

# RENTAL INSPECTION CHECKLIST

City of Indianola | Community Development Department • 110 N 1st St P.O Box 299  
comdev@indianolaiowa.gov • Ph: (515) 961-9430 • Fx: (515) 961-9402



<b>Property Owner / Manager</b>				<b>Inspection Date</b>
<b>Property Address</b>				<b>Unit(s)</b>
<b>Tenant Notified Prior?</b>	<b>Y</b>	<b>N</b>	<b>N/A</b>	<b>Inspection Type</b>

## PROPERTY INFORMATION

Address		Zone	
# Units	# Buildings	Year Constructed	
Total Common Areas (sq.ft.)		Total Living Areas (sq. ft.)	

## EXTERIOR

**Y N N/A**

			Are house numbers clearly visible and legible from the street or road fronting the property? Are they a minimum of 4" and of contrasting color? (R319, IPMC 304.3)
			Are exterior windows screened? (IPMC 304.14)
			Are all exterior windows, penetrations, and openings caulked? (402.4.1.2; R703.1.1)
			Are there handrails at stairs with more than 4 risers? Are they secure? (R311.7.8)
			Handrail minimum 34" to maximum 38" above nose of tread to top of handrail (R311.7.8.1)
			Top landing of exterior stairs provided with artificial light source (R303.8)
			Are roof drains, gutters, and downspouts in good repair and free of obstructions?
			Are exterior outlets GFCI protected and rated for outdoor use? Are they protected by an approved enclosure? (NEC 210.8(A+B); E4002.8)
			Is the property free from the accumulation of rubbish or garbage? (IPMC 308.1)
			Are sidewalks, patios, and driveways in safe and sound condition? (ORD 136.04; IPMC 302.3)
			Is the property free from debris, weeds, and tall grasses over the height of 8 inches? (IPMC 302.4)
			If the building is multi-family use, is the building ADA accessible (if constructed after 1992, the building is subject to accessibility guidelines)? (24 CFR Part 100)

## INTERIOR

**Y N N/A**

			Working smoke alarms at every floor, in each sleeping room (R314.3, NFPA 72)
			Working carbon monoxide alarms at each floor, within 10' of each sleeping room (R315.1)
			Handrail minimum 34" to maximum 38" above nose of tread to top of handrail (R311.7.8.1)
			Handrails return to wall with maximum 4-1/2" projection & minimum 1-1/2" clear space from inside of rail to wall (R311.7.1, R311.7.8.2)
			Handrails are graspable (R311.7.8.3)
			Interior stairway has proper illumination, ie. all treads and both upper and lower landings) (R303.7)
			Do the entry doors which provide access to the dwelling unit contain a deadbolt lock with a minimum lock throw of 1 inch? (ORD 154.02.09)
			Are interior surfaces such as windows, doors, walls, and floors in good, clean and sanitary condition and free from peeling, chipping, and/or flaking? (ORD154.02.11)
			Are all operable window sills over 24in in height? (R312)

			Does emergency escape and rescue openings below grade have a window-sill less than 44" from floor to bottom of window opening? Is the opening at least 5.7 square feet? 20x24? (R310.2.1; R310.2.2)
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### KITCHEN

**Y N N/A**

			Is there a switched ceiling or wall type light fixture? (E3903)
			Are all appliances in safe working condition? (IPMC 603.1)
			Are outlets GFCI protected? (NEC 210.8; E3902.6)
			If a garbage disposal is supplied, is it in operable condition? (E4101.3; IPMC 308.3.1)
			Is the electrical whip secured to the bottom of the disposal with a proper electrical connector? (E4101.3)
			Is the outlet the disposal is plugged into properly grounded? (E4001.5; E4002.2; E 4006.13; E4006.13.1)

### BATHROOM

**Y N N/A**

			Is an operable window with a screen or a mechanical ventilation fan provided? (R303.3; IPMC 403.1 (Amended))
			Are public toilet facilities in safe, sanitary, and working condition? (IPMC 502.5)
			Is there at least one ground fault electrical outlet? (NEC 210.8)

### MECHANICAL, PLUMBING & ELECTRICAL

**Y N N/A**

			Are all habitable rooms and bathrooms supplied with heat able to maintain a minimum temperature of 68 degrees F? (IPMC 602.2; IPMC 602.3)
			Do all habitable rooms contain a switched light fixture and 2 duplex outlets (IPMC 605.2)
			Do all outlets, switches and junction boxes contain a cover plate? (IPMC 605.2)
			Are all plumbing fixtures properly trapped and vented? (IPMC 504.1; IPMC 504.3; UPC)
			Are all plumbing fixtures properly installed and maintained in working order? (IPMC 504.1; IPMC 502.1)
			Are anti-scald valves maintained and in working condition? (UPC 408.3)
			Is there a smoke and carbon monoxide alarm within the mechanical/electrical room? (R314.3; NFPA 720; IFC 1103.9; IPMC 705.1)
			Are all of the return air ducts located in areas outside of kitchens, bathrooms and mechanical rooms? (IMC 601.5; IPMC 403.4)

### FIRE SAFETY

**Y N N/A**

			If a multi-family dwelling, are there smoke alarms located every 30 feet in common corridors and at the top of each interior stairway? (704.6.1.2)
			Is there a minimum one 1A10BC minimum rated fire extinguisher provided in a properly mounted, readily accessible location? (NFPA10)
			Is the fire extinguisher less than 10 years old? (NFPA10)
			Is the fire extinguisher current on the inspection tag? (NFPA10)

### MISCELLANEOUS

**Y N N/A**

			If there is a swimming pool containing water more than 24 inches in depth, is there a self-closing and self-latching mechanism for gates and doors? (IPMC 303.1; IPMC 303.2)
			If there is a swimming pool containing water more than 24 inches in depth, is there a 6 foot, unclimbable fence surrounding the pool? (IPMC 303.2)
			If there is a swimming pool, is it in clean and sanitary condition? (IPMC 303.1)

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## WATER HEATER

Fuel Source:		Gallons:	
T&P Relief Hard piped:	Y    N	Water heater flue a minimum 3' away from fresh air intakes:	Y    N
Manufacturer Spec		Manufacturer Spec	
Is there enough clearance inside mechanical room to remove the appliance without having to disconnect or remove any other appurtenance?	Y    N	Is enough clearance provided in front of the appliance to make repairs if needed? (30x30)	Y    N
<b>Notes:</b>			

## Furnace

Fuel Source	Y    N	Furnace flue clearance per manufacturers specifications:	Y    N
Is there enough clearance inside the furnace room to remove the appliance without having to disconnect or remove any other appurtenance?	Y    N	Is enough clearance provided in front of the appliance to make repairs if needed? (30x30)	Y    N
Condition of the furnace filter:	<input type="checkbox"/> <b>Good</b>	<input type="checkbox"/> <b>Okay</b>	<input type="checkbox"/> <b>Bad</b>
<b>Notes:</b>			

## INSPECTION RESULTS

**Failed**

**Temporary Pass**

**Full Pass**

Reasoning:

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