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**Sent:** 4/4/2017 12:09:49 PM  
**To:** ashevilleblade@gmail.com  
**Cc:**  
**Subject:** Open records request â€” short-term rental change-of-use filings for CBD  
**Attachments:** [Change of Use.xls](#), [homestay.xls](#), [Short Term Rental.xls](#)

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David,

There is no special form for properties applying for a change-of-use to short-term-rental. We donâ€™t classify â€œChange of Useâ€ as a record type or data entry. A property owner applying for a change-of-use would check the box on the permit application, but that is the same permit application used for projects from sheds to large hotels.

In order to find which change-of-use applications were short-term-rentals in the CBD, extensive work would be required to create a record that does not already exist.

Iâ€™ve attached three spreadsheets. Our Development Services Department were able to search the permit applications and filter which included a change-of-use. The permit facilitator copies the description on the application into the spreadsheet â€” which should include the word â€œhomestayâ€ or â€œshort-term rentalâ€ â€” so they filtered using those words as well. They also excluded change-of-use permits for stormwater projects.

I hope this is helpful information  
Ben