

INTERIOR INSPECTION CHECKLIST

- SMOKE DETECTORS:** SHALL BE LOCATED IN EVERY BUILDING ON EVERY LEVEL AND WITHIN 15' OF EVERY SLEEPING ROOM; IN EVERY SLEEPING ROOM; IN EVERY INTERIOR STAIRWELL OF MULTIPLE FAMILY BUILDINGS; INSTALLED ON A CEILING AT LEAST SIX INCHES FROM ANY WALL OR ON A WALL LOCATED IN BETWEEN FOUR TO SIX INCHES FROM AN ADJACENT CEILING; SUPPLIED BY RENTAL PROPERTY OWNER AND MAINTAINED BY THE OCCUPANT.
- CARBON MONOXIDE DETECTORS:** LOCATED IN EVERY DWELLING UNIT WITHIN 15' OF EVERY SLEEPING ROOM; BATTERY POWERED OR ELECTRIC WITH BATTERY BACKUP; INSTALLED ACCORDING TO MANUFACTURERS INSTRUCTIONS; SUPPLIED BY RENTAL PROPERTY OWNER AND MAINTAINED BY THE OCCUPANT.
- STORAGE:** ALL REQUIRED CLEARANCES TO COMBUSTIBLE MATERIALS SHALL BE MAINTAINED: 36 INCHES IN FRONT OF ELECTRIC SERVICE PANELS; 30 INCH MINIMUM IN FRONT OF WATER HEATERS AND FURNACES; NO ACCUMULATION OF GARBAGE OR RUBBISH; AND NO OBSTRUCTION OF EXITS, STAIRS, OR HALLWAYS.
- EXTERMINATIONS:** ALL STRUCTURES SHALL BE KEPT FREE FROM INSECT AND RODENT INFESTATION.
- SURFACES:** CEILINGS, WALLS, FLOORS, AND FOOD PREPARATION AREAS SHALL BE MAINTAINED IN GOOD CONDITION, CLEAN AND SANITARY, AND FREE FROM HOLES, CRACKS, AND DEFECTS.
- WINDOWS:** IN GOOD CONDITION AND EASILY OPENABLE WITH INSECT SCREENS; PROPER EGRESS (EMERGENCY ESCAPE) IS REQUIRED IN ALL SLEEPING ROOMS.
- DOORS & FRAMES:** SHALL BE IN GOOD CONDITION AND FUNCTIONAL. DOORS MUST BE EQUIPPED WITH PROPER HARDWARE THAT WILL NOT RESTRICT EMERGENCY EGRESS. ENTRANCE DOORS MUST BE EQUIPPED WITH DEADBOLT LOCKS.
- STAIRS:** SHALL BE STRUCTURALLY SOUND, IN SAFE CONDITION, WITHOUT ANY TRIP HAZARDS, AND CAPABLE OF SUPPORTING IMPOSED LOADS. STAIRWAYS WITH FOUR OR MORE RISERS MUST BE EQUIPPED WITH A HANDRAIL.
- HANDRAILS & GUARDS:** SHALL BE FIRMLY FASTENED AND CAPABLE OF SUPPORTING NORMALLY IMPOSED LOADS. HANDRAILS ARE REQUIRED IN STAIRWAYS WITH FOUR OR MORE RISERS. GUARDS ARE REQUIRED ON ALL WALKING SURFACES MORE THAN THIRTY INCHES ABOVE GRADE OR ANOTHER WALKING SURFACE.
- ELECTRICAL, PLUMBING, AND MECHANICAL EQUIPMENT:** SHALL BE IN GOOD WORKING ORDER.
- HEAT:** DWELLING UNITS MUST BE PROVIDED WITH HEATING FACILITIES CAPABLE OF MAINTAINING A ROOM TEMPERATURE OF SIXTY-FIVE DEGREES FAHRENHEIT AND ALL HABITABLE SPACES, BEDROOMS, AND BATHROOMS FROM OCTOBER 1 TO APRIL 15.
- HABITABLE SPACE:** SHALL HAVE APPROVED LIGHT AND VENTILATION. A MINIMUM CEILING HEIGHT OF SEVEN FEET IS REQUIRED; MINIMUM ROOM WIDTH OF SEVEN FEET IS REQUIRED.
- OCCUPANCY:** 150 SQUARE FEET OF HABITABLE FLOOR SPACE IS REQUIRED FOR THE FIRST OCCUPANT, AND 100 SQUARE FEET OF HABITABLE FLOOR SPACE IS REQUIRED FOR EVERY ADDITIONAL OCCUPANT; 70 SQUARE FEET MINIMUM FLOOR SPACE FOR ONE OCCUPANT PER BEDROOM AND 50 SQUARE FEET OF HABITABLE FLOOR SPACE FOR EACH ADDITIONAL OCCUPANT; ONE BATHROOM IS REQUIRED FOR EVERY 8 OCCUPANTS.

