

INSPECTION PREPARATION CHECKLIST FOR INITIAL AND 3 YEAR INSPECTIONS

Exterior Requirements

- Parking spaces
 - 1 all-weather parking space per bedroom (Concrete, pavement, or gravel)
 - Minimum dimensions of off-street parking spaces 8 feet by 16 feet
 - T.C.P.W Authorization for up to 2 on-street parking spaces (if applicable)
- Garbage container- has lid and secure from animals
- House Number visible from the road right-of-way
- Exterior Signage
 - Short-Term Rental License registration number to confirm a license has been issued by Tillamook County (Registration Number will be provided at time of application submittal. Sign must be posted at time of inspection)
 - Non-emergency telephone number for the County's STR Hotline.
 - Property Address
 - Name of the contact person (or entity) and a telephone number (Optional)
- Guardrails functional and able to withstand 200 pounds of force
- Hot Tub barrier/lid locked with functioning lock
- Ground fault interrupter protected receptacle functional

Interior Requirements

- Fire Extinguisher Accessible and in a visible location
- Electrical switch and outlet faceplates present
- Electrical panel circuits permanently labeled
- Ground fault interrupter protected receptacle functional (Interior Plugs)
- Smoke detectors present and **functional** (Affidavit Required)
- Carbon monoxide detectors present and **functional** (Affidavit Required)
- Wood Stoves and other fuel burning heat sources installed properly
- Handrails functional
- Bedroom-Emergency Escape and Rescue Openings
 - Window no more than 44 inches above the floor
 - Minimum Net clear opening shall be 5.7 square feet
 - Minimum Net clear height is 24 inches and net clear width 20 inches
 - (Building Official may allow 5 square feet net clear opening at grade or below grade windows)
- Tsunami evacuation map posted inside the rental (if property is inside Tsunami Inundation zone)
- Interior Posting Requirements
 - Number of bedrooms and maximum occupancy permitted for the short-term rental
 - Number of approved parking spaces (Parking Plan)
 - Any required information and conditions specific to the Short-Term Rental License
 - Non-emergency telephone number for the County's STR Hotline in the event of any problems at or complaints about the short-term rental

**Properties served by onsite septic please call Chris Chiola prior to submittal of application at 503-842-3408 ext 3409.*

**Sanitation review may be required for use of dwelling as a Short-Term Rental.*

Parking authorizations for on-street parking must be received at the time of application submittal. Please contact Tillamook County Public works 503-842-3419 if you have not yet begun authorization process.

****Fees may apply for on-street parking authorization and sanitation review.****