



Oelwein Rental Inspection Check List

**General Maintenance**

Description	Passed	Failed
<p><b>Repairs</b>            All repairs shall be done in a workmanlike manner and the site maintained in a safe and sanitary condition. All work must be done in accordance with the City of Oelwein Code, International Building Code, Uniform Plumbing Code, Uniform Mechanical Code and National Electrical Code.</p>		
<p><b>Sanitation</b>            All exterior property and premises shall be maintained in a clean, safe and sanitary condition. The occupant shall keep that part of the exterior property which such occupant occupies or controls in a clean and sanitary condition.</p>		
<p><b>Grading And Drainage</b>            All sidewalks, walkways, stairs, driveways, parking spaces and similar areas shall be kept in a proper state of repair, and maintained free from hazardous conditions.</p>		
<p><b>Sidewalks And Driveways</b>            All sidewalks, walkways, stairs, driveways, parking spaces and similar areas shall be kept in a proper state of repair and maintained free from hazardous conditions.</p> <ul style="list-style-type: none"> <li>• To see what makes a hazard sidewalk that needs replaced, see Article V Sidewalk Construction Section 14-71 Definitions 7</li> </ul> <p>7. The term “hazard” shall mean any public sidewalk exhibiting one or more of the following characteristics:</p> <ul style="list-style-type: none"> <li>A. Vertical separations equal to three-fourths inch or more;</li> <li>B. Horizontal separations equal to three-fourths inch or more;</li> <li>C. Holes or depressions equal to three-fourths inch or more and at least four inches in diameter;</li> <li>D. Spalling over 50 percent of the surface of a single square of the sidewalk with one or more depressions equal to one-half inch or more;</li> <li>E. Spalling over less than 50 percent of a single square of the sidewalk with one or more depressions equal to three-fourths inch or more;</li> <li>F. A single square of sidewalk cracked in such a manner that not part thereof has a piece greater than one square foot;</li> <li>G. A sidewalk with any part thereof missing to the full depth;</li> </ul>		



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<p>H. A change from design or construction grade equal to or greater than three-fourths inch per foot.</p>		
<p><b>Rodent Harborage</b> All structures and exterior property shall be kept free from rodent harborage and infestation. Where rodents are found, they shall be promptly exterminated by an approved process which will not be injurious to human health. After extermination, proper precautions shall be taken to eliminate rodent harborage and prevent further reinfestation.</p>		
<p><b>Accessory Structure</b> All accessory structures, including detached garages, fences, and walls, shall be structurally sound and in good repair.</p>		
<p><b>Protective Treatment</b> All exterior surfaces shall be maintained in good condition. Exterior wood surfaces, other than decay resistant woods, shall be protected from the elements and decay by painting or other protective covering or treatment. Peeling, flaking and chipped paint shall be eliminated and surfaces repainted. All siding and masonry joints as well as those between the building envelope and the perimeter of windows, doors, and skylights shall be maintained weather resistant and water tight. All metal surfaces subject to rust or corrosion shall be coated to inhibit future rust and corrosion. Oxidation stains shall be removed from exterior surfaces. Surfaces designed for stabilization by oxidation are exempt from this requirement.</p>		
<p><b>Structural Members</b> All structural members shall be maintained free from deterioration and shall be capable of safely supporting the imposed dead or live loads.</p>		
<p><b>Foundation Walls</b> All foundation walls shall be maintained plumb and free from open cracks and breaks and shall be kept in such condition so as to prevent the entry of rodents and other pests.</p>		
<p><b>Exterior Walls</b> All exterior walls shall be free from holes, breaks and loose or rotting materials; and maintained weatherproof and properly surface coated where required to prevent deterioration.</p>		
<p><b>Roofs And Drainage</b> The shingles and flashing shall be in good repair and weather tight. No more than three layers of shingles are allowed, unless the fourth layer is already installed and free of defects. Soffit, fascia, and trim must be in good repair and impervious to weather. Roof drainage shall be adequate to prevent dampness or deterioration in the walls or interior portion of the structure. Roof drains, 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.</p>		
<p><b>Stairways, Decks, Porches and Balconies</b></p>		



