



## SHORT-TERM RENTAL UNIT SELF – INSPECTION WORKSHEET

### Occupancy Information (Please Print in Blue or Black Ink)

Name of Person Completing Inspection: \_\_\_\_\_

Date Inspection Performed: \_\_\_\_/\_\_\_\_/\_\_\_\_

Occupancy Street Address: \_\_\_\_\_

Occupancy Phone: \_\_\_\_\_

Building Owner's Name(s): \_\_\_\_\_

Building Owner's Phone Number(s): \_\_\_\_\_

Local Contact Person Name & Number: \_\_\_\_\_

Approximate Square Footage: Length \_\_\_\_ X Width \_\_\_\_ = Total Square Footage \_\_\_\_

Number of Stories: Above Grade \_\_\_\_ Below Grade \_\_\_\_

Roof Covering: **(circle one)** Tar & Gravel    Tile    Composition Shingles    Wood-

Shingles    Metal    Membrane    Built Up    Other \_\_\_\_\_

### City of Salida Use Only:

Date: \_\_\_\_\_

Pass \_\_\_\_ Fail \_\_\_\_

Comments\*: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\*Please initial after comments

## Short-Term Rental Unit Fire Department Checklist

In accordance with Salida Municipal Code section 6-5-30, all short-term rental units must pass a Salida Fire Department business inspection. This form constitutes the current specifications for meeting that requirement. Upon completion of this checklist, please sign, date and return it to the City of Salida, 448 E. 1<sup>st</sup> Street, Suite 112, Salida, CO 81201 along with the Short-term Rental Business License Application.

- \_\_\_\_\_ Address numbers are visible and easy to read from your fronting street (contrasting background with a minimum size of 4" by 1/2" brush stroke). PHOTO REQUIRED
- \_\_\_\_\_ All exit doors are free of obstructions.
- \_\_\_\_\_ All storage/housekeeping is neat and orderly.
- \_\_\_\_\_ Extension cords do not extend through walls, ceilings, floors, under doors or floor coverings, or be subject to damage.
- \_\_\_\_\_ Approved covers are in place on all electrical switch and outlet boxes.
- \_\_\_\_\_ All circuit breakers are labeled, in English, to show what they control. PHOTO REQUIRED
- \_\_\_\_\_ All multi-plug adaptors shall be UL Listed.
- \_\_\_\_\_ All water heaters have a pressure relief valve.
- \_\_\_\_\_ All natural-gas appliances have individual gas shut-off valves.
- \_\_\_\_\_ All combustibles are stored at least 3' away from gas appliances (water heater, furnace, etc.).
- \_\_\_\_\_ Smoke detectors are present in all sleeping areas. PHOTO REQUIRED
- \_\_\_\_\_ Smoke detectors are less than ten years old and have fresh batteries.
- \_\_\_\_\_ CO detectors are present in every level of the residence. PHOTO REQUIRED
- \_\_\_\_\_ CO detectors are less than ten years old and have fresh batteries.
- \_\_\_\_\_ Copy of Floor Plan.

\*It is recommended that an ABC fire extinguisher be installed near cooking equipment and wood fired stoves.

I \_\_\_\_\_ (print name) do attest that I have completed my Short-Term Rental self-inspection to the best of my ability with honesty and accuracy. I agree to correct any deficiencies within two weeks of the self-inspection. If deficiencies are not corrected within the two week time frame, the Salida Fire Department may perform a follow-up inspection of my business for a fee.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Congratulations, you have just taken steps to maintain a fire safe Short-Term Rental. We would like to thank you for your interest in this extremely important program.