

Property Maintenance Code Inspection Checklist
Rental Interior Inspection

Hallways

305.3 Interior Surfaces

- Walls are free from holes;
- All painted surfaces are intact;
- Surfaces are free from water damage;
- Trim is damage free;
- Walls are free from deteriorating surfaces;
- Wall coverings are properly secured to the surfaces;
- Window sills and frames are free from deterioration;
- Area is free from mold/mildew;
- Floor is in good condition;
- Floor is free from holes

305.4 Stairs Condition

- Stairs are intact;
- Treads are in place;
- Treads are in good condition;
- Treads are secure;
- Stair stringers are capable of supporting imposed loads

306.1 Handrail/guardrail requirements

- Handrail is in place;
- Graspable handrail for full length of stairs;
- Guards are in place for elevated surfaces over 30 inches;
- Guards are capable of supporting imposed loads;
- Any stairs with four or more risers have handrails;
- Spacing on guardrails is less than 4 inches measured from center of guard to center of guard

604.3 Electrical Systems Hazard

- All wiring is properly secured;
- Receptacles are free from objects to allow proper use of the receptacle;
- Wiring is protected from physical damage;
- Open ground receptacles are properly labeled;
- Receptacles are not above the heating elements of the electric baseboard heat;
- Faceplates are installed;

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- Electrical switches operate properly;
- Floor receptacles have flip faceplate covers;
- Receptacles operate properly;
- Receptacles are wired correctly;
- Receptacles are free from burns or melted areas;
- Receptacles in lighting fixtures are disabled or non-functional

605.1 Electrical Equipment maintained

- Electrical components are installed correctly

402.2 Common Hallway lights on all times

- Common hallway lights must be on 24 hours a day, 7 days a week

605.4 Interior light required

- All stairways must have a light

304.13 Window & Door Condition

- Window glass is intact;
- All window components are free from deteriorating and rotting conditions;
- Thresholds are intact and in good repair;
- Weather stripping is in place and in good repair;
- Window prevents the entry of birds and other rodents;
- Windows and doors are free from chipping/peeling paint;
- Window/Door properly fits in the frame;
- Window/Door properly operates as designed;
- Window/Door hardware operates properly;
- Door closes and latches

304.13.1 Window Glazing

- Window glass is intact;
- Window glass is in place

304.13.2 Openable windows

- Window opens;
- Windows stays open on its own hardware

304.18.2 Window Security

- Windows located within 6 feet of a walking surface can lock;
- Lock functions and secures all moving parts of the window

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304.15 Entrance Doors

- Door hardware is in place and capable of performing intended functions;
- All door panels are in good repair;
- Windows in doors are intact;
- Screen/storm doors are in good condition and have all door components;
- Screen/storm doors are free from rips/breaks and screens are properly secured

305.1 Interior General

- Area is clean;
- Carpet is free from stains, tears, damaged areas;
- Carpet is properly stretched and secured

605.4.1 Light globe/shield protection

- Light fixture that is designed for a globe/shield has globe/shield in place;
- Globe/shield is intact;
- Globe/shield is secured to the fixture

305.6 Interior Doors

- Door fits in frame;
- Door properly functions as designed;
- Door hardware operates and functions are intended;
- Door is attached to frame;
- Door is free from holes;
- Door has all hardware;
- Door latches in the frame

308.1 Infestation

- No evidence of roach/mice/other pests infestation

605.4 Lighting Fixtures

- Minimum of one electric lighting fixture illuminates the stairs with a minimum of 1 foot candle per tread

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