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<p>Every exterior stairway, deck, porch, and balcony and all appurtenances attached thereto, shall be maintained structurally sound in good repair with proper anchorage and capable of supporting the imposed load.</p>		
<p><b>Chimneys and Towers</b>          All chimneys, cooling towers, smoke stacks and similar appurtenances shall be maintained structurally safe and sound and in good repair. All exposed surfaces of metal or wood shall be protected from the elements and against decay or rust by periodic application of weather coating material, such as paint or similar surface treatment.</p>		
<p><b>Handrails and Guards</b>          Every handrail and guard shall be firmly fastened and capable of supporting normally imposed loads and shall be maintained in good condition, as specified in Section 307 Handrails and Guardrails of the IPMC.</p> <ul style="list-style-type: none"> <li>• Every exterior and interior flight of stairs having more than four risers shall have a handrail on one side of the stair and every open portion of a stair, landing, balcony, porch, deck, ramp or other walking surface that is more than 30 inches (762 mm) above the floor or grade below shall have guards. Handrails shall be not less than 30 inches (762 mm) in height or more than 42 inches (1067 mm) in height measured vertically above the nosing of the tread or above the finished floor of the landing or walking surfaces. Guards shall be not less than 30 inches (762 mm) in height above the floor of the landing, balcony, porch, deck, or ramp or other walking surface.</li> </ul>		
<p><b>Windows, Skylight and Door Frames</b>          Every window, skylight, door and frame shall be kept in sound condition, good repair and weather tight</p>		
<p><b>Openable Windows</b>          Every window other than a fixed window, shall be easily openable and capable of being held in position by window hardware.</p>		
<p><b>Screen</b>          All openable windows in habitual rooms, inclusive of all bathrooms shall be supplied with approved tight fitting screens of not less than 16 mesh per inch. All screen doors required for ventilation shall be supplied with 16 mesh per inch. Every swinging door shall have a self-closing device in good working order.</p>		
<p><b>Doors</b>          All exterior doors, door assemblies and hardware shall be maintained in good condition. Locks at all entrances to dwelling units and rooming units shall tightly secure the door. Locks on means of egress doors shall be in accordance with Section 702.3 of the International Property Code.</p> <ul style="list-style-type: none"> <li>• 702.3 Locked doors. Means of egress doors shall be readily openable from the side from which egress is to be made without the need for keys, special knowledge or effort, except where the door hardware conforms to that permitted by the International Building Code.</li> </ul>		
<p><b>Basement Hatchways</b></p>		



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Every basement hatchway shall be maintained to prevent the entrance of rodents, rain and surface drainage water.		
Outdoor Use of Household Furnishing Household appliances, furniture or furnishings shall not be used, kept, stored or placed outdoors unless such item(s) are designed for outdoor use. For purposes of this section, the term "outdoor" includes a porch that is not completely enclosed by fully intact glass or fully intact screens.		

**General Maintenance Interior**

Description	Passed	Failed
<b>Structural members</b> All structural members shall be maintained structurally sound and capable of supporting the imposed loads.		
<b>Interior Surfaces</b> All interior surfaces, including windows and doors, shall be maintained in good, clean and sanitary condition. Peeling, chipping, flaking, or abraded paint shall be repaired, removed or covered. Cracked or loose plaster, decayed wood, and other defective surface conditions shall be corrected.		
<b>Stair and Walking Surfaces</b> Every stair, ramp, landing, balcony, porch, deck, or other walking surface shall be maintained in sound condition and good repair.		
<b>Interior Doors</b> Every interior door shall fit reasonably well within its frame and shall be capable of being opened and closed by being properly and securely attached to jambs, headers, or tracks as intended by the manufacturer for the attachment hardware.		
<b>Handrails and Guards</b> Every handrail and guard shall be firmly fastened and capable of supporting normally imposed loads and shall be maintained in good condition.		

