



CITY OF SPRING PARK  
WORK SESSION AGENDA  
MAY 18, 2020 – 6:00 PM  
SPRING PARK CITY HALL

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(Work Session discussion times are approximate)

1. 6:00 – RENTAL ORDINANCE DISCUSSION
2. 6:40 – WATER TOWER ANTENNA LEASE EXTENSIONS
3. 6:45 – CONSTITUTIONAL/BUSINESS FRIENDLY RESOLUTION
4. 6:50 – SCHEDULE SPECIAL MEETING TO DISCUSS WEST ARM RD WEST & CAPITAL PROJECTS LIST
5. 6:55 – ADJOURN

# SPRING PARK RENTAL QUESTIONNAIRE

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## PART I: SHORT-TERM RENTAL

1. Should Spring Park allow short-term rentals of less than 30 days?
2. If yes to question #1, should Spring Park require permits to operate a short-term rental?
3. If yes to question #2, to what extent should the City regulate short-term rentals?
  - 3a: Property owner should simply be required to provide contact information in case of an emergency.
  - 3b: Property owner should be required to provide contact information, a site plan showing available parking, and would need to notify the City of the times it will be rented.
  - 3c: Property owner should be required to provide a site plan, have the property inspected to show compliance with the International Property Maintenance Code (or another set of standards established by the Council), and apply for a separate permit for each instance of the property being used as a rental.

## PART 2: LONG-TERM RENTAL

4. Should long-term rentals be required to obtain a permit to operate in the City of Spring Park?
5. If yes to question #4, to what extent should the City regulate long-term rentals?
  - 5a: Property owner should provide contact information and City should only establish a simple directory of those properties being used as long-term rentals.
  - 5b: Property owners should be required to have the property inspected occasionally (i.e. every 5-10 years) to determine if minimal safety standards are in place (i.e. working smoke & CO detectors, a fire extinguisher, working egress windows in bedrooms, and hand rails on stairways).
  - 5c: Property owners should be required to have the property inspected on a more frequent basis (i.e. every 2-4 years) to determine if the property is in compliance with the International Property Maintenance Code, which looks at a number of components to ensure the safest living situations. For an example of what would all be included in this level of inspection see the attached inspection checklist.
  - 5d: something between options 5b and 5c.

# RENTAL/C.O. INSPECTION REPORT AND COMPLIANCE ORDER

Address \_\_\_\_\_ Type: Single Multi Unit

Inspection date: \_\_\_\_\_ Time: \_\_\_\_\_:\_\_\_\_\_ AM/PM Previous Insp. Date: \_\_\_\_\_

Owner/Agent \_\_\_\_\_

Phone \_\_\_\_\_

Email \_\_\_\_\_

**\*\*YOU ARE REQUIRED TO CORRECT ALL CIRCLE ITEMS NOTED BELOW\*\***

**MECHANICAL / LAUNDRY ROOM**

- Furnace Venting
- Furnace Gas Valve / Labeled
- Furnace Electrical
- C O / Smoke Detector
- Flooring
- Water Heater Venting
- Water Heater Gas Valve Labeled
- Water Heater Electrical
- Water Heater Water shutoff
- Electrical Panel labeled
- G F I
- Washing Machine
- Water shutoffs
- Dryer
- Dryer Venting

**KITCHEN**

- G F I
- Water Shut Off Valves
- Cabinets / Countertop
- Fire Extinguisher (W/In 30')
- Refrigerator
- Stove / Oven
- Hood fan / light
- Flooring
- Window Operation / Locks
- Storms & Screens

**CORRIDOR / HALLWAY**

- Smoke / CO Detector (10' from BRs) (1<sup>ST</sup> FL / 2<sup>ND</sup> FL / BSMT)
- Lighting (1<sup>ST</sup> FL / 2<sup>ND</sup> FL / BSMT)
- Flooring (1<sup>ST</sup> FL / 2<sup>ND</sup> FL / BSMT)
- Smoke Detector @ Interior Stair
- Handrail @ Interior Stairs

**BEDROOM #1 LS / RS / END**

- Smoke Detector
- Lighting / Outlets
- Flooring
- Window Oper / Locks
- Storms & Screens

**BEDROOM #2 LS / RS / END**

- Smoke Detector
- Lighting/Outlets
- Flooring
- Window Oper / Locks
- Storms & Screens

**BEDROOM #3 LS / RS / END**

- Smoke Detector
- Lighting / Outlets
- Flooring
- Window Oper / Locks
- Storms & Screens

**BEDROOM #4 LS / RS / END**

- Smoke Detector
- Lighting / Outlets
- Flooring
- Window Oper / Locks
- Storms & Screens

**BEDROOM #5 LS / RS / END**

- Smoke Detector
- Lighting / Outlets
- Flooring
- Window Oper / Locks
- Storms & Screens

**BATHROOM #1 1<sup>ST</sup> FL**

- G F I
- Water Shut Off Valves
- Lighting
- Flooring
- Vanity
- Plumbing fixtures
- Fan Operation

**BATHROOM #2 2<sup>ND</sup> Fl / BSMT**

- G F I
- Water Shut Off Valves
- Lighting
- Flooring
- Vanity
- Plumbing fixtures
- Fan Operation

**MISCELANIOUS**

- GFI @ Exterior Outlets
- Backflow Preventer (vacuum break) @ sill-cocks
- House Numbers (4")
- Exterior Lighting
- Steps / Stairs
- Deck Structure
- Deck guardrails
- Refuse Containment
- Accessory Structures
- Self-closer on garage/house
- Drainage
- Driveway
- Walks

**YOU ARE TO COMPLY WITH THESE CORRECTION(S) ORDER BY \_\_\_\_\_ Contact the Schedule Clerk at \_\_\_\_\_ when completed to schedule re-inspection. (If ALL items not complete after 3<sup>rd</sup> time of inspection, a fee of \$50.00 will be charged)**

OWNER / AGENT \_\_\_\_\_

DATE \_\_\_\_\_

INSPECTOR \_\_\_\_\_

DATE \_\_\_\_\_