

Short- Term Rental Unit Fire & Safety Inspection Checklist

- Address numbers are visible and easy to read from the road to the front of the building. (Code requires a height of each number to be 3 inches or larger).
- All exit doors are free of obstruction inside and out, including personal items, shrubbery, snow, ice, etc.; lock from the inside without a key or special instructions; and open/close easily.
- All storage/housekeeping is neat and orderly.
- Extension cords are not used as a substitute for permanent wiring and do not extend through walls, ceiling, floors, under doors or floor coverings, or anywhere they may be subject to damage.
- Approved covers are in place on all electrical switches, light fixtures, and outlet boxes and working GFCI outlets in kitchens and bathrooms.
- All circuit breakers are labeled (in English) to show what they control, and access to circuit breaker panels are not obstructed in any manner.
- All multi-plug adaptors and surge protectors are UL listed and plugged directly into a wall outlet.
- All water heaters have a pressure relief valve, relief valve discharge pipe, and at least 3 feet of clear space around it.
- All natural-gas appliances have individual shut-off valves.
- All combustibles are stored at least 3 feet away from gas appliances.
- An approved smoke detector is present in each sleeping room, as well as in the area immediately adjacent to sleeping rooms and in the basement and attic (if applicable). Batteries are installed, functioning, and regularly tested. Do not install directly in kitchen or outside shower rooms.
- Sleeping rooms have two means of egress and 2nd story rooms have fire safety ladders.
- In buildings with any appliances supplied by natural gas, LP gas, or any type of wood-burning, wood-pellet stove or fireplace, an approved carbon monoxide detector is present no more than 15 feet from the sleeping area. Batteries are installed, functioning, and regularly tested. Note that one carbon monoxide detector per group of bedrooms in a sleeping area is adequate, but if there are sleeping areas on multiple levels, there must be one per level. At least 3 feet of clear space on all sides.
- A fire extinguisher (2A10:BC) in the kitchen, near any wood-burning device, and in any garages must be mounted in a visible location or have a “fire extinguisher inside” sticker affixed to the cabinet containing it.
- A clear Emergency Evacuation Plan is posted.