**Rubbish and Garbage**

Description	Passed	Failed
<b>Accumulation of Rubbish or Garbage</b> All exterior property and the interior of every structure shall be free from any accumulation of rubbish or garbage.		
<b>Disposal of Rubbish</b> Every occupant of a structure shall dispose of all rubbish in a clean and sanitary manner by placing such rubbish in approved containers.		
<b>Rubbish Storage Facilities</b> The owner of every occupied premises shall supply approved covered containers for rubbish, and the owner for the premise shall be responsible for the removal of rubbish.		
<b>Disposal of Garbage</b>		



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Every occupant of a structure shall dispose of garbage in a clean and sanitary manner by placing such garbage in an approved garbage disposal facility of approved garbage containers.		
<b>Garbage Facilities</b> The owner of every dwelling shall supply one of the following: an approved mechanical food waste grinder in each dwelling unit; an approved incinerator unit in the structure available to the occupant; or a garbage container.		
<b>Containers</b> The operator of every establishment producing garbage shall provide, and at all time cause to be utilized, approved leak-proof containers provided with close-fitting covers for the storage of such materials until removed from the premise for disposal.		

**Extermination**

Description	Passed	Failed
<b>Infestation</b> All structures shall be kept free from insect and rodent infestation. Where insects or rodents are found they shall promptly be exterminated by approved processes that will not be injurious to human health. After extermination, proper precautions shall be taken to prevent reinfestation. <ul style="list-style-type: none"> <li>• Owner: The owner of any structure shall be responsible for extermination within the structure prior to renting or leasing the structure.</li> <li>• Single occupant: The occupant of a one family dwelling shall be responsible for extermination on the premise.</li> <li>• Multiple occupancy: The owner of a structure containing two or more dwelling units, a multiple occupancy, or a rooming house shall be responsible for extermination in the public or shared areas of the structure and exterior property.</li> <li>• Occupant: The occupant of any dwelling unit shall be responsible for the continued rodent and pest-free condition of the structure. Exception: where the infestations are caused by defects in the structure, the owner shall be responsible for extermination</li> </ul>		

**Habitable Space**

Description	Passed	Failed
<b>Habitable Space</b> Habitable spaces, hallways, corridors, laundry areas, bathrooms, toilet room and habitable basement areas shall have a clear ceiling height of not less than seven feet. Exception:		



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<ul style="list-style-type: none"> <li>• In one and two family dwellings, beams or girders may be spaced not less than four feet on center and projecting not more than six inches below the required ceiling height.</li> <li>• Basement rooms in one and two family dwellings occupied exclusively for laundry, study or recreation purposes, may have a ceiling height of not less than six feet eight inches with not less than six feet four inches of clear height under beams, girders, ducts, and similar obstructions.</li> <li>• Rooms occupied exclusively for sleeping, study or similar purposes may have a sloped ceiling over all or part of the room, but must have a clear ceiling height of at least seven feet over not less than one-third of the required minimum floor area. In calculating the floor area of such rooms, only those portions of the floor area with a clear ceiling height of five feet or more shall be included. The floor and walls must be impervious to leakage of underground and surface runoff water and be insulated against dampness</li> </ul>		
<p><b>Bedroom Requirements</b> Every bedroom shall comply with the requirements of Sections 404.4.1 through 404.4.5 of the International Property Maintenance Code for Occupancy Limitations.</p>		
<p><b>Basement Exits</b> A basement dwelling or rooming unit shall provide two means of exit with minimum dimensions as described in Section 25-72. Emergency escape or rescue opening.</p>		
<p><b>Sleeping Areas</b> Area for sleeping purposes. Every bedroom occupied by one person shall contain at least 70 square feet of floor area, and every bedroom occupied by more than one person shall contain 50 square feet of floor area for each occupant thereof</p>		
<p><b>Window Area</b> The minimum window area shall meet or exceed that required in Section 402 of the International Property Maintenance Code, except where artificial illumination is supplied sufficient to provide an adequate amount of light at floor level for all habitable area.</p>		
<p><b>Window Open Area</b> The total window area capable of being opened in each room shall equal or exceed the minimum required under Section 403, Ventilation, of the International Property Maintenance Code</p>		

