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## RESIDENTIAL RENTAL PROGRAM

### *Preparing for Inspection*

*This list is a guide, a list of commonly found violations. This is not a complete list of violations that could be found.*

#### **EXTERIOR PROPERTY**

- Remove all trash and debris from the exterior property
- Cut all grass and weeds in excess of 10" (ten)
- Doors/Windows in good operable condition
- Steps, decks, porches, and landings in good/safe condition
- Roofs, shingles, eaves, soffits and fascia- all in good repair
- Siding, paint and trim- all in good repair
- Guardrails must be installed, sturdy & weatherproof in any open sided walking area, platform or landing that is more than 30" from the floor/ground below and any guard rail that is installed cannot have any opening greater than 4". Guard rail height should be:
  - 36" tall for any walking area, platform or landing, and at steps/stairs
  - 34" tall from the nosing of the tread for stairs

#### **INTERIOR PROPERTY**

- All sleeping areas must have proper egress- window must be able to remain open under own power (no props used to hold the window in an open position)
- Cover plates on all outlets, switches and junction box
- Heating unit is properly installed and maintained and in safe working condition
- Water heater is properly installed and functioning with a pressure relief valve discharge pipe that extends to 4-6 inches above the floor
- Sanitary conditions throughout all contracted areas/structures: dwelling (bathrooms bedrooms, kitchen, basement, hallways, etc.) porches, shed, garage, etc.- all areas maintained in a manner as to not invite or harbor insects or rodents
- Bathroom facilities- all components in proper working order and in sanitary condition
- All plumbing and sewer lines must be properly attached to appropriate public system
- Smoke detectors: one in or directly outside of each bedroom, one near the heating unit and at least one on each floor
- Carbon monoxide detector: one required in the general area of any fuel-fired appliance or heating system

If you have any questions regarding this list, feel free to contact our office.