

RENTAL INSPECTION CHECKLIST

Checklist must be presented with Rental Inspection Form
Initial each item to confirm compliance

Inspector's Use Only

Lawn/Yard

1. Waste Management provided _____
2. Covered portable waste container provided _____
3. No refuse in Right of Way _____
4. Required landscaping where visible from street or adjacent property comparable to adjacent properties _____
5. Landscaping free of overgrowth _____
6. Exterior sidewalks, walkway, drive, parking area, and all exterior common areas free of holes, depressions, tripping hazards _____
7. No evidence of stagnant water _____
8. No apparent evidence of insect infestation, rodents, vermin, or nesting pests _____
9. Swimming pool (24"+ water) properly maintained, located in back of structure, and properly fenced _____
10. Other facilities and/or equipment provided properly maintained _____

Exterior Structure

Electrical

1. All exterior outlets are GCFI _____
2. No frayed, exposed, unprotected, or uncovered wire _____
3. Lighting fixtures properly maintained _____

Doors and Windows

1. One openable, screened, exterior window free of tears, holes, frame imperfections _____
2. Exterior windows properly fit and weather stripped _____
3. Exterior doors properly fit and weather stripped _____
4. Doors and windows, including glaze, free of cracks, holes, breaks, missing or loose components _____
5. Door and window hardware and frames maintained for intended use _____
6. No exterior hollow core doors _____
7. Replacement doors, if applicable, provide same or better sound transmission rating _____
8. Deadbolt on all swinging doors _____
9. Lock on all sliding doors _____
10. Window or eye viewer (peephole) on front/principal door entrance OR adjacent window with view directly of front door _____

Other

1. No evidence of pests or vermin _____
2. Handrail fastened to wall or balusters on stairs with 3+ steps _____
3. Guardrail and enclosure w/ less than 4in openings through or under on all 30 in + height stairs _____
4. Guardrail and enclosure w/ less than 4in openings through or under on all 30 in + height (from floor/ground) balconies and/or porches _____
5. Foundation is weather-tight, watertight, free of vermin, with no missing material _____

6. Roof and all awnings are weather-tight, watertight, free of vermin, with no missing material including vents and/or boots _____
7. Gutters and drains free of breaks, clogs _____
8. Exterior walls/finish material weather-tight, watertight, free of vermin, with no missing material _____
9. No evidence of broken, rotted, split, or buckling in roof _____
10. No evidence of broken, rotted, split, or buckling on exterior wall _____
11. 4" premises identification numbers clearly posted on building _____

Interior Structure – all rooms and common areas

Electrical

1. Minimum 60 amp electrical service provided _____
2. Panel box properly labeled with no exposed openings _____
3. 2 operational outlets minimum per room _____
4. One permanent light fixture with wall switch or convenience outlet per room _____
5. One permanent light fixture with wall switch or convenience outlet per stairway and hall (fixtures should not require passage through dark areas when illuminated) _____
6. No frayed, exposed, unprotected, or uncovered wire _____
7. Lighting fixtures properly maintained _____
8. No tacked extension cords or makeshift wiring _____
9. Outlets, outlet covers, and fixtures without holes, breaks, cracks _____

Other

1. Total square feet per occupant met (220 sq ft minimum + 100 sq ft for each occupant for more than 2 occupants) _____
2. Common room 120 sq ft minimum _____
3. No evidence of pests or vermin _____
4. All interior doors capable of maintaining privacy _____
5. Stairs stable and free of rot, missing and/or broken steps _____
6. Handrail stable and fastened to wall or balusters on stairs with 3+ steps _____
7. Guardrail and enclosure w/ less than 4 in openings through or under on all 30 in + height stairs _____
8. No loose or torn floor covering on stairway _____
9. No loose or torn floor covering within 3 ft of stairway _____
10. Operational lock on all windows _____
11. Floor free of holes, cracks, breaks, sloping, rot, and peeling paint _____
12. Floor free of water damage _____
13. Interior walls free of holes, cracks, breaks, water damage, and peeling paint _____
14. Ceiling free of holes, cracks, breaks, sagging, rot and peeling paint _____

