

DATE \_\_\_\_\_  
 TIME \_\_\_\_\_

INSPECTOR: \_\_\_\_\_  
 LICENSE # \_\_\_\_\_

**EAST STROUDSBURG BOROUGH  
 RESIDENTIAL RENTAL INSPECTION CHECK LIST**

**ADDRESS:** \_\_\_\_\_  
**PROPERTY OWNER:** \_\_\_\_\_  
**SINGLE:** \_\_\_\_\_      **DOUBLE:** \_\_\_\_\_      **MULTI-UNIT #** \_\_\_\_\_ **OF UNITS**

POINT OF INSPECTION	COMPLIES		COMMENT AND CORRECTIVE ACTION REQUIRED TO COMPLY
	YES	NO	
<b>EXTERIOR PROPERTY AREAS</b>			
<b>Sanitation</b> IPMC 302.1			Maintained in a clean, safe and sanitary condition.
<b>Grading and Drainage</b> IPMC 302.2			Graded and maintained to prevent the erosion of soil and to prevent the accumulation of stagnant water.
<b>Sidewalks and Driveways</b> IPMC 302.3			Free from weeds in walking area: No tripping hazards (deviation of elevation of 1" or more).
<b>Weeds</b> IPMC 302.4			Maintained free from weeds or plant growth in excess of 10" in height.
<b>Rodent Harborage</b> IPMC 302.5			Kept free from rodent harborage and infestation.
<b>Exhaust Vents</b> IPMC 302.6			Shall not discharge wastes directly upon abutting property or that of another tenant.
<b>Accessory Structures</b> IPMC 302.7			Sound and intact, fences securely attached to posts and standing.
<b>Motor Vehicles</b> IPMC 302.8			No inoperative or unlicensed motor vehicles.
<b>SWIMMING POOLS, SPAS AND HOT TUBS</b>			
<b>Swimming Pools</b> IPMC 303.1			Maintained in a clean and sanitary condition and in good repair.
<b>Enclosures</b> IPMC 303.2			Fencing when required, self-closing and self-latching gates where required.
<b>EXTERIOR STRUCTURE</b>			
<b>General</b> IPMC 304.1			Maintained in good repair.
<b>Protective Treatment</b> IPMC 304.2			Check for deteriorated paint, no flaking or peeling; check for rust or corrosion, no oxidation stains.
<b>Premises Identification</b> IPMC 304.3			Street address number posted with numerals at least 4" high, clearly visible from the street.
<b>Structural Members</b> IPMC 304.4			Free from deterioration and capable of supporting dead and live loads.
<b>Foundation Walls</b> IPMC 304.5			Sound and intact, cracks greater than 1" must be repaired with like material. Cracks less than 1" seal in any approved manner.

<b>Exterior Walls</b> IPMC 304.6			Free from holes, breaks and loose or rotting materials.
<b>Roofs and Drainage</b> IPMC 304.7			Sound and intact, no loose or missing shingles or material. No signs of leakage or curling. Gutters and down spouts must be securely attached with no areas rotted or rusted through. Check for sign of water damage at the foundation or in the basement.
<b>Decorative Features</b> IPMC 304.8			Maintained in good repair and anchored or secured properly.
<b>Overhang Extensions</b> IPMC 304.9			Maintained in good repair and anchored or secured properly. All exposed surfaces shall be protected and treated by paint or similar surface treatment.
<b>Stairways, Decks, Porches and Balconies</b> IPMC 304.10			Sound and intact, no rotted wood, no flaking paint, no loose handrails or guards, no broken steps, anchored properly and capable of supporting the imposed loads.
<b>Chimneys and Towers</b> IPMC 304.11			Maintained in good repair, protected by paint or similar surface treatment.
<b>Handrails and Guards</b> IPMC 304.12			Sound and intact, no loose guards or broken steps.
<b>Windows</b> IPMC 304.13			Sound and intact, easily openable, glazing intact, able to remain open by window hardware.
<b>Insect Screens</b> IPMC 304.14			Must be provided where required, good condition-no holes or cuts, screen doors shall be self-closing.
<b>Doors</b> IPMC 304.15			Sound and intact, easily openable, locks shall tightly secure the door.
<b>Basement Hatchways</b> IPMC 304.16			Shall be maintained to prevent the entrance of rodents, rain and surface drainage water.
<b>Guards for Basement Windows</b> IPMC 304.17			Openable basement windows shall be supplied with rodent shields or storm windows.
<b>Building Security</b> IPMC 304.18			Doors providing access to a unit shall be equipped with a deadbolt lock readily openable from the egress side. A sliding bolt is not an acceptable deadbolt lock. Operable windows within 6" above ground level shall be equipped with a window sash locking device, Basement hatchways shall be secured.
<b>INTERIOR STRUCTURE</b>			
<b>General</b> IPMC 305.1			Maintained in good repair, structurally sound and in sanitary condition.
<b>Structural Members</b> IPMC 305.2			Structurally sound and capable of supporting the imposed loads.
<b>Interior Surfaces</b> IPMC 305.3			Sound and intact, no holes, flaking paint, peeling wallpaper or cracked or loose plaster.

