

# **VILLAGE OF ROMEOVILLE POLICE DEPARTMENT**

## **RESIDENTIAL RENTAL PROPERTY INSPECTION FORM**

**ADDRESS:**

**NAME:**

**PHONE:**

**INSPECTION DATE & TIME:**

**REINSPECTION DATE & TIME:**

**INSPECTOR:**

### **A. EXTERIOR PREMISES**

1. Free of accumulation of trash/garbage
2. Grass & weeds below six (6) inches
3. Accessory structures in good repair
4. Free of junk or disabled vehicles
5. Handicapped parking and access present (Multi-Family)
6. Concrete walkway and/or garage floor on private property required to be in good repair

### **B. EXTERIOR STRUCTURE**

1. Street number on dwelling
2. Patios, decks and porches maintained and in good repair
3. Exterior surfaces in good repair
4. Foundation free from cracks and breaks
5. Windows & door hardware/frames weather tight and in good repair
6. Glazing free of cracks and holes
7. Screens are in good repair and required 4/1 - 11/1

### **C. INTERIOR STRUCTURE**

1. Walls free of peeling wallpaper or paint, cracks or holes
2. All floors impervious to water and in good repair
3. Crawl space free of dampness
4. All areas required to be free of any object that would hinder the performance of effective inspection
5. No evidence of insect, pest or rodent harborage
6. Exit doors easily opened from the inside
7. Stairways safe and in good repair
8. **All stairs 4 risers or more required to have handrail not open at ends**
9. **Guard rail not less than 36" high**
10. **Under stair storage required to be drywalled, taped, and mudded. Only required in basements if finished**
11. **All windows required to be properly functioning with hardware in good repair and lock**
12. **All doors required to be properly functioning with hardware in good repair**

### **D. LIGHT AND VENTILATION**

1. At least one window in every habitable space
2. All exhaust fans required to be properly functioning
3. All common areas properly illuminated
4. Clothes dryer vented to outside

### **E. SPACE REQUIREMENTS**

1. **Finished basement is required to have an egress window if there are any bedrooms the egress windows must be in those rooms. (Sill 44" in height or less with net clear opening of 5 sq. ft. minimum of 20" in width and minimum of 24" in height.**
2. **Every sleeping room not less than 70 sq. ft.**
3. **Ceiling height not less than 7 feet**
4. **No habitable room less than 7 feet wide**

**PASS FAIL**

### **F. PLUMBING**

1. Hot and cold running water at all sinks
2. No leaky taps or traps
3. Hot water left, Cold water right, turn off counter clockwise
4. All toilets flush properly
5. Adequate water pressure at all taps

### **G. HEATING / MECHANICAL FACILITIES**

1. Hot water heater vented to flue
2. 3/4" copper or galvanized extension pipe required at the relief valve
3. Water supply at the water heater required to be galvanized or copper or PVC (Galvanized or Copper lines must be grounded)
4. Furnace properly vented to chimney or flue
5. Licensed furnace inspection report provided stating furnace is in good working order
6. All burners in cooking range operate and all knobs required to be present
7. Fireplace chimney unobstructed
8. Fireplace damper operable
9. Range hood operable and free of grease
10. Gas line to water heater required to be hard piped (no flexible pipe)
11. Hard piped sediment drip leg in gas line to furnace and water heater

### **H. ELECTRICAL FACILITIES**

1. Required outlets in every habitable space
2. All outlets and switches are covered and outlets are required to be installed securely to the wall
3. Circuit breakers required to be clearly identified and all circuits required to be covered
4. GFCI protected outlets required within 6 ft. of water source, above counter height, inside the garage, and exterior of structures
5. No exposed Romex wiring
6. All GFCI outlets in working order
7. Detached garage has electrical disconnect

### **I. EMERGENCY FACILITIES**

1. **Smoke alarms. Replaceable alarms have sealed lithium battery. Hardwired alarms are exempt from lithium battery but still have an expiration date**
2. **CO required 15 feet from sleeping areas and 1 per level**
3. **Secondary egress from upper floors available**