



# CITY OF FARMINGTON HILLS

## SINGLE-FAMILY DWELLING RENTAL PROPERTY

### EXTERIOR MAINTENANCE & INSPECTION CHECKLIST

PROPERTY ADDRESS: <b>SAMPLE OF WHAT TO EXPECT AT YOUR EXTERIOR INSPECTION</b>	INSPECTOR NAME:	DATE:
OWNER / AGENT NAME:	Initial <input type="checkbox"/> Renewal <input type="checkbox"/> Photos: <input type="checkbox"/> Yes <input type="checkbox"/> No	TIME:

Inspection of interior of residential rental units may be performed if specified conditions exist subject to City Code Chapter 7, Section 350 (3) (*City Ordinance*). IPMC References = 2015 International Property Maintenance Code.

#### Rental License

- ☐ Operating without a rental registration (*City Ordinance C-7-2014*)
- ☐ No-Show to Scheduled Inspection
- ☐ Other

#### Exterior Property Areas

- ☐ Excessive accumulation of rubbish or garbage (*IPMC 308.1*)
- ☐ Excessive accumulation of stagnant water (*IPMC 302.2*)
- ☐ Sidewalks, walkways, driveways and similar areas; in disrepair/hazardous conditions (*IPMC 302.3*)
- ☐ Weeds, grass, and plant growth in excess of 8" (*IPMC 302.4*)
- ☐ Presence of nuisance insect and/or rodent infestation (*IPMC 302.5 & 309.1*)
- ☐ Any inoperative or unlicensed motor vehicles, in disrepair or major disassembly (*IPMC 302.8*)
- ☐ Exterior surfaces shall be free from any marking, carving or graffiti (*IPMC 302.9*)
- ☐ Disposal of garbage not in approved containers (*IPMC 308.2 & 308.2.1*)
- ☐ **Permit Required (*IPMC 102.3*)**

#### Detached Garages/Accessory Structures (if present)

- ☐ Roof or structure deteriorated or in need of repair (*IPMC 302.7*)
- ☐ Fencing leaning and/or in despair (*IPMC 304.2*)
- ☐ **Permit Required (*IPMC 102.3*)**

#### Swimming Pools, Spas & Hot Tubs (if present)

- ☐ Swimming pools shall be maintained in clean and sanitary condition and in good repair (*IPMC 303.1*)
- ☐ Private swimming pools, spas and hot tubs shall be completely surrounded by a fence or barrier at least 48" (1219 mm) in height above the finished ground level measured on the side of the barrier away from the pool (*IPMC 303.2*)
- ☐ Gates required to have a self-closing/self-latching device to close and latch when released from 6" (pool gates) (*IPMC 303.2*)
- ☐ Self-closing and self-latching gates/doors less than 54", above the bottom of the gate, release mechanism shall be located on the pool side (*IPMC 303.2*)
- ☐ **EXCEPTIONS:** Spas or hot tubs with a safety cover that complies with ASTM F 1346 shall be exempt.
- ☐ **Permit Required (*IPMC 102.3*)**

#### Gutter/Downspouts (if present)

- ☐ Full of debris (*IPMC 304.7*)
- ☐ Gutters / downspout(s) not in working condition (*IPMC 304.7*)
- ☐ Roof drainage creates a public nuisance (*IPMC 304.7*)
- ☐ **Permit Required (*IPMC 102.3*)**

Additional Comments/Notes:

#### Exterior Structure

- ☐ All exterior surfaces to be maintained in a good repair (*IPMC 304.1.1*)
- ☐ All doors, windows, skylights to maintain the exterior envelope weather/water tight and kept in a sound condition and good repair (*IPMC 304.13*)
- ☐ All chimneys and similar appurtenances shall be maintained structurally safe and sound, in good repair and properly anchored (*IPMC 304.1.1 & 304.11*)
- ☐ Property address numbers visible from the street and shall be minimum of 4" (*IPMC 304.3*)
- ☐ Foundation not structurally sound, holes, cracks/deterioration present (*IPMC 304.4 & 304.5*)
- ☐ All exterior walls/siding to be free of holes, breaks, loss/rotted material; maintained weather proof/properly surface coated where required (*IPMC 304.6*)
- ☐ The roofing and flashing shall be sound, tight and not have defects that admit rain (*IPMC 304.7*)
- ☐ All cornices, belt courses, corbels, trim and wall facing and similar decorative features shall be maintained in good repair with proper anchorage (*IPMC 304.8*)
- ☐ Overhangs and extensions to be properly anchored and in good repair; signs, awnings, canopies, etc. (*IPMC 304.9*)
- ☐ From April 1 to Nov. 1, every window or opening for required ventilation of habitable rooms must have window screens (*IPMC 304.14*)
- ☐ All exterior doors, hardware shall be maintained in good repair, capable of locking (*IPMC 304.15 & 702.3*)
- ☐ Basement windows and hatches shall be in maintained to prevent rain, surface water and rodents (*IPMC 304.16, 304.18.2 & 304.18.3*)
- ☐ **Permit Required (*IPMC 102.3*)**

#### Lighting

- ☐ Exposed wiring present (*IPMC 604.3*)
- ☐ Exterior receptacles – No GFCI / will not hold a plug (*IPMC 604.3*)
- ☐ Light fixture(s) inoperative, missing or damaged (*IPMC 605.1*)
- ☐ **Permit Required (*IPMC 102.3*)**

#### Exterior Stairways/Decks/Porches/Balconies and Handrails or Guards

- ☐ In disrepair (*IPMC 304.10*)
- ☐ Not structurally sound (*IPMC 304.10 & 304.12*)
- ☐ Not capable of supporting normally imposed loads (*IPMC 304.10*)
- ☐ Handrail measured height < 30" or > 42" (*IPMC 307.1*)
- ☐ Guardrail measured height < 30" (*IPMC 307.1*)
- ☐ **Permit Required (*IPMC 102.3*)**