

PROJECT NAME:
 LOCATION:
 CD-PLUS Proj/App. #:
 PERMIT #:

VACATION RENTAL LICENSE SITE INSPECTION CHECKLIST

Inspection requested by applicant: _____ Date: _____
 Inspection made: _____ Date: _____
 Re-inspections: _____ Date: _____

GO OVER WITH PLANNER PRIOR TO SITE INSPECTION

- Number of bedrooms per approved building plan? _____
- Is property on public sewer or does it have an on-site septic system? _____
- If on-site septic system, what is the occupancy capacity (per Health Depart.)? _____
- Is the site grandfathered /exempt from the 10 maximum cap occupancy limit? _____
- Is there a guest house on-site? _____
- Is the site east of SR A1A? _____
- Garage/carport or no garage/carport? _____
- Carbon monoxide alarm required/applicable? _____
 (i.e., gas appliances or fire place inside, attached garage)

INSPECTION

Parking:

- a) Total number of garage and/or carport parking spaces Actual: _____
- b) Number of parking spaces on paved or stabilized driveway: Actual: _____

Occupancy / Bedrooms:

- a) Number of bedrooms Actual: _____
- b) Number of beds Actual: _____

Fire/Life Safety:

- | | Yes | No |
|---|-----|-----|
| a) Smoke alarms (<i>1 per floor, 1 per bedroom area [within 10 feet], 1 per bedroom, all interconnected, may be 10-year battery type</i>) | [] | [] |
| b) Emergency lighting (<i>at primary exit, wired</i>) | [] | [] |
| c) Fire extinguisher (<i>1 in kitchen area, Class 2-A 10-BC 5 lbs min. with current tag, use 5-point checklist from Fire Prevention</i>) | [] | [] |
| d) Carbon monoxide (CO) alarm (<i>if required, within 10 feet of bedroom areas, may be combo with smoke alarm</i>) | [] | [] |

Posted or Displayed Information Inside Rental Unit:

- | | | |
|---|-----|-----|
| a) Manager contact information | [] | [] |
| b) Maximum number limit of parked vehicles, boats, and approved parking location | [] | [] |
| c) Trash and recycling pick-up days and protocol for placing/retrieving receptacles | [] | [] |
| d) Noise regulations: no excessive noise disturbance to neighbors; more stringent requirements 10 p.m - 6 a.m.; no excessive noise that would cause annoyance to any reasonable person of normal sensitivity; no outdoor amplification devices audible from adjacent residential property at any time | [] | [] |
| e) Location of smoke alarms, emergency lighting, and fire extinguisher | [] | [] |
| f) Emergency room information | [] | [] |
| g) Sea turtle protection lighting and dune protection requirements (east of SR A1A) | [] | [] |
| h) Maximum sleeping occupancy (number of persons) | [] | [] |

Comments/Problems _____

Date problems communicated to applicant: _____ Date: _____
 Planner Concurrence: _____ Date: _____
 Inspector: _____ Date: _____