



SHORT-TERM RENTAL HOME INSPECTION FORM

Email completed form to STR@cityhs.net.

This Short-Term Rental Home Inspection Form provides that short-term rental (STR) structures applying for a STR home permit meet the minimum health and safety standards contained herein. STR home inspections include all structures to be used in the STR home operation, such as garages, sheds, and other out-buildings intended for the use of guests.

STR home inspections must be conducted by the City of Hot Springs Planning & Development Department – Permits & Inspections Division. Home inspections are valid for 90 days from home inspector’s signature date.

The applicant is advised that the home inspection standards required by this department do not determine compliance with any other law, code, rule, or standard of any county or state, or the U.S. government.

Inspector Name: _____

STR Address: _____

Applicant Name: _____

Applicant Address: _____

Phone: _____

Email: _____

STR applicant must provide the following items with this completed form:

- **Floor plan drawing**, on 8.5”x11” or 11”x17” format, showing square footage of each room, use of each room, and designation of the rooms to be used as sleeping rooms for the purposes of guest accommodations. Indicate the maximum overnight occupancy load, according to the ordinance – 2 per bedroom, plus 2 (e.g., a 2-bedroom STR would have a maximum overnight occupancy of 6).
- **Site plan** of the entire parcel indicating use of all structures and location of parking spaces.
- **Monthly written log** of all required smoke detectors with, at a minimum, the first entry filled out showing all detectors to be properly working.
- **Written materials provided to guests** with location of the water shut-off valve and fireplace instructions, for STRs with a fireplace.

Section B is to be completed by the City of Hot Springs Planning & Development Department – Permits and Inspections.

Check box if approved.

Unless waived by the City of Hot Springs Building Official or Fire Chief for good cause, the following health and safety standards shall be met by each room or area to be used in the STR:

A fire extinguisher is fully charged, operable, and readily available for use.

1. Stairways, Decks, Handrails, and Guardrails

This section applies to all interior and all exterior stairways with four or more risers. Exempt: all interior and exterior stairways with less than four risers and all exterior areas served by pavers, pads, tiles, rocks, stonework, or the like, whose stepping surfaces (treads) are parallel with the slope and contour of the supporting ground surfaces.

All stairways serving the property are safe to use and capable of supporting the normal loads and uses placed upon them. There are minimum headroom clearances of 6 feet and 8 inches, maintained at all points of all stairway passages. The maximum riser height of any step is 7.75 inches, and the minimum tread depth of any step is 10 inches. All stairways and landings within building areas, and those leading directly to and from building entrances, porches, decks, and landings, are provided with adequate illumination by a working light fixture.

All interior and exterior stairways are served by a continuous gripable handrail. Circular handrails shall have a minimum diameter of 1.25 inches and a maximum diameter of no more than 2 inches. If the handrail is not circular, it shall have a perimeter dimension of at least 4 inches and no greater than 6.25 inches, with a maximum cross section of 2.25 inches. All handrails are securely attached at the proper height of 34-38 inches high, as measured from the nose of each stair tread. All handrails are full length and are located on the open sides of stairways. If a stairway is open on both sides, then a full-length handrail shall be present on both sides.

All visible and accessible components of exterior stairways and decks are safe for pedestrian use. All visible and accessible components of exterior stairways have been maintained in a professional state of repair. There are no missing stairway or decking components, where visible and accessible. There are no damaged components, including damage due to insect infestation, to any stairway or decking components, where visible and accessible. There are no rotted stairway or decking components that would be considered unsafe for pedestrian use, where visible and accessible.

There are no open porches, no accessible flat roofs, no decks, and no stoops that are located more than 30 inches above an adjoining horizontal surface that lack guardrails. All guardrails that are located more than 30 inches above an adjoining horizontal surface are a minimum of 36 inches in height. All guardrail components are properly spaced so that a 4-inch sphere cannot pass through any opening in the guardrail.

