



# City of Ypsilanti

Building Department

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## Rental Property Guidelines/Checklist

**ALL EQUIPMENT, SYSTEMS, DEVICES AND SAFEGUARDS REQUIRED BY THIS CODE OR A PREVIOUS STATUTE OR CODE SHALL BE MAINTAINED IN GOOD WORKING ORDER. THIS LIST IS NOT INTENDED TO BE ALL INCLUSIVE.**

**Any un-permitted work since the last Certification will be subject to a civil infraction at the time of inspection.**

### Exterior General:

- **Premises identification:** Buildings shall have approved address numbers placed in a position to be plainly legible and visible from the street or road fronting the property. These numbers shall contrast with their background. Numbers shall be not less than 4 inches (102 mm) in height with a minimum stroke width of 0.5 inch (12.7 mm)
- **Stairways, decks, porches and balconies:** Every exterior stairway, deck, porch and balcony, and all appurtenances attached thereto, shall be maintained structurally sound, in good repair, with proper anchorage, capable of supporting the imposed loads, and free of trip hazards. Stairways with 4 or risers must have a handrail between 30" – 42".
- **Chimney:** Brick and mortar must be solid and in good repair. Cap in place, flashing and flue in good condition.
- **Roofs:** Shingles, drip edge, fascia, soffit and vents must be in watertight, sound condition, and in good repair.
- **Siding/Gutters:** Must be in good condition, free of rot, holes, and peeling/chipping paint.
- **Exterior Doors:** Must have peephole if door doesn't contain window or have a sidelight, deadbolt, and be in good repair.
- **Common Area Doors:** Shall be self-closing, self-latching, lockable, and not equipped with any hold open device.
- **Windows:** Must be able to open easily and capable of being held in position by the window hardware (not with a prop). Windows within 6 ft. of ground/walkway must be with ventilation locks or other secondary lock approved by the building official.
- **Screens:** Must be free of holes and tears and must be installed between April 1<sup>st</sup> to November 1<sup>st</sup>.
- **Trash Receptacles:** Landlord must provide trash containers. Trash containers must be stored behind the building, leak proof, and have a lid.
- **Furniture:** Only furniture intended for outdoors is allowed.

### Interior General

- **Sanitation:** Dwellings must be kept in a clean and sanitary condition. Kitchen, bathrooms, and toilet rooms must have impervious flooring.
- **HVAC Certification Required:** All gas fired heating equipment be inspected every 4 years by a licensed mechanical contractor.
- **Drywall/Plaster:** Must be free of holes, in good repair, and painted.

- **Outlets/switches:** Shall be secure, not painted over, and working condition. All junction boxes must have a cover.
- **Lighting:** Lights must be in operable condition, globe/safety shield must be in on all fixtures where required.
- **Doors:** Must be in good condition, able to latch/close, and no missing hardware.
- **Dryers:** Duct must be hard rigid metal pipe and vented to the outside Transition duct maybe not be longer than 8ft and must UL labeled and listed to UL2158A.
- **Stairways:** Stairways with 4 or risers must have a handrail between 30" – 42".
- **Bedrooms:** Must have a proper egress window or door and must be minimum of 70 sq. ft.

## Kitchen

- **Fire Extinguisher:** Minimum #1A-10:BC (ABC type) mounted visibly and easily accessible in kitchen.
- **Electrical:** Minimum of 3 outlets required with 2 being readily accessible GFCI or GFCI protected.
- **Garage Disposal:** If installed must have a cord clamp, no leaks, and be in good working condition.
- **Plumbing:** Shall not be loose or leaking, provide both hot (min. 110 degrees) and cold water, proper drain/trap, and stopper.
- **Countertop:** Must be in good condition and caulked to the wall.

## Bathroom

- **Exhaust:** Must have a window with a screen or mechanical exhaust fan.
- **Tub/shower:** Must be free of chips, cracks, and leaks. Caulking should be neat, clean, well adhered, and free of mold/mildew.
- **Plumbing:** Shall not be loose or leaking, toilet secured to floor or wall, correct drain trap, hot and cold water,
- **Receptacles:** Shall have a minimum of 1 outlet. All outlets shall be GFCI protected.

## Smoke/Carbon Monoxide Detectors

- **Smoke Detector Locations:** Must be installed in every sleeping room, outside of every sleeping, room, every level, and in basement near the stairway.
- **Carbon Monoxide Detector Locations:** Vicinity of the bedrooms, adjacent to an attached garage, and in areas adjacent to any fuel-burning appliances. Carbon monoxide is not required if no fuel burning appliances or attached garage.
- **Smoke Detector Power Source:** Smoke shall either be hard-wired or a unit with 10-year sealed battery. Any smoke detector over 10 yrs. old shall be replaced.
- **Carbon Monoxide Power Source:** may be battery-powered, plug-in, hard wired or combination smoke/cardon monoxide.