



COOLBAUGH TOWNSHIP

MUNICIPAL CENTER

5520 Municipal Drive, Tobyhanna, PA 18466

570-894-8490 Fax 570-894-8413

www.coolbaughtwp.org

Short-term Rental Pre-Inspection Checklist

Exterior

- House number visible from street. (Approved 911 sign)
- All deck and stair rails and guards are attached and in working order
- All exits are free and clear of any obstructions at all times
- Any/all exterior lights are in working order, not facing neighbors
- Landscaping maintained
- Decks, stairs, landings, etc. free from defects.

Interior

- All doors and windows are fully operational and free of obstructions
- Smoke alarm(s) and carbon monoxide detector are installed and fully operational
- Fire extinguisher located in the kitchen, regularly maintained and fully operational (2.5 lb. ABC preferred)
- Stairs are free from tripping hazards at all times, stair rail in place and operational
- Hallways are free from obstructions
- All occupied rooms have working electrical outlets and lighting fixtures without extension cords
- Heating/cooling and water system(s) are maintained and fully operational
- All appliances (refrigerator, stove, countertop, etc.) and fixtures (sinks, shower/tub, faucets, etc.) are fully operation, free from defects and maintained
- Walls and ceilings are free from damage
- Fireplace clean and operational (if applicable)

Administrative

- Alarm permit on file
- Septic maintenance current
- 911 address sign is correct
- All necessary documents are posted at the property