See Section D: Figures 1, 2, 3, 4

See Section D:
Figure 4

2. Electrical

- All dwellings shall have an emergency/service disconnect located on the outside of the building, and is shall be readily accessible.
- Electrical service wires coming from any utility pole and located on the outside of any structure on the property maintain safety clearances of 10 feet above the ground at all points directly adjacent to buildings. General grounds areas at large maintain 12 feet of clearance. Areas above driveway, carport, and garage accessible to vehicle traffic maintain 12 feet of clearance. Pool and/or hot tub installations are set back from overhead electric service wires and maintain 22.5 feet of horizontal clearance from any overhead electric service wires. Window installations maintain 3 feet of clearance below or to the sides of operable windows from electric service wires. Decks and balconies maintain 10 feet of clearance (at all points out to 3 feet horizontal) from any overhead electric service wires. Trees have not been used to support overhead electric service wires.
- All exterior light fixtures are in good working order and are listed for a wet or damp location. There are no exposed wires, broken conduits, broken fixtures, broken light bulbs, broken sockets, missing components, or the like. There exists no improperly-secured or improperly-exposed exterior wiring of any kind above the ground, including electrical extension cords, strand lighting, or the like (low-voltage lighting is excluded).
- All exterior receptacles are provided with a weatherproof cover, are properly installed, are properly grounded, and are protected by a ground fault circuit interrupter (GFCI).
- All receptacles within 6 feet of a sink and are serving kitchen counters, bathrooms, laundry area, garages, whirlpool tubs, and crawl spaces are securely installed, are grounded, and are protected by a GFCI. Receptacles in these areas that are not currently GFCI protected, or that need to be replaced, shall be replaced with either an AFCI/GFCI receptacle or breaker.
- The main electrical service panel installation has been safely installed and maintained. The electric service panel installation is readily accessible and provides a minimum working clearance of 30-inches wide by 36-inches deep where installed. There are no missing breakers, no missing fuses, no improperly exposed wires, and no missing cover components at the main electric service panel.
- Receptacles and light fixtures are free from missing or damaged components. The inspector has checked all electrical receptacles with an electrical testing device, and has determined that the electrical receptacles tested are safely installed, wired correctly, and are grounded. Any receptacle that needs to be replaced will need to be tamper-resistant and AFCI protected. There are no open splices or open junction boxes.
- No electrical switch or outlet is located within a 3-foot reach of tub or shower enclosures, unless protected by a GFCI. Exempt: controls integral to UL-approved tubs, whirlpools, steam facilities, and/or sauna installations.

3. Building Foundation

- Visible and accessible, the base walls or posts were carefully evaluated for leaning, cracking, buckling, or bulging conditions that may indicate structural failure. There are no missing or damaged components that would indicate a lack of structural integrity.

4. House Numbers

- House numbers are posted at the roadside entrance to the property and near the front door in a location where they can be readily identified by emergency personnel and City services. Address numbers shall be a minimum of 4-inches high and a minimum 0.5-inch stroke.

5. Fireplaces and Wood Stoves

- Masonry fireplaces maintain minimum hearth extension depths of 16 inches to the front and 8 inches to each side, where the fireplace opening is less than or equal to 6 square feet. Masonry fireplaces maintain minimum hearth extension depths of 20 inches to the front and 12 inches to each side, where the fireplace opening is greater than 6 square feet. An operable damper has been provided for all fireplaces. Wood stoves are installed on a non-combustible floor material that extends 18 inches beyond the stove on all sides. Single wall vent connections for wood stoves maintain an 18-inch clearance from combustibles at all points exposed to the living area. Exception is made for UL-approved wood stove clearance reduction systems. All wood stove vent connections maintain a minimum rise of .25-inch-per-foot from appliance collar to chimney. There exists no visible evidence of loose, cracked, missing, or damaged components at fireplaces or at wood stove installations, where readily accessible. Written operating instructions, explaining the use of all fireplaces and/or wood stoves, have been established to be made available to guests, a copy of which was provided to the inspector for review.

6. Heating System

- The exterior and interior areas of the heating equipment do not present any overt signs of leakage, cracks, rust, scorched areas, missing components, or deteriorated seals. There are no missing or visibly-defective control elements. Clearances from combustibles have been maintained at all points of all heating equipment vent connections, where visible and readily accessible: 6-inch clearances for single wall "Class C" vent connections; 2-inch clearances for double wall "Class B" vent connections, or per UL provided labeling; 0-inch clearances for triple wall "Class A" vent connections, or per UL provided labeling.

