

City of Orange City

Rental Housing Checklist

As part of the Rental Housing Program, rental units are required to be registered and inspected. The checklist below is a simplified summary of items that will be inspected during the inspection process. This document should be understood as general guidance of the inspection items. This list should not be construed as legally binding code.

Administrative Compliance

- Property is registered with the City of Orange City and correct contact information has been given.
- Registration fees are paid.

Structure and Site

- Property has house numbers clearly visible from the street.
- Doors and windows are operable and able to be locked.
- Structure appears to be in good repair.
- Sleeping and living areas are adequate in size.
- Stairways, porches, decks, and balconies have flooring, supports and handrails in good condition.
- Known cisterns, wells, or other hazards are properly identified or protected from the public.
- Property does not have an accumulation of garbage, junk, or debris and lawn is maintained in a manner that does not promote the harboring of rodents, vermin, or allow for an infestation of bugs.
- Vehicles are properly parked on approved surface or stored according to municipal code.
- Sidewalks are well maintained and free of trip hazards.
- Property does not have unsafe storage of flammable liquids.

Plumbing

- Units have use of operable kitchen sink, toilet, and bathtub/shower.
- All applicable plumbing fixtures have hot and cold water and are connected to sanitary sewer system.
- Bathrooms provided adequate means of heating the entire space.
- Units have adequate means of heating the entire space.
- Fuel fired appliances are properly vented to the outside and have shutoff valves.

Electrical

- Electrical service is properly maintained and is sufficient to support the electrical load.
- Cooking appliances and portable heating units shall not be used as the main source of heat.
- All electrical equipment, wiring, lighting, and appliances are properly installed and maintained in a safe and approved manner.
- Electrical panels are accessible, and circuits are properly sized and labeled.
- There are cover plates on all outlets, switches, and junction boxes.
- Extension cords are not used as permanent wiring.
- GFCI outlets for all outlets where required by applicable code at the time of inspection.

Fire Safety

- Each sleeping room, immediately outside of sleep areas, and other locations required by Iowa Code have an operable smoke detector.
- Carbine monoxide detectors are installed immediately outside of sleeping rooms and on each level where required. (Only applies to properties with a potential carbon monoxide source.)
- All sleeping rooms have safe and appropriate access to an operable window for egress.
- Means of egress doors and windows are operable without need for keys, tools, special knowledge, or effort.
- Fire resistance walls, floors, and doors are properly maintained.