

Residential Rental Unit Inspection Checklist Catawissa Borough

Address: _____ Property Owner: _____

Owner Representative: _____ Occupied Vacant

Date of Inspection: _____ Time: _____ Property Registration Number: _____

Single Unit Duplex Multi-Unit Manufactured Home

_____ Yes _____ No Property is currently registered with the Borough of Catawissa.

_____ Yes _____ No If required, a proper Responsible Agent has been designated.

_____ Yes _____ No There are no outstanding electric, water or sewer bills or municipal taxes owed.

(References: International Property Maintenance Code (2012); Catawissa Borough Code)

Exterior of Unit

Area of Inspection	Compliance	Requirements
Premise Address <i>IPMC 304.3</i>	____ Yes ____ No	Address numbers 4" x ½" legible & visible from street.
Sidewalks & Driveways <i>IPMC 302.3</i>	____ Yes ____ No	Proper state of repair, free from hazardous conditions.
Porch <i>IPMC 304.10</i>	____ Yes ____ No	Structurally sound, proper anchorage. Undamaged, no rotted wood, flaking paint. No loose handrails, guards or broken steps.
Stair & Handrails <i>IPMC 304.10 & 304.12</i>	____ Yes ____ No	Undamaged. Handrails required f/more than 4 steps. No loose guards or steps. Firmly fastened and capable of bearing loads.
Exterior Walls <i>IPMC 304.6</i>	____ Yes ____ No	Free from holes, breaks and loose or rotting material. Maintained weatherproof and properly surface coated.
Windows & Doors <i>IPMC 304.13 & 304.15</i>	____ Yes ____ No	Sound condition, undamaged & weather tight. Glazing intact. All windows openable & capable of being held in position. From May to September screens are required. Locks required on all entrances to dwelling. No flaking paint or broken glass.
Gutters & Downspouts <i>IPMC 304.7</i>	____ Yes ____ No	Good repair, free from obstructions, securely attached. Painted (if required). Moves water away from building.
Roofs <i>IPMC 304.7</i>	____ Yes ____ No	Undamaged; roof & flashing sound. No loose or missing shingles or materials. No signs of leakage or curling. Adequate to prevent dampness or deterioration in walls & interior.
Fascia/Soffit <i>IPMC 304.8</i>	____ Yes ____ No	Good repair, safe condition & securely attached. No flaking paint or signs of deterioration.
Foundation <i>IPMC 304.5</i>	____ Yes ____ No	Maintained plumb & free from open cracks or breaks. No entry points for rodents & pests. No deteriorated paint or deterioration at downspouts.
Paint <i>IPMC 304.2</i>	____ Yes ____ No	Check for deteriorated paint; no flaking or chipping paint.
Accessory Structures/Fences <i>IPMC 302.7</i>	____ Yes ____ No	Maintained structurally sound, undamaged. Fence securely attached to posts and upright.
Sanitation <i>IPMC 302.1</i>	____ Yes ____ No	Exterior of property is maintained in a clean, safe and sanitary condition. No rubbish, litter or debris.

Area of Inspection	Compliance	Requirements
Grass & Weeds <i>CBC 129-1</i>	___ Yes ___ No	Less than 6" in height.
Garbage Containers <i>IBC 308.3</i>	___ Yes ___ No	Approved leak-proof containers with tight-fitting covers.
Motor Vehicles <i>CBC 316-23; IPMC 302.8</i>	___ Yes ___ No	No inoperative or unlicensed motor vehicles.
Chimneys <i>IPMC 304.11</i>	___ Yes ___ No	Structurally safe & sound in good condition. Weather-coating where required.
Rodent Harborage <i>IPMC 302.5</i>	___ Yes ___ No	Free from rodent harborage & infestation.

