



## Short-Term Rental Owner Acknowledgement and Safety Requirements

Property Address: \_\_\_\_\_ Parcel Number: \_\_\_\_\_

**INITIALS: Property owner must initial to confirm compliance with the requirements stated in this document.**

- \_\_\_\_\_ The STR unit is equipped with 5-pound fire extinguishers (one on each floor), smoke detectors (one in each sleeping room and in a central area on each floor), carbon monoxide detectors (one on each floor near sleeping rooms and one in each room that has a fireplace or wall heater).
- \_\_\_\_\_ The STR unit is free of electrical hazards. There shall be no exposed wiring, no overloaded circuits, and no appliances, heaters, or other electrical fixtures connected to extension cords.
- \_\_\_\_\_ Locking mechanisms on all exit doors operate without the use of a key from inside.
- \_\_\_\_\_ All furniture or combustible materials are at least 54 inches from the fireplace openings and 30 inches from wall for floor heaters.
- \_\_\_\_\_ Any interior stairs or steps are structurally sound, with appropriate head clearance and handrails (no ladders).
- \_\_\_\_\_ Fireplaces are equipped with safety screens and spark arresters.
- \_\_\_\_\_ The address of the STR unit is legible from the street.
- \_\_\_\_\_ Pools, spas, and hot tubs are permitted and maintained in sanitary condition. Pools are fenced according to code requirements. Spas and hot tubs are equipped with locking covers and the necessary electrical to spa permit has been obtained.
- \_\_\_\_\_ The property is maintained in good condition, free from fire hazards.
- \_\_\_\_\_ The fireplace or any solid fuel-burning items have an outdoor ash disposal receptacle (minimum 5-gallon fire-proof container with a lid) and ash removal tools.

### Application Fee is Non-Refundable

Prior to applying, please make sure that:

- All required Building & Safety permits have been obtained and finalized.
- All dangerous or hazardous conditions have been removed from the property. Common safety issues include unsafe or unpermitted electrical connection to spa, unsafe spa closing mechanisms, decks/stairs with loose, missing, or unsafe handrails, balusters, floorboards, shake shingle roofs (mountain region only), etc.
- If in the Mountain Region, solid fuel burning outdoor fireplaces, chimineas, barbeques, and fire pits are prohibited.

Unsafe conditions and/or lack of required building permits will result in the denial of the application. Contact Building & Safety at 909-387-8311 or via EZOP to obtain a permit or schedule a final inspection for an existing permit.

**INITIALS** \_\_\_\_\_

**Changes:** If you request a change(s) from the original issued permit that relates to occupancy, 24-hour contact or property management, you will be invoiced a surrounding property owner notification fee in the amount of \$259.00. Any change in ownership resulting in a new grand deed, even if the name has changed but the ownership responsibility has not, will require a new application.

**INITIALS** \_\_\_\_\_

**Property Manager:** The property manager must be available to respond to complaints 24 hours per day, 7 days a week, by phone within 30 minutes, and in-person within 1 hour. An owner may opt to manage the property on their own, without the need for a separate manager.

**INITIALS** \_\_\_\_\_

**Owner Acknowledgement-Required**

I certify under penalty of perjury that I am the owner of record and that the STR unit is free from any apparent safety hazards and in compliance with the requirements listed above. I further certify that I have read and understood the **Short-Term Rental Operational Standards Guide** and **SBCC 84.28: SHORT-TERM RESIDENTIAL RENTALS**, which are found on our website. I understand that the Short-Term Residential Rental permit will be issued subject to continuing compliance with these requirements and that failure to comply with these requirements may result in citations, suspension, or revocation of the Short-Term Residential Rental Permit.

\_\_\_\_\_  
**Owner Printed Name Required**

\_\_\_\_\_  
**Owner Signature Required**

\_\_\_\_\_  
**Date**

**Owner's Agent/Property Manager-Required if other than owner**

I certify under penalty of perjury that I am the owner's agent, with written consent to file this application and represent the owner concerning the short-term rental of the subject property and that the STR unit is free from any safety hazards and in compliance with the requirements listed above. I further certify that I have read and understood the **Short-Term Rental Operational Standards Guide** and **SBCC 84.28: SHORT-TERM RESIDENTIAL RENTALS**, which are found on our website. I understand that the Short-Term Residential Rental permit will be issued subject to continuing compliance with these requirements and that failure to comply with these requirements may result in citations, suspension, or revocation of the Short-Term Residential Rental Permit.

\_\_\_\_\_  
**Owner's Agent Printed Name Required**

\_\_\_\_\_  
**Owner's Agent Signature Required**

\_\_\_\_\_  
**Date**