



## Vacation Rental Inspection Checklist

An inspection of the dwelling unit for compliance with the Coral Springs Land Development Code, Section 250160 – Vacation Rentals, is required prior to issuance of an initial vacation rental certificate of compliance. If violations are found, all violations must be corrected and re-inspected prior to issuance of the initial vacation rental certificate of compliance as provided herein. Below is a list of items that will be inspected.

**No Advertisement/Rental is permitted prior to the issuance of the Certificate of Compliance.**

### ***Exterior-Code Compliance***

**Building Exterior: Roof, Gutters, Exterior Walls and Fences:** All exterior surfaces shall be kept free of faded or chipped paint and shall be maintained in good repair and good condition. (Should any exterior surface require painting, the paint color must be approved by the department of community development pursuant to the architectural guidelines and the painting must be completed within sixty (60) calendar days from the date of issuance of the approved paint color application. When the color white is used for painting perimeter walls and fences, a paint color application is not required.)

**Driveway, Walkways, Pool Deck:** All surfaces shall be kept in good repair and good condition.

**Landscaping:** Must meet the minimum landscape requirements and shall be maintained in a good condition to present a healthy, neat, and orderly appearance. Landscaping shall be maintained to minimize property damage and public safety hazards, including removal of living, dead or decaying plant material, removal of low hanging branches and those obstructing street lighting and maintenance of sight distance standards.

**Parking:** All vehicles associated with the vacation rental must be parked within a driveway located on the subject property and in compliance with the Code.

**Solid waste handling & containment:** Appropriate screening and storage requirements for solid waste containers as required by the Code and LDC shall apply. For purposes of this section, a solid waste and/or recycling container shall not be placed at curbside before 7:00 p.m. of the day prior to solid waste pickup, and the solid waste container shall be removed from curbside before 7:00 p.m. of the day of pickup.

### ***Exterior-Building***

**Swimming pool, spa, and hot tub safety:** A swimming pool, spa or hot tub shall comply with the current standards of the Residential Swimming Pool Safety Act, Chapter 515, Florida Statutes and shall be maintained to ensure the disinfection of all pool water pursuant to applicable health standards under state law and county ordinance.

### ***Interior-Code Compliance***

**Local telephone service:** At least one (1) landline or voice over internet protocol (VOIP) telephone with the ability to call 911 shall be available in the main level common area in the vacation rental.

**Noise Control:** Each Vacation Rental shall contain a noise sensing device with the capability of notifying the Responsible Party when the noise level from the Vacation Rental exceeds the allowable limits of the Code.

### ***Interior-Building (Structural, Mechanical, Plumbing)***

**Expired Permits:** Must comply with Florida Building Code Sections 105.1, 110.3. Open/Expired permits shall constitute violation: Failure to obtain all required permits and mandatory inspections. The Building Department will perform an open/expired permit search on this property.

**Work without Permit (Structural, Mechanical, Plumbing) :** Must comply with Florida Building Code FBC Sections 105.1, 110.3. Work completed without permits shall constitute violation: Failure to obtain all required permits and mandatory inspections. The Building Department will check for work completed without permits by comparing the City approved floor plan(s) on record to current property conditions. **The city may pursue a case if this violation is discovered even if the application for the vacation rental is withdrawn.**

