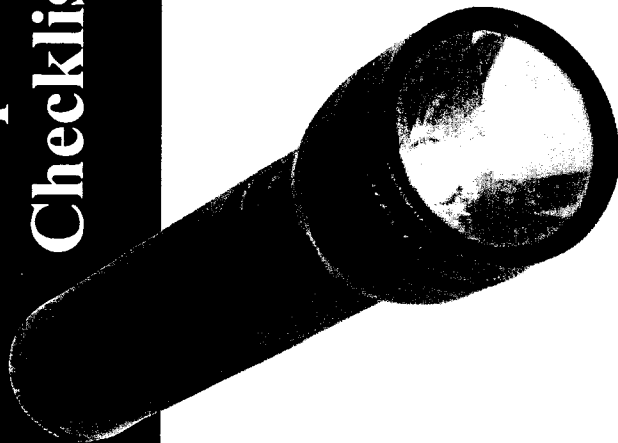
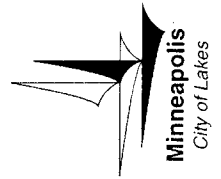


Rental Property Checklist



A practical guide
to what
Rental Licensing Inspectors
look for...



Exterior

Window & Doors

- Bug and rodent proof
- Weather-tight
- Working hardware
- Free of defects

Walls Exterior

- Soffit and fascia in good repair
- House numbers in front and back (visible from public way)
- Siding is weather tight and intact

Paint

- Wood surface weather-protected
- NO peeling, chipping, caulking, 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

Gutters & Downspouts

(pertains to existing)

- Good condition
- Properly attached and drain water away from structure

Chimney

- Tuckpointing/mortar in good repair
- Flue liner in good repair

Porch/Decks

- Good repair
- Guard railings required if over 30" above grade

Stairs/Steps

- Evenly spaced
- Securely attached
- Handrails if 4 or more risers on attached stairs
- Well-maintained
- Snow shoveled at all building exit doors

Structures

Garages

- In good repair
- Not open to trespass
- Secured with lock(s)
- Exterior surfaces weather-protected

Fences

- Well maintained
- Wood surfaces weather-protected
- Finished side out toward neighboring properties/selvaage ends down

Yard

- Grass and weeds cut
- Proper grading
- No litter/debris, tires, auto parts, construction debris or other miscellaneous debris in yard
- Proper ground cover in yard area
- Firewood (no more than 2 cords) must be neatly stacked on a NON-rotting, well-supported base at least 8 inches above the ground and 6 feet from any structure

Garbage & Recycling

- Proper containers
- NOT overflowing
- Lids closed
- Compost is properly contained

EXTERIOR DOORS FROM HABITABLE SPACE TO OUTSIDE REQUIRE:

- Storms or screens unless exterior door has an R-value greater than 2
- Storm/screen doors maintained in good condition with functioning closers

Kitchen

THE HOUSING CODE REQUIRES:

- Either a ceiling fixture and 2 separate remote outlets OR
- 3 separate and remote outlets
- Required to have at least one (1) 20-amp circuit
- Hot (120 degrees) and cold running water
- Kitchen sink must be properly connected to sanitary sewer
- Kitchen must NOT be used for sleeping purposes
- No dripping faucets
- Drains must function properly, free of obstructions
- Cabinets must be in good repair
- Supplied or provided appliances must be in good working condition
- Gas appliances must be connected properly with approved fittings/connectors

Bathroom

THE HOUSING CODE REQUIRES:

- A tub or shower properly installed, maintained and in good repair with caulking intact
- A washbasin properly installed, maintained and in good repair with caulking intact
- Properly installed toilet with all components intact and properly secured, maintained and functioning

- Crippable handrails
- Floor covering should be intact and secured to floor

Sleeping Rooms

- Proper egress or door open to the outside required
- Floor space shall be no less than 70 square feet with a 7' minimum width
- Proper light and ventilation
- Window treatments required
- Minimum of 2 duplex electrical outlets or 1 duplex outlet and 1 switched overhead light fixture required per sleeping room
- Operable smoke detectors

Windows

- No broken/cracked glass
- Easily openable
- Capable of being held in position by window hardware
- Locks required 24 feet above grade
- Openable windows must have screens in good repair
- Storm windows required except on double pane glass or better
- Weather tight
- Window frame must be free of cracked, chipped, peeling, chalking, or flaking paint and caulk

Doors

- Secure
- Fits frame
- Proper hardware
- Weather tight and rodent proof
- Exit and entrance
- Doors require deadbolt locks

- Refrigerators and freezers for removal must have doors removed
- Cigarette butts ARE garbage

Vehicles/Parking

- No commercial vehicle parking allowed
- Parking only on approved parking surfaces in approved locations
- No abandoned, unlicensed, or inoperable vehicles
- No excessive vehicles (max 2 vehicles/dwelling unit)
- Car repair prohibited (except minor repairs to occupant-owned vehicles)

Interior

Walls & Ceilings

- In good repair
- No loose wallpaper
- Free from holes
- No loose plaster
- No flaking, chipping, caulking or peeling paint
- Free from water damage
- Minimum ceiling height 7'

Floors

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

Hallway/Landing

- Clear pathway
- Handrails/guardrails securely attached
- Continuous guardrails required on open sides of landings/stairways 30" or more above grade

- Faucets must have a minimum 1 inch gap above the spill line
- One light fixture required
- Bathroom cabinets must be in good repair
- No leaking faucets
- Water-impervious flooring
- Either an openable window or mechanical venting required
- Hot and cold running water required to each fixture
- Window treatments required

