



## Short-Term Rental (STR) Self-Compliance Affidavit

**Please Note: All statements listed below must be initialed.**

**Failure to initial any statement will delay your license.**

**STR Property Address:** \_\_\_\_\_

**Owner's Name(s) or Name of Ownership:** \_\_\_\_\_

**Occupancy:** Occupancy limits of 3 per bedroom, plus 1 will be adhered to and appropriately listed in rental advertisements

**Number of Bedrooms:** \_\_\_\_\_ **Total Overnight Occupancy Advertised:** \_\_\_\_\_

### Health & Life Safety Standards:

- \_\_\_\_\_ Buildings, structures or rooms shall not be used for purposes other than those for which they were designed or intended.
- \_\_\_\_\_ Roofs, floors, walls, foundations, ceilings, stairs, handrails, guardrails, doors, porches, all other structural components and all appurtenances thereto shall be capable of resisting any and all forces and loads to which they may be normally subjected, and shall be kept in sound condition and in good repair
- \_\_\_\_\_ The street address, license number, local agent and property owner contact information is posted conspicuously in the interior of the property.
- \_\_\_\_\_ The operation of the short-term rental will comply with all City ordinances that apply to a residential dwelling.
- \_\_\_\_\_ Smoke detectors are installed outside of each sleeping area, in each room used for sleeping purposes, and on each level of a living area, including basements.
- \_\_\_\_\_ Carbon monoxide detectors are installed within twenty feet of sleeping areas, within twenty feet of fuel fired appliances (including wood/ gas fireplaces), and within 10 feet of the doorway of an attached garage.
- \_\_\_\_\_ Fire extinguishers are located within thirty feet of the kitchen, on each level of a living area, and in the garage; and they are readily available for immediate use.
- \_\_\_\_\_ Wood Burning Fireplaces / Stoves - Fireplaces and flues are maintained in accordance with recognized standards and have been inspected and cleaned on an annual basis. Proof of inspection and cleaning for the current year is required to be available upon request.
- \_\_\_\_\_ An operable toilet, sink, and either a bathtub or shower shall be located within the same building, and every room containing a toilet or bathtub/shower shall be completely enclosed by walls, doors, or windows that will afford sufficient privacy.
- \_\_\_\_\_ Electrical panels shall be accessible at all times with 36 inches of clearance maintained in front of the panels, and shall be clearly labeled.
- \_\_\_\_\_ Portable electric space heaters shall not be operated within 3 feet of combustible materials and shall not be plugged into extension cords. Space heaters must be plugged directly into outlets.
- \_\_\_\_\_ The use of outdoor heating appliances is prohibited on balconies. Outdoor heating appliances shall not be operated beneath or closer than 5 feet to buildings, overhangs, awnings, sunshades or similar combustible attachments.
- \_\_\_\_\_ Emergency Exits - The property must have a map or floor plan

Property Address - Property address is required to be visible from the street. Minimum 4 inches in height, 1/2" width numbers permanently affixed on a contrasting background or City issued sign at the end of the driveway.

**Community Impacts:**

\_\_\_\_\_ Renters will be informed that on-street parking is not allowed.

\_\_\_\_\_ Adequate parking spaces will be provided for renter's use.

\_\_\_\_\_ Renters will be informed of the city noise ordinance per section 30-107.

\_\_\_\_\_ Renters will be informed of trash / recycling regulations and scheduled trash pickup times.

\_\_\_\_\_ A sufficient number of trash and recycling receptacles to accommodate all trash generated by those occupying the short-term rental property' will be provided.

\_\_\_\_\_ All property owners within 300' of the STR were notified of the intent to rent this property on a short-term basis. The notice to neighbors was in writing and included the following information: STR license number, physical address of the STR, and contact information for the owner and/or owner's authorized agent (Property Manager). A "Guest Disclosure" or "Welcome Letter" will also be provided to guests.

**Advertising:**

\_\_\_\_\_ All advertising for this short-term rental shall include the short-term rental license number, immediately following the description of the property.

**Completing and signing this affidavit I (we) affirms that I have inspected this property and that it complies with all applicable laws, and codes.**

\_\_\_\_\_  
Owner Signature/Authorized Agent (Property Manager)

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Owner Signature/Authorized Agent (Property Manager)

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date

Subscribed and affirmed before me in the county of \_\_\_\_\_,

State of \_\_\_\_\_, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
(Notary's official signature)

Notary Seal

\_\_\_\_\_  
(Commission Expiration)