

VILLAGE OF GREENWOOD LAKE, INC
BUILDING DEPARTMENT

18 CHURCH ST P.O BOX # 59
GREENWOOD LAKE NY 10925

SHORT TERM RENTAL PERMIT INSPECTION FORM

Inspected By: _____

Date: ____/____/____

Property Address: _____

S.B.L: _____

PASS

FAIL

SITE INSPECTION CHECK LIST:

Exteriors Areas (see NYS Property Maintenance Code and Village Code Chapter 62-7 for complete list.):

Y/N Address used for 911 is properly displayed for each unit

Y/N Exterior structure is well maintained and adequately protected from weather and vermin

Y/N Only furnishings designed for exterior use are being kept outdoors or on decks and porches

Y/N Automobile parking accommodations are plainly marked and properly situated on the lot

Y/N Adequate trash containers are available and are properly stored away from street

Y/N Outbuildings, fences, walking surfaces, yards, etc. have no litter and are well maintained

Interior Areas (see NYS Property Maintenance Code and Village Code Chapter 62-10 for complete list.):

Y/N Natural gas main shutoff valve is accessible

Y/N Smoke detectors are installed inside each bedroom, in the living area and in each story

Y/N Carbon monoxide detectors are installed in buildings having combustion devices or garages

Y/N Fire extinguishers of proper size are properly installed in each rental unit

Y/N Bedrooms exits only where they are supposed to be located and are not over crowded

Y/N House and apartments meet or exceed minimum living and dining area requirements

Y/N Bathrooms have well maintained sanitary surfaces for floors, countertops, tubs, and showers

Y/N Bathrooms have openable window to exterior or a functioning mechanical exhaust vent

Y/N Kitchens have well maintained sanitary surfaces on floors and on countertops

Y/N Kitchen stovetops have a properly installed function hood

Y/N Heats and hot water are adequate; appliances are well maintained and readily accessible

Y/N Electrical outlets in bathrooms and kitchens are GFCI protected

Y/N Electrical plug outlets are not overloaded; extensions cords are used properly

Y/N All electrical boxes are properly covered and the breaker panel is not obstructed

Y/N Grab-rails for stairs are properly installed and well maintained

