Staff Report

City Commission Regular Meeting

February 12, 2026

To:	City Commission
From:	Stephen Cox, Fire Chief
Meeting Date:	February 12, 2026
Item Name:	Ordinance 2026-02. An Ordinance of the City of Flagler Beach, Florida, Amending the Land Development Regulations, Section 2.06012 "Rental Units" of Appendix "A," "Land Development Regulations;" Amending the Process and Schedule for Fire Inspections of Resort Dwellings and Resort Condominiums; Providing for Conflict; Providing for Codification; Providing for Severability; and Providing for an Effective Date. (First Reading)

Background:

Short-term rental properties have become an increasingly common form of lodging within the City of Flagler Beach, accommodating residents, visitors, and seasonal guests. Unlike traditional owner-occupied dwellings, short-term rentals experience frequent occupant turnover, varying levels of familiarity with the property, and increased use of cooking, heating, and electrical systems. These factors elevate the potential risk for fire incidents and life-safety emergencies.

Fire inspections of short-term rental properties are conducted to ensure compliance with applicable fire codes, life-safety standards, and local ordinances. The primary objective of these inspections is to reduce the risk of fire, ensure early detection and warning, provide safe means of egress, and protect occupants, neighboring properties, and responding emergency personnel.

By implementing a standardized inspection process for short-term rentals, the Flagler Beach Fire Department promotes a consistent level of safety. This program supports community risk reduction efforts, enhances public safety, and ensures that property owners meet their responsibility to provide a safe environment for occupants while operating a short-term rental within the jurisdiction.

Fiscal Impact:

The implementation of a short-term rental fire inspection program is expected to have a minimal to neutral fiscal impact on the Flagler Beach Fire Department and the City of Flagler Beach when supported by a cost-recovery inspection fee. Inspections will be conducted by the existing Flagler Beach Fire Department Inspector as part of normal fire prevention and life-

safety operations.

The program is anticipated to generate modest recurring revenue sufficient to cover inspection labor, administrative processing, and enforcement activities. No additional staffing, apparatus, or capital expenditures are anticipated at this time.

From a broader perspective, the program may result in long-term cost avoidance by reducing the likelihood and severity of fire incidents, minimizing emergency response demands, property loss, and potential liability exposure to the City. Enhanced compliance with fire and life-safety standards supports community risk reduction goals while maintaining fiscal responsibility.

Staff Recommendation:
On January 6, 2026, the Planning and Architectural Review Board voted unanimously to recommend approval. Staff recommends approval.

Attachments:
1. FBFD - Pre-inspection STR Guide_rev 1-14-2026
2. Ordinance 2026-02_STR Fire Inspections updated 02.06.26

Flagler Beach Fire Department

Pre-Fire Inspection Checklist for Short Term Rentals

Prepare for your upcoming fire safety inspection – Know what we look for!

(Based on current NFPA 1 Fire Code & NFPA 101 Life Safety Codes)

GENERAL SAFETY

- Property address numbers clearly visible from the street (minimum 4" high, contrasting color).
- Electrical panels accessible with at least 30" of clearance.
- No extension cords used as permanent wiring; UL-listed power strips only.
- Good housekeeping, no excessive storage, trash, or combustibles.
- Ceiling is complete, no missing or damaged tiles.
- Smoke alarms installed in every bedroom, outside each sleeping area, and on each floor level.
- Carbon monoxide alarms installed where fuel-burning appliances or attached garages are present.
- All detectors tested and functioning properly.

EXITS & EGRESS

- All sleeping rooms have a secondary means of escape (window or door)*if applicable.
- Exit doors open easily from the inside without keys or tools.
- Exit routes are clear, unobstructed, and at least 36” wide.
- Exterior stairs, porches, and decks are in good condition and well lit.
- Exit signs and emergency lighting function properly (if required).

FIRE EXTINGUISHERS

- At least one multi-purpose (2A:10B:C) extinguisher on each floor.
- Mounted 3.5–5 ft from floor, easily accessible, and fully charged.
- Inspected and tagged within the past 12 months by a certified technician.
- Owner/host performs visual check monthly.

SMOKE & CARBON MONOXIDE ALARMS

- Smoke alarms less than 10 years old, with test button working.
- CO alarms installed per manufacturer instructions and tested monthly.
- Interconnected alarms (hardwired or wireless) where required.

KITCHEN FIRE SAFETY

- Stove area clear of combustibles (towels, paper, curtains, etc.).
- Working fire extinguisher within 30 ft of cooking area.
- Range hood, filters, and cooking surfaces kept clean and grease-free.

HEATING & ELECTRICAL

- Heating appliances and water heaters properly vented and maintained. *if applicable.
- Portable space heaters (if any) are UL listed and automatically shut off if tipped.
- No overloaded outlets or daisy-chained power strips.
- Portable heaters kept at least 3 ft from combustibles.
- Electrical cords in good condition — no frays or exposed wires.

OUTSIDE AREAS

- BBQ grills kept at least 10 ft from the structure and not used on balconies.
- Propane tanks secured upright and stored safely.
- Fire pits and outdoor fireplaces operated per city regulations. (See Section 9-20 in Chapter 9 of Flagler Beach, Florida - Code of Ordinances)
- Driveway and access routes clear for emergency vehicles.

