

RESIDENTIAL RENTAL INSPECTION PROGRAM PRE-INSPECTION CHECKLIST

Chapter 180 – Residential Rental Operating Licenses states the Code Official reserves the right to inspect property at any time to ensure compliance with all property maintenance (Chapter 174), Building Construction (Chapter 88), Zoning (Chapter 230) and other City Codes. Below is more information on the more common property maintenance inspection items. This document should be reviewed by the property owner prior to an inspection taking place to ensure these items are in good repair and in working order.

PM.302.4 Weeds YES NO

The property should not contain grass over 6 inches in height and should be free from vines and overgrowth on fences, houses and accessory structures.

PM.302.7 Accessory Structures YES NO

Accessory Structures, including sheds, detached garages, fences, etc, shall be structurally sound and in good repair.

PM.302.8 Motor Vehicles YES NO

No inoperative or unlicensed motor vehicle shall be parked, kept or stored on any property.

PM.304.2 Protective Treatment YES NO

Exterior surfaces shall be maintained in good condition. Exterior wood surfaces, other than decay resistant woods, shall be protected from the elements and decay by painting or other protective covering or treatment. Peeling, flaking and chipped paint shall be eliminated and surfaces repainted.

PM.304.3 Premises Identification YES NO

Each property shall have the approved address numbers placed in a position to be legible and visible from the street. Numbers shall not be less than 4 inches in height with a minimum stroke width of 0.5 inch.

PM.304.4 Structural Members YES NO

All supporting members shall be structurally sound.

PM.304.5 Foundation Walls YES NO

Foundation walls shall be maintained free from cracks and breaks and shall be structurally sound.

PM.304.6 Exterior Walls YES NO

Exterior walls shall be maintained free from holes, breaks and loose or rotting materials and maintained weatherproof and properly surface coated where required to prevent deterioration.

PM.304.7 Roofs and Drainage YES NO

Roofs shall be structurally sound and should not admit rain.

PM.304.9 Overhang Extensions

YES NO

Canopies, marquees, signs, metal awnings, fire escapes, standpipes, exhaust ducts and other overhang extensions shall be maintained in good repair and properly anchored so as to be kept in a sound condition.

PM.304.10 Stairways, Decks, Porches, Balconies

YES NO

Every stairway, deck, porch and balcony shall be maintained structurally sound, in good repair, with proper anchorage and capable of supporting the imposed loads.

PM.304.11 Chimneys and Towers

YES NO

Chimneys should not be missing or contain loose or broken bricks and should be free from any defects.

PM.304.13 Windows, Skylight, and Door Frames

YES NO

Every window, skylight, door and frame shall be kept in sound condition, good repair and weather tight.

PM.304.13.1 Glazing

YES NO

Glazing material shall be maintained free from cracks and holes.

PM.304.13.2 Openable Windows

YES NO

Windows must be in good working order and able to open and remain open without support.

PM.304.14 Insect Screens

YES NO

Insect screens, or approved alternative, must be on every window without holes, rips and tears. Screens must be provided from April 1 to October 1 each year.

PM.305.3 Interior Surfaces

YES NO

Floors, walls and other interior surfaces should be maintained in good, clean and sanitary condition and should be free from any defects.

PM.305.4 Stairs and Walking Surfaces

YES NO

Stairs and walking surfaces must be in good repair.

PM.305.5 Handrails and Guards

YES NO

Handrails must be installed where required and in good repair.

PM.305.6 Interior Doors

YES NO

Interior doors must be in good repair

PM.308.1 Accumulation of Rubbish and Garbage

YES NO

The property should be free from accumulation of trash, including tires, construction debris, indoor furniture, etc.

PM.308.3.2 Rubbish and Garbage Containers

YES NO

Each unit shall have City approved containers.

PM.309.1 Infestation

YES NO

The dwelling must be free from bugs, insects and rodents.

PM.404 Occupancy Limitations

YES NO

Dwelling units shall be arranged to provide privacy and be separate from other adjoining spaces. Minimum room widths and heights must be maintained. Every bedroom and living room must adhere to the light, ventilation and spacing requirements. Sleeping areas shall be inspected for overcrowding conditions.

PM.403.5 Clothes Dryer Exhaust

YES NO

Clothes dryer exhaust systems shall be independent of all other systems and shall be exhausted outside the structure in accordance with the manufacturer's instructions.

PM.504.1 Plumbing Systems and Fixtures

YES NO

Plumbing Fixtures shall be properly installed and maintained in good working order and shall be kept free from obstructions, leaks and defects.

PM.505.1 Water System

YES NO

Every sink, lavatory, bathtub or shower, drinking fountain, water closet or other plumbing fixture shall be properly connected to either a public water system or an approved private water system.

PM.602.3 Heat Supply

YES NO

Heat supply must be in good working order and able to heat each room at an average temperature of 68 degrees Fahrenheit

PM.603.1 Mechanical Appliances

YES NO

Mechanical appliances, fireplaces, cooking 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.

PM.603.2 Removal of Combustion Products

YES NO

Fuel burning equipment and appliances shall be connected to an approved chimney or vent.

PM.604.3 Electrical System Hazard

YES NO

The unit shall not contain electrical hazards including inadequate service, improper fusing, insufficient receptacle and lighting outlets, improper wiring installation, deterioration or damage or for similar reasons. Electrical equipment, wiring and appliances shall be properly installed and maintained in a safe and approved manner.

PM.701.2 Fire Safety Requirements

YES NO

Systems, devices, and equipment to detect a fire, actuate an alarm or suppress or control a fire shall be maintained in an operable condition at all times. Fire-resistance rating of fire-resistance-rated walls, fire stops, shaft enclosures, partitions and floors shall be maintained.

PM.702.3 Locked Doors / Egress

YES NO

All exterior doors must be in good working order and able to lock.

PM.704.2.1.2 Smoke Detector

YES NO

Smoke detectors must be installed on the ceiling or wall outside each separate sleeping area, in each room used for sleeping, and in each story within the dwelling unit (including the basement). Carbon monoxide detectors must be installed as required by Delaware Code, Title 16, Chapter 66, Fire Prevention.

PM.302.3 Sidewalks and Driveways

YES NO

Sidewalks and driveways shall be kept in a proper state of repair, maintained free from hazardous conditions. All vehicles must be parked on an approved parking surface. Approved parking surfaces include crushed stone, gravel or similar material at a depth approved by the Code Official, asphalt, concrete, brick, paving block or similar durable dustless surface. **Grass or dirt surfaces are not approved surfaces.**

*****Please note that this is not a complete list of items covered under a residential rental inspection but cover the more common violations.*****