



*You couldn't pick a better place.*

# Rental Inspection Checklist

Rental inspections are required for all rental units whenever there is a change of occupancy or owner. Failure to register rental properties leaves landlords “unprotected” by NJ Statutes concerning Landlord/Tenant Disputes. Any disagreements involving unregistered rental properties may pose a considerable legal challenge and liability to property owners.

This checklist is provided as a courtesy and is not all-inclusive. It is provided to give you an idea of some of the items an inspector will check for during an inspection. There may be other items not listed which may fail a unit inspection.

## Exterior of Property

- Outside of property is clean of trash, debris, high grass and weeds. Derelict vehicles must be removed from the premises.
- Outside of house is trim, clean and neat (not peeling, chipping, or worn).
- House number is clearly displayed on house.
- Handrails required where there are 3 or more risers, over 30 inches or more in height, and for all stairs or steps used for egress. Handrails are secured.
- Decks are secured and free from rotten boards.
- Patios and balconies are secured and in satisfactory condition (no broken concrete or railings).

## Windows

- There is at least one window in every bedroom and living room
- All windows are properly maintained without missing or broken panes (open and close freely).
- Window locking devices are in proper working order.
- Window screens are provided that are free from holes (May 1 – October 1)
- All basement windows have tight-fitting covers.

## Doors

- Doors providing access to a dwelling unit that is rented, leased or let shall be equipped with a deadbolt lock with an exterior key lock only. Interior portion of the deadbolt must be a lever, not keyed.
- Deadbolt locks are operated only by the turning of a knob and do not have a lock throw of less than 1-inch. A sliding bolt shall not be considered an acceptable deadbolt lock.
- All interior ingress/egress doors must be equipped with locks.

## Interior of Property

- Rental unit is maintained in good repair, structurally sound and in a sanitary condition.
- All rooms are painted, free of peeling or chipping. All surfaces are clear of mildew.
- Handrails inside are secured.
- All floors and floor coverings are free of any tripping hazards and weak sub floors. (i.e., raised edges, open seams or tears, exposed tack strips etc) All bedrooms have privacy doors that are free from holes and otherwise in sound condition.
- All bathrooms have privacy doors that are free from holes and otherwise in sound condition.
- All doors are free from holes and fit reasonably well within its frame and are capable of being opened and closed by being properly and securely attached to jambs, headers or tracks.

- Closets have doors, poles and shelves secured.
- All sliding closet doors have door guards.
- The bathroom must have a window or working ventilation fan.
- The unit is free from infestation by rodents or vermin (insects) of any kind.

### **Appliances & Utilities**

- Stove furnished by owner, clean and operable with all control knobs and handles. Gas stove burners must light by pilot jets without the use of incendiary devices (i.e., matches, lighter, etc.).
- The refrigerator must be clean and in working condition.
- The Electric is on and in working order and all electrical switches and outlets are operating properly. The unit may not have electrical hazards of any kind. (i.e., non-testing or non-functional Ground Fault Circuit Interrupter (GFCI), missing or broken cover plates, hanging fixtures, exposed wiring etc). Outlets near water sources must be GFI's.
- The Gas is on and in working order.
- Plumbing fixtures are in working order and provide adequate water pressure. You must have hot and cold running water in the kitchen and bathroom(s). There must be a shower or bathtub that is in good working condition.
- Toilet properly operates and is in sound condition
- There are no leaks in any faucet, pipes or under sink.
- Heating system is safe and sufficient heating providing heat from October 1st to May 15th. All heat outlets are permanent and secured to the wall. The heating unit must be properly installed and vented and otherwise in good working order.

### **Fire and Carbon Monoxide Safety**

- Smoke Detectors are up and in working order, and installed at all of the following locations:
  - On the ceiling or wall outside of each separate sleeping area in the immediate vicinity of bedrooms.
  - In each room used for sleeping purposes.
  - On each story within the dwelling unit, including basements and cellars but not including crawl spaces and uninhabitable attics. In dwellings or dwelling units with split levels and without an intervening door between the adjacent levels, a smoke alarm installed on the upper level shall suffice for the adjacent lower level provided that the lower level is less than one full story below the upper level.
- Smoke alarms receive their primary power from the building wiring. Smoke alarms are permitted to be solely battery operated in buildings where no construction is taking place, buildings that are not served from a commercial power source and in existing areas of buildings undergoing alterations or repairs that do not result in the removal of interior wall or ceiling finishes exposing the structure, unless there is an attic, crawl space or basement available which could provide access for building wiring without the removal of interior finishes.
- In one- and two-family dwellings built before January 1, 1977, smoke alarms must be 10-year sealed battery smoke alarms.
- Smoke alarms shall emit a signal when the batteries are low.
- Carbon Monoxide detectors are up and in working order. Please refer to manufacturers' installation.
- A Fire Extinguisher is provided no smaller than 2A:10B:C, less than 10 lbs., rated for residential use, hung in a visible location within 10 feet of the kitchen area, no higher than 5 feet off the floor, near a room exit or travel path to the exterior. The extinguisher must be accompanied by owner's manual/written info regarding operation, inspection & maintenance of extinguisher. Extinguisher must be installed with operating instructions clearly visible.