



# Short Term Rental Fire Code Permit Requirement



Yakima County Public Services—Building & Fire Safety

128 North Second Street Fourth Floor Courthouse Yakima, Washington 98901

(509) 574-2300 • 1-800-572-7354 • FAX (509) 574-2301 • [www.co.yakima.wa.us](http://www.co.yakima.wa.us)

## Submittal Requirements:

- 1) General Application
- 2) A detailed to-scale floor plan of the residence/area to be used as a Short-Term Rental with the following information:
  - Room uses
  - Egress windows and door locations and sizes
  - Smoke alarm locations
  - Carbon Monoxide location
  - Fire extinguisher locations
- 3) The fee for this application is \$178.00. An annual Fire Life Safety (FLS) inspection will be required and an additional annual fee will be invoiced to the property owner.

*\*\* Any structural changes to the building will require a separate building permit.*

## Submittal Options:

- 1) Drop off application/plans at our secure drop box immediately inside the Yakima County Courthouse front entrance.
- 2) Mail to 128 N 2nd Street, 4th Floor, Yakima, WA 98901.
- 3) Apply online at [YakimaCountyPermits.us](http://YakimaCountyPermits.us)
- 4) Email to [buildinginfo@co.yakima.wa.us](mailto:buildinginfo@co.yakima.wa.us) if plans are at most 11x17 paper size.
- 5) In person on the 4th Floor of the County Courthouse Room 110 between 8am-3:15pm, Monday-Friday (except when closed for Federally recognized holidays)

## Per RCW 64.37.030:

- (1) all short-term rental operators who offer dwelling units, or portions thereof, for short-term use in the State of Washington must:
  - (a) Provide contact information to all short-term rental guests during a guest's stay. The contact must be available to respond to inquiries at the short-term rental during the length of stay;
  - (b) Provide that their short-term rental is in compliance with RCW 19.27.530 and any rules adopted by the state building code council regarding the installation of carbon monoxide alarms; and
  - (c) Post the following information in a conspicuous place within each dwelling unit used as a short-term rental:
    - (i) The short-term rental street address;
    - (ii) The emergency contact information for summoning police, fire, or emergency medical services;
    - (iii) The floor plan indicating fire exits and escape routes;
    - (iv) The maximum occupancy limits; and
    - (v) The contact information for the operator or designated contact.
- (2) Short-term rental platforms must provide short-term rental operators with a summary of the consumer safety requirements in subsection (1) of this section.
- (3) For a first violation of this section, the city or county attorney must issue a warning letter to the owner or operator. An owner that violates this section after receiving a warning letter is guilty of a class 2 civil infraction under chapter 7.80 RCW.