



The City of Lebanon
 Department of Public Safety
 735 Cumberland St., Lebanon PA 17042
 Phone: (717) 639-2800 option #2

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.

2018 IPMC	
Exterior Structure	
☐	302.3 Sidewalks proper repair, free from hazards (tripping, ice ponding).
☐	304.1 Structure in sound condition and sealed from the weather.
☐	307.1 Handrail/Guardrail per detail.
☐	308.1 All exterior property and premises free of accumulation of rubbish and trash.
☐	308.3.2/929.03 Sufficient leak proof trash cans with lids or appropriate size dumpster & recycle containers.
☐	929.04(f) Trash receptacles stored in rear or side of property.
☐	604.3 Electric meter base and service secure-and safe.
Interior Structure	
☐	305.6 All doors, door assemblies and hardware maintained in good condition and secure.
☐	304.13/304.14 Windows and screens intact and working properly.
☐	305.4/305.5 Stairs and railings intact and firmly fastened.
☐	305.2/305.4 Flooring is in good condition and able to-support load.
☐	305.2/305.3 Walls intact with no holes that pose a safety issue.
☐	305.2/305.3 Ceilings in good condition w/ no holes or large cracks that pose a safety issue.
☐	305.3 Drop sealing panels must be free of water stains and not have missing panels.
☐	309.1/309.5 All structures kept free from insect and rodent infestation.
☐	305.4/305.5 Porches and balconies in sound condition; railings and guards intact and able to support load.
☐	404.5 Overcrowding/ occupancy limitations.
Electrical	
☐	604.3/605.2 Receptacle outlets covered and in good working order.
☐	605.2 One receptacle in each bathroom; 2 separate & remote receptacles in other habitable rooms.
☐	604.3/605.2 GFI outlets installed and working in bathrooms and within 6' of the sink in a kitchen or laundry.
☐	604.3/605.3 Light switch covers in place, ceiling and/or wall lights secured, working and with shade.
☐	604.3 Junction boxes covered and no exposed wiring.
☐	604.3 All electrical boxes shall be properly grounded or bonded.
☐	604.3 Every circuit in panel(s) shall be properly labeled, no open spaces permitted.
☐	604.3 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 Department of Public Safety.



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Plumbing
☐ 505.1 There is approved potable water supply. ☐ 504.1 All plumbing fixtures properly installed and maintained in working order. ☐ 506.1 Every plumbing stack, vent, waste and sewer line functioning properly and kept free from obstructions, leaks and defects. ☐ 505.4 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. ☐ 505.4/IPC 504.6 Pressure relief valves to extend within 6" from floor.
Mechanical
☐ 602.3 Heating facilities capable of maintaining a room temperature of 68° F in all habitable rooms. ☐ 603.2 All fuel burning equipment and appliances connected to an approved chimney or vent. ☐ 603.3 All required clearances (36") to combustible materials maintained. ☐ 603.5 An air supply for complete combustion of fuel and ventilation of the space containing the fuel-burning equipment provided. ☐ 607.1 Duct systems maintained free of obstructions and capable of performing the required function.
Fire Safety
☐ IFC 906.3.1 In buildings of three or more units, fire extinguishers located either in common areas or individual units with maximum travel distance being $\leq 75'$. ☐ IFC 906.6/906.7 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. ☐ 705.1/705.3 CO detectors in basement and outside of bedrooms if unit has fossil fuel (oil/gas) heat. ☐ 704.6.1/704.6.2.1 Single or multiple-station smoke alarms installed and maintained in all rental units. ☐ 704.6.2.1 One and two family rentals may use battery operated single-station smoke alarms. ☐ 704.6.1.5 Three or more units smoke alarms are inter-connected (<i>hard-wired or wireless</i>) with battery backup. ☐ IFC 907.2/907.9/1103.7 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. ☐ IFC 1008.1 In buildings of three or more units egress lighting provided in all common areas of egress travel. ☐ IFC 1013 In buildings of three or more units exit signs provided in all common areas of egress travel. ☐ IFC 506.1 An authorized key box is required for all structures with a supervised automatic alarm system.
Miscellaneous
☐ IFC 505.1/304.3 Address numbers legible/visible from the street front; 4" high x ½" wide & contrasting background.

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