

City of Clio

505 W. Vienna Street
Clio, Michigan 48420

Rental Property Inspection Report

Introduction

This property inspection checklist will be used as a guide for property compliance with the City's Property Maintenance Code.

The list contains commonly found violations. It is not a comprehensive list of all violations that could be identified. If you have a question about a specific situation, please contact Building and Rental Department at 810-686-7676.

In general, the property premises, exterior of every structure, interior of every structure, and the systems and equipment therein shall be maintained in good repair, structurally sound, and in sanitary condition so as not to pose a threat to health, safety, or welfare of the occupants thereof or neighbors. All appliances shall be capable of performing their intended function.

EXTERIOR	Comments – Corrective Action
<input type="checkbox"/> Address numbers at least 3" high in contrasting colors for each unit with unobstructed visibility from the road.	
<input type="checkbox"/> Driveway and sidewalk in good condition, free of trip hazards and standing water	
<input type="checkbox"/> No driving/parking occurring on unpaved surfaces (lawn/yard areas)	
<input type="checkbox"/> Chimney in good condition; structurally sound, weather tight masonry cap, no rust, no failing mortar joints	
<input type="checkbox"/> Eave troughs clear of debris, free flowing to downspouts with a minimum of a 4 foot extension from foundation wall with adequate surface slope/grade to allow rainwater to drain away from foundation with no ponding of water on the property.	
<input type="checkbox"/> Driveway aprons and sidewalk in good condition, free of trip hazards and standing water	
<input type="checkbox"/> Foundation structurally sound and weatherproof, no open cracks or breaks, all windows operable with no broken glass.	
<input type="checkbox"/> Vents for energy efficient heating unit, domestic water heater or clothes dryer operable and within acceptable setback from eaves, door and window openings	
<input type="checkbox"/> Building exterior walls, roofs penetration, shingles wood trim, eaves, soffits, and fascia in good repair weather-tight with no untreated or uncovered wood surfaces.	
<input type="checkbox"/> Doors weather proofed with proper weather stripping around inside of door jamb with lockable deadbolt, all hardware operable	
<input type="checkbox"/> Screen/storm doors in good condition, no broken or missing glass panes, or torn or missing screens, all closure and locking hardware intact and operable	
<input type="checkbox"/> Patio deck and unit egress steps require graspable handrails on at least one side for the entire length of the stair run where there are four (4) or more risers. Handrails to be mounted 34" – 38" to top measured from stair nosing.	
<input type="checkbox"/> Patio deck, porch, and unit egress steps voids <u>shall be sealed</u> to prevent the entry of rodents or other animals.	

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<input type="checkbox"/>	Decks, porches shall be structurally sound and guardrails shall be present if there is more than a 30" drop to grade, with top rails 36" minimum in height, and no openings between stiles greater than 4" in width.	
<input type="checkbox"/>	Detached outbuildings; garage, pole barn, shed shall be structurally sound, waterproof, and in good condition	
<input type="checkbox"/>	Fencing shall be in good condition in good condition, operable gates if present and comply with local codes.	
<input type="checkbox"/>	Swimming pool on the property, is required to have a 4'-high enclosure fence with a self-closing, self-latching code-compliant gate	
<input type="checkbox"/>	If garage is attached to living quarters, there must be a fire door and frame leading into home; walls and ceiling of garage must have at least a one-hour fire rating 19. GFCI outlets required at all exterior locations	
<input type="checkbox"/>	Sanitary sewer vents project a minimum 6" above roof and all sanitary drain line cleanouts openings accessible	
<input type="checkbox"/>	No rubbish or debris on property except within a trash container on the property	

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INTERIOR	Comments – Corrective Action
<input type="checkbox"/> At least 50 sq ft of bedroom area per occupant (including infants and children), 70 sq. ft. minimum for a one person bedroom	
<input type="checkbox"/> Bathrooms must have a window that opens or a working vent fan	
<input type="checkbox"/> All habitable spaces ceilings must be at least 7'-0" in height; no rooms except kitchens and bathrooms measuring less than 7' in any dimension are not allowed.	
<input type="checkbox"/> Floor coverings clean, in good condition, and free from trip hazards (no ripped/torn carpet) or loose or missing tiles	
<input type="checkbox"/> Interior walls, fire/party walls and floors must be structurally sound with no holes; two-hour fire rated walls required between attached residences	
<input type="checkbox"/> Common hallways in apartment buildings must have emergency lighting and no locks or chains on egress (exit) doors	
<input type="checkbox"/> Egress doors (including doors into hallways in the case of apartments) cannot have double cylinder deadbolts (that is, ones that require a key to be opened from the inside)	
<input type="checkbox"/> Stairs and stairwells must be lit using battery backup exit signage and lighting	
<input type="checkbox"/> Graspable handrails required (on internal of building as well as external) on at least one side for the entire length of the stair run where there are four (4) or more risers	
<input type="checkbox"/> No evidence of rodents, rat, mouse, cockroach or other pest infestation	
<input type="checkbox"/> Enclosed storage areas beneath stairs must be fire-rated. This means the storage area must be completely enclosed with ½" drywall that is taped and spackled. No exposed combustible materials permitted.	
<input type="checkbox"/> Heating, air conditioning and ventilation systems are to be operable with ducts and vents in good condition, and some evidence of recent servicing	
<input type="checkbox"/> Drainage, waste and vent system must have no clogs and no leaks in fixtures, pipes or traps	
<input type="checkbox"/> Ventilation: There must be operable windows or central heat and air conditioning; fans or operable windows in all bathrooms and powder rooms	
<input type="checkbox"/> Water heater and furnace relief valves with open relief valves are prohibited. These must be piped to the drainage system or to another safe location, such as the floor [the open ended of which can be no more than six inches (6") above the floor.	
<input type="checkbox"/> Windows & glazing: no cracks or broken windows permitted; safety glass required for showers, doors and low glass surfaces (i.e. windows, sidelights, etc.)	