Basement (If Required)

Area of Inspection	Compliance	Requirements
Stair & Handrails <i>IPMC 305.4</i>	___ Yes ___ No	Undamaged. Handrails required f/more than 4 steps. No loose guards or steps. Firmly fastened and capable of bearing loads.
Foundation <i>IPMC 304.5</i>	___ Yes ___ No	Maintained free from open cracks or breaks. No entry points rodents & pests. No water infiltration problems.
Floor Joists <i>IPMC 304.4</i>	___ Yes ___ No	Undamaged; free from deterioration.
Sill Plate <i>IPMC 304.4</i>	___ Yes ___ No	Undamaged; free from deterioration.
Floor <i>IPMC 305.4</i>	___ Yes ___ No	Maintained in sound condition.
Windows/Doors <i>IPMC 304.13/305.6</i>	___ Yes ___ No	Properly functioning with lock(s). Not broken or cracked.
Pest Infestation <i>IPMC 309.1</i>	___ Yes ___ No	Free from insect and rodent infestation.
Rubbish & Garbage <i>IPMC 308.1</i>	___ Yes ___ No	Free from any accumulation of rubbish or garbage.
Smoke Detector <i>IPMC 704.2</i>	___ Yes ___ No	Minimum of 1 smoke detector, functioning & mounted properly.

Utilities

Area of Inspection	Compliance	Requirements
Water System <i>IPMC 505.1</i>	___ Yes ___ No	Properly connected to water main. No leaks, supplying property with hot and cold water at sufficient volume & pressure. No contamination.
Hot Water Heater <i>IPMC 505.4</i>	___ Yes ___ No	Properly installed & maintained, able to supply all taps at a minimum temperature of 110 degrees F. Pressure relief valve with extension downward to within 6" of floor; no less than ¾" discharge tube or manufacturers requirement.
Sanitary Drainage System <i>IPMC 506</i>	___ Yes ___ No	Properly connected to sewer system; free from obstructions, leaks and defects.

Area of Inspection	Compliance	Requirements
Electrical Service <i>IPMC 604.1 & 604.2</i>	___ Yes ___ No	Must be three-wire, 120/240 volt, single phase with a minimum of 60 ampres. No excessive moisture; grounded; no corrosion and breakers must function. Wiring cannot exceed overcurrent device rating.
Heating Unit/Furnace <i>IPMC 602</i>	___ Yes ___ No	Must be capable of maintaining a room temperature of 68 degrees in all habitable rooms. Cleaned; no leaks; operating within normal ranges. Verify functionality. Must be sealed at chimney connector and/or vent.
Clothes Dryer Exhaust <i>IPMC 403.5</i>	___ Yes ___ No	Properly vented to the outside with metal vent pipes.

Kitchen

Area of Inspection	Compliance	Requirements
Walls & Ceilings <i>IPMC 305.3</i>	___ Yes ___ No	Undamaged; no holes; no peeling, chipping, flaking or abraded paint. No peeling wall paper. No cracked or loose plaster; no decayed wood or other defective surfaces.
Floors <i>IPMC 305.4</i>	___ Yes ___ No	Undamaged; no holes; no trip hazards; no hazardous projections. Sound condition & good repair.
Windows <i>IPMC 304.13</i>	___ Yes ___ No	Undamaged; sound condition, weather tight. Able to be held open by window hardware. Free from cracks and holes. Approved tightly fitting screens, minimum 16 mesh per inch.
Doors <i>IPMC 305.6</i>	___ Yes ___ No	Fits reasonably well within frame. Opens & closes, attached to jambs, headers or tracks.
Electrical Equipment <i>IPMC 605; 604.3</i>	___ Yes ___ No	No cables/wires exposed to physical damage, no missing or damaged insulation. Minimum of two receptacles, boxes securely attached, cover plate sound & intact. Room must contain at least one electric luminaire (light fixture). Flexible cords cannot be used for permanent wiring or run through doors, windows or cabinets or concealed within walls floors or ceilings. Within 6' of water source must have GFCI receptacles.
Fire Extinguisher <i>IPMC 704</i>	___ Yes ___ No	Present & charged; mounted in visible location.
Sink <i>IPMC 501.1; 504; 505.1 & 505.4</i>	___ Yes ___ No	Functioning, safe, sanitary condition. Hot/Cold water present under adequate pressure. Drains working, no leaks present.
Stove or Range with Oven <i>IPMC 404.7 & 603.1</i>	___ Yes ___ No	Working oven, or a stove with top burners that work? If no stove, is there a microwave oven?
Refrigerator <i>IPMC 404.7 & 603.1</i>	___ Yes ___ No	Is there a refrigerator able to maintain a low enough temperature so that food does not spoil in a reasonable time?
Food Preparation <i>IPMC 404.7</i>	___ Yes ___ No	Are there adequate facilities for sanitary food preparation, service & storage? Specifically, counter and cabinet space?

