

City of Havre de Grace

SHORT-TERM RENTAL LIFE SAFETY VERIFICATION

INSPECTION CHECKLIST



Outside of Home

- Outside area is clean and free rubbish/debris
- Address is clearly shown and address numbers are a minimum of three inches
- Railing is present on exterior steps with more than three risers
- Sign on front door with City license number and emergency contact information
- Trash cans with lids are present

Inside Home (All short-term rentals)

- Fire extinguisher on each floor with location clearly marked
- All doors leading to outside need to be available to be opened from the inside without using a key (knob or other method for opening must be permanently in place)
- Windows in all rooms must be able to open and have working locks
 - Minimum net clear opening - 5.7 square feet (5 feet at or below grade)
 - Minimum 24 inches in height (net clear opening)
 - Minimum 20 inches in width (net clear opening)
 - Maximum sill height 44 inches (window well below grade)
- Smoke and carbon dioxide detectors required on all floors (includes basements and attics) and in all bedrooms
- Working locks required for each bedroom
- Lighting fixtures are functional and switches protected by cover plates
- Operable plumbing fixtures with cold and hot (110° F) running water
- Heating facilities capable of maintaining a room temperature of a minimum 68°F
- Railing is present on interior steps with more than three risers
- Posted at front door inside of home:
 - Emergency contact information. Person must be available 24-hours a day and be able to be at the property within two hours of receiving a notification
 - Approved license

I have verified that the short-term rental contains all of the items listed above.

Applicant Signature

Date