CONTACT INFORMATION

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EXTERIOR INSPECTION CHECKLIST

- STORAGE:** EXTERIOR PREMISES SHALL BE MAINTAINED CLEAN AND SANITARY WITHOUT JUNK, WASTE, RUBBISH, TRASH CANS, GRILLS, BICYCLES, ETC. MUST BE STORED OUT OF VIEW FROM ANY ADJACENT STREET, MOTORIZED EQUIPMENT, HOUSEHOLD ITEMS, YARD TOOLS, ETC. SHALL BE STORED IN AN ENCLOSED STRUCTURE (SHED/GARAGE).
- PARKING:** VEHICLES MUST BE PARKED ON AN APPROVED SURFACE, AND INOPERABLE, UNLICENSED VEHICLES MUST BE PARKED IN AN APPROVED STRUCTURE. TRAILERS MAY NOT BE PARKED IN ANY AREA BETWEEN THE FRONT FAÇADE OF A BUILDING AND THE STREET. VEHICLES IN EXCESS OF 10,000 LBS. GROSS VEHICLE WEIGHT RATING MAY NOT PARK IN A RESIDENTIAL ZONED AREA.
- GRAFFITI:** EXTERIOR PROPERTY AND SURFACES SHALL BE MAINTAINED FREE FROM ALL GRAFFITI; GRAFFITI SHALL BE REMOVED WITHIN 48 HOURS OF NOTIFICATION.
- WEEDS & GRASS:** YARDS & EXTERIOR AREAS SHALL BE MAINTAINED AT A HEIGHT NOT TO EXCEED 10 INCHES.
- STREET ADDRESS NUMBERS:** NUMBERS MUST BE IN NUMERAL FORM (NOT SPELLED OUT) AND MUST BE A MINIMUM OF FOUR INCHES IN HEIGHT, A CONTRASTING COLOR FROM THE BACKGROUND, AND EASILY VISIBLE FROM THE STREET.
- CHIMNEYS:** MUST BE STRUCTURALLY SOUND AND IN GOOD CONDITION WITHOUT ANY OBSTRUCTIONS; METAL CHIMNEYS MUST BE PROPERLY SURFACE COATED, WITHOUT ANY RUST.
- ROOF/FLASHING:** THE STRUCTURE AND ROOF COVERING SHALL BE MAINTAINED SOUND, IN GOOD CONDITION, AND FREE FROM LEAKS OR DETERIORATION.
- GUTTERS & DOWNSPOUTS:** SHALL BE INSTALLED PROPERLY, FREE FROM OBSTRUCTIONS, MAINTAINED IN GOOD CONDITION, AND DRAIN WATER AWAY FROM THE BUILDING.
- FASCIA & SOFFIT:** MUST BE MAINTAINED IN GOOD CONDITION, PROPERLY INSTALLED, AND PROPERLY SURFACE COATED.
- WALLS & SIDING:** MUST BE MAINTAINED IN GOOD CONDITION, FREE FROM HOLES, CRACKS, PEELING PAINT, OR DEFECTS, AND PROPERLY SURFACE COATED IF REQUIRED.
- WINDOWS:** SHALL BE WEATHER TIGHT, PROPERLY GLAZED, AND WITHOUT DEFECTS; PLASTIC COVERS NOT ACCEPTABLE.
- INSECT SCREENS:** DURING THE PERIOD OF APRIL 1 TO OCTOBER 31, EVERY DOOR, WINDOW, AND OTHER OUTSIDE OPENINGS USED FOR VENTILATION SHALL BE EQUIPPED WITH A TIGHT-FITTING SCREEN, FREE FROM TEARS & HOLES.
- DOORS & FRAMES:** SHALL BE WEATHER TIGHT AND IN GOOD CONDITION WITH FUNCTIONAL HARDWARE; SCREEN DOORS ARE REQUIRED TO BE EQUIPPED WITH A FUNCTIONAL SELF-CLOSING DEVICE.
- FOUNDATIONS:** SHALL BE MAINTAINED STRUCTURALLY SOUND, PLUMB, AND FREE FROM OPEN CRACKS AND BREAKS AND KEPT IN A CONDITION TO PREVENT THE ENTRANCE OF RODENTS AND OTHER PESTS.
- STAIRS, PORCHES, DECKS & BALCONIES:** SHALL BE STRUCTURALLY SOUND, IN SAFE CONDITION, WITHOUT ANY TRIP HAZARDS, AND CAPABLE OF SUPPORTING IMPOSED LOADS. STAIRWAYS WITH FOUR OR MORE RISERS MUST BE EQUIPPED WITH A HANDRAIL.
- HANDRAILS & GUARDS:** SHALL BE FIRMLY FASTENED AND CAPABLE OF SUPPORTING NORMALLY IMPOSED LOADS; HANDRAILS ARE REQUIRED IN STAIRWAYS WITH FOUR OR MORE RISERS. GUARDS ARE REQUIRED ON ALL WALKING SURFACES MORE THAN THIRTY INCHES ABOVE GRADE OR ANOTHER WALKING SURFACE.
- PAVEMENT:** MUST BE MAINTAINED IN A PROPER STATE OF REPAIR AND MAINTAINED FREE OF HAZARDOUS CONDITIONS.

ADOPTED MODEL CODES

Code: 2015 International Building Code, 2015 International Residential Code, 2015 International Fire Code, 2015 International Mechanical Code, 2015 International Electrical Code, 2015 International Fuel Gas Code, 2017 National Electrical Code, 2015 International Electrical Admin. Provisions, 2018 International Energy Conservation Code, Illinois Access Code, Illinois Plumbing Code, Illinois Structural Engineers & Architects Act, State of Illinois Food Service Sanitation Code and City of Rock Islands Code of Ordinances.