

# *Rental Inspection*

ARM Meeting  
March 12, 2015  
10:00am to 11:00am



A Great Place to Start, A Great Place to Stay  
[www.cityofbrooklyncenter.org](http://www.cityofbrooklyncenter.org)

# Rental Inspection

---

## ◉ Minimum requirements

- City Ordinances
- IRC/IBC, NFPA, NEC
- MN codes
  - Building
  - Mechanical
  - Plumbing
  - Fire

## ◉ Section 8

- Housing Quality Standards (HQS)

# *Prior to Rental Inspection*

- Walk through and repair
- Rental Inspection Brochure
- Do final inspection prior to rental inspection



# *Inspection*

---

## ◎ Scheduling

- Submit application
- Notice with date and time (AM/PM)
- Call to get an specific time (1 hr window)

## ◎ Arrival

- No show – wait 15 minutes

## ◎ Inspection

- Must have an Owner or Manager or tenant who is 18 years or older present
- Inspector will follow and direct what needs to be done for the inspection

# *Inspection continued...*

---

- ◉ During the inspection
  - Inspect all units and rooms
    - Living room, bedroom, bathroom, kitchen, hallway, laundry room, mechanical room, closet, storage rooms, garage, etc.
  - Inspection Form
  - Tools
    - Outlet tester
    - Current tester
  - Owner / Manager / Tenant will be required to turn on the range/oven and open/close and lock windows.

# Who are They?

---

## ◉ Meet the inspectors

- Christopher Cady, Housing and Building Inspector
- Dan Grinsteinner, Housing and Building Inspector
- Dan Jerzak, Property Code Specialist
- Eric Sonnenberg, Property Code Specialist
- John Rued, Housing and Building Inspector
- Mallory Holmen Building Official

Video

# Mechanical

- Permit requirements
- Water heater
  - Water leaking
  - Rust/corrosion
  - Discharge pipe
  - Exhaust flue and venting in good condition
  - Accessibility (no storage 3ft)
- Furnace
  - Rust/corrosion
  - Venting in good condition
  - Adequate combustion air
  - Accessibility (no storage 3ft)
  - Condensation line to floor drain(central air unit)



# Plumbing

- Permit requirements
- Flexible traps & P-traps
- Venting
- Valves are operable and good condition
- Saddle Valves
- RPZ (boilers)
- Hot water temperature = 120 degrees





# Electrical

---

- Permit requirements
- Check all accessible outlets to ensure it is properly wired, operational, secure, and there is a cover plate.
  - Kitchen, Bathroom, Living room, bedrooms, exterior, garage, etc
  - Test all Ground Fault Circuit Interrupters (GFCI)
- Check electrical panel for labeling of all circuits
- All fixture light bulb sockets must have a working light bulb

# Kitchen

## ○ Countertops

- Clean
- Solid working surface
- Holes/gaps

## ○ Cabinets

- Cleanable surface
- Doors open and close
- Damage or missing parts



# Kitchen

## ◉ Refrigerator

- Cleanliness
- Cool/cold
- Gasket proper seal
- Leaking water



# Kitchen

## ◎ Range

- Is it working?
  - Burners
  - Oven
- Cleanliness
  - Grease/oil/food
- Burners
- Knobs
- Aluminum foil



# Kitchen

## ○ Vent Hood

- Is it working?
  - Turn on?
  - Light working
- Cleanliness
  - Grease/oil/food
- Filter



# Kitchen

## Other

- Flooring
- Ceiling
- Dishwasher
- Plumbing
- Water temperature and pressure
- Sink
- Garbage disposal
- GFCI outlets
- Lights
- Window



# Living room

- General condition
  - Walls, floors, ceilings, cleanliness
- Use of the room
- Outlets
  - Test all accessible
  - Power strips vs. extension cords
- Windows
  - Accessible
  - Must open, close, and lock
- Overall storage
- Patio/balconies/decks
  - General condition
  - Storage



# Bedroom

- Carbon Monoxide alarm within 10ft of sleeping rooms
- Smoke alarm in each room and level
- Electrical
  - Lights work
  - Test all accessible outlets
  - Extension cords/multi-adapters
- Overall storage
- Closets
  - Storage
  - Doors work
- Windows
  - Accessible
  - Open, close, and latch





# Bathroom

- Toilet
  - Does it work?
  - Secure
  - Clean
  - Caulking
- Sink
  - Secure
  - Faucet works, leaking
  - Caulking
  - Water pressure
- Shower/Tub
  - Clean
  - Handles work, leaking
  - Caulking
  - Water pressure
- Walls
  - Holes, loose tiles, peeling paint
- Ceiling
  - Mildew/mold, peeling paint, sheetrock in good condition
- Flooring
  - Holes, tears, loose tile, clean
- Cabinets

*March 12, 2015*

---

ARM Meeting continued....

# Basement

- Stairs
  - Hand railing
  - Treads
- Lighting
- Landing (3 ft)
- Is it habitable?
  - Egress window
- Laundry Room
  - Dryer Venting



# Multi-Family Common Area

- Hallways
  - Walls
  - Floors
  - Ceiling
- Doors
  - Door Closures
  - Smoke Gaskets
  - Door handle and locks
- Lighting
  - Fixtures
  - Emergency lighting
- Stairwell
  - Hand rails
  - Treads
  - Landing
  - Lighting
  - Storage
- Fire Protection
  - Smoke detector vs Smoke alarm
  - Fire Extinguisher
  - Exit signs
- Mechanical room
  - Boilers - RPZ tag
  - Boilers license
  - Water heaters
  - Penetrations
- Laundry room
  - Venting
  - Gas connections
- Storage room
  - Prohibited storage
  - Quantity
- Pool room



# *Garage*

---

- ◉ Inspected even though it is not part of the lease agreement
- ◉ Garage opener plugs directly into an outlet
- ◉ Safety sensors are working properly
- ◉ Drive way and garage parking surfaces are maintained
- ◉ Peeling paint, roof, siding, etc. is in sound condition
- ◉ Service door is in good repair

# Exterior

## ○ Inspect

- Roof
  - Curling or sagging
- Siding
  - Deteriorated
  - Holes, missing pieces
- Soffit/fascia/trim
  - Peeling paint
  - Holes, missing pieces
- Window wells
  - Cleanliness
  - Egress window or not
- Decks/porches/patios
- Walk ways/driveways
  - Overall condition
  - Tripping hazards

## • Yard

- Tall grass or weeds
- Brush piles
- Junk and debris
- Parking on the grass
- Gutters/downspouts
  - Damaged
  - Cleaned out



video

video

# Exterior *continued...*

- Hand rail
  - 4 or more steps
  - Overall condition
- Exterior hose bib
  - Double vacuum breaker
- Exterior light fixture
  - General condition
  - Globe required?
- Sheds
  - Only 2 accessories (garage + shed)
  - 120 sq ft or less
- Fences
  - Overall condition
  - 6'ft or less
  - Rot resistant/painted/stained
- Inoperable vehicles
  - Expired tabs
  - Flat tires
- Commercial vehicles
  - Truck or trailers



# *License Determination*

---

- ⦿ After the inspection passes
  - Count the number of violations
  - Validated nuisance police calls
- ⦿ Notification will be sent on the type of license property qualifies for
  - Type III – Action Plan
  - Type IV – Mitigation Plan
- ⦿ Type IV licenses requires approval by City Council



# *License Renewal*

---

- ◎ Re-apply for new license 90 days prior to expiration
  - Pay the application fee
  - Pass rental inspection
  - License determination

---

# QUESTIONS?