

**Property Maintenance Code Inspection Checklist**  
**Rental Interior Inspection**

## **Rooms**

### ***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

### ***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

### ***304.14 Insect Screens***

- Screens are free from rips and tears

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### **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

### **402.1 Light for Habitable Space**

- Window glass pane area equals to 8% of the floor space

### **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

### **403.1 Ventilation for Habitable Spaces**

- Window opens to the exterior of the property;
- Openable portion of the window square footage is greater than or equal to 45% of the light requirement

### **605.2 Receptacle Requirement**

- Two receptacles are in the room;
- Receptacles are to be separate and remote

### **604.3 Electrical Systems Hazards**

- 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;
- 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

### **602.3 Heat Supply**

- Room maintains a temperature of not less than 65°F

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**305.1 Interior General**

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

**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

**304.15 Exterior 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