Living Room

Area of Inspection	Compliance	Requirements
Walls & Ceilings <i>IPMC 305.3</i>	___ Yes ___ No	Undamaged; no holes; no peeling, chipping, flaking or abraded paint. No peeling wall paper. No cracked or loose plaster; no

Area of Inspection	Compliance	Requirements
Walls & Ceilings (Cont)		decayed wood or other defective surfaces.
Floors <i>IPMC 305.4</i>	___ Yes ___ No	Undamaged; no holes; no trip hazards; no hazardous projections. Sound condition & good repair.
Windows <i>IPMC 304.13</i>	___ Yes ___ No	Undamaged; sound condition, weather tight. Able to be held open by window hardware. Free from cracks and holes. Approved tightly fitting screens, minimum 16 mesh per inch.
Doors <i>IPMC 305.6</i>	___ Yes ___ No	Fits reasonably well within frame. Opens & closes, attached to jambs, headers or tracks.
Electrical Equipment <i>IPMC 605</i>	___ Yes ___ No	No cables/wires exposed to physical damage, no missing or damaged insulation. Minimum of two receptacles, boxes securely attached, cover plate sound & intact. Flexible cords cannot be used for permanent wiring or run through doors, windows or cabinets or concealed within walls floors or ceilings.
Smoke Detector <i>IPMC 704.2</i>	___ Yes ___ No	Minimum of 1 smoke detector per floor, functioning & mounted properly.

Bathroom

Area of Inspection	Compliance	Requirements
Walls & Ceilings <i>IPMC 305.3</i>	___ Yes ___ No	Undamaged; no holes; no peeling, chipping, flaking or abraded paint. No peeling wall paper. No cracked or loose plaster; no decayed wood or other defective surfaces.
Floors <i>IPMC 305.4</i>	___ Yes ___ No	Undamaged; no holes; no trip hazards; no hazardous projections. Sound condition & good repair.
Windows <i>IPMC 304.13</i>	___ Yes ___ No	Undamaged; sound condition, weather tight. Able to be held open by window hardware. Free from cracks and holes. Approved tightly fitting screens, minimum 16 mesh per inch.
Doors <i>IPMC 305.6</i>	___ Yes ___ No	Fits reasonably well within frame. Opens & closes, attached to jambs, headers or tracks.
Electrical Equipment <i>IPMC 605; 604.3</i>	___ Yes ___ No	No cables/wires exposed to physical damage, no missing or damaged insulation. One receptacle required, boxes securely attached, cover plate sound & intact. Room must contain at least one electric luminaire (light fixture). Flexible cords cannot be used for permanent wiring or run through doors, windows or cabinets or concealed within walls floors or ceilings. Within 6' of water source must have GFCI receptacles.
Ventilation <i>IPMC 403.2</i>	___ Yes ___ No	If no window present, properly functioning mechanical exhaust system discharging to the outdoors.
Lavatory/Sink <i>IPMC 502.1; 504.1; & 505.1</i>	___ Yes ___ No	Must be within bathroom or close proximity; securely affixed and free of leaks, defects and draining properly.
Tub/Shower <i>IPMC 502.1; 504.1; & 505.1</i>	___ Yes ___ No	Must be present, in working order, free from leaks and defects. Fully functional with adequate water pressure.
Water Closet/Toilet <i>IPMC 502.1; 504.1; & 505.1</i>	___ Yes ___ No	Must be present, securely affixed, with no leaks. Fully functional and drains properly.
Privacy <i>IPMC 503.1</i>	___ Yes ___ No	Provides privacy; not the only passageway to a hall or outdoors.

