

Rental Property Pre-Inspection Checklist

Interior	
<p>Walls and Ceilings</p> <ul style="list-style-type: none"> ○ In good repair ○ Free from holes ○ Free from water damage 	<p>Doors</p> <ul style="list-style-type: none"> ○ Secure ○ Fits frame ○ Proper hardware ○ Weather tight and rodent proof
<p>Floors</p> <ul style="list-style-type: none"> ○ In good repair ○ No holes ○ Structurally sound ○ No trip hazards (ie. torn carpet) 	<p>Sleeping Rooms</p> <ul style="list-style-type: none"> ○ Proper egress or door open to the outside required ○ Floor space shall be no less than 70 square feet with a 7' minimum width ○ Proper light and ventilation ○ Operable smoke detectors
<p>Hallway/Landing</p> <ul style="list-style-type: none"> ○ Clear pathway ○ Handrails/guardrails securely attached. ○ Continuous guardrails required on open sides of landings/stairways 30" or more above grade ○ Grippable handrails ○ Floor covering should be intact and secured to floor ○ Locate a smoke detector within close proximity to sleeping rooms ○ All smoke detectors shall be installed per the manufacturer's installation instructions and its listing. Hard-wired smoke detectors shall be wired to a proper unswitched circuit. <p>Carbon monoxide detector required outside of bedrooms within 10' of doors.</p>	<p>Windows</p> <ul style="list-style-type: none"> ○ No broken/cracked glass ○ Easily openable ○ Capable of being held in position by window hardware ○ Openable windows must have screens in good repair ○ Weather tight ○ Window frame must be free of cracked, chipped, peeling, chalking, or flaking paint and caulk and biological growth
<ul style="list-style-type: none"> ○ Occupancy ○ Occupied sleeping rooms must have proper egress window or door opening to the outdoors. ○ Cellars/crawlspaces shall not be used as habitable space. ○ Basements must meet all permit construction requirements for light, ventilation, egress, etc. prior to being used as habitable space. ○ Adequate hot and cold running water must be provided to all sinks and tubs. ○ All household drains must connect to sanitary sewer ○ 	<p>(occupancy cont.)</p> <ul style="list-style-type: none"> ○ Waste lines must be properly installed, "S" traps not allowed, no flexible style waste lines ○ Hand held showers must have backflow prevention or shorten line to 1-1/2" above spill line ○ No leaking faucets or pipes ○ Unused gas lines must be capped ○ All pipes must be free from defects and obstruction and properly secure and supported.

<ul style="list-style-type: none"> ○ Fire Protection ○ Storage of paint, paper, boxes, rags or other combustible/flammable material not allowed within 10 feet of gas fire appliances (furnaces, water heaters, etc.) ○ Path of egress shall not be blocked by debris, storage, trash, snow, ice or other obstruction. ○ All stairways require continuous, grippable handrails. 	<p>(fire protection cont)</p> <ul style="list-style-type: none"> ○ Building with 3 or more units require fire extinguishers ○ All smoke detectors shall be installed to requirements with working batteries and functional connections. ○ Locate at least one smoke detector on each level, not including crawl spaces and uninhabitable attics
<p>Kitchen</p> <ul style="list-style-type: none"> ○ Hot (120 degrees) and cold running water ○ Kitchen sink must be properly connected to sanitary sewer ○ Kitchen must NOT be used for sleeping purposes ○ No dripping faucets ○ Drains must function properly, free of obstructions ○ Cabinets must be in good repair ○ Supplied or provided appliances must be in good working condition ○ Gas appliances must be connected properly with approved fittings/connectors 	<p>Bathroom</p> <ul style="list-style-type: none"> ○ A tub or shower properly installed, maintained and in good repair with caulking intact ○ A washbasin properly installed, maintained and in good repair with caulking intact. ○ Properly installed toilet with all components intact and properly secured, maintained and functioning, sealed at base. ○ Faucets must have a minimum 1 inch gap above the spill line ○ Bathroom cabinets must be in good repair ○ No leaking faucets ○ Water-impervious flooring ○ Either an openable window or mechanical venting required ○ Hot and cold running water required to each fixture.
<p>Electrical, Mechanical and Plumbing</p>	
<p>Electrical</p> <ul style="list-style-type: none"> ○ Adequate service and outlets ○ Properly installed service panel ○ Fixtures must be intact and properly functioning ○ Extension cords cannot be used in lieu of permanent wiring ○ Cover plates required on all outlets, switches and junction boxes ○ All wiring must be intact and properly maintained. 	<p>Mechanical</p> <ul style="list-style-type: none"> ○ Heating appliance must be properly installed and maintained ○ Temporary heating devices shall not be used as primary source of heat ○ Fuel burning appliance must be connected to an approved chimney, flue or vent ○ You may be required to provide service records of any heating system.
<p>Plumbing</p> <ul style="list-style-type: none"> ○ Faucets must be a minimum 1 inch above spill lines on all fixtures ○ All plumbing must be installed and maintained to code 	<ul style="list-style-type: none"> ○ Gas flex connectors must be Underwriters Laboratory (UL) listed and approved

○ Exterior	
<ul style="list-style-type: none"> ○ Windows and Doors ○ Bug and rodent proof ○ Weather-tight ○ Working hardware ○ Free of defects - no torn/ripped screens 	<ul style="list-style-type: none"> ○ Walls – Exterior ○ Soffit and fascia in good repair ○ House numbers in front (visible from public way) ○ Siding is weather tight and intact
<ul style="list-style-type: none"> ○ Paint ○ Wood surface weather protected ○ NO peeling, chipping, caulking, flaking or other deteriorated paint 	<ul style="list-style-type: none"> ○ Foundation ○ Structurally sound ○ Free of holes or gaps ○ Proper grading
<ul style="list-style-type: none"> ○ Roof ○ Free of leaks ○ Structurally sound ○ No loose or missing shingles 	<ul style="list-style-type: none"> ○ Gutters and Downspouts (pertains to existing) ○ Good condition ○ Properly attached and drain water away from structure
<ul style="list-style-type: none"> ○ Chimney ○ Tuckpointing/mortar in good repair ○ Flue liner in good repair 	<ul style="list-style-type: none"> ○ Porch/Decks ○ Good repair ○ Guard railings required if over 30" above grade