

BYRON TWP. RENTAL INSPECTION CHECKLIST

Address must be on the building and visible from the street.

The unit address must be on individual doors in multi-unit dwellings.

1. Exterior

- a. Exterior doors must close, latch, and lock.
- b. Windows are not cracked, operate in all bedrooms, and screens in working condition.

2. Bathrooms

- a. Ventilation is required either through a window or mechanical means
- b. Check floors/walls/ceilings; no holes, mold, or flaking paint (caused from water damage).
- c. Electrical GFCI's outlets must work properly

3. Bedrooms

- a. Check floors/walls/ceilings for mold.
- b. Windows must operate freely and stay open with proper window hardware, and screens on all functioning windows.
- c. Check interior bedroom doors and make sure they are latching properly.
- d. Egress windows for **ALL** bedrooms (basement egress wells) no clutter around windows.

4. Fire

- a. Check for proper location and type of smoke detector - one on each floor, outside bedrooms, inside each bedroom, hard wire electric where required.
- b. Carbon Monoxide detector (one per floor).
- c. Fire extinguisher inside each dwelling and *within manufacturer's certification date*.
- d. Any sprinkled or monitored system must be inspected and certified annually.

5. Mechanical Rooms/Laundry rooms

- a. Doors must automatically close (multi-family buildings)
- b. Check floors/walls/ceilings; no mold.
- c. Any penetrations must be sealed (duplex/multi-family buildings)
- d. Check combustion air for furnace/water heater.
- e. Check venting/exhaust for furnace, water heater, and dryer (free of debris).
- f. Check the Electrical Service Panel box for open breaker slots and proper cover.

This list is not intended to be an all-inclusive list, but a guide for the most common issues.

Call the Inspection Department at (616) 878-9174 with questions or to set up an inspection. Do not let your certificate of rental compliance lapse. It could result in additional fees to your property!