

STR Inspection Checklist

A short-term rental application must be completed first before the property can be inspected. Staff will review the application and will contact applicants with an inspection time. Inspections are typically completed in 30 minutes.

The property owner or manager MUST be on-site during the inspection. If no one is available during the assigned inspection time, you must contact the city to reschedule your inspection time.

Life Safety

- All exterior egress doors must be fully functioning. Locks that require a key or special knowledge to unlock from the inside are prohibited (such as a double-cylinder deadbolt).
- At least one window from each bedroom must be operable for emergency escape and rescue purposes. The window opening shall be at least 5.0 sq. ft. on the ground floor and at least 5.7 sq. ft on all other floors.
- Smoke alarms are required in each bedroom, in the immediate vicinity outside of each bedroom, and on all habitable floors. Smoke alarms may be powered by the main electrical system or battery powered. Smoke detectors must not have exceeded the manufacturer's life expectancy.
- If the dwelling unit contains gas appliances or has an attached garage, carbon monoxide detectors are required outside of each bedroom. Carbon monoxide detectors shall be powered by the main electrical system or battery powered.
- A properly maintained and fully charged fire extinguisher (minimum 2A:10B:C) shall be provided in a readily visible location.
- If fire sprinklers are installed, they must be fully functioning and have been inspected within the past 12 months and properly labeled as such.
- All stairs and handrails (both exterior and interior) must be maintained, in good working order, and defect free.
- Pool barriers shall be a minimum of 6' in height. Gates shall be self-closing, self-latching.

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Mechanical, Electrical, and Plumbing

- The electrical panel shall be complete, safe, and properly fused and labeled. The panel shall be readily visible and not concealed in any manner. A clear working space of 30" wide by 36" deep is required around the panel from the floor to a height of 6'-6".
- No temporary wiring may be used, all outlet covers shall be in place, and no electrical wiring may be exposed.
- Receptacles in bathrooms and kitchens shall be GFCI protected.
- The temperature & pressure relief valve on all water heaters shall discharge to the exterior of the building or other approved location.
- Water heaters shall not be located in any bedroom or bathroom.
- Every habitable room shall be provided with heating facilities capable of maintaining a temperature of at least 68° F. Space heaters are not allowed to be used to meet this requirement.

Operations

- The property address must be posted in a location visible from the street with each number not less than 4" in height.
- A copy of the informational brochure or guest notification shall be provided in a readily available location. The owner's name, the property manager's name, and the 24-hour contact telephone number shall be posted. (*Lewisville City Code Sec. 4-204*)
- The owner of a short-term rental unit shall maintain on the premises of the short-term rental unit at least two 96-gallon trash carts in addition to a recycling cart. (*Lewisville City Code Sec. 4-205.1*)