FIRE SAFETY INFORMATION

- Emergency contact numbers posted near main exit.
- Property address and evacuation map posted in a visible location.
- Guests are informed of emergency exits and fire extinguisher locations.
- Fire department access key or lockbox available (if required).

DOCUMENTATION

- Fire inspection records and service tags (alarms, extinguishers, sprinklers if applicable).
- Proof of compliance with Flagler Beach STR registration and inspection requirements.

AFTER YOUR INSPECTION

- If any issues are found, a written report will be provided with a timeline for correction.
- Re-inspections are typically scheduled within 30 days.
- Failure to correct violations may result in fines or suspension of STR approval.

Tips for Success:

- Walk through your property using this checklist before scheduling inspection.
- Test alarms and extinguishers regularly.
- Keep exits clear and visible at all times.
- Contact us if you have questions — we're here to help!

Questions?

Flagler Beach Fire Department – Fire Prevention Division
320 S Flagler Ave, Flagler Beach, FL
(386)-293-4795
BAdams@fbfire.org

Updated 1/14/2026

ORDINANCE NO. 2026-02

AN ORDINANCE OF THE CITY OF FLAGLER BEACH, FLORIDA, AMENDING THE LAND DEVELOPMENT REGULATIONS, SECTION 2.06.12 "RENTAL UNITS" OF APPENDIX "A," "LAND DEVELOPMENT REGULATIONS;" AMENDING THE PROCESS AND SCHEDULE FOR FIRE INSPECTIONS OF RESORT DWELLINGS AND RESORT CONDOMINIUMS; PROVIDING FOR CONFLICTS; PROVIDING FOR CODIFICATION; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Section 206.12 of the Land Development Regulations currently provides for annual self-inspection by operators of Resort Dwellings and Resort Condominiums; and

WHEREAS, in order to best protect the public health, safety, and welfare, the City Commission has considered a recommendation to adopt a more formal annual inspection process ensuring Resort Dwellings and Resort Condominiums maintain compliance with the National Fire Protection Association Fire Code and the Life Safety Code.

NOW THEREFORE, BE IT ENACTED BY THE CITY OF FLAGLER BEACH FLORIDA:

Section 1. The findings set forth in the recitals above are adopted and fully incorporated herein by reference.

Section 2. Appendix "A," Article 2, Section 2.06.12, "Rental Units," of the City of Flagler Beach Code of Ordinances, is hereby amended as follows (Note: additions indicated by underscore; deletions indicated by ~~strikethrough~~; and text that shall remain unaltered that is not reproduced here is indicated by ellipses (***)):

Sec. 2.06.12. Rental units.

(1) *Applicability.* This section shall be applicable to the rental of all dwelling units within the City of Flagler Beach, but shall not apply to hotels, motels, resorts, long-term rentals, or bed and breakfast inns as defined in F.S. § 509.242. This section shall not be taken to authorize the establishment or operation of resort dwellings.

* * *

(e) At the time an initial application for a Resort Dwelling/Resort Condominium Rental Permit is submitted to the City, the City shall schedule an

inspection of the rental property by the ~~Fire Marshall~~ Fire Inspector or his designee. The City shall also provide the owner with a ~~Resort Dwelling Compliance Regulations Worksheet~~ Pre-Inspection Short-Term Rental Checklist. ~~Within thirty days prior to the date a Resort Dwelling/Resort Condominium Rental Permit expires, each owner shall perform an annual self-inspection of the rental property and complete the Compliance Regulations Worksheet. The Completed Compliance Worksheet shall be provided to the City upon application for a renewal of the Resort Dwelling/Resort Condominium Rental Permit.~~

One year after the initial fire safety inspection, the Resort Dwelling/Resort Condominium Rental Permit will be placed on an annual reinspection schedule by the Fire Inspector. All Resort Dwelling/Resort Condominium Rental Permits are required to pass an annual fire safety reinspection in order to maintain compliance under the National Fire Protection Association (NFPA) Fire Code 1 and Life Safety Code 101. The City Commission may, by resolution, adopt an initial fire safety inspection fee to be paid upon application for a Resort Dwelling/Resort Condominium Rental Permit and an annual fire safety reinspection fee to be paid yearly upon reinspection for a Resort Dwelling/Resort Condominium Rental Permit.

Section 3. Conflicts. All ordinances or parts of ordinances in conflict with this ordinance are hereby repealed to the extent of such conflict.

Section 4. Codification. The City Planner shall cause the Code of Ordinances of the City of Flagler Beach to be amended as provided by this Ordinance and may renumber, re-letter, and rearrange the codified parts of this Ordinance if necessary to facilitate the finding of the law.

Section 5. Severability. Should any word, phrase, sentence, subsection, or section be held by a court of competent jurisdiction to be illegal, void, unenforceable, or unconstitutional, then that word, phrase, sentence, subsection, or section so held shall be severed from this Ordinance and all other words, phrases, sentences, subsections, or sections shall remain in full force and effect.

Section 6. Effective Date. This Ordinance shall become effective immediately upon its passage and adoption.

PASSED ON FIRST READING THIS ____DAY OF _____ 2026.

PASSED AND ADOPTED THIS ____ DAY OF _____, 2026.

CITY OF FLAGLER BEACH, FLORIDA

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Patti King, Mayor

ATTEST:

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Penny Overstreet, City Clerk