

2021 International Property Maintenance Code
Pre-Inspection Checklist
(Landlord / Owner to review prior to inspection)

Fire Safety

- ___ Is there a working smoke detector in EACH bedroom, in the hallway(s) outside of the bedrooms and on each level, including the basement? (704.2)
- ___ Is the hot water heater and furnace clear (at least 3 feet away) of boxes, other "junk" or flammable materials? (603.3)
- ___ Are all exits free from obstruction inside and outside (personal belongings, junk, shrubbery, etc.)? (702)

Doors & Windows

- ___ Do all exterior doors open and close easily? Are they weather tight? (304.13, 304.15)
- ___ Do they lock and unlock from the **inside** without a key or special knowledge? (304.18.1 & 702.3)
- ___ Do all windows open and stay open? (304.13.2)
- ___ Do all windows close and lock? Are they weather tight? (304.13.1, 304.18.2)
- ___ Are there any broken or cracked windows? Are screens in place and free from tears? (304.14)
- ___ Do all rooms used for sleeping have a window? Or two means of approved egress from such room? (403.1, 702.4)

Walls, Ceilings and Floor

- ___ Are the walls, window sills and ceilings clean and free from peeling paint or wallpaper? (305.3)
- ___ Are the floors structurally sound? (305.4)
- ___ Is the flooring (carpet, vinyl, wood, etc.) clean and in good condition, i.e. thresholds in place, no rips or other tripping hazards, no missing tiles? (305.4)
- ___ Are there proper globes/diffusers/covers on all light fixtures? (605.1)
- ___ Are there light fixtures in all halls, stairways, laundry rooms and furnace rooms? (605.3)
- ___ Does every set of stairs with more than four steps have a graspable handrail on at least one side? This includes stairs to a basement or attic and exterior stairs. (307.1)
- ___ Are handrails and other railings firmly attached with no loose or missing spindles? (305.5)

Heating, Plumbing & Electrical

- ___ Does the Hot Water Heater have a "drip-leg" or pressure relief valve? (505.4)
- ___ Is all fuel burning equipment in good repair and safe condition, properly installed and connected to chimney or vents? (304.11, 603.1, 603.2)
- ___ Are there working GFCI outlets in the Kitchen & Bathrooms? (605.2)
- ___ Is there a working exhaust fan or a window in each bathroom? (403.2)
- ___ Do all outlets, switches and panel boxes have covers? (605.1)
- ___ Are there two outlets in each room and one in the bathroom? (605.2)
- ___ Do all taps run (hot & cold) and toilets flush? Is the plumbing properly vented? (505.1, 506.1)
- ___ Do any pipes leak or faucets drip? (504.1)

Exterior

- ___ Does each unit have address numbers that are clearly visible from the street (at least 4" high)? (304.3)
- ___ Is the exterior in good repair? Is the siding, brick or paint free of chips or deterioration? (304.2)
- ___ Is the roof in good repair with no leaks? No overhanging tree limbs or branches? (304.7)
- ___ Is the chimney in good repair and safe condition? (304.11)
- ___ Is the foundation in good repair, level with no cracking or deterioration? (304.5)
- ___ Are the premises free of infestation such as insects, rats and/or other vermin? (302.5)

This checklist is NOT an all-inclusive list but a list of those items that are commonly overlooked. It is to be used as a guide to help you pass your inspection.