



City of Flagler Beach Short-Term Rental Self-Inspection Sheet



In accordance with Appendix A, Land Development Regulations Section 2.06.12, Rental Units, City of Flagler Beach Code, homeowners who rent their property on a short-term basis must complete a self-inspection form certifying that nothing has changed since the last inspection. The following list **must be certified prior to the issuance of annual rental permit renewals**. This form may be submitted to City Hall with the renewal fee.

- All Ground level primary exists must have exit markings. A small sticker visible to the renter with the word "Exit" is allowable, and can be purchased at a local hardware store.
- There must be a fire extinguisher on the kitchen level. A five pound ABC extinguisher is suggested. It must be hung in **PLAIN VIEW**, and clearly marked. Fire extinguishers must have an annual inspection performed by a state certified fire extinguisher company. Fire extinguishers are also suggested on at least the second level of a three-story building.
- Smoke detectors must be on the kitchen level floors, outside each bedroom - in the hallway, and where the garage is attached to the unit. These are the *minimum* requirements. Smoke detectors must be hard wired, or battery operated speaking detectors. When one smoke detector is activated, the others must simultaneously alarm as well.
- Extension cords cannot be permanently used as a power source. All extension cords must be plugged into a surge protector or a device that has an in-line circuit breaker. Any electric outlets within 6'6" of a water source must be a GFCI.
- The rental property must have exterior address markings. All address markings on the outside of each rental property must be clearly visible from the road for the fire and police departments.
- Active power sources cannot have bare wire or visible wire nuts. All junction boxes must be closed with approved material, and all wiring must be secured within an approved conduit.
- All circuit breaker panels must be closed and have 36" clearance access all the way around. The circuit breaker panel must be unobstructed.
- Combustibles cannot be stored near any heat generating device.

Address of Rental Property:	Rental Permit #
Building and/or Business Name (if applicable):	Telephone Number:
Printed Name of Property Owner:	Telephone Number:
Printed Name of Authorized Agent (if applicable):	Local Telephone Number:
*Certification/Signature of the Owner or Authorized Agent:	Date:

**Signature denotes compliance of the above and all of Appendix A, Land Development Regulations Section 2.06.12(4) (e), Rental Units, City of Flagler Beach Code.*

NOTICE: The City of Flagler Beach reserves the right to inspect the premises at any time to ensure the rentals are in accordance with the Fire Code. Please call the Flagler Beach Fire Department (517-2010) with any questions regarding the Fire Code.

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