



Contact: Permit Center, permitcenter@cityofsilt.us, 530-542-6010 or 530-542-6020, or [City website](#) for more information
VHR Ordinance link: [City Code](#) Sections 3.50.370 - 3.50.620

VHR Ordinance details

1. **Signage**

Exterior VHR [sign](#): Posted on the outside of the dwelling, visible from the street, legible and not to exceed 12 inches by 12 inches. Must include: maximum number of occupants, maximum number of vehicles, police department VHR hotline phone number and email (530-542-6100; vhrcomplaints@cityofsilt.us, and owner, agent, or local professional management's phone number (must be located within 30 miles of VHR). Sign must be weather resistant metal or plastic- no laminated signs.

Interior VHR [sign](#): placed on the inside by the front door. Must include: maximum number of occupants, maximum number of vehicles, owner, agent, or local professional manager's phone number (must be located within 30 miles of VHR), [parking rules](#) for seasonal snow removal, trash pickup day and refuse to not be placed outside before 6 pm prior to the pickup day, and notification that occupant can be fined for disturbance or violations of the VHR ordinance.

2. **Hot Tubs / Pools**

Must be located outside of required property setbacks, a lockable cover is required, emergency shut off switch must be within sight of hot tub but a minimum of 5 feet from edge of water, any windows within 5 feet of water must be tempered. Signage is required. [Sign](#) must be weather resistant metal or plastic- no laminated signs.

3. **Emergency Exit Map**

Include basic [floorplan](#) of residence with one posted on the back of each bedroom door with the exit path out of home clearly marked.

4. **Emergency Exit Lighting**

Emergency lighting shall be installed in every sleeping room to provide light a path to the exterior of the building. Options include a permanently installed system and/or a plug in system of lights that turn on in the event of a power outage and can be purchased at a local hardware store.

5. **Fire Extinguisher**

At least one fire extinguisher per floor, mounted in a visible, accessible location. Minimum size of three pounds each with a type ABC Fire Extinguisher. When the extinguisher is in a cabinet or closet, the door cover must be clearly labeled.

6. **Smoke Detector(s)**

At least (1) smoke detector must be installed in hallways leading to bedrooms and in each bedroom and a minimum of (1) smoke detector per floor. In a studio or efficiency dwelling units the smoke detector should be installed in a central location. Smoke detectors must be installed on the ceiling or on the wall within 12 inches of the ceiling. [CalFire smoke detector information](#).

7. **Carbon Monoxide Detector(s)**

One detector must be installed on each floor. Unlike smoke detectors there is no height requirement for installation; however most manufacturers recommend installation in the hallway serving bedrooms or other central location. When a bedroom contains a gas appliance, such as a decorative gas appliance, a CO alarm shall be required. [CalFire CO detector information](#).

8. **Street Address**

Clearly visible from the street. Minimum of 4 inch numbers with a contrasting color.

9. **Wood Burning Stove Flue / Chimney**

Provide a certificate or receipt from a certified chimney sweep that shows the flue has been cleaned in the last year. Spark arrestor shall be in place. This shall be a screen with opening no less than 3/8 inch and no greater than 1/2 inch.

10. **Driveway**

Property must possess a paved driveway in accordance with [TRPA regulations](#) and [City Land Use Development Standard](#) 6.10.320. If your property does not have a paved driveway, you will have to apply for a permit and pave. Application submittal at the City Permit Center at 1052 Tata Lane. Barriers or boulders shall be placed around perimeter of paved parking area to prevent parking on dirt.

11. **Parking**

Paved parking is required. 1-2 bedrooms requires 2 parking spaces, 3-4 bedrooms requires 3 parking spaces, etc. The formula is: 1 space per unit plus .5 space for each bedroom. Off-parcel parking cannot be included in space count.

12. **Defensible Space**

Parcel shall comply with CA State mandate 4291. As follows: 0' to 5' around the house without any combustible vegetation, 5' to 30' - "Lean, Clean and Green". Tree spacing, limbs trimmed and clean ground cover, 30' to 100' - pine needles maximum 3 inches thick, ground vegetation spaced, trees spaced. This is a brief description of the requirements, for complete requirements go to [CalFire Defensible Space](#)

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Dwelling evaluated in compliance with State Building Code in Effect at the Time of Construction, Remodel, or Addition

13. **Escape & Rescue Openings**
Sleeping areas shall have an emergency egress window that complies with the code year the house was built. Egress refers to ability to exit from the window, should emergency warrant that action.
14. **Room Dimensions**
Must be a minimum of 7 feet length or width and no less than 70 square feet overall.
15. **Exiting/Egress**
Path from individual dwelling units to public right-of-ways must be maintained free and clear of obstructions at all times.
16. **Electrical**
No permanent use of extension cords for any reason. Surge protectors are ok.
17. **Stairs, Guardrails & Handrails**
Present, good general condition: no missing or damaged steps, sturdy guardrails, handrails, treads shall have appropriate rise and run dimensions with compliant landing.
18. **Electrical Panels**
Must be in general good condition. Maintain front and side clearances. No frayed or exposed wires. All connections proper. Clearly labeled electrical circuits indicating device or area served. Renter to have access at all times.
19. **Ground Fault Circuit Interruption (GFCI)**
GFCI's shall comply with the year the residence was built. Remodeled homes shall have GFCI's installed on all kitchen countertop outlets, and in all bathrooms, and within 6 feet of any sink, and in garage and outdoor outlets.
20. **Deck(s), Gazebo(s), Patio(s) & Balcony(s)**
If present, general safe condition, sturdy guardrails where required, surfaces to be firm, no dry rot and no holes. Stoops and steps from deck to comply with applicable code.
21. **Water Heater(s)**
Shall be properly installed per code including Temperature & Pressure Relief Valve (PTR) running properly, safe gas lines, flue vent, water connections & combustion air. Seismic straps are required regardless of year of construction, per CA Health and Safety [Code](#). An overflow drip pan is required for any replaced water heater and shall have a drain to outside.
22. **Garage**
If present, garage man door (door from garage to home) must be fire resistant, tight fitting and self-closing.

VHR inspection process:

- When your property is ready for inspection, call 530-542-6010 or 542-6020, or email permitcenter@cityofslt.us to arrange for an inspection. You may pay the \$133 fee by credit card (except new VHRs). Plan to call at least a week out from your preferred inspection date. The building inspector will call when they are approximately 15- 20 minutes away.
- On your inspection day you can call 530-542-6010 or 542-6020 on the morning of your inspection after 9:00 a.m. to get confirmation of your inspection window (a.m. or p.m.).
- If the property requires re-inspection there is an \$80 fee that must be paid and then inspection can be arranged for as soon as the following business day
- Notices will be sent when inspection is passed
- Payment of your annual VHR permit shall be paid
- Upon receipt of payment your permit will be issued
- Your permit will be mailed to you

Specific information for new VHRs:

- If your property is in escrow a date will be set up for a Zoning Administrator hearing for the next available date. Your inspection will be scheduled after the zoning administrator hearing
- Property is exempt from signage and lighting requirements until final approval
- Initial inspection fee is included in the application fee
- Notices will be sent when inspection is passed
- A conditional permit will be issued for property owner signature
- Upon receipt of signed permit, you can pay your annual VHR permit fee
- Your permit will be mailed to you