City *of* Eastpointe
Rental Inspection Checklist

Rental property inspections are made on a routine basis, usually once every two years. Sometimes it is more convenient to perform maintenance or make repairs *prior* to an inspection, or between tenants, when an inspection is not scheduled.

To Get A Head Start . . . Use this checklist prior to a routine inspection. You may avoid a lengthy inspection and potentially costly re-inspection fees.
Note: This list contains violations that are commonly found during routine inspections. If you have a question about a specific situation or concern, it is suggested that you contact the building department at 586-445-5010.

RENTAL INSPECTION CHECKLIST

Outside
- Are the street numbers visible from the road for each unit? (3 inch high minimum)
- Are the siding and paint in good condition?
- Are the garage and shed in good condition?
- Are the steps, decks, and landings in good condition and safe to use?
- How about the handrails and guardrail? Height at least 34-38 inches, spindles spaced at 4 inches?
- Is garbage properly stored? Exterior premises shall be free from accumulations of rubbish, safe and maintained.
- All sidewalks, walkways and driveways shall be kept in a proper state of repair. (correct trip hazards over ½")
- Grass and weeds properly maintained. Ordinance prohibits a height greater than 6".
- Foundation walls free from cracks, breaks and holes.
- All roofing and flashings must be maintained and weatherproof. Gutters and downspouts shall be maintained and disconnected from storm sewers.
- Windows and doors must be weather tight, have screens and be free from cracks and holes.
- All structures and premises must be kept free from insect and/or rodent infestation.
- No motor vehicle shall be parked or stored that is inoperable or unlicensed.
- Recreation vehicles shall be owned by occupant of the property and stored inside a garage or in a rear or side yard with 3' clearance from property lines.
- Basement hatches or windows and crawl space access covers and vents shall be weather tight and protected against entry of rats.

Throughout the House
Windows
- Replace cracked or broken windowpanes.
- Double-hung windows must stay open without the use of props.
- All operable windows have screens. (No rips, tears, or holes)
- All window frames, sashes, and sills in good condition and weatherproof.

Doors
- All exterior doors tight against the weather.
- Doors open and close easily.
- Screen and storm doors in good condition, with adequate hardware.
- Exterior doors and hardware must be maintained in good condition and doors shall not have double keyed dead-bolt locks.
- Exterior doors shall be illuminated by exterior lights controlled by switches readily accessible.

Walls and floor coverings
- Any holes in the walls, ceilings, or floors repaired in a workman-like manner?
- Are the floor coverings in good condition and easy to clean?
- Is the carpet ripped or torn, or otherwise causing a possible trip hazard?

Electrical system
- Are all cover plates for outlets, switches, and junction boxes in place?
- All receptacles within 6 feet of water source are required to be G.F.C.I. protected.
- Heating equipment requiring electricity shall be provided on a separate circuit. A disconnect switch shall be provided on or adjacent to equipment.
- Stairways require wall-switch-controlled lights at top and bottom of stair (including basements if habitable).
- Electrical system hazards. Where it is found that the electrical system in a structure constitutes a hazard to the occupants or the structure by reason of inadequate service, improper fusing, insufficient receptacle and lighting outlets,

improper wiring or installation, deterioration or damage, or for similar reasons, the code official shall require the defects to be corrected to eliminate the hazard. Eliminate open junction boxes, or spliced electric lines. Many other conditions require electrical repairs or upgrade. Please call if you have any questions, or contact your electrician.

In the Basement

• Stair safety: Broken treads, loose runners, even sizes and heights. • Handrail in place.
• Open side of stairs requires a guardrail with spindles spaced no more than four inches apart.
• Plumbing leaks. Pipes supported. • Check the water heater for a T&P valve and metal drip leg.
• Dryer vented outside. • Washer properly connected and drained.
• Smoke detectors working.
• Every sleeping area in Basement shall have at least one openable window. Sill height to be a minimum of 44" above floor, 5 sq ft of openable area, 3 x 3 exterior landing with weather protection (code compliant egress window). Exception: exterior door to outside is within bedroom.

In the Kitchen

• Sink dripping • Trap leaking • Drains open and clear
• Adequate outlets and circuits (At least one outlet over every counter surface, and GFCI protection within six feet of the sink.)
• Light fixtures have switches
• Mice and rodents need extermination • Proper sanitation

In the Bathroom

- Toilet working properly • Shower, tub, or lavatory dripping faucets
- Proper traps and drains flow easily • Vent fan or operable window
- GFCI outlet.
- Door closes and locks to provide privacy
- Caulk around bathtub and water closet at floor line.
- Remove flexible drain pipe and replace with sold pipe.

In the Living Room

- At least two outlets and a light.

In the Bedrooms

- At least two walls with outlets, or one outlet and one light fixture.

Fire Safety

- Unobstructed means of egress from interior to public way shall be maintained at all times.
- Bars, grilles or screens placed over emergency escape windows shall be releasable from inside without the use of a key.
- Smoke detectors installed inside each bedroom, on the ceiling or wall outside each separate sleeping area in the immediate vicinity of bedrooms, on each floor and in the basement. If there is a separate furnace room, a smoke detector is required in the furnace room spaced a minimum distance of 36" from the furnace.

Mechanical

- Every habitable room shall be capable of maintaining a room temperature of not less than 65 degrees(f) . Temperature shall be measured 3 feet above the floor in the center of the room.
- Appliances: all mechanical appliances and water heating appliances shall be properly installed and maintained in a safe working condition, and shall be capable of performing the intended function.
- All mechanical equipment shall be properly installed and maintained. Install gas shut off valves on water heater, stove, furnace and clothes dryer. Cap open gas lines. Flexible gas connections not allowed at water heater. Hard pipe gas within 6' of clothes dryer.
- Maintain clearance from combustibles around furnace and water heater.

Help

For assistance, please call the Building Department at 586-445-3661. To purchase a copy of the International Property Maintenance Code 2009 contact the International Code Council at: http://www.iccsafe.org/.

Permits

Electrical, mechanical, and plumbing permits are issued by the City of Eastpointe. Forms are available from the Building Department.

Electrical permits are required for any work other than routine maintenance. These will only be issued to a licensed electrical contractor.

Plumbing permits are required for any plumbing work beyond clearing a blocked drain or repairing a leaky faucet. Permits will only be issued to a licensed plumber.

Mechanical (heating and cooling) permits are required for work beyond maintenance on these systems. Permits will only be issued to a licensed mechanical contractor.

Building permits are required for just about anything beyond redecorating. Most building permits will be issued either to a licensed contractor or to the property owner.