

Rental Property Health & Safety Self Certification

The purpose of this checklist is to insure public health, safety, and welfare. Existing structures and premises that do not comply with these provisions shall be altered or repaired to provide a minimum level of health and safety as required. This list is not an exhaustive list. Inspector shall use their discretion when inspecting.

Unite Address/Number:

Owner/Representative:

Date/Time: _____

Initial	Reinspection	
Yes/No	Yes/No	Date

Dwelling Unit:

Must be empty, clean, and move in ready. All possessions and junk from previous tenants should be removed.

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Accessory Structures:

All accessory structures, including detached garages, fences, and sheds shall be maintained structurally sound and in good repair.

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Chimney:

All chimneys and similar structures shall be maintained structurally safe and in good repair.

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Exterior Walls:

All exterior walls shall be free from holes, loose, or rotting materials, maintained, weatherproofed, and properly surface coated to prevent deterioration.

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Foundation Walls:

All foundation walls, crawl space entrances, and vents will be kept in such condition to prevent the entrance of rodents or other vermin, animals, or insects.

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Infestation:

All structures shall be kept free of rats, mice, termites, and other vermin infestation. All structures, in which any infestation is found, shall be promptly exterminated by approved processes that will not be injurious to human health.

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Roof and Gutters:

The roof and flashing shall be sound, tight and not have defects that admit rain. Roof drainage shall be adequate to drain water away from foundation but not pass water to adjacent lots. Gutters and downspouts shall be kept clean and in good condition.

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Steps, stairs, handrails and guards:

Every step, porch, and set of stairs with handrails and guards shall be firmly fastened and capable of supporting normally imposed loads and shall be maintained in good working condition.

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Street Numbers:

Each structure shall have at least three (3) inch high house numbers displayed, to be read from the public right-of-way.

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Weeds:

All premises and exterior property shall be maintained free from weeds or plant growth in excess of twelve (12) inches.

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Windows and Doors:

Every window and door frame shall be kept in sound condition and weather tight. Every window, except fixed windows shall be easily opened and free of cracks. Screens shall be kept in good condition. Doors shall be kept watertight with locks in good usable condition.

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Bathrooms & Toilet Rooms:

Every bathroom shall be ventilated either to a window or mechanical ventilation.

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Cooking and Heating:

All cooking and heating equipment shall be maintained in effective operation.

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	Initial	Reinspection	
	Yes/No	Yes/No	Date
Heating Facilities: Every dwelling shall be provided with heating facilities capable of maintaining a room temperature of 65° Fahrenheit in all habitable spaces.			
Water Heating Facilities: Water heating facilities should 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 110° Fahrenheit.			
Interior Surfaces: All interior surfaces, including windows, doors, walls, and ceilings shall be maintained in good, clean, and sanitary condition. Peeling paint, cracked or loose plaster, decayed wood, and other defective surface conditions shall be corrected.			
Laundry Facilities: Dryer vent pipes shall be free of lint and vent flaps shall be in working order with outside louvers in good condition. Pipes shall be fastened firmly with no sags in pipe run.			
Lighting Fixtures: Every public hall, interior stairway, compartment, bathroom, laundry room, and furnace room shall contain at least one (1) electric lighting fixture.			
Smoke Detectors: A minimum of one (1) approved single-station or multiple station smoke detector shall be installed in each guest room suite or sleeping area. Smoke detectors are required on every story of the dwelling unit including basements.			
Receptacles: Every habitable space in a dwelling shall contain at least two (2) separate receptacle outlets. All receptacles and switches shall be tight in the wall and not recessed where cover is not flush. All cover plates must have all screws tightly fastened. GFCI receptacle protection required in bathrooms.			
Plumbing Fixtures: All plumbing fixtures shall be properly installed and maintained in working order and shall be kept free from obstructions or leaking defects.			
Required Plumbing Facilities: Every dwelling unit shall contain its own bathtub or shower, lavatory, water closet, and kitchen sink which shall be maintained in a sanitary, safe working condition.			
Required Carbon Monoxide: Minimum of one carbon monoxide detector shall be present in a location where the alarm can be heard throughout the unit.			
Required Fire Extinguisher: Where fire extinguishers are required, they shall be properly maintained and tagged.			
Recycling Container: Durable and clearly labeled recycling bin(s) with capacity for all Renters have been provided.			

Comments:

* The signature affixed to this document certifies that the owner or agent has inspected all the units and building exteriors at the property / properties specified and affirms that they are well maintained as detailed in the Self-Certification Checklist. Any falsification of this document or misrepresentation of the true condition of the property is grounds for dismissal from the self-certification program.

Owner/Locat Agent: _____ **Date:** _____

The Rental Housing License is purely governmental in nature, and may not be construed as providing any warranty or representation concerning the condition of the dwelling unit to the tenant or the public, or that the premises are in compliance with all applicable county, state and federal laws and regulations. (Property owner must comply with all City of Hancock Ordinances and Houghton County Building, Fire regulations).