



RENTAL DWELLING INSPECTION CHECKLIST

Interior

**VILLAGE OF
PALATINE**
Neighborhood Services Division
200 E Wood Street, Palatine, IL 60067
(847) 202-6673

Smoke Detector/ CO Detector

- Functioning smoke detector must be present and functioning on every floor level within the dwelling
- Functioning smoke detector must be installed on the ceiling or wall outside each separate sleeping area in the immediate vicinity of bedrooms
- Functioning smoke detector must be installed in every bedroom
- Functioning carbon monoxide (CO) installed within 15ft of all bedrooms
- Hardwired smoke detectors must be maintained as such

Doors /Windows /Common Areas

- Doors leading into a garage must self-close and latch
- Apartment doors leading into a common corridor must self-close and latch
- Exterior door locks (interior keyed dead-bolts are prohibited)
- Windows and doors must be easily operable, in good condition and aligned to the frame
- Screens on all windows must be installed between April 15th to October 15th
- Balconies and joists are in good condition free from rotted material and capable of supporting the imposed dead and live loads.

Electrical

- No electrical hazards should be present such as inadequate service, deterioration or damage
- All Ground Fault Circuit Interrupters (GFCI) are functioning
- Pull chain light fixtures are secure and string properly attached
- Breaker box is labeled to its contents
- No open slots or loose breakers in breaker box
- Garbage disposal is functioning and no loose wiring

Plumbing

- Water heating facilities shall be properly installed, maintained and capable of providing adequate amount of water at every faucet (hot water temperature must be maintained not less than 110F)
- All plumbing fixtures must be properly installed and functioning
- No visible water hazards should be present such as back-siphoning or cross connections

Interior Surfaces

- Walls and surfaces shall be maintained in good, clean and sanitary condition
- Walls and ceilings are intact and free from holes or water damage
- Kitchen and bathroom cabinetry shall be maintained in good, clean and sanitary condition
- Floors throughout living spaces are free from cracks and in good repair
- Stairs and walking surfaces shall be maintained in sound condition and good repair
- Handrails must be properly installed and secured to walls

Washer and Dryers (if applicable)

- Dryer must vent to the outside of the dwelling and be free of obstruction
- Area behind dryer and washer is clean, free from dust and other debris

Furnace, Water Heaters and Boilers (if applicable)

- All installations comply with the State Plumbing Code.
- Properly vented to the outside of the dwelling
- Vent pipes are properly attached
- Gas and water lines are installed correctly
- Metallic pipe installed off the water heater relief valve (pipe extended to within 6 inches of the floor)
- No flammable storage located within 3 ft

- Free from rust or any defects

Air Conditioning Units (wall mounted)

- Units are in good working condition
- Unit cover is in good condition and properly installed
- No water leaks observed surrounding unit
- Electrical wiring is in good condition

Pest Control

- No infestation of cockroaches or other pests
- No infestation of mice or other vermin
- No infestation of bedbugs
- Surfaces are free from food or other debris that can cause infestations
- Units are free from rubbish and garbage

General

- All installed appliances (i.e., stoves, refrigerators etc) must be in good working condition
- Basements used as a sleeping space must meet existing code requirements.
- Heat must be maintained at 68 F from September 15th to May 1st
- Living areas should be maintained in a clean, safe and sanitary condition
- Storage throughout living areas should be limited to allow a 3 ft means of egress to each exit and to each room

NOTE:

This list includes most items covered in an inspection, but is not all inclusive.

The property owner or agent is responsible for notifying tenant at least 24 hours before an inspection.