RENTAL DWELLING HOUSING INSPECTIONS

TOWN OF TOWNSEND

A GUIDE FOR LANDLORDS, TENANTS AND PROPERTY MANAGERS ON INSPECTION STANDARDS DURING A RENTAL DWELLING HOUSING INSPECTION.

This checklist was developed to assist property owners, tenants, and property managers on items inspected during a rental dwelling housing inspection and is not meant to be all inclusive. Code references, Guidelines and ordinances are condensed versions of the 2018 Property Maintenance Code, department policy and ordinances as adopted by the Town of Townsend. The check-list contained within this guide is to be considered the **minimum** that a Town of Townsend Inspector will verify.

Exterior Property Areas

Accessory structures including detached garages, fences and walls shall be maintained structurally sound and in good repair (IPMC 302.7)

Sidewalks, driveways, walkways, parking spaces and similar areas shall be kept in a proper state of repair and maintained free from hazardous conditions. (IPMC 302.3)

Grading & Drainage shall be maintained to prevent erosion of soil and to prevent the accumulation of stagnant water. (IPMC 302.2)

Motor Vehicles shall be operative and properly registered and no vehicle shall at anytime be in a state of major disassembly. Vehicles shall not be parked in the grass or other unapproved surfaces. (IPMC 302.8)

Sanitation: All exterior property and premises shall be maintained in a clean, safe, sanitary condition and free from any accumulation of rubbish or garbage. (IPMC 302.1)

Grass & Weeds: All premises and exterior property shall be maintained from weeds, plant growth and grass height in excess of 6 inches. Noxious weeds re prohibited. (IPMC 302.4)

Exterior Dwelling

Doors: Door assemblies and hardware shall be maintained in good condition. All means of egress doors shall be readily openable from the egress side without the need for keys, special knowledge, or effort. (IPMC 304.15)

Deadbolt Locks: Doors providing access to a rented or leased dwelling unit shall be equipped with a deadbolt lock with a lock throw of not less than 1 inch and openable from the side of egress without the need for keys, special knowledge or effort. (IPMC 304.18.1)

Exterior Dwelling (continued)

Windows, skylights, and door frames: shall be kept in sound condition, good repair and weather tight. (IPMC 304.13)

Insect Screens: During the period of March 1 to November 30, every door, window and other outside opening for ventilation shall be supplied with tightly fitted screens in between. (IPMC 304.14)

Roofs, drainage, and flashing shall be sound, tight, and not have defects that admit rain. Gutters and downspouts shall be maintained in good repair and free from obstructions. Roof water shall not be discharged in a manner that creates a public nuisance. (IPMC 304.7)

Exterior Walls shall be free from holes and rotting materials; and maintained weatherproof and properly surface coated to prevent deterioration. (IPMC 304.6)

Foundation Walls shall be maintained plumb and free from open cracks and shall be kept in such condition so as to prevent the entry of rodents. (IPMC 304.5)

Stairways, decks, porches, and balconies shall be structurally sound and capable of supporting the imposed loads. (IPMC 304.10)

Handrails and guardrails shall be firmly attached and capable of supporting normally imposed loads. (IPMC 304.12)

Premises Identification: Dwellings shall have address numbers that are plainly legible and visible from the street and contrast with their background. Numbers shall be minimum stroke width of 0.5 inch and a minimum of 4 inches in height. (IPMC 304.3)

Interior Dwelling

Interior structure and equipment therein shall be maintained in good repair, structurally sound and in sanitary condition. (IPMC 305.1)

Interior Surfaces including windows and doors, shall be maintained in good, clean and sanitary condition. Peeling/chipping paint shall be repaired. Cracked plaster and decayed wood shall be corrected. (IPMC 305.3)

Interior Doors: Every interior door shall properly fit within the frame and open and close easily. The door shall properly and securely attach to jambs, headers, or tracks. (IPMC 305.6)

Handrails and guards shall be firmly fastened and capable of supporting normally imposed loads. (IPMC 305.5)

Plumbing Fixtures must be properly installed and free from obstructions, leaks, defects and be maintained in a safe and sanitary condition. (IPMC 504.1)

Interior Dwelling (continued)

Water system: Sinks, lavatories, laundry facilities, bathtubs and showers shall be supplied with hot and cold running waters. (IPMC 505.1)

Water heating facilities shall be capable of providing adequate water to be drawn at a temperature of not less than 110 degrees F. An approved temperature and pressure relief valve and discharge pipe shall be installed and maintained. A gas-fired water heater shall not be located in any bathroom, toilet room, bedroom, or other occupied room normally kept closed, unless adequate combustion air is provided. (IPMC 505.4)

Mechanical appliances shall be properly installed and maintained and shall be capable of performing the intended function. (IPMC 603.1)

Removal of combustion products: All fuel burning equipment and appliances shall be connected to an approved chimney or vent, unless labeled for unvented operation. (IPMC 603.2)

Heat Supply: Dwellings shall be provided with heating facilities capable of maintaining a room temperature of 68 degrees F in all habitable rooms. (IPMC 602.2)

Ventilation: Every bathroom or toilet room shall be vented by a window or mechanical ventilation system that discharges to the outdoors and shall not be re-circulated. (IPMC 403.2)

Fire Protect ion systems: All Systems, devices, and equipment to detect a fire, actuate an alarm, or suppress a fire shall be maintained in an operable condition. (IPMC 704.1)

Smoke Alarms shall be installed and maintained at the following locations (IPMC 704.6):

1. On the ceiling or wall outside of each separate sleeping area or in the vicinity of bedrooms.
2. In each bedroom or room used for sleeping purposes.
3. In each story of the dwelling, including basements.

Carbon Monoxide Alarms: An approved carbon monoxide alarm shall e installed outside of each separate sleeping area in the immediate vicinity of the bedrooms in dwelling units within which fuel-fired appliances are installed and in dwelling units that have attached garages. (IPMC 705.1 and 705.2)

Lighting Fixtures: Every public hall, interior stairway, laundry room, boiler room and furnace room shall contain at least one electric fixture. (IPMC 605.3)

Receptacles: Every habitable space in a dwelling shall contain at least two separate and remote outlets. Every bathroom shall contain at least one receptacle. (IPMC 605.2)

Ground Fault Circuit Interrupters (GFCI's): GFCI protection is required in all updated bathrooms, toilet rooms and all receptacles servicing kitchen countertop surfaces. (IPMC 605.2)

Panels and circuits directories: must be covered and circuits labeled. Panels must provide adequate service and operate safely. (IPMC 605.1)

Electrical Equipment: Wiring and appliances shall be properly installed and maintained in a safe manner. (IPMC 605.1)

Additional Requirements/Information

- Please allow a 15 minutes grace period for the inspector to arrive at your scheduled inspection.
- Ensure that all utilities (Electric, gas & water) are active prior to the scheduled inspection.
- After a rental dwelling inspection is complete, the property owner/agent will receive a list of violations to be corrected.
- Failure to schedule an inspection may result in a citation being issued and the suspension of your rental dwelling license.
- All work to correct violations must be performed in a workmanlike manner. All required permits must be obtained and all electrical and plumbing repairs must be performed by a town licensed contractor.
- Town of Townsend Codes and Ordinances may be viewed online at http://townsend.delaware.gov
- The 2018 ICC Property Maintenance Code can be obtained at www.iccsafe.org, then click on "Online Building Codes"

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