Bedroom (Additional Bedrooms Add Sheets)

Area of Inspection	Compliance	Requirements
Walls & Ceilings <i>IPMC 305.3</i>	___ Yes ___ No	Undamaged; no holes; no peeling, chipping, flaking or abraded paint. No peeling wall paper. No cracked or loose plaster; no decayed wood or other defective surfaces.
Floors <i>IPMC 305.4</i>	___ Yes ___ No	Undamaged; no holes; no trip hazards; no hazardous projections. Sound condition & good repair.
Windows <i>IPMC 304.13</i>	___ Yes ___ No	Undamaged; sound condition, weather tight. Able to be held open by window hardware. Free from cracks and holes. Approved tightly fitting screens, minimum 16 mesh per inch.
Doors <i>IPMC 305.6</i>	___ Yes ___ No	Fits reasonably well within frame. Opens & closes, attached to jambs, headers or tracks.
Electrical Equipment <i>IPMC 605</i>	___ Yes ___ No	No cables/wires exposed to physical damage, no missing or damaged insulation. Minimum of two receptacles, boxes securely attached, cover plate sound & intact. Flexible cords cannot be used for permanent wiring or run through doors, windows or cabinets or concealed within walls floors or ceilings.
Smoke Detector <i>IPMC 704.2</i>	___ Yes ___ No	Minimum of 1 smoke detector, functioning & mounted properly.

Stairway to 2nd Floor (If Required)

Area of Inspection	Compliance	Requirements
Stair & Handrails <i>IPMC 305.4</i>	___ Yes ___ No	Undamaged. Handrails required f/more than 4 steps. No loose guards or steps. Firmly fastened and capable of bearing loads.
Walls & Ceilings <i>IPMC 305.3</i>	___ Yes ___ No	Undamaged; no holes; no peeling, chipping, flaking or abraded paint. No peeling wall paper. No cracked or loose plaster; no decayed wood or other defective surfaces.

Additional Room/Hallway (Add Additional Sheets as Required)

Area of Inspection	Compliance	Requirements
Walls & Ceilings <i>IPMC 305.3</i>	___ Yes ___ No	Undamaged; no holes; no peeling, chipping, flaking or abraded paint. No peeling wall paper. No cracked or loose plaster; no decayed wood or other defective surfaces.
Floors <i>IPMC 305.4</i>	___ Yes ___ No	Undamaged; no holes; no trip hazards; no hazardous projections. Sound condition & good repair.
Windows <i>IPMC 304.13</i>	___ Yes ___ No	Undamaged; sound condition, weather tight. Able to be held open by window hardware. Free from cracks and holes. Approved tightly fitting screens, minimum 16 mesh per inch.
Doors <i>IPMC 305.6</i>	___ Yes ___ No	Fits reasonably well within frame. Opens & closes, attached to jambs, headers or tracks.
Electrical Equipment <i>IPMC 605</i>	___ Yes ___ No	No cables/wires exposed to physical damage, no missing or damaged insulation. Minimum of two receptacles for all habitable rooms, boxes securely attached, cover plate sound & intact. Flexible cords cannot be used for permanent wiring or run through doors, windows or cabinets or concealed within walls floors or ceilings.

Safety/Health Requirements

Area of Inspection	Compliance	Requirements
Smoke Detector <i>IPMC 704.2</i>	___ Yes ___ No	Detectors required in each room used for sleeping purposes. Also, on the ceiling or wall outside of each separate sleeping area in the immediate vicinity of bedrooms. In each story within a dwelling unit, including basements & cellars but not crawl spaces and uninhabited attics.
Carbon Monoxide Detectors <i>PA Act 121 (2013)</i>	___ Yes ___ No	If heated with fossil fuels, Carbon Monoxide Detectors are located: 1) Centrally located in the vicinity of bedrooms, and, 2) The fossil fuel burning heater or fireplace.
Sanitary Conditions <i>IPMC 305.1 & 308.1</i>	___ Yes ___ No	Interior of structure shall be maintained in a clean and sanitary condition. Interior of structure shall be free from any accumulation of rubbish or garbage.

Additional Bathroom (If Required)

