



RENTAL DWELLING INSPECTION CHECKLIST

INTERIOR



Neighborhood Services Division
200 E Wood Street, Palatine IL 60067
(847) 359-9042

Exterior items do not apply to individual condo owners or owners of townhomes
where the association is responsible for providing maintenance

Smoke Detector / CO Detector

- Functioning smoke detector must be present and functioning on every floor level within the dwelling
- Functioning smoke detector must be installed on the ceiling or wall outside each separate sleeping area in the immediate vicinity of bedrooms
- Functioning smoke detector must be installed in every bedroom
- Functioning carbon monoxide (CO) installed within 15ft of all bedrooms
- Hardwired smoke detectors must be maintained as such

Doors/Windows/Common Areas

- Doors leading into a garage must self-close and latch
- Apartment doors leading into a common corridor must self-close and latch
- Exterior door locks (interior keyed deadbolts are prohibited)
- Windows and doors must be easily operable, in good condition and aligned to the frame
- Screens on all windows must be installed between April 15th to October 15th
- Balconies and joists are in good condition free from rotted material and capable of supporting the imposed dead and live loads

Electrical

- No electrical hazards should be present such as inadequate service, deterioration or damage
- All Ground Fault Circuit Interrupters (GFCI) are functioning properly
- Breaker box is labeled to its contents
- Garbage disposal is functioning and no loose wiring
- No open slots or loose breakers in breaker box
- Bathroom exhaust fans must be clean and operable
- Pull chain light fixtures are secure and string property attached

Plumbing

- All plumbing fixtures must be properly installed and functioning
- Water heating facilities shall be properly installed, maintained and capable of providing adequate amount of water at every faucet (hot water temperature must be maintained not less than 110F)
- No visible water hazards should be present such as back-siphoning or cross connections

Interior Surfaces

- Walls and surfaces shall be maintained in good, clean and sanitary condition
- Handrails/Guardrails must be properly installed and secure
- Walls and ceilings are intact and free from holes or water damage
- Kitchen and bathroom cabinetry shall be maintained in good, clean and sanitary condition and free from rotted material
- Floors throughout living spaces are free from cracks and in good repair
- Stairs and walking surfaces shall be maintained in sound condition and good repair

Washer and Dryers (if applicable)

- Dryer must vent to the outside of the dwelling and be free of obstruction (only eight feet of flexible tubing is permitted)
- Area behind washer and dryer is clean, free from dust and other debris

Furnace, water heaters and boilers (if applicable)

- 3/4" metallic pipe must be installed on the water heater relief valve and be extended to within 6 inches of the floor
- Properly vented to the outside of the dwelling
- Vent pipes are property attached
- No flammable storage located within 3 ft of equipment
- Free from rust of any defects

Air Conditioning Units (wall mounted)

- No water leaks observed surrounding unit
- Electrical wiring is in good condition
- Units are in good working condition
- Unit cover is in good condition and properly installed

Pest Control

- No infestation of cockroaches or other pests
- No infestation of mice or other vermin
- No infestation of bedbugs
- Surfaces are free from food or other debris that can cause infestations
- Units are free from rubbish and garbage

General

- Basements used as a sleeping space must meet existing code requirements
- All installed appliances (i.e., stoves, refrigerators, etc.) must be in good working condition
- Heat must be maintained at 68F from September 15th to Nov 1st
- Living areas should be maintained in a clean, safe and sanitary condition
- Storage throughout living areas should be limited to allow a 3 ft means of egress to each exit and to each room

NOTE:

This list includes most items covered in an inspection, but is not all inclusive.

Any and all work listed within this report may require a Village of Palatine building permit. Please contact the Village of Palatine Building Division at (847)359-9042 for any questions. It is the responsibility of the owner and management to obtain all necessary permits when required.