<b>Stairs and Walking Surfaces</b> IPMC 305.4			Sound and intact, handrails where required no loose guards or broken steps.
<b>Handrails and Guards</b> IPMC 305.5			Securely fastened in good condition and capable of supporting the imposed loads.
<b>Interior Doors</b> IPMC 305.6			Sound and intact, fully functionable and securely attached to jambs.
<b>HANDRAILS AND GUARDRAILS</b>			
<b>General</b> IPMC 306.1			Handrails are required for interior and exterior stairs with 4 or more risers. Guards are required for open areas more than 30" above grade.
<b>RUBBISH AND GARBAGE</b>			
<b>Accumulation of Rubbish and Garbage</b> IPMC 307.1			Interior and exterior areas free of accumulation of rubbish and garbage shall be disposed of in approval containers. Refrigerators not in operation shall not be stored without first removing the doors.
<b>Disposal of Garbage</b> IPMC 307.3			Shall be disposed of in approved garbage containers. Containers shall be leak proof with close fitting lids.
<b>EXTERMINATION</b>			
<b>Infestation</b> IPMC 308.1			Free from insect and rodent infestation. Check for evidence of rodent droppings.
<b>LIGHT</b>			
<b>Habitable Spaces</b> IPMC 402.1			Every habitable space shall have out least one window of approved size facing directly to the outdoors or to a court.
<b>Common Halls and Stairways</b> IPMC 402.2			Lit in accordance with the Code. (60 watt bulb for each 200 S.F. of floor area)
<b>Other Spaces</b> IPMC 402.3			Provided with natural or artificial light to maintain safe and sanitary conditions.
<b>VENTILATION</b>			
<b>Habitable Spaces</b> IPMC 403.1			Every habitable space shall have at least one openable window.
<b>Bathroom and Toilet Rooms</b> IPMC 403.2			Ventilation required, either a window or a mechanical ventilation system that discharges to the outdoors.
<b>Cooking Facilities</b> IPMC 403.3			Cooking not permitted in rooming or dormitory units, no cooking appliances(coffee pots and microwave ovens are not considered cooking appliances)
<b>Clothes Dryer Exhaust</b> IPMC 403.4			Independent or other exhaust systems in accordance with manufacturers instructions.

## OCCUPANCY LIMITATIONS

<b>Minimum Room Widths</b> IPMC 404.2			Habitable rooms, other than a kitchen, shall be no less than 7" in any dimension. A clear passageway no less than 3" is required in a kitchen.
<b>Minimum Ceiling Heights</b> IPMC 404.3			Habitable spaces, hallways, corridors, laundry areas, bathrooms, toilet rooms and habitable basement areas shall have a clear ceiling height of no less than 7".
<b>Room Requirements</b> IPMC 404.4			Living rooms shall contain at least 120 s.f. bedrooms shall contain at least 70 s.f. every bedroom shall have access to a bathroom located in the same story or an adjacent story
<b>Over Crowding</b> IPMC 404.5			Occupancy shall not endanger the life, health, safety or welfare of the occupants. Must be in conformance with the Borough Code.

