-from-short-term-rentals/>
- <https://www.portlandmercury.com/blogtown/2019/06/07/26606076/portlands-poised-to-finally-hold-airbnb-accountable-for-shirking-city-rules>

Ordinance for Short Term Rentals:

- http://opb-imgserve-production.s3-website-us-west-2.amazonaws.com/original/portland_short-term_rental_code_-_ordinance_-_proposed_not_final.pdf