**Heating Equipment and Facilities**

<b>Description</b>	<b>Passed</b>	<b>Failed</b>
<p><b>Mechanical Appliances</b> Mechanical appliances. All mechanical appliances, fireplaces, solid fuel-burning appliances, cooking appliances and water heating appliances shall be properly</p>		



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installed and maintained in a safe working condition, and shall be capable of performing the intended function.		
<p>Winter Temperature</p> <p>When the winter temperature is below 60 degrees Fahrenheit, every dwelling unit shall be provided with heating facilities capable of maintaining a minimum room temperature of 68 degrees at a point of three feet above the floor and two feet from exterior walls in all habitable rooms</p>		

**Flush Water Closet and Basic Plumbing**

Description	Passed	Failed
<p>Rooming Houses</p> <p>At least one water closet, lavatory and bathtub or shower shall be supplied for each four rooming units</p>		
<p>Privacy</p> <p>Toilet rooms and bathrooms shall provide privacy and shall not constitute the only passageway to a hall or other space, or to the exterior. A door and interior locking device shall be provided for all common or shared bathrooms and toilet rooms in a multiple dwelling.</p>		
<p>Public Water Hookup</p> <p>Every sink, lavatory, bathtub or shower, water closet or other plumbing fixture shall be properly connected to either a public water system or to an approved private water system. All kitchen sinks, lavatories, laundry facilities, bathtubs and showers shall be supplied with hot and cold running water</p>		
<p>Water Heater</p> <p>Water heating facilities shall be properly installed, maintained, and capable of providing an adequate amount of water to be drawn at every required sink, lavatory, bathtub, shower and laundry facility at a temperature of not less than 120 degrees Fahrenheit or 49 degrees Celsius. A gas-burning 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. An approved combination temperature and pressure relief valve and relief valve discharge pipe shall be properly installed and maintained on water heaters.</p>		
<p>Water Supply</p> <p>The water supply system shall be installed and maintained to provide a supply of water to plumbing fixtures, devices and appurtenances in sufficient volume and at pressures adequate to enable the fixtures to function properly, safely, and free from defects and leaks</p>		

**Handrails and Guardrails**

Description	Passed	Failed
Handrail Height		





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<p>Handrails shall have a minimum and maximum height of 34 and 38 inches respectively, measured vertically from the nosing of the treads and shall be provided on at least one side of the stairway. All required handrails shall be continuous to the full length of the stairs for four or more risers from a point directly above the top riser of the flight to a point directly above the lowest riser of the flight. Continuous handrails shall be permitted to be interrupted by newel posts at turns and at one location in a straight stairs when the rail terminate into a way or ledge and is offset and immediately continues. Ends shall be returned or shall terminate in newel posts or safety terminals. Handrails adjacent to a wall shall have a space of not less than one and one-half inches between the wall and the handrail</p>		
<p><b>Handrail Graspability</b> Handrails with circular cross section shall have an outside diameter of at least one and one-quarter inches and not greater than two inches or shall provide equivalent graspability.</p>		
<p><b>Guards</b> Guard required: One and two family dwellings with porches, balconies or raised floor surfaces located more than 30 inches above the floor or below grade shall have guards not less than 36 inches in height. Multiple family dwellings with porches, balconies or raised floor surfaces located more than 30 inches above the floor or below grade shall have guards not less than 42 inches in height. Open guards shall have balusters or ornamental patterns such that four-inch diameter sphere cannot pass through.</p>		

