

# Trappe Borough, Montgomery County, PA

525 West Main Street      Trappe, PA 19426  
Phone: 610.489.7181      Fax: 610.489.8827  
Website: [www.trappeborough.com](http://www.trappeborough.com)



## Inspection Checklist\* for Rental Properties

### EXTERNAL OF BUILDING:

1. Street numbers visible from the street, reflective (contrasting color) and minimum of 3" in height
2. Property in a clean, safe, and sanitary condition; no weeds, rubbish or garbage
3. Window panes on house/garage in good condition
4. Sidewalks and driveway aprons in good repair
5. Ground slopes away from building & no standing water (grading & drainage)
6. Roof & chimney in good condition, weather-tight & structurally sound
7. Building exterior (i.e., walls, wood trim, flashing, siding) weather-tight & no untreated wood surfaces
8. Gutters & downspouts secure & terminate away from building foundation
9. Stairs and stairwells must be lit
10. **Graspable handrails required** (on external of building as well as internal) on at least one side for the entire length of the stair run where there are four (4) or more risers – *see notes under External item #11*. Handrails to be mounted 34" – 38" to top measured from stair nosing.
11. Decks & porches must be structurally sound and ...
  - a. **guardrails** must be present if more than 30" drop to grade, with rails 36" in height minimum; no openings between rails larger than 4"
  - b. guardrails required on both sides of stairs if deck or porch is more than 30" above grade
12. Plumbing vents secure, above roofline & at least 5' horizontal distance from windows and 2' above any operable openings (i.e., windows, skylights)
13. Sewer vent capped minimum 6" above grade and all soil line cleanouts (plumbing drain line cleanouts) accessible
14. Mechanical vents (i.e., gas- and oil-burning appliances) must be capped, weather-tight and oriented away from windows and doors
15. Electric service must be grounded, drip loops & service cable in good condition and protected where entering building
16. If there is a swimming pool on the property, there is a required 4'-high enclosure with self-closing, self-latching code-compliant gate
17. If there is a swimming pool on the property, all doors with direct access to the pool area must be fitted with functioning alarm

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## **EXTERNAL OF BUILDING, cont'd:**

18. If garage is attached to living quarters, there must be a fire door and frame leading into home; walls and ceiling of garage must have at least a one-hour fire rating
19. GFCI outlets required at all exterior locations

## **INTERNAL OF BUILDING:**

1. Interior walls, fire/party walls and floors must be structurally sound with no holes; two-hour fire rated walls required between attached residences
2. Windows & glazing: no cracks or broken windows permitted; safety glass required for showers, doors and low glass surfaces (i.e. windows, sidelights, etc.)
3. No evidence of rat, mouse, cockroach or other pest infestation
4. Habitable spaces: Ceiling must be at least 7'-0" in height; no rooms except kitchens and bathrooms measuring less than 7' in any dimension
5. Common hallways in apartment buildings must have emergency lighting and no locks or chains on egress (exit) doors
6. Egress doors (including doors into hallways in the case of apartments) cannot have double-cylinder deadbolts (that is, ones that require a key to be opened from the inside)
7. Stairs and stairwells must be lit
8. **Graspable handrails required** (on internal of building as well as external) on at least one side for the entire length of the stair run where there are four (4) or more risers – *see notes under External item #11*
9. **Enclosed storage areas beneath stairs must be fire-rated.** This means the storage area must be completely enclosed with ½" drywall that is taped and spackled. No exposed combustible materials permitted.
10. Basements must have emergency means of escape (egress) for any areas used as sleeping quarters
11. If there is a sump pump it is not permitted to discharge into the public sewer line, onto sidewalks or neighbors' property
12. Heating, air conditioning and ventilation systems are to be operable with ducts and vents in good condition, and some evidence of recent servicing
13. Water supply system must have no leaks, fixtures must be operable and shutoff valves installed
14. Drainage, waste and vent system must have no clogs and no leaks in fixtures, pipes or traps
15. Ventilation: There must be operable windows or central heat and air conditioning; fans or operable windows in all bathrooms and powder rooms
16. Water heater and furnace relief valves: Open relief valves prohibited. These must be piped to the drainage system or to another safe location, such as the floor [the open end of which can be no more than six inches (6") above the floor]. *See attached diagram on last page.*

