



Rental Unit Inspection Checklist

View the full Property Maintenance Code at <https://codes.iccsafe.org/content/IPMC2021P1>

Exterior:

- Deteriorated boards on deck or stairs shall be repaired or replaced. **(304 IPMC)**
- Every handrail and guard on the exterior and the interior shall be firmly fastened and capable of supporting normally imposed loads and shall be maintained in good condition. **(304 IPMC)**
- Street numbers shall be visible from the street or road fronting the property. **(304 IPMC)**
 - 4" min height
 - Contrasting to the background.
 - Min. ½" stroke
- Exterior wood surfaces shall be protected from the elements by covering, painting or treatment. **(304 IPMC)**
- Exterior paint that is peeling, chipping, flaking or abraded shall be eliminated and the surface repainted. **(304.2 IPMC)**
- Roofs and roof flashings shall be sound tight and not have defects that admit rain. **(304.7 IPMC)**
- Gutters shall be in good repair and free from *any* obstructions. **(304.7 IPMC)**
- Inoperative or unlicensed motor vehicle shall not be parked, kept or stored on any premises. **(302 IPMC)**

General:

- Bedrooms shall:
 - Be a minimum of 70 square feet of floor area. **(404.4.1 IPMC)**
 - Contain a minimum of 50 square feet of floor area for each occupant within a single bedroom. **(404.4.1 IPMC)**
 - Not be located in kitchens and non-habitable spaces. (Not in basements without Egress windows) **(404.4.4 IPMC)**
 - Contain at least one openable window. Provide with an insect screen. (April 15- October 15) **(304.14 IPMC)**
 - Contain 2 separate and remote receptacle outlets. **(605 IPMC)**
- Excessive trash and debris must be removed from all living areas. All areas shall be in a clean, and sanitary, condition. **(305.1 IPMC)**
- A safe, continuous and unobstructed path of travel shall be provided from any point in a building to the point of egress and public way. **(111 IPMC)**
- Sidewalks, driveways, and similar areas shall be maintained free from hazardous conditions. **(302.3 IPMC)**
- Repair holes located in the walls and the ceiling. **(305.3 IPMC)**
- Peeling, chipping, flaking or worn paint shall be repaired, removed or covered. **(305.3 IPMC)**
- Cracked or loose plaster, decayed wood and other defective surfaces conditions shall be corrected. **(305.3 IPMC)**
- Carpet must be free of bulges, rips or tears causing a trip hazard. **(305.4 IPMC)**
- Cracks or holes in the foundation. Must be patched or repaired. **(304.5 IPMC)**

Windows/Doors/ Stairs

- No broken window panels allowed. **(304.13 IPMC)**
- Windows must be able to be held open by the hardware provided with the window. (No propping) **(304.13.2 IPMC)**
- Must have at least one operable window provided with a screen located in every room for ventilation. **(403.1 IPMC)**
- Missing or unacceptable handrails or guard railing shall be made compliant to the date they were installed. **(305.5 IPMC)**
- Every interior door shall fit reasonably well within its frame. Hinges shall be properly attached and door shall be easily opened and closed. **(305.6 IPMC)**

Electrical

- All 3 prong receptacles shall be grounded. If not grounded, they can be GFCI protected, or changed back to 2 prong receptacles. **(605.1 IPMC)**
- Replace missing light bulbs in accessible light fixtures. **(605.3 IPMC)**
- Every bathroom shall contain at least one grounded outlet. Newly installed outlets shall be tamper resistant (T.R.) and GFCI protected. **(605.2 IPMC)**
- Light gauge multi-plug extension cords shall be replaced with a power strip with an integral circuit breaker. **(605.4 IPMC)**
- Repair or replace broken or inoperable electrical outlets and switches. If receptacles are replaced, they shall be tamper resistant. **(604.3.1.1 IPMC)**
- Repair or replace broken or missing covers for electrical junction boxes, switches or outlets. **(604.3 IPMC)**
- Missing fuses in electrical service panels or fuses greater than what the wiring can handle will be required to be replaced with the correct amperage for that circuit. **(604.3 IPMC)**
- Repair or replace loosely installed electrical switches or outlets. **(605.1 IPMC)**
- Garbage disposal cord-and-plug connected requires a romex wire protector where the cord enters the disposal and shall be listed for that application. **(605.1 IPMC)**
- If any outdoor receptacles are replaced, they shall be weather resistant (W.R.), tamper resistant (T.R.) and GFCI protected.
- Every habitable space in a dwelling unit shall contain at least two separate and remote receptacle outlets. **(605.2 IPMC)**
- Flexible cords shall not be used for permanent wiring, shall not run through doors, windows, cabinets, or be concealed within walls, floors or ceilings. **(605.4 IPMC)**

Life Safety Systems Cont'd

- Repair or replace non-functioning smoke detectors due to damage or age. Replace missing batteries. **(704.1 IPMC)**

Maintain or install smoke detectors in the following locations:

- In each sleeping room. **(704.6 IPMC)**
- Outside each separate sleeping area in the immediate vicinity of the bedrooms. **(704.6 IPMC)**
- One CO detector outside the sleeping areas in the immediate vicinity of the bedrooms. **(705.1 IPMC)**
- On each additional story of the dwelling, including basements and habitable attics but not including crawl spaces and uninhabitable attics. In dwellings or dwelling units with split levels and without an intervening door between the adjacent levels, a smoke alarm installed on the upper level shall suffice for the adjacent lower level provided that the lower level is less than one full story below the upper level. **(704.6 IPMC)**

If smoke detectors are interconnected, all detectors shall sound when any single station is tripped.

Heating Appliances

- Maintain rated clearances on the sides and 30" from the front of the unit to items stored around the furnace(s) and/or water heater(s). **(603.3 IPMC)**
- Obtain all required permits for the installation of water heaters and furnaces.
- Correct the improper installation of water heater(s) and furnace(s). Common examples of Incorrect installation are: **(505.4 IPMC)**
 - Flues improperly installed.
 - Gas valves and/or unions missing or improperly installed.
 - Improper installation of temperature relief valve and discharge tube on water heaters.
- Heating facilities shall be capable of maintaining 68 degrees within any room. (Measured 3' up from the floor and 3' out from the wall.) Cooking appliances shall not be used to provide space heating to meet this requirement. **(602 IPMC)**

Bathrooms/ Kitchens/ Laundry Rooms

- Thoroughly clean dirty vent fans in both the kitchen and bathroom. **(401.2 IPMC)**
- Repair/replace non-functional vent fans. **(605.1 IPMC)**
- Clothes dryer vents and ducts shall be kept clean and free from debris. **(403.5 IPMC)**
- Must have an operational window, vent fan or other approved means of ventilation in every bathroom. **(403.2 IPMC)**
- Repair all leaky fixtures and/or drains. **(504.1 IPMC)**
- Operation of the fixtures shall be done by their original means. (e.g., no vice grips or pliers to turn the knobs.)
- Every laundry area shall contain at least one grounded type receptacle or a receptacle with GFCI protection. **(605.2 IPMC)**

STATE LAW REQUIRES ALL PLUMBING, ELECTRICAL, OR MECHANICAL WORK PERFORMED ON RENTAL PROPERTIES BE DONE BY A LICENSED CONTRACTOR AND MAY REQUIRE A PERMIT.