

# RESIDENTIAL RENTAL INSPECTION CHECKLIST

The following matters are standard items for every inspection and property owners are advised to address them pre-inspection to facilitate timely insurance of a Certificate of Compliance. Compliance with other code provisions will be determined upon a case-by-case basis.

- A. Smoke Detectors:** Smoke detectors in operating order on every floor, including the basement and walk-up attics, with stairs. Smoke detectors shall be installed in each room used for sleeping purposes and on the ceiling or wall within five feet (5') of each room used for sleeping purposes, in the hall or area used to access said rooms.
- B. Carbon Monoxide Detectors:** The owner of dwellings with a fossil fuel burning heater or appliance, fireplace or an attached garage must ensure that operational and approved carbon monoxide detectors are placed on each level in the following locations: within five feet (5') of furnaces, heater(s) or fireplace(s), in common hallways of bedrooms and in attached garages.
- C. Handrails and Guardrails:** Handrails and guardrails are required on all stairs exceeding three steps and must be firmly fastened.
- D. Doors:** All doors must be able to be opened from the inside without the use of a key or special knowledge or effort.
- E. Property Address:** The property address must be posted outside and be clearly visible by emergency personnel and shall contrast with the background and be Arabic numerals or alphabetic letters a minimum of four inches (4") in height and five inches (5") in width.
- F. Exterior and Interior of the Building:** Structures, property and equipment must be properly maintained; i.e. foundation, beams and joists, wall finishes, floor membranes, roof, windows, gutters, downspouts, grass, weeds, trash/rubbish, etc.
- G. Kitchen:** Sink with hot/cold running water, stove in safe working condition, floor in good repair, GFCI receptacles in all outlets over counters or islands. All plumbing fixtures maintained in working order free from obstructions, leaks and defects. A properly charged and operational fire extinguisher is required in each unit.
- H. Bathroom:** All plumbing fixtures maintained in working order free from obstructions, leaks and defects; approved sewage disposal system; an operable window or operable ventilation system available. Every unit shall contain its own bathtub and/or shower, lavatory and water closet.
- I. Thermal Standards:** Heating facilities properly installed and capable of heating all habitable rooms, including bathrooms, and maintaining a reasonable room temperature. Kerosene or portable propane heaters are not permitted.
- J. Electrical Standards:** Electric service available, properly installed and maintained as not to create a hazard. All kitchen and bathroom outlets shall be of the GFCI type and satisfactorily tested during inspection.
- K. General Standards:** Third floor dwelling units or sleeping rooms shall have two means of egress. One means may be a collapsible ladder. For third floor or attic spaces to be classified as a bedroom, at least one window must have an operable clear opening of at least 5.7 square feet.
- L. Common Hallways and Stairways:** Common Hallways and stairways in multiple unit buildings shall be lit and have a smoke detector and an operational and approved ABC rated fire extinguisher.

This list includes standard items required of every inspection. Please be advised that the Borough of Mechanicsburg enforces the 2009 International Property Maintenance Code and other relevant codes. The inspector is required to note all relevant code violations, any and all of which may require correction before a Certificate of Compliance is issued.

# Smoke, Carbon Monoxide Alarm, Escape Ladder & Fire Extinguisher Info Sheet

S = Smoke Alarm

C = Carbon Monoxide Alarm, If Fossil Fuel Present or in attached garages

EL = Emergency Escape Ladder – Collapsible Ladders

F = Fire Extinguisher

F Sugg. = Fire Extinguisher, Suggested



**CODE ENFORCEMENT**  
**5 Attachment 1**  
**Borough of Mechanicsburg**  
**Residential Rental Housing Unit Pre-Inspection Checklist**  
[Res. 03-2014, 2/18/2014]

1. The following matters are **standard items for every inspection and property owners are advised to address them pre-inspection in order to facilitate timely issuance of a certificate of compliance.** Compliance with other code provisions will be determined upon a case by case basis.

**A. Smoke detectors** in operating order on every floor, including the basement and walk-up attics, with stairs. Smoke detectors shall be installed in each room used for sleeping purposes and on the ceiling or wall within five feet of each room used for sleeping purposes, in the hall or area used to access said rooms.

**B. Carbon Monoxide Detectors**, the owner of dwellings with a fossil fuel-burning heater or appliance, fireplace or an attached garage must ensure that operational and approved **carbon monoxide detectors are place on each level, in the following locations: within 5-20 feet of furnaces, heater(s) or fireplace(s) and in common area (hall) of Bedrooms, and in attached garages.**

**C. Handrails and guardrails** on all stairs exceeding three steps and must be firmly fastened.

**D. All doors** must open from the inside without the use of key or special knowledge or effort.

**E. The property address** must be posted outside and be clearly visible by emergency personnel and shall contrast with the background and be **Arabic numerals or alphabet letters a minimum of four inches in height and five inches in width.**

**F. Exterior and interior of the building.** Structures, property and equipment must be properly maintained, i.e., foundation, beams and joists, wall finishes, floor membranes, roof, windows, gutters, downspouts, grass, weeds, trash/rubbish, etc.

**G. Kitchen.** Sink with **hot/cold running water, stove** in safe working condition, **floor** in good repair, **GFCI** Receptacles in all outlets over counters or islands. **All plumbing fixtures** maintained in working order free from obstructions, leaks and defects. A properly charged and operational **Fire Extinguisher** is required in each unit.

**H. Bathroom.** **All plumbing fixtures** maintained in working order free from obstructions, leaks and defects; approved sewage disposal system; an **operable window or operable ventilation** system available. **Every unit shall contain its own bathtub &/or shower, lavatory and water closet.**

**I. Thermal standards.** Heating facilities properly installed and capable of heating all habitable rooms, including bathrooms, and maintaining a reasonable room temperature. **Kerosene or portable propane heaters are not permitted.**

**J. Electrical standards.** Electric service available, properly installed and maintained as not to create a hazard. **All Kitchen & Bathroom outlets shall be of the “GFCI” type** and satisfactorily tested during inspection.

**K. General standards.** **Third floor Dwelling Units or Sleeping Rooms shall have two means of egress.** One means may be a Collapsible ladder. **For 3<sup>rd</sup> floor or Attic** spaces to be **classified as a bedroom**, at least one window must have an **operable clear opening of at least 5.7 Sq. Ft.**

**L. Common hallways and stairways** in multiple unit buildings shall be lit and have a smoke detector and an operational & approved (ABC) fire extinguisher.

2. **This list includes standard items required of every inspection.** Please be advised that **the Borough of Mechanicsburg enforces the 2009 International Property Maintenance Code and other relevant codes.** The inspector is required to note all relevant code violations, any and all of which may require correction before a **Certificate of Compliance** is issued.