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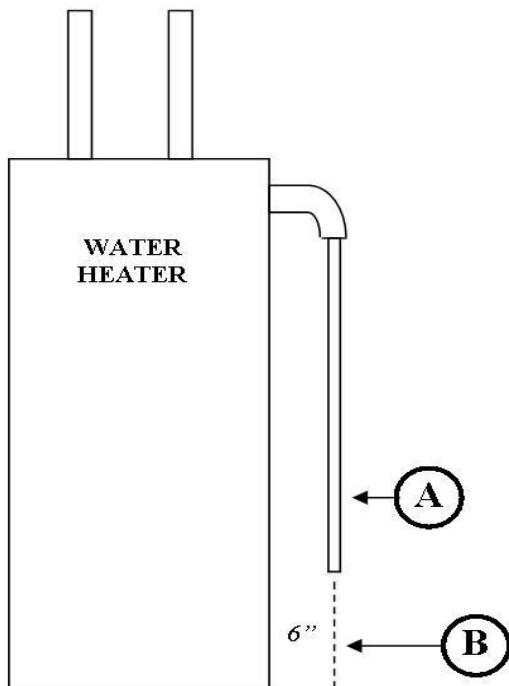
## **INTERNAL OF BUILDING, cont'd:**

17. Expansion tanks are required on water heaters
18. Electrical service panel must be accessible, with no openings in breaker or fuse slots, and in good general condition (*NOTE: A Rental Unit Inspection is not an Electrical Certification*)
19. Electrical service boxes and fixtures must be secure and covered (no missing switch or receptacle cover plates); wiring must be in good condition
20. There must be at least one duplex (2-plug) receptacle in each room including bathrooms
21. Receptacles on kitchen counters, bathroom/powder rooms & at clothes washers (that is, anywhere within 6 feet of a water source), as well as in garages & unfinished basements, must be GFCI
22. All stoves must have anti-tilt clips installed
23. Gas ranges must be fitted with shutoff valves behind the range
24. Electric ranges must have plug-in electrical connections ... that is, no hard-wired connections
25. There must be at least one working smoke detector in each room used for sleeping purposes and one working smoke detector outside each sleeping room, plus one working smoke detector on each floor.
26. In any building has a fossil fuel-burning heater or appliance, fireplace or attached garage carbon monoxide detectors are required. The carbon monoxide detectors can be battery operated, plug-in with battery backup or hardwired alarms with battery backup. The alarms must be installed on the wall or ceiling centrally located in the vicinity of the bedrooms and the fossil fuel-burning heater, fireplace or appliance.
27. Smoke alarms are permitted to be solely battery-operated in existing buildings where no construction is taking place
28. Hard-wired smoke detector system required in common halls for apartment buildings
29. There must be a fire extinguisher (minimum 2 ½ lb. ABC) in each unit (mounted within 10 feet of kitchen). Common hallways require extinguishers with a current inspection tag.
30. Clothes dryer exhaust must be ducted to the exterior of the building.

Though attempt has been made to include all items on this list that are pertinent at time of printing, periodic changes are made to code that might not be reflected in this list. Nevertheless, properties will be inspected according to code as it is in effect at date of inspection, whether or not it is reflected here.



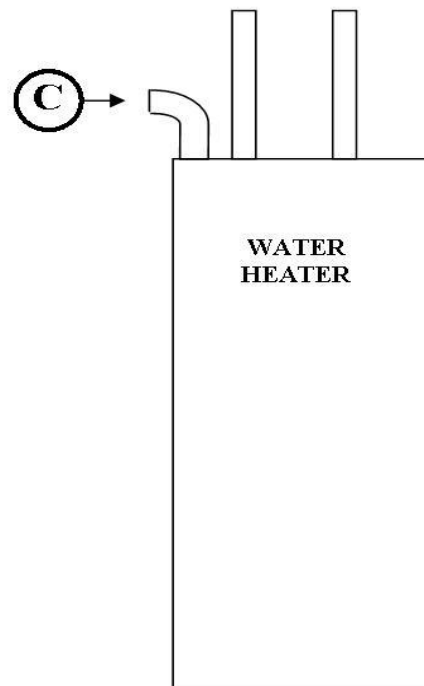
# RIGHT



**A** Relief valve must be piped to the drainage system or to another safe location, such as the floor (shown above).

**B** Any discharge pipe directed to the floor must be no more than six inches (6") above the floor.

# WRONG



**C** Open relief valves are prohibited, as this presents a danger to people in the immediate area

**This also applies to  
furnace relief valves.**