



Community Development  
Code Enforcement Division  
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Littleton, Colorado 80120  
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**Short-Term Rental Inspection Checklist (owner to initial each line)**

Property Owner Name \_\_\_\_\_

Short-Term Rental Address \_\_\_\_\_

Date Inspection Completed by Owner \_\_\_\_\_

**General Information Acknowledgement**

- \_\_\_\_\_ The tenants will be provided a parking diagram verifying the location of all parking spaces available for the short-term rental and the diagram will be posted in a prominent location in the short-term rental. The designated parking spaces will be available for use by tenants.
- \_\_\_\_\_ Operation of the short-term rental will comply with Good Neighbor Guidelines and the Good Neighbor Guidelines will be provided to tenants in the rental agreement and by posting adjacent to the front door in the short-term rental.
- \_\_\_\_\_ The approved license for the short-term rental will be posted in a prominent location within the short-term rental.
- \_\_\_\_\_ I have read and understand City of Littleton Municipal Code regulating Short-Term Rental Units (Title 3, Chapter 23).
- \_\_\_\_\_ All exterior and interior areas of the property shall have ongoing maintenance to ensure the property is maintained sanitary and in good condition; all structures shall be maintained in good repair.

**Exterior Safety and Maintenance (Littleton Municipal Code, 2012 IPMC)**

- \_\_\_\_\_ Address numbers are visible from the street
- \_\_\_\_\_ Deck and stair rails and guards are properly attached and capable of supporting imposed loads
- \_\_\_\_\_ Stairs, walkways, and exits are unobstructed and shall always be maintained unobstructed

- \_\_\_ Trash containers with tight fitting lids are provided and are stored on the side or back of house
- \_\_\_ All exterior areas of the property are in good condition and all structures are in good repair (the property shall be maintained in good condition and good repair)
- \_\_\_ Window wells serving basement sleeping rooms be provided with escape ladders and operable windows so as to allow for secondary egress from the room in the event of a fire. (2015 IFC 1030.1)

#### **Interior Safety and Maintenance**

- \_\_\_ ABC 2.5 lb. fire extinguisher is in plain view within 6 feet of the oven/stove if gas appliances are installed and must be certified annually.
- \_\_\_ Smoke alarms are installed in each sleeping room and immediately outside each sleeping room such as in a corridor, hallway or great room serving the individual sleeping rooms
- \_\_\_ Carbon monoxide detector are installed within 15 feet of sleeping rooms
- \_\_\_ Stairs, walkways, and exits are free of tripping hazards, are unobstructed, and shall always be maintained unobstructed
- \_\_\_ Bathroom has a toilet, sink, and shower or bathtub and is clean and sanitary
- \_\_\_ Bathroom and kitchen electrical outlets are be GFCI protected
- \_\_\_ Electrical system is in good repair, including electrical panel, receptacle outlets, switches and lighting fixtures are in good repair, without exposed wiring, and without extension cords or electrical strips
- \_\_\_ Check completed for general fire hazards: exposed wiring, presence of extension cords on, clean dryer vents
- \_\_\_ Mechanical systems (vent fans, heating, cooling, and water heater) are operable and in good repair
- \_\_\_ All areas of the interior are sanitary and in good condition and maintained in good repair
- \_\_\_ Building permits and final inspections have been completed for all work requiring permits

I hereby certify that I inspected the property and completed this form, the items initialed above were checked and were found to be in compliance with the code.

Owner (Print): \_\_\_\_\_ Owner (Sign): \_\_\_\_\_