City of Palm Springs

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Department of Vacation Rental Compliance

FOR CONDOMINIUM
VACATION RENTAL AND HOMESHARE SAFETY INSPECTION FORM

When an Owner applies for a Vacation Rental OR Homeshare Registration Certificate, he/she must complete **SECTION 1 only** below and submit this form with the application to the Vacation Rental Compliance Department (VRCD). The VRCD will contact the Owner (or designated Contact Person below) to schedule a Safety Inspection; this Safety Inspection will be performed by the VRCD at no additional cost for the initial inspection and one follow-up visit (if necessary) annually. However, if the Safety Inspection requires that the City's Building Code or Fire Department staff perform a follow-up inspection at the property, owner will be notified in advance and will be responsible for payment of an inspection fee based on the City's then-current Fee Resolution Schedule; owner agrees by signing below.

This Inspection and all corrections noted must be completed prior to the VRCD's issuance of new or renewal Registration Certificate. *Please make every effort to be available when contacted by the VRCD so your inspection is not delayed.*

SECTION 1:

Please provide contact information for the AGENT OR INDIVIDIAL who will be providing access to the Vacation Rental Property for the Safety Inspection.

Property Address: _____Number of bedrooms in home: _____

Inspection Contact Name: _____ Ph #: _____

Contact Person Email: _____

Owner/Agent Signature: _____Date: _____

BELOW FOR VRCD OFFICE USE ONLY

New: _____ **45 Day Due Date:** _____
Renewal: _____ **Exp Date:** _____

Bedroom Inspection: _____ **Claim**: _____ **Show:** _____

Date Given to Code: _____

************FOLLOWING SECTIONS TO BE COMPLETED BY VRCD STAFF ONLY************

Date of Inspection: _____VRCD Inspector's Name: _____

Please circle PASS or CORRECTION NEEDED for each item. If a CORRECTION NEEDED is circled, please specify the reason in that same box or in the Notes box. Use a second sheet and attach as needed. Once completed, ensure this form is included with the application being processed.

Bedroom is defined as an area of a Vacation Rental/Homeshare normally occupied and being heated or cooled by any equipment for human habitation, which is 120 square feet and greater in size, consists of four walls to the ceiling, at least one of which is located along an exterior wall with a window, and contains a built-in closet.				*BD#1*	*BD#2*	*BD#3*	*BD#4*	*BD#5*	*BD#6*
1	All bedrooms meet 120 sq. ft. requirements. (PSMC 5.25.030)	PASS	CORRECTION NEEDED						
2	All bedrooms must have a built in closet. (PSMC 5.25.030)	PASS	CORRECTION NEEDED						
3	If the property was built after 1976, all bedrooms must have an egress window or door. All such windows and doors that are manufactured to be opened and closed must perform such function per the manufacturer's intent. *An egress window or door is to be used in case of a fire as an Emergency Exit.* (CBC 1030)	PASS	CORRECTION NEEDED						
4	Number of bedrooms which meet the criteria in #3 above (or N/A if the property was built prior to 1976).	#							
5	Smoke Alarms present, operational and in appropriate locations; 1 in each bedroom, 1 in the hallway leading to bedrooms, and 1 at the top of the stairs. (City Ordinance 1833, 2013 California Fire Code, Subsection 907.2.11.6 and California Health & Safety Code 13113.8.) Alarms that include both smoke alarm and carbon monoxide alarm are acceptable.	PASS	CORRECTION NEEDED						
6	Minimum of 1 Carbon Monoxide Alarm present, operational and in close proximity to the bedrooms. **Plug in Carbon Monoxide Alarms are not permitted**. Carbon Monoxide alarms must be wall/ceiling mounted and may be a Carbon Monoxide (CO) & Smoke Combination Alarm. This section shall not apply if the property has no fossil fuel burning appliances, furnaces or fireplaces, AND has a detached garage. (CFC 915)	PASS	CORRECTION NEEDED						
7	Main cooking area shall have a fire extinguisher with a minimum rating of 2A-10BC in a permanently mounted, unobstructed, accessible and labeled (lettering a minimum of 1") location, and shall be no further than 20 ft. from the cooking appliance.	PASS	CORRECTION NEEDED						
8	No fire extinguishers shall be older than 6 years from the date of manufacture.	PASS	CORRECTION NEEDED						

9	Window security bars or any other similar products restricting emergency exiting are prohibited at the property in any room intended for sleeping.	PASS	CORRECTION NEEDED						
10	List current outstanding Code Violations as per Building & Safety Dept, if any:								

VRCD Inspector's Notes (including any necessary follow up):

Please advise the owner/agent of your findings. If there are any items needing corrections, they must be corrected prior to issuance of a Vacation Rental or Homeshare Registration Certificate. Additionally, any outstanding cases with the City of Palm Springs Building & Safety office must also be closed.

I communicated the items above to the owner/agent on the date of: _____. Communication completed via (please circle one): Phone In-person conversation Email

VRCD Inspector Signature: _____Date:_____