**Light and Ventilation**

Description	Passed	Failed
<p><b>Light</b> Light: Every habitable space shall have at least one window of approved size facing directly to the outdoors or to a court. The minimum total glazed area for every habitable space shall be eight percent of the floor area of such room. Wherever walls or other portions of a structure face a window of any room and such obstructions are located less than three feet from the window and extend to a level above that of the ceiling of the room, such window shall not be deemed to face directly to the outdoors nor to a court and shall not be included as contributing to the required minimum total window area for the room.</p> <ul style="list-style-type: none"> <li>Exception: Where natural light for rooms or spaces without exterior glazing areas is provided through an adjoining room the unobstructed opening to the adjoining room shall be at least eight percent of the floor area of the interior room or space, but not less than 25 square feet. The exterior glazing area shall be based on the total area being served.</li> </ul>		
<p><b>Ventilation</b></p>		





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<p>Ventilation: Every habitable space shall have at least one openable window. The total openable area of the window in every room shall be equal to at least 45 percent of the minimum glazed area required in Section 25-65.</p> <ul style="list-style-type: none"> <li>Exception: Where rooms and spaces without openings to the outdoors are ventilated through an adjoining room, the unobstructed opening to the adjoining room shall be at least eight percent of the floor area of the interior room or space, but not less than 25 square feet. The ventilation opening to the outdoors shall be based on a total floor area being ventilated.</li> </ul>		
<p><b>Bathrooms and Toilet</b> Every bathroom and toilet room shall comply with the ventilation requirements for habitable spaces as required by Section 403.1, except that a window shall not be required in such spaces equipped with mechanical ventilation system. Air exhausted by a mechanical ventilation system from a bathroom or toilet room shall discharge to the outdoors and shall not be recirculated.</p>		

**Electrical Service**

Description	Passed	Failed
<p><b>Facilities Required</b> Every occupied building shall be provided with an electrical system in compliance with the requirements of this section and Section 605 of the International Property Maintenance code</p>		
<p><b>Service</b> The size and usage of appliance and equipment shall serve as a basis for determining the need for additional facilities in accordance with the National Electrical Code units shall be served by a three-wire 120/240 volt, single phase electrical service having a rating of not less than 60 amperes</p>		
<p><b>Electrical System Hazard</b> Where it is found that the electrical service in a structure constitutes a hazard to the occupants or the structure by reason of inadequate service, improper fusing, insufficient receptacle and lighting outlets, improper wiring or installation, deterioration or damage, or for similar reasons, the code official shall require the defects to be corrected to eliminate the hazards.</p>		
<p><b>Receptacles Outlets</b> Every habitable space in a dwelling shall contain at least two separate and remote receptacles outlets. Every laundry area shall contain at least one grounded-type receptacle or a receptacle with a ground fault interrupters. Every bathroom shall contain at least one receptacle. Any new bathroom receptacle outlets shall have ground fault circuit interrupter protection.</p>		
<p><b>Lighting Fixtures</b> Every public hall, interior stairway, toilet room, kitchen, bathroom, laundry room, boiler room and furnace room shall contain at least one electric lighting fixture.</p>		



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**Lighting of Stairways**

Description	Passed	Failed
<p><b>Lighting Fixtures</b>            Every common hall and stairway in residential occupancies, other than in one and two family dwellings, shall be lighted at all times with at least one 60 watt standard incandescent light bulb for each 200 square feet of floor area of equivalent illumination, provided that the spacing between lights shall not be greater than 30 feet. In other than residential occupancies, means of egress, including exterior means of egress stairways shall be illuminated at all times the building space served by the means of egress is occupied with a minimum of one footcandle at floors, landings and treads</p>		

**Cooking in Rooming Units**

Description	Passed	Failed
<p><b>Cooking</b>            Unless approved through the certificate of occupancy, cooking shall not be permitted in any rooming unit or dormitory unit, and a cooking facility or appliance shall not be permitted to be present in a rooming unit or dormitory unit.</p>		

