

# BLAINE RENTAL PROPERTY CHECKLIST

## Multi Family



Housing Inspections is responsible for promoting safety, health and livability in the City of Blaine. Regular inspections of rental properties are conducted to ensure they are safe and well maintained. Please use this checklist as a guide and please be aware these are items often found to be in violation and are not considered all-inclusive.

### Exterior

#### EXTERIOR WALLS

- Soffit and fascia in good repair
- House numbers must be 4 inches in height, contrasting color and visible from public right of way
- Siding is weathertight and intact

#### PAINT

- No peeling, chipping, flaking or otherwise deteriorated paint

#### FOUNDATION

- Structurally sound
- Free from holes or gaps
- Proper grading

#### ROOF

- Free of leaks
- Structurally sound
- No loose or missing shingles

#### EXISTING GUTTERS & DOWNSPOUTS

- Free of debris
- Properly attached and drains away from structure

#### PORCH/DECKS

- Structurally sound and in good repair
- Guardrails required if over 30 inches above grade
- Wood surface weather-protected

#### STAIRS/STEPS

- Securely attached and free of deterioration
- Graspable handrails required on stairs/steps with four or more steps/risers
- Snow shoveled at all building exit doors
- Continuous guardrails required on open sides of stairways 30 inches or more above grade

### Premises and Accessory Structures

#### GARAGES/SHEDS

- In good repair and structurally sound
- Exterior surfaces weather-protected and intact

#### FENCES

- Well-maintained
- Wood surfaces weather-protected

#### YARD

- Grass and weeds cut, no higher than 6 inches
- No litter, car parts, yard waste, construction waste, or other miscellaneous debris
- Firewood neatly stacked and properly stored

#### VEHICLES/PARKING

- No commercial vehicle parking allowed
- Parking only on approved parking surfaces in approved locations
- No abandoned, unlicensed, or inoperable vehicles
- Car repair prohibited (except minor repairs to occupant-owned vehicles)

### Interior

#### WALLS & CEILINGS

- In good repair
- No loose wallpaper
- Free from holes
- No flaking, chipping, or peeling paint
- Free from water damage

#### FLOORS

- In good repair
- No holes
- Structurally sound
- No trip hazards (i.e. torn carpet)

## HALLWAY/STAIRS

- Clear pathway
- Handrails/guardrails securely attached
- Continuous guardrails required on open sides of landings/stairways 30 inches or more above grade
- Graspable handrails
- Floor covering should be intact and secured to stairs

## SLEEPING ROOMS

- Proper egress window or door open to the outside required

## WINDOWS

- No broken/cracked glass
- Easily openable and remains open without the use of a prop
- Openable windows must have screens in good repair
- Weathertight
- Window frame and sashes must be free of cracked, chipped, peeling, chalking, or flaking paint and caulk

## DOORS

- Fits frame and closes and latches securely
- Proper working hardware
- Weathertight and rodent proof
- Storm/screen doors are maintained in good condition with functioning closers

## KITCHEN

- Cabinets and counters must be in good repair
- No loose or dripping faucets
- Drains must function properly, free of obstructions
- Appliances must be in working condition
- Appliances are plugged directly into outlets without the use of extension cords or adapters
- Gas appliances must be connected properly with approved fittings/connectors
- Exhaust fan free of grease buildup
- Garbage disposal must be properly working

## BATHROOM

- Sink and tub/shower properly installed and maintained in good repair with caulking intact
- Toilet properly installed with all components intact and properly secured, maintained and functioning
- Bathroom cabinets must be in good repair
- No loose or leaking faucets
- Water-impervious flooring
- Mechanical venting must work and be free of lint build up if present
- Hot and cold running water with adequate pressure required to each fixture

## Electrical, Mechanical & Plumbing

### ELECTRICAL

- Adequate service and outlets
- Maintain 36 inches of clearance around electrical panel
- Fixtures must be intact and properly functioning
- Extension cords cannot be used in lieu of permanent wiring
- Cover plates required on all outlets, switches, and junction boxes
- All wiring must be properly installed and maintained
- Multi-plug adapters must have current tap
- Label electrical rooms

### MECHANICAL

- Heating facility must be properly installed and maintained
- Maintain 36 inch clearance
- Dryer vents shall be constructed of metal with smooth interior surface. Flexible option must be UL2158A with visible proof of listing at all times
- No lint shall be built up in or around dryer
- Dryer venting should be cleaned annually
- Temporary heating devices shall not be used as primary source of heat
- Label mechanical rooms

### PLUMBING

- All plumbing must be installed and maintained to code
- Hot and cold running water with adequate pressure required to each fixture
- Waste lines must be properly installed and vented, "S" traps not allowed, no flexible waste lines
- No leaking faucets or pipes
- Unused gas & plumbing lines must be capped
- All pipes must be free from defects and obstruction, and properly secured

## Fire Protection

### GENERAL

Path of egress shall not be blocked by debris, storage, trash, snow, ice or other obstruction  
All stairways require continuous, graspable handrails  
Buildings with three or more units require fire extinguishers  
If multiple units of a three unit or greater building lead into a common area, doors leading from the units shall be fire rated doors with closers  
Keep hallways clear of any storage  
All fire doors must close and latch  
Emergency lights must be working with 90 minutes illumination on battery power  
Exit signs must be in working condition  
Fire extinguishers must be tested and tagged annually

### FIRE SPRINKLER (IF APPLICABLE)

Keep storage 18 inches away from sprinkler heads  
Painted sprinkler heads must be replaced  
Sprinkler heads shall not have storage block designed discharge pattern  
Sprinkler systems must be tested annually

### SMOKE DETECTORS

All smoke detectors shall be installed to code and to manufacturer's requirements with working batteries and functional connections  
Fire alarm systems must be tested annually  
One smoke detector on each level, not including crawl spaces and uninhabitable attics  
Smoke detector shall be in close proximity to the outside of sleeping rooms  
Smoke detectors shall be in every sleeping room  
Smoke detectors are required to be replaced 10 years from manufactured date located on back of detector

### CARBON MONOXIDE DETECTORS

All carbon monoxide detectors shall be installed to code and to manufacturer's requirements with working batteries and functional connections  
Locate carbon monoxide detectors within 10 feet of sleeping rooms  
Carbon monoxide detectors shall be replaced 10 years from manufactured date or at end of life signal

## Permit Requirements

Rental license must be current with fees paid and up to date contact information  
Electrical, plumbing, and mechanical work in rental property requires a licensed contractor and required permits  
Any structural alterations or changes in building configuration require a permit  
Owner or manager must be present for inspection. Tenant is not considered a representative.

## General Information

For more information, please visit our website at [www.blainemn.gov](http://www.blainemn.gov) or contact the Housing Department at 763-785-6146.