

TOOLS FOR BUILDING AN STR SPREADSHEET

Mary Lou Fenili
INC ZAP Committee
Saturday, August 27, 2016

- Personal:** Curiosity Persistence
Patience Time commitment
Familiarity with neighborhood Attention to detail
- Hardware:** Computer or tablet
Printer
- Office:** 3-ring binders
Sheet protectors
Copy/printer paper
- Software:** Up-to-date Internet browser
MS Excel or MS Word (MS Excel tables are easier for this)
- Internet:** Finding STR listings: www.VRBO.com
www.airbnb.com
- Locating STR listings: www.googlemaps.com
- Finding property owners: www.denvergov.org
- Finding where people live: www.dexpages.com
www.whitepages.com
- Finding CO voter registration: <http://coloradovoters.info> (use Mobile Friendly)

Process for finding STR listings:

Airbnb and VRBO listings are different! Be sure to look at both websites! You may find a few overlapping listings, but they won't necessarily be identical.

Individual STR listings will not indicate either an address or a precise location. You may find this information through the description of the property, photos, or the visitor reviews. The map at the end of the listing will give you clues as to the general area.

Apartments and condos are very difficult to locate. You may be able to identify and locate the building, but identifying the exact apartment/condo is very difficult. You may find Google Maps helpful to the search process.

A. VRBO

1. Go to website: www.VRBO.com
2. For place, enter “the name of your neighborhood, Denver, CO, USA”
3. Specify “2 guests”
4. Check “I don’t have dates yet”
5. Click on “search”
6. When page comes up, bookmark it
7. Bookmark individual listings
8. Print individual listings and insert each separately in a sheet protector
9. Organize alphabetically in a notebook
10. Read individual listings and mark pertinent data
11. Look carefully at “location” information and make notes of boundaries
12. Look closely at photos for details on facility exterior
13. Read the reviews, which often contain details about location
14. Walk your neighborhood in the area where you believe an STR is located

B. Airbnb

1. Go to website: www.Airbnb.com
2. For place, enter “Denver, CO, USA”
3. Specify “2 guests”
4. Click on “search”
5. Put a check next to “entire home”
6. Click on “Filters”
7. Go to “neighborhood,” put a check next to your neighborhood’s name
8. Click on “apply filters”
9. When page comes up, bookmark it
10. Bookmark individual listings
11. Print individual listings and insert each listing in a sheet protector
12. Organize alphabetically in a notebook
13. Read individual listings and mark pertinent data
14. Look carefully at “location” information and make notes of boundaries
15. Look closely at photos for details on facility exterior
16. Read the reviews, which often contain details about location
17. Walk your neighborhood in the area where you believe an STR is located

Process for identifying property owners:

If you are able to find the street address for a house or an apartment, then you can use the City and County of Denver’s property records to identify the owner. The owner may be someone other than the host shown on the STR listing.

1. Go to website: www.denvergov.org
2. When page opens, click on “Neighborhood” at the top of the page
3. When Neighborhood page opens, click on “Property Records” in right column

4. Enter property address in specified box. Note that any address that isn't specified as "east," "west," or "south," will require entering "north" in front of the street name. For example, I live on Steele Street. To find my house, one needs to enter the house number and "n" before the street name.
5. When the property address-listing page opens, click on the property address for more complete information about the owner(s).

Process for identifying where owner(s) really live:

1. Use websites: www.whitepages.com or www.dexpages.com
2. Use CO voter registration website: www.coloradovoters.info (use Mobile Friendly)

Special tips for identifying and locating STRs:

1. Reviewers' comments may include references to the STR, such as "the Monroe," "across from Coors Field," "across from Broncos stadium," "two blocks from the #83 bus.
2. Careful attention to the photos can give you helpful clues:
 - a. *the STR itself*
 - construction type—brick, stucco, wood frame, concrete block, siding
 - roofline
 - chimney
 - windows
 - windowsills
 - window boxes
 - railing, column, or roofline on the balcony or porch
 - windows, esp. stained glass, glass block, leaded glass
 - window type—casement, slider, crank
 - window configurations
 - arch over windows or doors
 - design of security door or front door
 - interior window coverings
 - unique furniture on front porch
 - front or back yard views
 - landscaping, fencing, walls
 - absence or number and location of trees and shrubs and size
 - garage or alley view
 - special design features of chimneys, window detail

- b. *view from the STR* of a house/building with distinctive features next door, across the street, across the alley
- construction type—brick, stucco, wood frame, concrete block, siding
 - roofline
 - chimney
 - windows
 - windowsills
 - window boxes
 - railing, column, or roofline on balcony or porch
 - windows, esp. stained glass, glass block, leaded glass
 - window type—casement, slider, crank
 - window configurations
 - arch over windows or doors
 - design of security door or front door
 - interior window coverings
 - landscaping, fencing, walls
 - absence or number and location of trees and shrubs and size
 - special design features of chimneys, windows, doors
3. *Google Maps* may save you time and energy by enabling you to look at the location and street view of possible STRs.

Update spreadsheet by checking VRBO and Airbnb websites regularly—at least, once a month!!