



# HOUSING INSPECTION CHECKLIST

This list contains only commonly found violations, and is NOT intended to be a comprehensive list of all violations that may be found. It is recommended you visit your rental property prior to your renewal inspection.



## Exterior Area:

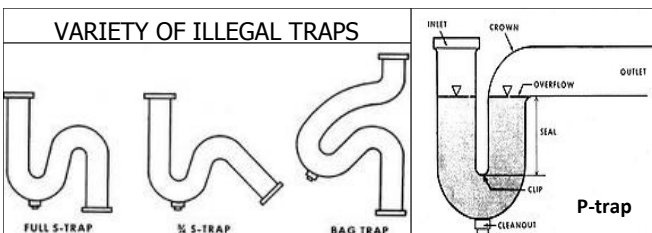
- ⇒ Address numbers visible from public street.
- ⇒ Door viewer or sidelight window present. Light at exterior doors.
- ⇒ Siding free from peeling paint, broken boards, missing pieces.
- ⇒ Windows have no broken/missing glass. Operable windows have screens present or available (off season).
- ⇒ Soffits, gutters and roof are in good repair.
- ⇒ Steps, decks, porch walking surfaces are in good repair.
- ⇒ Required handrails and guardrails are in good condition.
- ⇒ Foundation has no holes; brick/block is not loose.
- ⇒ Yard is maintained and driveways are free of potholes. Vehicles parking on an approved driveway surface.

## Fire Safety:

- ⇒ Smoke detectors test properly and are located in every sleeping room, outside each sleeping room area, and on each floor.
- ⇒ Charged fire extinguisher (type 1A10BC) is mounted on a path of egress between kitchen and an exit to the exterior.

## Plumbing:

- ⇒ No leaks at faucets or drains, toilet is firmly attached, and is not running.
- ⇒ S-traps under sinks are prohibited (unless original metal pipes are still present). Replace with p-trap.



## Electrical:

- ⇒ Habitable rooms: two duplex outlets and an overhead or wall light; if no light, three duplex outlets.
- ⇒ All cover plates and light fixtures are present and in good repair.
- ⇒ Extension cords are not permitted as a permanent electrical source (for example: for refrigerator, fish tank, etc.). Overuse of extension cords indicates need for extra outlets.

## Basement:

- ⇒ Water meter is bonded.
- ⇒ Dryer vent is attached properly and exhausts to outside.
- ⇒ Basements may not be used for living space unless they meet all habitable space requirements. All basement bedrooms or sleeping areas require an egress window.
- ⇒ Clearance for access and fire safety around furnace, water heater and electrical panel is 36 inches minimum.

## Other Interior Spaces:

- ⇒ Operable windows open easily and stay open. Windows must have a sash lock.
- ⇒ Sliding patio doors have a secondary lock.
- ⇒ All sleeping areas have proper egress window.
- ⇒ Walls/ceilings are in good repair.
- ⇒ Floor coverings are in good repair and sanitary.
- ⇒ Interior doors are in good condition, latch and if provided with a lock do not require a key to open from within.
- ⇒ Interior handrails and guardrails are in good condition, new handrails return to wall.
- ⇒ No pest infestations.
- ⇒ Unit is sanitary and no exits are blocked.
- ⇒ All habitable rooms must be able to maintain 68°F.



Example of handrail return

## Multi-Family:

- ⇒ Common areas are maintained, lighting is adequate.
- ⇒ Auto-closures on unit doors and vestibule doors are operational.
- ⇒ Fire exiting lighting is working, and all fire suppression systems have been inspected per required schedule.



## Caution:

This is not a comprehensive list of requirements.

The complete housing code is available at:

[www.kalamazoocity.org/rentalhousing](http://www.kalamazoocity.org/rentalhousing)

**Call 269-337-8026 to schedule your inspection.**