

***Reviewing your rental units for compliance with this list could save you from costly reinspections!***

**OUTSIDE**

- ? Are the street numbers visible from the street (3 inch high minimum)?
- ? Is the exterior (siding and/or paint) in good condition?
- ? Are all accessory structures (garage, shed, etc.) in good condition?
- ? Does the roof leak?
- ? Are the steps, decks, and landings in good condition?
- ? Do all balconies, porches, or landings 30 inches or more above grade have guardrails?
- ? Are all fences in good repair?
- ? Are all sidewalks and driveways in safe and sound condition?
- ? Are the gutters and/or downspouts in a good state of repair and directing rainwater away from the structure?
- ? Is the foundation in good repair?
- ? Is the yard free of junk, trash, or debris?
- ? Are there items being stored outside that belong indoors?
- ? Are there inoperable, junk or unlicensed vehicles on the property?
- ? Are any swimming pools maintained in a safe and sanitary condition?

**THROUGHOUT THE DWELLING**

**Fire Safety**

- ? Are smoke detectors located outside bedrooms and on every floor level of the structure?
- ? Are all combustible materials stored at least 3 feet away from sources of ignition?

**Doors**

- ? Do the exterior doors have locks in working order?
- ? Are all exterior doors weather tight and in good working order?
- ? Are all storm or screen doors in good condition?

**Windows**

- ? Are there any broken or cracked windows?
- ? Are all windows weather-tight and in good working condition (capable of remaining open without a means of support)?
- ? Do the windows have locks in good working order?
- ? Do the required operable windows have screens without rips, tears or holes?
- ? Does every sleeping area have an operable window of egress size?

**Walls, Ceilings and Floors**

- ? Are the walls and ceilings properly sealed, free from peeling paint and capable of being maintained in a sanitary condition?
- ? Is the carpet ripped or torn, or otherwise causing a tripping hazard?
- ? Are the floors structurally sound?
- ? Do all habitable rooms have ceilings at least 7 feet in height?

**Electrical System**

- ? Does every habitable room have at least 2 separate and remote outlets?
- ? Are all cover plates for outlets, switches and junction boxes in place?
- ? Are all switches, outlets and electrical fixtures in good working order?
- ? Are there any extension cords running through doorways, across rooms, or under carpets?
- ? Is there adequate circuitry for the unit?

**Mechanical**

- ? Does each room including bathrooms have adequate heat (at least 68 degrees)?
- ? Are all combustion gases vented to the outside?
- ? Are clothes dryers properly vented?

**Plumbing**

- ? Do plumbing fixtures have adequate water pressure and do they operate properly?
- ? Do any supply or drain lines leak?
- ? Do all fixtures have proper traps to prevent the infiltration of harmful sewer gases?

**In the Basement**

- ? Are the steps and handrails in good repair?
- ? In order to be used as a sleeping area, the space must meet the requirements for finished walls and ceilings, ventilation, ceiling height, heating and egress.
- ? Do clean-out openings and floor drains have proper covers?

**In the Bathroom**

- ? Any new/updated bathrooms must have ground fault electrical outlets.
- ? Are all the of bathroom fixtures working properly?
- ? Is the floor able to be easily maintained in a clean, dry, condition?
- ? Is there an operable window or adequate mechanical ventilation?

**Miscellaneous**

- ? Do passageways and stairways in buildings have adequate lighting?
- ? Are there too many people occupying the dwelling based on dwelling and bedroom sizes? (note: the kitchen, halls, and bathrooms are not acceptable habitable spaces)

### **Why a rental permit program?**

Springdale City Council adopted the program to provide for safe and sanitary conditions for those who live in rental dwellings in the City of Springdale. The regulations also protect the property values of the subject property and all properties in the neighborhood.

### **How do I obtain a rental permit?**

Contact the Springdale Building Department at 513-346-5730. An application form will be provided to you. The application must be returned with fees. You will be contacted to schedule an inspection of the property(ies). After successful inspections a permit will be issued to you for each dwelling unit. Each permit is good for one year from issuance.

### **How often will my property be inspected?**

After the initial inspection, your property will be inspected at each change of occupancy but not less than every 2 to 3 years

6/08

## **City of Springdale**



### **Building Department**

11700 Springfield Pike  
Springdale, Ohio 45246  
Phone (513) 346-5730  
Fax (513) 346-5747  
e-mail : [building@springdale.org](mailto:building@springdale.org)

For more information about Springdale's Residential Rental Permit Program or to obtain a copy of the Rental Permit Ordinance and/or Property Maintenance Code call our office at (513) 346-5730 or visit our website at [www.springdale.org](http://www.springdale.org).

# **City of Springdale**



## **RESIDENTIAL RENTAL PROPERTY PERMIT PROGRAM**

### **Inspection Checklist**

#### **Note:**

This checklist is to assist the owner of residential rental property in the City of Springdale with regard to assessing their property for compliance with the Springdale Codes. It is not intended to be a comprehensive list. If you have any questions please contact our office at 513-346-5730 or visit our website at [www.springdale.org](http://www.springdale.org).