

Building and Engineering Department

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RENTAL HOUSING INSPECTION CHECKLIST

Ordinance# 1476.05 Revised 08/14/23

This list contains the items we inspect for, to preserve quality of life, safety, and good health for our citizens.

OUTSIDE:

- Paint And Siding
- Broken Windows
- Gutters
- Porches, Steps And Railings
- Excessive Outside Junk, Junk Cars, Etc.
- Roof (loose or missing shingles damage)
- Outbuilding Disrepair
- 4" Tall Address Numbers
- Trash Receptacles
- 10. Adequate Off-Street Parking (1 Per Bedroom Plus One)
- No Front Yard Or Tree Lawn Parking

INSIDE:

- Loose Plaster
- Loose Steps And Hand Rails
- Rotted Or Broken, Floorboards, Floor Joists And Supports
- Leaking Basement Walls, Water On Floor
- Test Smoke Detectors - One On All Levels, Plus One Every Bedroom
- Test Co Detectors - One On All Levels
- Fire Extinguishers (Min. Two Lbs. With A Gauge) Mounted On The Wall In Kitchen 48" From Floor
- Leaking Roofs
- Safety Smell For Leaking Gas

Electric:

- Missing Cover On Power Boxes, Junction Boxes, Or Outlets
- Loose Or Bare Wiring
- Poor Service Entrance Cables (Frayed Or Damaged)
- Service Ground – On Exterior
- GFCI Receptacles Required In Kitchen, Laundry, Basements, Garages & Exterior
- Excessive Extension Cords
- Water Heater And Meter Bonding, Straps With #8 Wire Or Larger
- Electric Panel, Each Breaker Must Be Identified, No Open Knock Outs
- Bath Fans Working Or Working Window In Bath
- GFCI Receptacles Labeled When No Ground Wire Available
- Light Fixtures In Damp Areas Require Globes/Covering

PLUMBING:

- Leaking Water Pipes Or Drains
- Leaking Toilets Or Fixtures
- Temperature Pressure Relief Valve 2" To 6" From Floor

HEATING AND AIR CONDITIONING:

- Dirty Or Missing Filters
- Missing Covers On Appliances
- No Temporary Heating Units Of Any Kind
- Chimney In Good Repair
- Proper Vents