7. Plumbing/Gas System

- All gas piping connections, where visible and readily accessible, have been maintained in a professional state of repair. There exist no uncapped gas lines, where visible and readily accessible. All gas valves at appliances present ready access. Each gas appliance is provided with a gas shut-off valve within 6 feet of appliance, and within the same room as gas appliance. Flexible gas connectors shall be made of stainless steel. The maximum length of flexible stainless-steel gas connectors is 3 feet at appliances, with the exception of 6-foot lengths permitted for ranges and dryers. Flexible stainless-steel gas connectors are installed entirely within the same room as gas burning appliance. No flexible stainless-steel gas connectors pass through wall, floor, or ceiling assemblies. Rubber gas hosing is permitted only for outdoor portable appliances. Plastic gas tubing is permitted only underground and outside of dwelling and/or crawlspace areas.
- All visible connections of the water heater(s) are in good condition. There is no evidence of excessive rusting, scorching, leaking, missing, or broken water heater components, where visible and readily accessible. All water heaters are equipped with a properly-located temperature and pressure relief valve, installed within the top 6 inches of the water heater. All temperature and pressure relief valves are equipped with a discharge pipe located 6 to 18 inches from the floor, and are discharged to the exterior building perimeter. All discharge pipes are unthreaded at the point of final discharge. If a gas water heater, the appliance is firmly situated 18 inches above floor. Where a gas water heater is installed in a garage, the point of ignition is located a minimum of 18 inches above the garage floor. All gas water heater draft hoods and vent piping are in working order. All gas water heater vent piping is of an approved material. All gas water heater vent connections maintain clearances from combustibles at all points: 6-inch clearances for single wall "Class C" vent connections; 2-inch clearances for double wall "Class B" vent connections, or per UL provided labeling; 0-inch clearances for triple wall "Class A" vent connections, or per UL provided labeling.

- There are no broken, cracked, leaking, deteriorated, or improperly maintained plumbing fixtures that create an unsanitary condition.
- The water service shut-off for the home is clearly labeled and is clearly accessible.

8. Sleeping Rooms

- All sleeping rooms meet the minimum room requirements of dimensions of 70 square feet, 7 foot or greater ceiling height, and an emergency egress that is according to code. There exist no openings from an enclosed garage directly into a room designated to be used for sleeping purposes. An enclosed garage is defined as that which has walls on three or more of its sides.
- Smoke detectors are located within all sleeping rooms. AC/DC and/or battery-operated communicable smoke detectors are acceptable. A written log is present and shows the monthly testing of all smoke detectors by the homeowner with, at minimum, the first entry showing all detectors to be in working order. The written log shall be submitted by the homeowner with their permit application materials.
- All sleeping rooms designated for use by guests are equipped with at least one proper egress window or exterior door, which presents a minimum clear opening of 5.7 square feet. An exception of 5 square feet is made for egress windows, which open from sleeping rooms directly to grade level. Any requisite egress window opening is a minimum of 20-inches wide and 24-inches tall, with a sill height no higher than 44 inches from the floor.

9. Garages and Outbuildings

- Where an overhead garage door has been equipped with an automatic garage door opener, the opener was observed to have reversed the direction of door travel upon the presence of, or contact with, a 2-inch high rigid obstacle placed on the horizontal surface directly beneath the garage door, or was tested to have reversed via the interruption of a laser-eye safety device which has been properly installed 4-6 inches from the floor.

10. Swimming Pools and Spas

- Pool barriers shall be 48 inches or greater from grade. Openings in barriers shall not allow the passage of a 4-inch diameter sphere.
- Gates shall open outward and be self-closing and latching. The latching device shall be not less than 54 inches from grade, or not less than 3 inches from the top if on the inside, and openings in the gate are not greater than 0.5 inch.

I certify that all inspection information contained within this form for the subject property is both accurate and complete to the best of my knowledge. In addition to the checklist items on this form, in my professional opinion there are no other visible conditions presenting immediate safety concerns for occupants.

Inspector Name: _____

Signature: _____

Date: _____

Inspector Comments: _____

Section C: Statement of Receipt of NOTICE TO APPLICANT

This inspection form and standards required by the City of Hot Springs do not determine compliance with any other law, code, rule, or standard of any county, state, or the United States government, including, but not limited to, the State of Arkansas building, plumbing, HVACR, and electrical codes. The applicant agrees to defend, indemnify, and hold the City of Hot Springs harmless against any claim, demand, or other action brought by any party against the City in any way arising out of or related to the department home inspection rules, process and/or approval.

