



City of Winterset

Residential Rental Housing Inspection Checklist

All residential rental properties within the City of Winterset must be registered and must be regularly inspected according to the schedule in the Administrative Policy. The checklist below is a simplified summary of items that will be inspected during the inspection process. This document should be understood as general guidance to the Residential Rental Housing Inspection Program and should not be construed as legally binding code. More information and references to the Winterset Municipal Code can be found at Winterset.gov/309/residential-rental-housing-inspection-pr.

ADMINISTRATIVE COMPLIANCE

1. Property and units registered with the City of Winterset.
2. Registration and inspection fees paid.
3. Ownership and contact information clearly defined on the registration form.

EXTERIOR AREAS/STRUCTURE

1. Property has house numbers clearly visible from the street.
2. Roof and walls are not deteriorated and do not have peeling paint in excess of 50% of the area.
3. Accessory buildings and fences are in good repair.
4. Doors are operable and able to be locked.
5. Windows and skylights are operable and in good repair.
6. Chimneys appear to be structurally safe and in good repair.
7. Foundation appears to be adequate and in good repair.
8. Property does not have broken, rotten, split, or buckled walls.
9. Stairways, porches, decks, and balconies have flooring, supports, and handrails in good condition.
10. Site appears to have adequate grading and drainage.
11. Known cisterns, wells, or other hazards are fenced, covered, or filled.
12. Property does not have an accumulation of weeds or brush. Yard is properly mowed.
13. Property does not have an accumulation of garbage, junk, or debris.
14. Property does not provide habitation for rodents, wild animals, or other vermin.
15. Property does not have any illegal vehicles on site.
16. Property does not have unsafe storage of combustible materials.

INTERIOR AREAS/STRUCTURE

1. Walls, ceilings, and floors structurally sound and in good repair.
2. The building is maintained in a safe and sanitary condition.
3. All stairs are in sound condition and good repair.
4. Handrails firmly fastened and in good repair for all stairs.
5. All habitable rooms are provided with adequate electrical service for proper illumination.

PLUMBING

1. Rental unit has use of operable kitchen sink, toilet, and bathtub or shower.
2. All applicable plumbing fixtures have hot and cold water and are connected to sanitary sewer system with proper clearance for usage and cleaning.
3. Bathrooms provide adequate privacy and ventilation.
4. Clothes dryer properly vented to the outside in accordance with manufacturer's instructions.

ELECTRICAL/MECHANICAL

1. Electrical service is properly maintained and is sufficient to support the electrical load.
2. Adequate clearance for service is provided on the control side of all HVAC and utility appliances.
3. Each unit has heating facilities capable of maintaining a room temperature of 68 Degrees Fahrenheit in all habitable rooms and bathrooms. Cooking appliances and portable heating units should not be used to provide heating to meet requirements.
4. All electrical equipment, wiring, lighting, and appliances are properly installed and maintained in a safe and approved manner.
5. Electrical panels are accessible, clearly marked, and circuits are properly labeled
6. Fuel fired equipment has appropriate operable flues and shutoff valves.
7. Every habitable room and every bathroom contains at least one (1) properly installed electrical outlet.
8. Every laundry room contains at least one (1) grounded-type receptacle or a ground-fault circuit interrupter (GCFI).
9. There are cover plates on all outlets, switches, and junction boxes.
10. GFCI outlets installed for all outlets within six (6) feet of a water source.

FIRE SAFETY REQUIREMENTS

1. Required in each bedroom, as well as immediately outside of all sleep areas, and each floor has an operable smoke alarm.
2. All sleeping rooms have safe and appropriate access to an operable window for egress.
3. Each unit has an appropriately-sized, 5 pound ABC-rated fire extinguisher – checked and tagged by a qualified service person annually – located 75 feet of the unit's main entrance with a minimum of one (1) per floor, including finished basements.
4. Carbon Monoxide detectors are installed immediately outside of sleeping rooms and on each level. (Only applies to properties with a potential carbon monoxide source).
5. Fire alarm and suppression systems properly installed and operational where required.
6. Two egress routes exist for each floor above the first floor.
7. All means of egress doors and windows are operable without need for keys, special knowledge or effort.
8. All fire resistance ratings of walls, fire stops, shaft enclosures, floors and doors are properly maintained.