**Fire Exits and Fire Protection**

Description	Passed	Failed
<p><b>Stairwell Enclosures</b>            All multiple-dwelling structures shall comply with requirements of International Building Code relating to stairwell enclosures.</p>		
<p><b>Exits</b>            Every dwelling unit shall have at least one means of exit, with minimum headroom of six feet six inches, leading to safe and open space at ground level; every dwelling unit in a multiple dwelling shall have access to two or more means of exit from the second floor and above floors. Where two means of exit are required, one shall be deemed the emergency exit and shall be remote from the primary means of exit or shall be separated by one-fifth of the perimeter of the area served and shall have a clear unobstructed opening leading to a safe open space at ground level. Emergency escape and rescue openings shall have a minimum net clear opening of 5.7 square feet. The minimum net clear opening height dimensions shall be 24 inches. The minimum net clear opening width dimension shall be 20 inches. The net clear opening dimensions shall be the result of normal operations of the opening. Emergency escape and rescue openings shall have the bottom of the clear opening not greater than 44 inches measured from the floor. If the opening is a door, the size of the opening must be a minimum of 24 inches wide and six feet six inches high</p>		
<p><b>Knockout Panels</b></p>		



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<p>All knockout panels in approved exit openings shall be a minimum of ten inches by ten inches in size, shall have only single strength glass, and shall be labeled directly on the panel "emergency exit – break glass", in contrasting colors at least one inch in height, and one-quarter inch stroke. Knockout panels shall be located not more than 42 inches from the floor to the top of the knockout panel and shall permit the lock or latch on the inside of the exit door to be operated quickly and easily. No more than one lock or latch shall be permitted on any approved exit door. No more than one intervening door containing a knockout panel shall be permitted in the exit way from any unit. No new installations of knockout panels shall be permitted.</p>		
<p><b>Lighted Exit Signs</b> Every exit doorway or change of direction of a corridor shall be marked with a lighted exit sign or other approved exit sign, having letters of contrasting color, at least six inches high.</p>		
<p><b>Exit Clearance</b> Every exit way, hall, corridor, or exit door shall be kept completely clear of anything which might prevent east and rapid exit from the building if a fire occurs.</p> <ul style="list-style-type: none"> <li>• Except in single-family and duplex dwellings, type 2A rated fire extinguishers five pound minimum shall be provided on each floor, so located that they will be accessible to the occupants, and spaced so that no person will have to travel more than 75 feet from any point to reach the nearest extinguisher.</li> <li>• All hand fire extinguishers shall be maintained in proper working condition at all times. Fire extinguishers shall be inspected at least once a year and shall have an approved tag showing the date of the last inspection or recharge and the identity of the licensed person inspecting or recharging it.</li> </ul>		
<p><b>Fire Alarm System</b> All fire alarm systems that have been installed shall be maintained in proper working condition at all times. Fire alarm systems shall be inspected at least once a year and shall have an approved tag showing the date of the last inspection and the identity of the licensed person inspecting it. All plans for the installation of a new fire alarm system shall be approved by the fire marshal before the system is installed.</p>		
<p><b>Smoke Detectors</b></p> <ul style="list-style-type: none"> <li>• Every dwelling unit shall have an approved smoke detector on the ceiling wall outside of each separate sleeping area in the immediate vicinity of the bedroom.</li> <li>• Every room used for sleeping shall have an approved smoke detector.</li> <li>• Every story within a dwelling unit, including basements, and cellars, but not including crawlspaces and uninhabitable attics shall have an approved smoke detector. In dwellings or dwelling units with split levels and without an intervening door between the adjacent levels, a smoke alarm installed on the upper level shall suffice for the adjacent lower level</li> </ul>		



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<p>provided that the lower level is less than one full story below the upper level.</p>		
<p><b>Combustible Materials</b>          Combustible materials shall not be stored in furnace rooms or under stairways unless the stairway is protected by a one-hour fire separation.</p>		
<p><b>Open Flame Cooking Devices</b>          Charcoal burners and open flame cooking devices, which produce ashes or embers shall not be operated on combustible balconies or within ten feet of combustible construction with the exception of:</p> <ul style="list-style-type: none"> <li>• One and two family dwellings; or</li> <li>• Where buildings and decks are protected by an automatic sprinkler system; or</li> <li>• The cooking device is an LP-gas burner connected to (one) 20 pound LP gas container.</li> </ul>		

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