Applicant Name: _____

Applicant Signature: _____

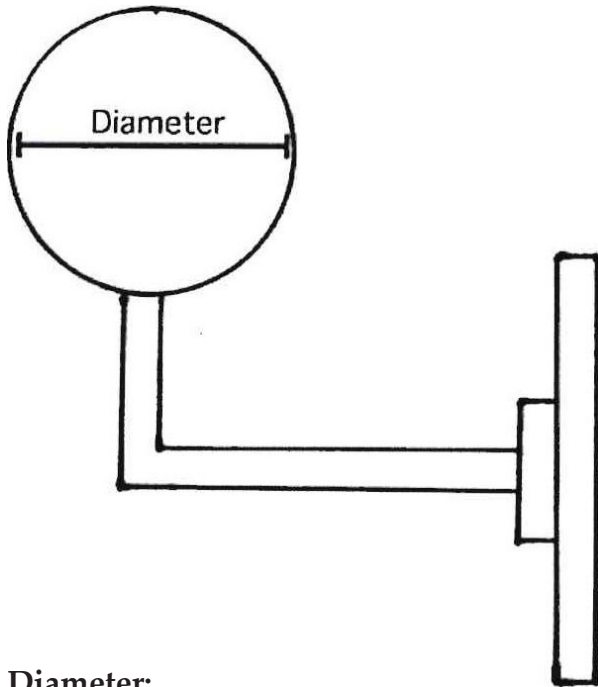
Date: _____

NOT A FINAL APPLICATION

Section D: Figures

Figure 1:

Rounded Handrails

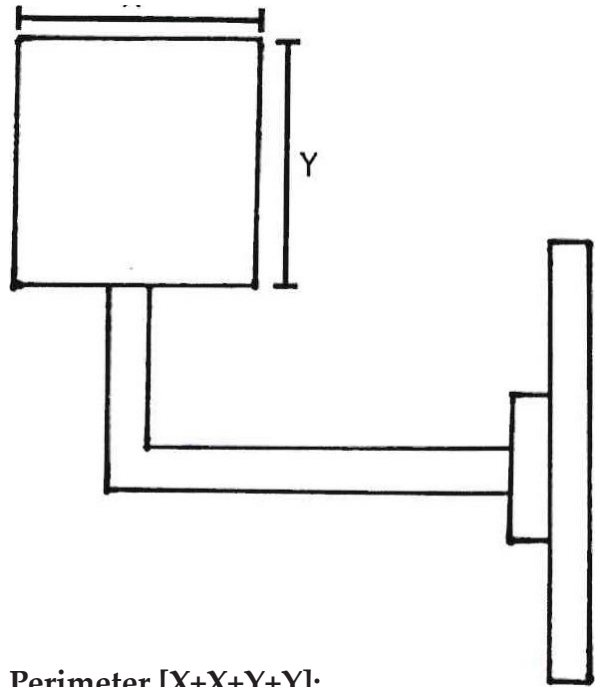


Diameter:

- 1.25-inch minimum
- 2-inch maximum

Figure 2:

Rectangular Handrails

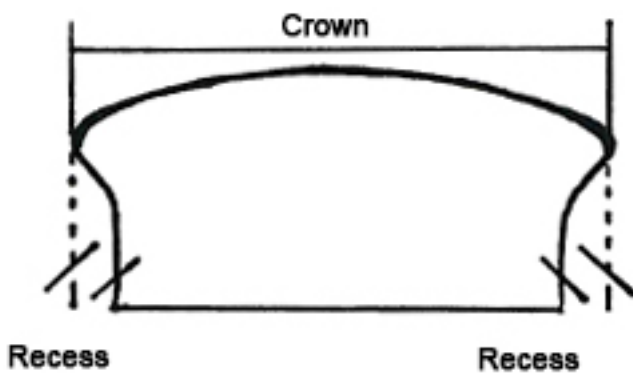


Perimeter $[X+X+Y+Y]$:

- 4-inch minimum
- 6.25-inch maximum

Figure 3:

Crowned Handrails



Crown:

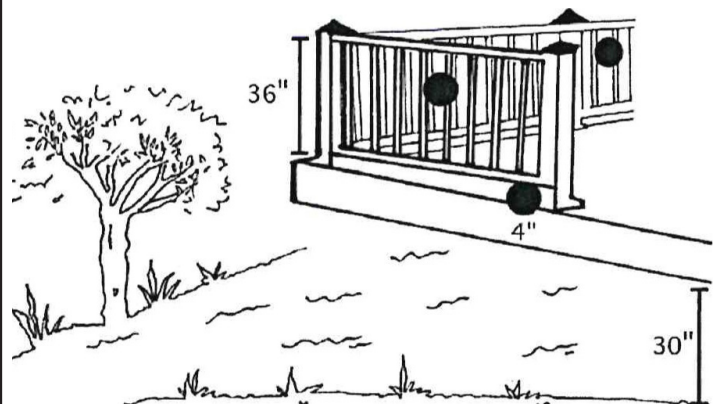
- 1.25-inch minimum
- 2.75-inch maximum

Recess:

- $\frac{5}{16}$ -inch minimum

Figure 4:

Guardrails



Height:

