

# Landlord Rental Checklist



## Yard and Parking Area

- No accumulation of rubbish and garbage (all 2-4 unit buildings must have one Waste Management green toter per unit).
- No overgrown weeds or grass, trees and shrubs trimmed. (This includes alleys & parkways.)
- No illegal exterior storage (including commercial, disabled and unlicensed vehicles).
- Fencing in good condition.
- Walkways and sidewalks maintained in good condition.
- Garage and storage sheds maintained in good condition.

## Exterior of Property

- Property address numbers are clearly displayed. (min. 4").
- Gutters and downspouts are complete and secure.
- No loose bricks on chimney.
- Foundation free of cracks and properly mortared.
- Exterior walls, siding or painting is in good condition.
- Windows are free from breaks or cracks in glass.
- Screens are provided and in good condition.
- Stairway, porch and steps in good condition.
- Doors and locks in working order. (Can exit be made from a locked door without the use of a key? Are there deadbolts on exterior doors?)
- Adequate lighting in public hall or stairway by electric or natural light.

## Interior of Property

- WORKING SMOKE DETECTORS ON EACH FLOOR INCLUDING BASEMENT; WITHIN 15 FEET OF EACH BEDROOM AND IN EACH BEDROOM AND STAIRWAY.**
- WORKING CARBON MONOXIDE DETECTOR WITHIN 15 FEET OF EVERY BEDROOM.**
- Free from rodents and roaches.
- Handrails/guardrails are required on any flight of stairs having more than four risers.
- Porches/balconies 30 inches above grade must have guardrails.
- Windows are operable and will remain open without propping.
- Electrical: panel is not over-fused, service is on and adequate.
- Working Ground Fault Circuit Interrupter (GFCI) in bathrooms and laundry areas, kitchen and other applicable areas.
- Plumbing: are there leaks, IS WATER ON, does water have enough pressure, does it drain properly?
- Mechanical: is a pressure temperature relief valve on water heater, is furnace operating properly, do all gas appliances have a gas shut off?
- Floors must be structurally sound.
- Interior walls need to be in good condition, painted or wallpapered.
- Ceilings need to be structurally sound and in good condition.
- Dwelling unit must be clean, sanitary and fit for human occupancy.
- Kitchen must have shelves for storage, working sink, counter or table for food preparation.
- Overcrowding: Bedrooms occupied by 1 person shall provide 70 sq. ft. of floor area, (minimum dimension of 7ft). each bedroom occupied by more than one person shall contain at least 50 sq. ft. per occupant, and each unit can only be occupied by one family, which is one or two persons or parents with their children and not more than 2 other non related people.
- Heat must be provided to tenants from September 1<sup>st</sup> through May 15<sup>th</sup>.**

Please keep in mind this is just a guide for owners to follow. Please use this as a check list prior to your initial inspection. There are also items that the inspector will look at, and look for, that are not on this list.

For complete information, you should consult the International Property Maintenance Code 2003. If you have any questions related to rental inspections please contact the office of Neighborhood Services at 815-724-4093.

<http://www.cityofjoliet.info/For-Residents/Housing.htm>