15. Ceiling free of water damage _____
16. Cabinets free of holes, cracks, breaks and peeling paint _____
17. Plumbing and/or pipe entrance cuts in floors, walls, and/or ceiling sealed _____
18. No 6 in or larger tears in floor covering _____
19. No ¼ in or higher projections in floor _____
20. No evidence floor finish material is severely deteriorated, unsafe, or unsanitary _____
21. One operable carbon monoxide detectors if natural gas or gas appliances (heater, water heater) for every one thousand (1,000) square foot area or less _____
22. No evidence (visual or odor) of mold _____
23. Water and wastewater utilities functional and free of hazard or defect _____
24. Water heater functional and free of breaks, leaks, rust, other defects _____
25. Water heater on 18" platform if outside heated/cooled area _____

Kitchen

1. Suitable space to store food _____
2. Suitable space to prepare food _____
3. Suitable space to serve food _____
4. Fixed sink with hot and cold water and waste water connections _____
5. Sink
 - a. Smooth interior surface with rounded internal angles and corners _____
 - b. Impervious to water and grease _____
 - c. Free of cracks and/or breaks _____
 - d. 1 gallon per minute water flow _____
 - e. GCFI outlets within 6 ft _____
 - f. Faucet free of leaks _____
 - g. Free of leaks under sink _____
 - h. Sink stoppers included _____
6. Appliances provided, operational, clean, with available outlets
 - a. Oven (cooking equipment may not be utilized to provide heat) _____
 - b. Stove or range _____
 - c. Vent hood, properly connected _____
 - d. Refrigerator (40-45 degrees) _____
 - e. Freezer _____
7. Counter free of holes, breaks, cracks, dampness, pests, leaks _____
8. Pantry and/or cupboard free of holes, breaks, cracks, dampness, pests, leaks _____
9. Ceiling or sidewall light fixture with wall switch _____

Bathroom

1. Minimum one (1) permanent GCFI unit _____
2. GCFI outlets within 6ft of water source _____
3. One openable exterior window at least 1 ½ square feet OR mechanical ventilation _____
4. May be accessed without going through a bedroom _____
5. No exterior door access _____
6. Faucets free of leaks _____
7. Toilet, sinks, shower, bathtubs operational and free of cracks or breaks in structure, seals, and glaze _____

8. No evidence of leaks or soft flooring near toilets, sinks, showers, bathtubs _____
9. Sink and toilet provided in half baths _____
10. Toilets securely fastened to floor _____

Bedrooms

1. One exterior, glazed window per room, at least 10 square feet _____
2. One openable exterior window at least 5 square feet _____
3. One person occupancy bedrooms 70 square foot minimum _____
4. Two person occupancy bedrooms 100 square foot minimum _____
5. 7 ft x 7 ft minimum _____
6. Access not required through another bedroom or bathroom _____
7. No exterior door access _____
8. Smoke detector with operational batteries in each bedroom _____

Living Room/ Other habitable rooms

1. One exterior, glazed window per room, at least 10 square feet _____
2. One openable exterior window at least 5 square feet _____
3. 70 square foot minimum _____
4. 7 ft x 7 ft minimum _____
5. Smoke detector with operational batteries in hallways adjacent to bedrooms _____

Laundry Room

1. One openable exterior window at least 1 ½ square feet OR mechanical ventilation _____
2. Appliances operational if provided by owners, agent, or manager _____
3. Dryer exhaust functional and sealed properly _____

Heating, Ventilation, and Air Conditioning Unit

1. Central heating provided and operational _____
2. Tenant controlled heating _____
3. Heating able to reach 70 degrees at 3 ft above floor in center of room _____
4. No solid, liquid, or gas fueled portable heat in use _____
5. Return air chamber holes sealed _____
6. Floor furnace disabled _____

Multi-Unit or Complex

1. Public halls and stairwells naturally or artificially illuminated at all times _____
2. Exterior entry lights are automatic or tenant controlled manual switch _____
3. No inoperable vehicles (vehicles undergoing repair must be titled to resident and repaired within 14 days) _____
4. 4+ units
 - a. Sidewalks, passages, entryways illuminated by fixture _____
 - b. Parking lot illuminated _____
 - c. Cluster mailbox illuminated _____

*All standards must be consistently met unless temporarily necessary for repairs.