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Unincorporated Jefferson County vacation rental checklist

Jefferson County, Colorado | Rules checked November 8, 2026

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Unincorporated Jefferson County, including Evergreen and Conifer, requires a yearly short-term rental license under rules adopted in December 2025. Rentals must be 750 feet apart, a local representative must be within 30 minutes, and the application needs a floor plan plus site plans for parking and trash, a fire district statement, and septic proof.

> Bailey and other homes in Park County are not in Jefferson County, even with a Conifer or Pine address nearby.

Licensing steps

STATE OF COLORADO

- [ ] **Get a state sales tax license**
  If you rent rooms or a home for stays under 30 days, Colorado requires a sales tax license from the Department of Revenue. Platforms like Airbnb collect the state and state-administered taxes on their bookings; you file for anything booked directly.
  MyBiz Colorado: https://mybiz.colorado.gov/
- [ ] **Check for home-rule city taxes**
  Many cities and mountain towns collect their own sales and lodging taxes. Platforms aren't required by the state to collect these, so you may need a separate city tax license and returns.
- [ ] **Get your county or city rental license**
  Most Colorado mountain counties and towns, and Denver, require a short-term rental license or permit, often with an inspection, an occupancy limit, posted information, and a local responder. Pick your area for the rules.

JEFFERSON COUNTY, COLORADO

- [ ] **Then your town or area**
  Cities and towns make their own rental rules inside their limits; the county's rules apply only outside them. Pick your area.

JEFFERSON COUNTY (UNINCORPORATED AREAS)

- [ ] **Check spacing and gather approvals**
  Make sure no licensed rental is within 750 feet (see the county's rental map). Get a statement from your fire district dated December 16, 2025 or later, a Defensible Space permit if you're in the wildfire overlay, a septic use permit with an inspection in the past 90 days if you're on septic, and notify your HOA or special district.
- [ ] **Draw the plans**
  Prepare a floor plan showing the rental area (no sleeping outside bedrooms), a site plan showing the required parking spaces, and a site plan with a written plan for trash storage and removal.
- [ ] **Apply in the Citizen Portal**
  Upload the plans, proof of ownership, water and sewer proof, access proof if you're not on a county road, primary residence proof if it applies, and the signed affidavit. Pay the fee once the license is approved, then send your local representative's contact to neighbors within 7 days.
  Jefferson County short-term rentals: https://www.jeffco.us/5157/Short-Term-Rentals
- [ ] **Renew yearly**
  Send the renewal at least 30 days before the license expires, with the same documents.

- [ ] **Taxes on each stay**
  Stays under 30 days owe 2.9% state plus Jefferson County, RTD, and district sales taxes. Airbnb and other platforms collect the state and state-administered taxes on their bookings; for direct bookings, file with the Colorado Department of Revenue. Platforms collect these state-administered taxes.

Inspection checklist

- [ ] **Smoke and carbon monoxide alarms (UL listed).** Attested in the affidavit.
- [ ] **Fire extinguisher.** At least one 5 lb ABC, easy to reach.
- [ ] **No wood, pellet, or charcoal fires.** Gas fire features need shut-off timers.
- [ ] **Bear-resistant trash cans.** In mountain areas.

House rules for guests

Local representative: Within 30 minutes
Available 24 hours, with a key and authority to act.

Who to contact

Planning & Zoning: 303-271-8700
Planning email: pzweb@jeffco.us
24/7 STR complaint line: 720-619-3690

Unincorporated Jefferson County asks for drawings with your application.
Make the site sketch, floor plans, and evacuation maps to scale from your measurements at FireEscapePlan.com.

Official sources

Colorado Department of Revenue: Sales & Use Tax Topics: Rooms & Accommodations-
. https://tax.colorado.gov/sales-use-tax-topics-rooms-accommodations

Colorado Department of Revenue: Sales Tax Guide and Colorado Sales/Use Tax Rates (DR 1002)-
. https://tax.colorado.gov/sites/tax/files/Sales%2011.pdf

Jefferson County Planning & Zoning: Short Term Rental Application Process Guide (revised February 24, 2026)-
. https://www.jeffco.us/DocumentCenter/View/55533/Short-Term-Rental-Application-Process-Guide-PDF

Jefferson County Planning & Zoning: Short Term Rentals. https://www.jeffco.us/5157/Short-Term-Rentals