Area of Inspection	Compliance	Requirements
Walls & Ceilings <i>IPMC 305.3</i>	___ Yes ___ No	Undamaged; no holes; no peeling, chipping, flaking or abraded paint. No peeling wall paper. No cracked or loose plaster; no decayed wood or other defective surfaces.
Floors <i>IPMC 305.4</i>	___ Yes ___ No	Undamaged; no holes; no trip hazards; no hazardous projections. Sound condition & good repair.
Windows <i>IPMC 304.13</i>	___ Yes ___ No	Undamaged; sound condition, weather tight. Able to be held open by window hardware. Free from cracks and holes. Approved tightly fitting screens, minimum 16 mesh per inch.
Doors <i>IPMC 305.6</i>	___ Yes ___ No	Fits reasonably well within frame. Opens & closes, attached to jambs, headers or tracks.
Electrical Equipment <i>IPMC 605; 604.3</i>	___ Yes ___ No	No cables/wires exposed to physical damage, no missing or damaged insulation. One receptacle required, boxes securely attached, cover plate sound & intact. Room must contain at least one electric luminaire (light fixture). Flexible cords cannot be used for permanent wiring or run through doors, windows or cabinets or concealed within walls floors or ceilings. Within 6' of water source must have GFCI receptacles.
Ventilation <i>IPMC 403.2</i>	___ Yes ___ No	If no window present, properly functioning mechanical exhaust system discharging to the outdoors.
Lavatory/Sink <i>IPMC 502.1; 504.1; & 505.1</i>	___ Yes ___ No	Must be within bathroom or close proximity; securely affixed and free of leaks, defects and draining properly.
Tub/Shower <i>IPMC 502.1; 504.1; & 505.1</i>	___ Yes ___ No	Must be present, in working order, free from leaks and defects. Fully functional with adequate water pressure.
Water Closet/Toilet <i>IPMC 502.1; 504.1; & 505.1</i>	___ Yes ___ No	Must be present, securely affixed, with no leaks. Fully functional and drains properly.
Privacy <i>IPMC 503.1</i>	___ Yes ___ No	Provides privacy; not the only passageway to a hall or outdoors.

Additional Bedroom

Area of Inspection	Compliance	Requirements
Walls & Ceilings <i>IPMC 305.3</i>	___ Yes ___ No	Undamaged; no holes; no peeling, chipping, flaking or abraded paint. No peeling wall paper. No cracked or loose plaster; no decayed wood or other defective surfaces.
Floors <i>IPMC 305.4</i>	___ Yes ___ No	Undamaged; no holes; no trip hazards; no hazardous projections. Sound condition & good repair.
Windows <i>IPMC 304.13</i>	___ Yes ___ No	Undamaged; sound condition, weather tight. Able to be held open by window hardware. Free from cracks and holes. Approved tightly fitting screens, minimum 16 mesh per inch.
Doors <i>IPMC 305.6</i>	___ Yes ___ No	Fits reasonably well within frame. Opens & closes, attached to jambs, headers or tracks.
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Smoke Detector <i>IPMC 704.2</i>	___ Yes ___ No	Minimum of 1 smoke detector, functioning & mounted properly.

Stairway to 3rd Floor (If Required)

Area of Inspection	Compliance	Requirements
Stair & Handrails <i>IPMC 305.4</i>	___ Yes ___ No	Undamaged. Handrails required f/more than 4 steps. No loose guards or steps. Firmly fastened and capable of bearing loads.
Walls & Ceilings <i>IPMC 305.3</i>	___ Yes ___ No	Undamaged; no holes; no peeling, chipping, flaking or abraded paint. No peeling wall paper. No cracked or loose plaster; no decayed wood or other defective surfaces.

Additional Room/Hallway

Area of Inspection	Compliance	Requirements
Walls & Ceilings <i>IPMC 305.3</i>	___ Yes ___ No	Undamaged; no holes; no peeling, chipping, flaking or abraded paint. No peeling wall paper. No cracked or loose plaster; no decayed wood or other defective surfaces.
Floors <i>IPMC 305.4</i>	___ Yes ___ No	Undamaged; no holes; no trip hazards; no hazardous projections. Sound condition & good repair.
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Doors <i>IPMC 305.6</i>	___ Yes ___ No	Fits reasonably well within frame. Opens & closes, attached to jambs, headers or tracks.
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Additional Bedroom

Area of Inspection	Compliance	Requirements
Walls & Ceilings <i>IPMC 305.3</i>	___ Yes ___ No	Undamaged; no holes; no peeling, chipping, flaking or abraded paint. No peeling wall paper. No cracked or loose plaster; no decayed wood or other defective surfaces.
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Smoke Detector <i>IPMC 704.2</i>	___ Yes ___ No	Minimum of 1 smoke detector, functioning & mounted properly.

Additional Room/Hallway

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Floors <i>IPMC 305.4</i>	___ Yes ___ No	Undamaged; no holes; no trip hazards; no hazardous projections. Sound condition & good repair.
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