Electrical, Mechanical & Plumbing

Electrical

- Adequate service and outlets
- Properly installed service panel
- Fixtures must be intact and properly functioning
- Extension cords can not be used in lieu of permanent wiring
- Cover plates required on all outlets, switches and junction boxes
- All wiring must be intact and properly maintained

Mechanical

- Heating facility must be properly installed and maintained
- Maintain 68 degree temperature when outside temperature is under 60 degrees within a 24-hour period
- Temporary heating devices shall not be used as primary source of heat
- Fuel burning facility must be connected to an approved chimney, flue or vent
- You may be required to provide service records of any heating systems

Plumbing

- Faucets must be a minimum 1 inch above spill lines on all fixtures
- All plumbing must be installed and maintained to code
- Gas flex connectors must be Underwriters Laboratory (UL) listed and approved
- Adequate hot and cold running water must be provided to all sinks and tubs
- All household drains must connect to sanitary sewer
- Waste lines must be properly installed, "S" traps not allowed, no flexible style waste lines
- Hand held showers must have backflow prevention
- No leaking faucets or pipes
- Unused gas lines must be capped
- All pipes must be free from defects and obstruction, and properly secure and supported

Fire Protection

- Storage of paint, paper, boxes, rags or other combustible/flammable material not allowed within 10 feet of gas-fired appliances (furnaces, water heaters, etc...)
- Path of egress shall not be blocked by debris, storage, trash, snow, ice or other obstruction
- Third floor units require a second means of egress
- All stairways require continuous, grippable handrails
- Buildings with 3 or more units require fire extinguishers

- If multiple units of a 3 unit or greater building lead into a common area, doors leading from the units shall have 1 3/8" thick solid bonded wood core doors
- All smoke detectors shall be installed to requirements with working batteries and functional connections
- Locate at least one smoke detector on each level, not including crawl spaces and uninhabitable attics
- Locate a smoke detector within close proximity to sleeping rooms
- Smoke detectors should not be located closer than three (3) feet from the door to bathroom or kitchen. Any smoke detector located within twenty (20) feet of a cooking appliance must be equipped with a silencing switch or be photoelectric.
- All smoke alarms shall be listed and installed in accordance with the provisions of this code and the household fire warning equipment provisions of NFPA 72.
- All smoke detectors shall be installed per the manufacturer's installation instructions and its listing. Hard-wired smoke detectors shall be wired to a proper unswitched circuit.

Occupancy

- Occupied sleeping rooms must have proper egress window or door opening to the outdoors
- Minimum ventilation of opened window area must be greater than 8 percent of floor area
- Please refer to posted rental license for correct zoning/occupancy limits

- Cellars/crawlspaces shall not be used as habitable space
- Basements must meet all permit construction requirements for light, ventilation, egress, etc_ prior to being used as habitable space
- Attics must meet all construction requirements for light, ventilation, egress, etc prior to being used as habitable space

Permit Requirements

- Electrical, plumbing and mechanical work in rental property requires a licensed contractor.
- Any structural alterations require a permit.
- When interior alterations, repairs or additions requiring a permit occur, the dwelling unit must be provided with smoke alarms located as required for new dwellings and the smoke alarms must be interconnected and hard wired. *Exception: smoke alarms in existing areas shall not be required to be interconnected and hard wired where the alterations or repairs do not result in the removal of interior wall or ceiling finishes exposing the structure.*
- Any change in structure or building configuration requires a permit
- New dwelling units within existing buildings require zoning approval, plan review and proper permits PRIOR to habitation
- See the section "When Do I Need a Permit?" at the Web site listed on the back page for other requirements or clarification

Minneapolis Code Ordinances

Chapters:

64	85	87
99	101	111
244	227	228
229	249	310
385	427	478
535	541	543
546	547	548

Please visit our Web Site at

[www.ci.minneapolis.mn.us/](http://www.ci.minneapolis.mn.us/inspections/housing-inspections/index.html)

[inspections/housing-inspections/index.html](http://www.ci.minneapolis.mn.us/inspections/housing-inspections/index.html)

or call **612-673-5858** to review other need-to-know topics:

Buying & Selling Property

- Truth-in-Housing requirements for 1 & 2 Family Dwellings
- Buying a boarded or condemned building.

Rental Property Owners

- Rental License Info
- Rental License Forms

Forms, Fees & Applications

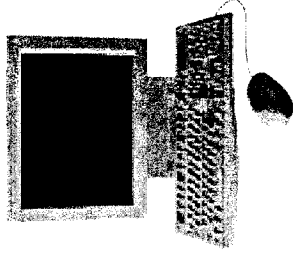
- Fee schedules and forms to print from your computer

Report a Problem

- Items that need repair in your neighborhood or in your rental unit

Contact Us

- How to call, write, fax, or visit the Inspections Division

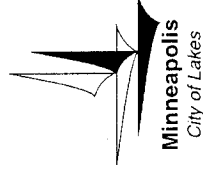


Visit our Web site at

www.ci.minneapolis.mn.us/inspections/

to review other need-to-know topics:

- Rental license standards
- Reinspection fee
- Rental property management—best practices
- Healthy home & lead hazard control
- Smoke detectors
- Boarded building and vacant building registration
- Property checklist of possible code violations
- Rental license application
- 4BB—tax classification
- "Graffiti"
- Citizens Inspections Program



Housing Inspection Services
250 S. 4th St. – Room 300
Minneapolis, MN 55415

(612) 673-5858

www.ci.minneapolis.mn.us