



The City of Lebanon
 Department of Public Safety
 400 South 8th St., Lebanon PA 17042
 Phone: (717) 228-4495

ROUTINE RENTAL INSPECTION CHECKLIST

This document is being provided to you as a result of your property being scheduled for inspection. The following checklist is a guideline of the items that will be inspected; however it is not an all-encompassing list of all code requirements. The inspector will mark pass: yes or no, conditions observed, action needed and time frame for repair. All items must be corrected prior to being forwarded for the license issuance process.

| 2009 IPMC |
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| Exterior Structure |
| <ul style="list-style-type: none"> <input type="checkbox"/> Sidewalks proper repair, free from hazards (tripping, ice ponding) <input type="checkbox"/> Structure in sound condition and sealed from the weather <input type="checkbox"/> Handrail/Guardrail per detail <input type="checkbox"/> All exterior property and premises free of accumulation of rubbish and trash <input type="checkbox"/> Sufficient leak proof trash cans with lids or appropriate size dumpster & recycle containers <input type="checkbox"/> Trash receptacles stored in rear or side of property <input type="checkbox"/> Electric meter base and service secure-and safe |
| Interior Structure |
| <ul style="list-style-type: none"> <input type="checkbox"/> All doors, door assemblies and hardware maintained in good condition and secure <input type="checkbox"/> Windows and screens intact and working properly <input type="checkbox"/> Stairs and railings intact and firmly fastened <input type="checkbox"/> Flooring is in good condition and able to-support load <input type="checkbox"/> Walls intact with no holes that pose a safety issue <input type="checkbox"/> Ceilings in good condition w/ no holes or large cracks that pose a safety issue <input type="checkbox"/> Drop sealing panels must be free of water stains and not have missing panels <input type="checkbox"/> All structures kept free from insect and rodent infestation <input type="checkbox"/> Porches and balconies in sound condition; railings and guards intact and able to support load <input type="checkbox"/> Overcrowding/ occupancy limitations |
| Electrical |
| <ul style="list-style-type: none"> <input type="checkbox"/> Receptacle outlets covered and in good working order <input type="checkbox"/> One receptacle in each bathroom; 2 separate & remote receptacles in other habitable rooms <input type="checkbox"/> GFI outlets installed and working in bathrooms and within 6' of the sink in a kitchen or laundry <input type="checkbox"/> Light switch covers in place, ceiling and/or wall lights secured, working and with shade <input type="checkbox"/> Junction boxes covered and no exposed wiring <input type="checkbox"/> All electrical boxes shall be properly grounded or bonded <input type="checkbox"/> Every circuit in panel(s) shall be properly labeled, no open spaces permitted <input type="checkbox"/> Current carrying conductors shall be identified: red, blue or black |

NOTE: Any items not corrected will result in an official *Notice of Violation* issued by the Department of Public Safety - Code Enforcement. Any questions can be directed to the office of Public Safety; Municipal Building, Rm 214, 400 S. 8th St., Lebanon, PA. 17042 P: 717-228-4495



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| Plumbing |
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| <ul style="list-style-type: none"> <input type="checkbox"/> There is approved potable water supply <input type="checkbox"/> All plumbing fixtures properly installed and maintained in working order <input type="checkbox"/> Every plumbing stack, vent, waste and sewer line functioning properly and kept free from obstructions, leaks and defects <input type="checkbox"/> Water heating facilities properly installed, maintained and provide an adequate amount of water at every required sink, lavatory, bathtub, shower and laundry at a temperature of not less than 110° F or greater than 120° F <input type="checkbox"/> Pressure relief valves to extend within 6" from floor |
| Mechanical |
| <ul style="list-style-type: none"> <input type="checkbox"/> Heating facilities capable of maintaining a room temperature of 68° F in all habitable rooms <input type="checkbox"/> All fuel burning equipment and appliances connected to an approved chimney or vent <input type="checkbox"/> All required clearances (36") to combustible materials maintained <input type="checkbox"/> An air supply for complete combustion of fuel and ventilation of the space containing the fuel-burning equipment provided <input type="checkbox"/> Duct systems maintained free of obstructions and capable of performing the required function |
| Fire Safety |
| <ul style="list-style-type: none"> <input type="checkbox"/> In buildings of three or more units, fire extinguishers located either in common areas or individual units with maximum travel distance being $\leq 75'$ <input type="checkbox"/> Fire extinguishers must be installed on the hangers or brackets that were supplied with the unit, may not be obstructed or obscured from view and should be mounted by an exit. <input type="checkbox"/> CO detectors in basement and outside of bedrooms if unit has fossil fuel (oil/gas) heat. <input type="checkbox"/> <input type="checkbox"/> Single or multiple-station smoke alarms installed and maintained in all rental units <input type="checkbox"/> One and two family rentals may use battery operated single-station smoke alarms <input type="checkbox"/> Three or more units smoke alarms are hardwired with battery backup <input type="checkbox"/> Dwellings of five or more units have installed a 24-hour supervised automatic fire-alarm system with a City of Lebanon Fire Alarm User permit <input type="checkbox"/> In buildings of three or more units egress lighting provided in all common areas of egress travel <input type="checkbox"/> In buildings of three or more units exit signs provided in all common areas of egress travel <input type="checkbox"/> An authorized key box is required for all structures with a supervised automatic alarm system |
| Miscellaneous |
| <ul style="list-style-type: none"> <input type="checkbox"/> Address numbers legible/visible from the street front; 4" high x 1/2" wide & contrasting background |

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