## REQUIRED PLUMBING FACILITIES

<b>Dwelling Units</b> IPMC 502.1			Bathtub or shower, lavatory, water closet and kitchen sink required.
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## TOILET ROOMS

<b>Privacy</b> IPMC 503.1			Provide privacy and shall not be the only passageway to hall or to the exterior.
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## PLUMBING SYSTEMS AND FIXTURES

<b>General</b> IPMC 504.1			Free from leaks, obstructions and defects. Maintained in a safe and sanitary condition.
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## WATER SYSTEM

<b>General</b> IPMC 505.1			Properly connected to public water system, hot & cold running water.
<b>Water Heating Facilities</b> IPMC 505.4			Water heating facilities shall be properly installed and maintained. Gas-fired water heater is not permitted in a bathroom, bedroom or other occupied room unless adequate combustion air is provided. Check for adequate venting and pressure relief valve.

## SANITARY DRAINAGE SYSTEM

<b>General</b> IPMC 506.1			Properly connected to public sewer system.
<b>Maintenance</b> IPMC 506.2			Free from leaks, obstructions and defects

## HEATING FACILITIES

<b>Residential Occupancies</b> IPMC 602.2			Provided with heating facilities capable of maintaining a room temperature of 68° F in all habitable rooms, bathrooms and toilet rooms. Cooking appliances cannot be used to provide required heating. Owner is required to supply heat to occupants.

**MECHANICAL EQUIPMENT**

<b>Mechanical Appliances</b> IPMC 603.1			Properly installed and maintained in a safe working condition.
<b>Venting</b> IPMC 603.2			All fuel-operated appliances shall be connected to an approved chimney or vent (exception: those approved for unvented operation).

**ELECTRICAL SERVICE**

<b>Service</b> IPMC 604.2			Dwelling units shall be served by a three-wire, 120/240 volt, single-phase electrical service having a rating of not less than 60 ampres. Check meter base, check service entrance cable for wear; check for cable detachment.
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**ELECTRICAL EQUIPMENT**

<b>Installation</b> IPMC 605.1			Properly installed and maintained in a safe and approved manner. No wires/cables exposed to physical damage. Proper connections in a junction box.
<b>Receptacles</b> IPMC 605.2			Minimum of 2 receptacles per habitable space; minimum of 1 receptacle per bathroom; GFCI protected receptacles required within 6' of any sink, in a laundry area, unfinished basements or garages and exterior locations. Test with tester.

**ELEVATORS**

<b>General</b> IPMC 606.1			Maintained in compliance with ASME A17.1, check for current certification of inspection.
<b>Operation</b> IPMC 606.2			At least one elevator shall be operable at all times.

**MEANS OF EGRESS**

<b>General</b> IPMC 702.1			A safe, continuous and unobstructed path of travel is required from any point in the building to the public way.
<b>Locked Doors</b> IPMC 702.3			Egress doors shall be readily operable from the egress side without the need for keys, special knowledge or effort.

**FIRE RESISTANCE RATINGS**

<b>Fire Resistance-Rated Assemblies</b> IPMC 703.1			The fire resistance ratings required for two and multi-family dwellings shall be in place and in good repair. A side by side two family dwelling unit will require a one hour rated wall from basement to roof line. Two or multi-family dwelling units above or below one another will require a one hour rated wall between the units. A one hour rated wall is required between an attached garage and the dwelling. There cannot be a door leading into a bedroom from an attached garage. A one hour rated wall is defined as 5/8" type X sheetrock or equivalent.

<b>FIRE PROTECTION SYSTEMS</b>			
<b>Smoke Alarms</b> IPMC 704.2			Interconnected smoke alarms are required: 1) Each bedroom, 2) Bedroom hallway, 3) Every other level, including basement and attic. Interconnection must be done in such a manner that the activation of one alarm will activate all of the alarms in the individual unit. Interconnection may be achieved by wired or wireless technology.
<b>SPECIAL NOTES - MISCELLANEOUS ISSUES</b>			