- 36-inch minimum

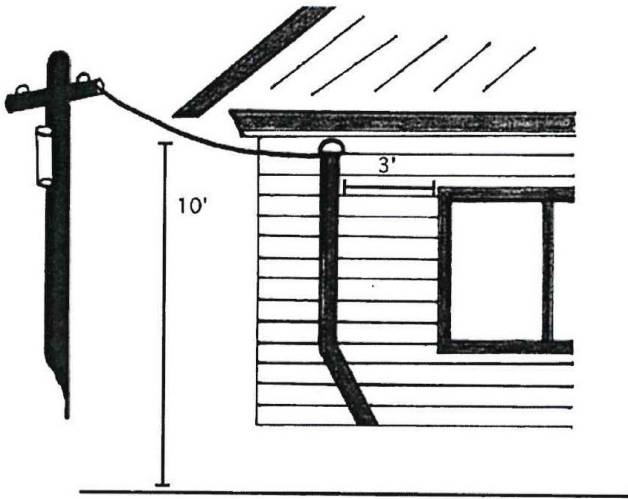
Opening

- 4-inch maximum

Required at all clearances greater than 30"

Figure 5:

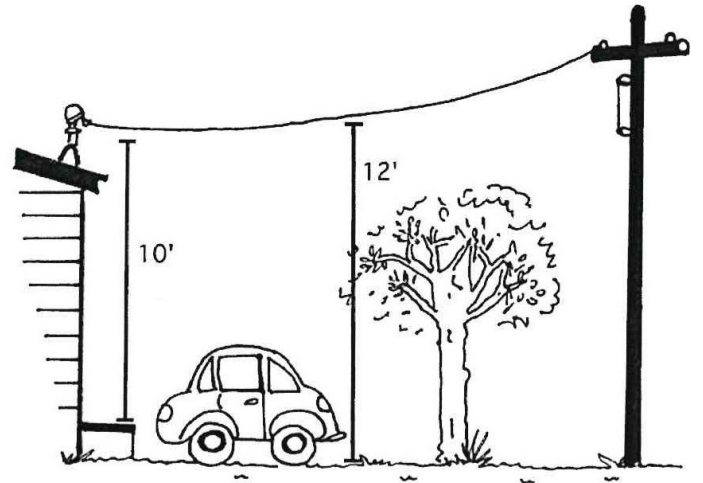
Service Clearance



- Decks:
- 10-foot minimum
- Windows:
- 3-foot minimum

Figure 6:

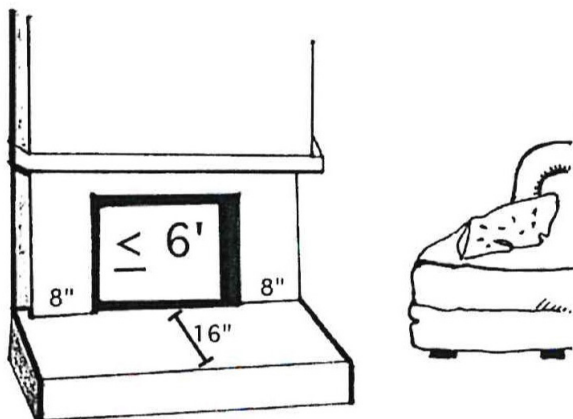
Service Clearances



- House:
- 10-foot minimum
- Driveway:
- 12-foot minimum
- Grounds:
- 12-foot minimum

Figure 7:

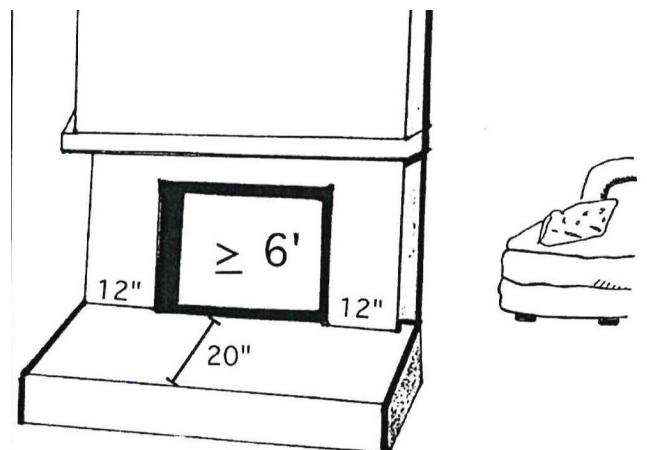
Fireplace Openings
Less than 6 square feet



- Hearth Side Extensions:
- 8-inch minimum
- Hearth Front Depth:
- 16-inch minimum

Figure 8:

Fireplace Openings
Greater than 6 square feet



- Hearth Side Extensions:
- 12-inch minimum
- Hearth Front Depth:
- 20-inch minimum