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<input type="checkbox"/>	There must be a fire extinguisher (minimum 2 ½ lb. ABC) displaying a current inspection tag in each kitchen apartment or unit.	
<input type="checkbox"/>	All gas or electric stoves must have anti-tilt clips installed	

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	WINDOWS Excluding Bathroom	Comments – Corrective Action
<input type="checkbox"/>	All windows must be operable, hardware must work properly and hold the window in an open position	
<input type="checkbox"/>	All windows must have locking hardware that operates properly, no cracks or broken window panes permitted	
<input type="checkbox"/>	Window sashes, sills, and frames in good condition and neatly painted	

	WINDOWS Bathroom	Comments – Corrective Action
<input type="checkbox"/>	No cracks or broken windows permitted; safety glass required for showers, doors and low glass surfaces (i.e. windows, sidelights, etc.)	
<input type="checkbox"/>	Shower doors shall have tempered glass	
<input type="checkbox"/>	There must be operable windows or central heat and air conditioning, fans or operable windows in all bathrooms and powder rooms	

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BASEMENT	Comments – Corrective Action
<input type="checkbox"/> Basement stairs shall be structurally sound, no trip hazards, handrail in place that extends entire length of stairs. If stiles are used stiles gap shall not be more than 4"	
<input type="checkbox"/> An open side of stairs must have a guardrail at least 30" high with spindles less than 4" apart	
<input type="checkbox"/> Sump pumps shall not drain into any sanitary sewer line. Additionally, sump exterior drain line will have sufficient drop in grade to prevent ponding of water near foundation on the property or cause sump water to encroach on an adjacent property.	
<input type="checkbox"/> Water heater must have a pressure relief valve, drip leg, to within 4" of the floor, and be property vented and only drained to floor.	
<input type="checkbox"/> Heating, air conditioning and ventilation systems are to be operable with ducts and vents in good condition, and some evidence of recent servicing. Condensate lines if applicable will be properly drained .	
<input type="checkbox"/> Dryer correctly vented to the outside using only approved duct materials	
<input type="checkbox"/> No combustible items stored within 3' of furnace or domestic water heater or any other like heating appliance	
<input type="checkbox"/> Washer service water connection and drain properly plumbed. Washer waste water shall be plumbed to the sanitary sewer line and shall not drain to sump pump pit	
<input type="checkbox"/> Basements must have emergency means of egress other than existing stairway) for any areas used as living or sleeping quarters	
<input type="checkbox"/> Water supply system must have no leaks, fixtures must be operable and shutoff valves installed	
<input type="checkbox"/> Drainage, waste and vent system must have no clogs and no leaks in fixtures, pipes or traps	

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ELECTRICAL	Comments – Corrective Action
<input type="checkbox"/> A separate electrical meter base must be provided for each rental unit and properly labeled with each unit identifier	
<input type="checkbox"/> Electrical service panel must be accessible, with no openings in breaker or fuse slots, and in good general condition <i>(NOTE: A Rental Unit Inspection is not an Electrical Certification)</i>	
<input type="checkbox"/> Electric service panels must be properly grounded, drip loops & service cable in good condition and protected where entering building	
<input type="checkbox"/> Receptacles on kitchen counters, bathroom/powder room, clothes washer, unfinished basements, attached garage or other electrified out building that are within 6 feet of a water source must be GFCI protected.	
<input type="checkbox"/> All cover plates for outlets, switches, and junction boxes in place, electrical service boxes and fixtures must be secure and covered (no missing switch or receptacle cover plates); wiring must be in good condition	
<input type="checkbox"/> Electric ranges shall not be hardwired. Electrical receptacle connection will use an appropriate pigtail cord.	
<input type="checkbox"/> There must be at least one working smoke/Co2 detector in each room that is used for sleeping/living purposes. Additional smoke/Co2 detector outside of sleeping areas at the top of all stairway landings.	
<input type="checkbox"/> Smoke/Co2 alarms are permitted to be solely battery-operated in existing buildings where no construction is taking place. If construction or restoration is performed, the wired smoke/Co2 detectors are required.	
<input type="checkbox"/> Hard-wired smoke detector system required in common halls for apartment buildings	
<input type="checkbox"/> Heat supplied by heating unit must be able to maintain all habitable rooms or spaces at a minimum of 68° regardless of outside temperature.	

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	PLUMBING and MECHANICAL	Comments – Corrective Action
<input type="checkbox"/>	All drains work properly (not slow or plugged) and must hold water	
<input type="checkbox"/>	All fixtures in good repair, not rusted or corroded, and operable as designed	
<input type="checkbox"/>	Hot and cold water available, adequate water pressure	
<input type="checkbox"/>	No leaks in plumbing or dripping faucets	
<input type="checkbox"/>	Toilets flush completely and do not run continuously	
<input type="checkbox"/>	All mechanical equipment and systems must be installed according manufacturer specification and functioning as designed	
<input type="checkbox"/>	Water heater and furnace relief valves: Open relief valves prohibited. These must be piped to the drainage system or to another safe location, such as the floor [the open end of which can be no more than six inches (6") above the floor]. <i>See attached diagram on last page.</i>	
<input type="checkbox"/>	Plumbing vents secure, above roofline & at least 5' horizontal distance from windows and 2' above any operable openings (i.e., doors, windows or skylights)	
<input type="checkbox"/>	All appliances and heating using (ranges, eater heaters and furnaces) must be fitted with shutoff valves behind at the appliance.	

	Other	
<input type="checkbox"/>		
<input type="checkbox"/>		
<input type="checkbox"/>		