



RESIDENTIAL RENTAL INSPECTION CHECKLIST

This checklist is a guideline that the inspector will be following. Any corrections required will be noted on the inspection along with a re-inspection time.

Basement, story below grade

1. Sewer hook-ups (sump pump not connected to sanitary sewer).
2. Heater and flue maintenance.
3. Electrical panel and service sealed and closed.
4. GFCI outlets within 6' of water and exterior.
5. Stairway illumination with switch at top and bottom of stairs.
6. Two means of egress for below grade level sleeping rooms (stairs to first floor and one direct to outside either egress window or door).

Story above grade

7. Smoke detector in each bedroom and in hallway outside of sleeping room, one each floor.
8. Carbon Monoxide Alarms, required outside of sleeping rooms, attached garages and where fossil fuels appliances are located.
9. Fire Extinguisher in each unit .
10. Occupancy of unit (bedroom/70sf for first plus 50sf for each additional person).
11. Exposed incandescent light bulbs in closets within 12" of shelves.
12. Fire separation between units, no holes in walls.
13. Egress doors (working condition and kept closed and not blocked).
14. Egress windows functioning and in good repair.
15. No exposed wires and outlet/switch covers installed.
16. GFCI outlets within 6' of water and exterior.
17. No leaks in plumbing fixtures.
18. Secure and required water closet fixtures.
19. Required interior railings.
20. Unit maintenance and sanitary conditions.
21. Deadbolt thumb latch (key lock on inside not permitted).

Exterior maintenance

22. Required exterior railings and barriers.
23. Property Maintenance (trash, paint, gutters and downspouts, structure in good repair).
24. Emergency services access.
25. Apartment No. posted on exterior (min. 4").
26. Rental License posted on interior common area.
27. Sidewalks in good repair.
28. Required parking area per unit.