<b>Interior-Building (Electrical)</b>
<b>GFCI Protection:</b> Must comply with Florida Building Code Section 116 Unsafe Structures and Equipment. Ground fault protection must exist for kitchen, bathrooms, garage, any receptacle within 6' of a sink, all exterior receptacles, all receptacles within 20' of a swimming pool, pool pumps, jacuzzi tub, hot tub, saunas and/or spas.
<b>Main Electric Service:</b> Must comply with Florida Building Code Section 116 Unsafe Structures and Equipment. Main electric service shall be in good condition and properly grounded.
<b>Electrical Panels:</b> Must comply with Florida Building Code Section 116 Unsafe Structures and Equipment. All electrical panels shall be in good condition, have proper fitting covers and clearly labelled panel schedules.
<b>Receptacle Outlets and Switches:</b> Must comply with Florida Building Code Section 116 Unsafe Structures and Equipment. All receptacle outlets and switches shall have the correct covers and receptacles shall pass a polarity test.
<b>Light Fixtures:</b> Must comply with Florida Building Code Section 116 Unsafe Structures and Equipment. All light fixtures shall be in good condition and a switch is required at the entrance to each habitable room.
<b>Appliances:</b> Must comply with Florida Building Code Section 116 Unsafe Structures and Equipment. All appliances shall be in good condition and be properly grounded.
<b>Wiring, Conduits &amp; Breakers:</b> Must comply with Florida Building Code Section 116 Unsafe Structures and Equipment. There shall be no exposed wiring, broken, damaged or unsupported conduits; all open knockouts and breaker slots shall be properly covered.
<b>Visual Walk-through:</b> Inspection will include overall visual walk-through of the entire property interior and exterior looking for code violations, wiring and equipment damaged or in disrepair, and evidence of work without permits. . <b><u>The city may pursue a case if this violation is discovered even if the application for the vacation rental is withdrawn.</u></b>
<b>Smoke and Carbon Monoxide Detection and Notification System (Single-family Only):</b> Installed inside and outside all sleeping areas on all floor levels shall be interconnected, hard-wired and receiving primary power from the building wiring. Must comply with Florida Building Code Section 116 Unsafe Structures and Equipment. A permit to install must be obtained.
<b>Interior-Fire</b>
<b>Building Evacuation Map:</b> A floor diagram reflecting the actual floor plan, primary exit location, secondary exit location and room identification. Primary and secondary evacuation routes must be different colors. A legible copy at a minimum size of 8 ½ inches by 11 inches <b>Will be posted</b> next to the interior door of each bedroom
<b>Fire information pamphlet:</b> Describing evacuation of the dwelling, smoke alarm information and procedures for reporting a fire or other emergency shall be provided to guests.
<b>Maximum Occupancy</b> load computed at 150 square feet gross floor area per person
<b>Fire Extinguishers:</b> A portable, multi-purpose dry chemical 2A:10B:C fire extinguisher shall be installed, inspected, and maintained in accordance with NFPA 10 on each floor/level of the unit. The extinguisher(s) shall be installed on the wall in an open common area or in an enclosed space with appropriate markings visibly showing the location.
<b>Emergency Lighting:</b> Hard wired emergency lighting shall be installed at the primary ingress and egress. A permit to install must be obtained.
<b>Means of egress:</b> Shall have primary and secondary egress outside window or door operable from inside, without the use of tools or special equipment, that provides a clear opening having a minimum of 5.7 square feet of area with no dimension less than 20" in width or 24" in height. The bottom of the opening shall not be more than 44" off the floor.
<b>Smoke and Carbon Monoxide Detection and Notification System (Multi-family/Condominium Only):</b> Installed inside and outside all sleeping areas on all floor levels shall be interconnected, hard-wired and receiving primary power from the building wiring. Must comply with Florida Building Code Section 116 Unsafe Structures and Equipment. A permit to install must be obtained.

<b>Specialized Smoke Alarms:</b> for the deaf and hearing impaired shall be available upon request by guests.
<b>Unvented fuel fired heaters</b> shall not be utilized in one and two-family dwellings, licensed as public lodging establishments. Make comment in pamphlet.
<b><i>Minimum Vacation Rental Lessee Information to be displayed</i></b>
<b>Address Posted:</b> The vacation rental address posted predominantly next to the landline telephone
<b>Number of Rooms and Maximum Occupancy Posted:</b> Posted predominantly next to the landline telephone
<b>Statement Posted:</b> Advising the occupant of the City's noise ordinance provided for in Chapter 11 of the Code of Ordinances
A sketch or photograph of the location of the off-street parking spaces
The days and times of trash pickup
The name and location of the nearest hospital
The City's non-emergency police phone number: (954) 344-1800
<b>Trespass Barring Agreement:</b> A copy at a minimum size of 8 ½ inches by 11 inches <b>Will be posted</b> next to the front door(interior).
A certificate of compliance shall be posted on the back of or next to the interior of the main entrance door and <u>shall include</u> the name, address, and phone number of the responsible party (owner or property manager), the maximum occupancy of the vacation rental and a statement stating, "It is unlawful for a sexual offender or sexual predator to occupy this residence".