

RENTAL HOUSING INSPECTION CHECKLIST



Adopted
January 2004

In the Bathroom

1. Is there a switched light fixture and at least 1 duplex ground fault outlet?
2. Are any outlets within 3 feet of water of the ground fault design?
3. Are all the bathroom fixtures working properly?
4. Is the floor able to be easily kept in a clean, dry condition?
5. Is there an operable window or adequate mechanical ventilation?

Public Halls and Stairways

1. Are passageways and stairways in buildings with more than 4 units adequately lighted at all times?

Smoke Detectors

- 1- Main Floor
- 1- Basement
- 1- Each Bedroom
- 1- Hallway (next to bedrooms)
- 1- Upper Staircase (if you have one)
- 1- Upper level bedroom (if you have one)



Neighborhood Services
10—1st St. NW
Mason City, IA 50401
(641) 421-3380
Fax (641) 421-3623
www.masoncity.net

Plumbing

1. Do plumbing fixtures have adequate water pressure and do they operate properly?
2. Do any supply or drain lines leak?
3. Do all fixtures have proper traps to prevent the infiltration of harmful sewer gases?

In the Basement

1. Are the steps and handrails in good repair? Is there an open side of the stairs? If so, it needs a handrail and intermediate rails no more than 4" apart.
2. In order to be used as a sleeping area, the space must meet the requirement for finished walls and ceilings, ventilations, ceiling height, heating and egress. Escape windows must have a minimum net area of 5.7 square feet and a minimum net clear openable height of 24 inches and width of 20 inches. The finished sill shall be no higher than 44" above the floor.
3. Do clean-out opening and floor drains have proper covers?
4. Is there a switched ceiling or wall-type light fixture?

In the Kitchen

1. Are there 2 separate branch circuits for the kitchen for a minimum of 2 duplex outlets?
2. Is there a switched ceiling or wall-type light fixture?
3. Are any electric outlets within 3 feet of water of the ground fault design?
4. If supplied, is the garbage disposal in operable condition? If not, it must be repaired, replaced, or removed.
5. Is the floor able to be easily kept in a clean, dry condition?
6. If supplied, is the refrigerator, stove, or microwave maintained in safe working condition?

RENTAL HOUSING INSPECTION CHECKLIST



To get a head start, use this checklist prior to your scheduled inspection. Please note that this list is not intended to include every possible violation of the Housing Code, but it does contain violations that are most commonly found during routine inspections.

Outside

1. Is the foundation in good repair?
2. Is the siding and paint in good condition?
3. Does the roof leak?
4. Are the gutters and/or downspouts in a good state of repair and directing rainwater away from the structure?
5. Are the steps (uniform riser height and tread), decks, and landings in good condition?
6. Do any balconies, porches, or landings that are 30 inches or more above grade have guardrails?
7. Are the sidewalks in safe and sound condition?
8. Are any fences in good repair?
9. Is the yard free of junk, trash, and debris?
10. Is the garage and any other accessory structure (such as a shed) in good condition?

Throughout the Housing Unit

1. Are detectors located outside of each sleeping area and on every floor level of the structure (including the basement)?
2. In apartment and rooming house dwellings (3 or more units), are detectors also located in common corridors and at the top of each interior stairway?
3. In apartment and rooming house dwellings, are fire extinguishers properly hung in an area of easy access?
4. Are all combustible materials stored at least 3 feet away from sources of ignition?

Doors

1. Do the exterior doors have locks in working order?
2. Are the exterior doors weather tight?
3. Are any storm or screen doors in good condition?
4. Are the doors in good working order?

Windows

1. Are there any broken or cracked windows?
2. Are the windows weather tight and in good working condition (capable of remaining open without a means of support)?
3. Do the windows have locks in good working order?
4. Do the required openable windows have screens without rips, tears, or holes?
5. Does every sleeping room have an egress window?

Walls, Ceilings, and Floors

1. Are the walls and ceilings properly sealed, free from peeling paint, and capable of being maintained in a sanitary condition?
2. Is the carpet ripped or torn, or otherwise causing a tripping hazard?

2. Does every habitable room have at least a switched light fixture and 2 duplex outlets or 3 duplex outlets? Are the outlets located apart from each other in order to reduce the need for use of extension cords?
3. Are all cover plates for outlets, switches, and junction boxes in place?
4. Are all switches, outlets, and electrical fixtures in good working order?
5. Are there any extension cords running through doorways or under carpets? This is not allowed.
6. Are all outlets within 3 feet of a water source of the ground fault design?

Mechanical

1. Does each room (including bathrooms) have adequate heat? 70 degrees measured at a distance of 3 feet above the floor?
2. Does the heating system operate properly?
3. Has a mechanical contractor or technician inspected the heating unit within the last 2 years? The contractor or technician must complete and submit a status report of heating system.
4. Does the water heater have a temperature pressure relief valve with an extension pipe that extends to within 6-12 inches of the floor?
5. Are all combustion gases vented to the outside?
6. Are there any fuel burning devices located in bathrooms or sleeping areas? This is not permitted.
7. Are there any fuel burning devices located in garages? They must be raised at least 18 inches from the floor.

