



Allouez Village Hall
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Short-Term Rental Inspection Information

To obtain a short-term rental license in the Village of Allouez, an annual inspection must be completed by the Village Inspector. Below is a summary of what the inspector will be looking at. For more information, please refer to the Municipal Code Chapter 270.

- ☐ No obvious safety hazards such as a missing handrail, guardrail, or open electrical.
- ☐ Must have at least one internal bathroom for every four (4) occupants.
- ☐ Not less than one (1) onsite off-street parking spaces for every four (4) occupants based upon maximum occupancy.
- ☐ Safe, unobstructed means of egress from the short-term rental leading to safe, open space at ground level.
- ☐ Shall have functional smoke detectors and carbon monoxide detectors in accordance with the requirements of Chapter SPS 321 of the Wisconsin Administrative Code.
 - One (1) smoke alarm in every sleeping room
 - Smoke/Carbon monoxide alarm required outside of each sleeping room within 21' and on a path of egress. One alarm meeting this requirement can serve more than one sleeping room.
- ☐ Shall not have an accessible wood burning fireplace unless the property owner provides a certificate from a properly licensed inspector, dated not more than thirty (30) days prior to submission, certifying that the fireplace and chimney have been inspected and are in compliance with National Fire Prevention Association Fire Code Chapter 211 Standard for Chimneys, Fireplaces, Vents, and Solid Fuel-Burning Appliances.
- ☐ Shall not have a hibachi, gas-fired grill, charcoal grill, or other similar devices used for cooking or any other purpose on any balcony, deck or under any overhanging structure or within ten (10) feet of any structure.
- ☐ Shall not have a wood burning fire pit or other similar solid fuel fired device used for heating or any other purpose on any balcony, deck or under any overhanging structure or within twenty (20) feet of any structure.
- ☐ Outdoor gas fire pits shall be listed and labeled for the application in which they are used and meet the setback requirements listed in the manufacturer's instructions or UL listing.
- ☐ Electrical receptacles located in the following locations shall have ground-fault circuit interrupter protection:
 - Bathrooms
 - Garages and accessory buildings that have a floor located at or below grade level not intended as habitable rooms and limited to storage areas, work areas, and areas of similar use.
 - Outdoors
 - Crawl spaces – at or below grade level
 - Unfinished portions or areas of the basement not intended as habitable rooms.
 - Kitchens – where receptacles are installed to serve the countertop services.
 - Sinks – where receptacles are installed within six (6) feet from the top inside edge of the bowl of the sink.