

Rental Inspection Checklist

Reviewing rental units for compliance with this list could save from costly re-inspections. Rental units include apartments, condos, manufactured home parks and single-family homes for rent.

This list contains common violations. It is not intended to be a comprehensive list of all violations that could occur.

Single and Multi- Units | Interior

Ceiling

- ☐ Free of water damage, cracks and peeling

Electrical

- ☐ All outlets and switch plate covers present and secured
- ☐ Wiring is concealed
- ☐ Free of temporary wiring/extension cords
- ☐ Electrical panel and/or electrical room labeled and accessible? (three foot clearance to panel and inspection sticker)

Floors

- ☐ Floors free of holes, cracks and tripping hazards
- ☐ Water-tight surfaces in bathrooms and kitchens

Food Storage/Preparation

- ☐ Cabinet doors, drawers and hardware in good condition
- ☐ Kitchen is sanitary

Furnace/Air Conditioner

- ☐ Heating appliances and air conditioners operable with secure gaskets and handles
- ☐ Controls/thermostats easily accessible

Refrigerator

- ☐ Refrigerator operable with secure gaskets and handles

Sink/Wash Basin

- ☐ Sinks and wash basins are cleanable; have water-tight surfaces that are free of chips, cracks and leaks
- ☐ No presence of flexible piping

Smoke/Carbon Monoxide Detectors

- ☐ Working smoke detectors installed in each bedroom, adjacent hallways and on each level
- ☐ Working carbon monoxide (CO) detector are within 10 feet of bedrooms where required

Stove/Range/Oven

- ☐ Burners and oven elements are operable
- ☐ Door gaskets are in good condition
- ☐ Adjacent countertops are below stovetop cooking surfaces

Environment

- ☐ Free of signs of rodent or pest infestation

Tubs/showers/Toilets

- ☐ Surfaces around tub, shower, floor and toilet are washable and water-tight
- ☐ Plumbing fixtures are operating properly

Ventilation

- ☐ Bathroom | Operable bath fans if there is no bathroom window
- ☐ Kitchen | Mechanical fans or windows open freely
- ☐ Dryer | Vented through rigid metal or other approved flexible materials, secured at joints with metal tape
- ☐ Dryer | Directly vented to the outside

Walls

- ☐ Walls free of holes or water damage

Windows/Patio Doors

- ☐ Windows open, close and latch freely
- ☐ Doors open, close and latch freely
- ☐ Windows and doors free from leaks, cracks and peeling paint
- ☐ Screens on all windows and doors

Exits and Pathways

- ☐ Exits and pathways are clear, maintained and usable

Stairs and Guardrails

- ☐ Carpeting on stairs is secure
- ☐ Handrails are present and secure

Water Heater

- ☐ Water heater is free of leaks and rust
- ☐ A metal drip pipe is in place within 18 inches of the ground
- ☐ Vented properly

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Single and Multi- Units | Exterior

Combustible Storage

- ☐ Combustible materials (i.e. paint, gasoline, etc.) are stored properly

Address

- ☐ Building address is visible from street
- ☐ Individual numbers in the address are at least four inches tall

Building Exterior/Yard Maintenance

- ☐ Roof and siding in good condition
- ☐ Sidewalks and steps maintained
- ☐ Yard/landscaping maintained (mowed or plowed) and free of junk and debris
- ☐ Painted surfaces are free of chipping/peeling

Decks

- ☐ Guardrails present on any decking over 30 inches from ground
- ☐ Decks free of grills, where applicable
- ☐ Decks structurally sound (no holes, no rotting)

Vehicles/Outdoor Storage

- ☐ Yard and exterior free of prohibited items
- ☐ All vehicles parked on the property are operable, licensed and properly parked

Multi-Family | Interior Common Areas

Emergency Contacts and Fire Department Key Box

- ☐ Up-to-date emergency contact numbers
- ☐ Fire Department box contains all necessary keys

Fire Extinguisher

- ☐ Fire extinguishers are visible, accessible with valid inspection dates
- ☐ Extinguisher cases are free of broken or chipped glass

Fire Safety Features

- ☐ Emergency lights, exit signs and fire doors are maintained and operable

Stairs and Guardrails

- ☐ Carpeting on stairs is secure
- ☐ Handrails are present and secure

Pool Chemicals

- ☐ Pool chemicals stored properly

Multi-Family | Exterior Common Areas

Dumpsters

- ☐ Dumpsters are located away from building and wall openings

Fire Lanes

- ☐ Fire lanes are posted and well maintained

Hydrants and Sprinklers

- ☐ Hydrants and sprinkler systems are well maintained

Utility Meter

- ☐ Utility meters are protected from potential vehicle damage

Garbage/Recycling

- ☐ A garbage and recycling service is in place
- ☐ Containers are stored in approved enclosures

Laundry Rooms

- ☐ Laundry rooms maintained and properly ventilated
- ☐ All surfaces are water-tight

Pool Chemicals

- ☐ Pool chemicals stored properly

Contact Information

City of Burnsville

100 Civic Center Parkway
Burnsville, MN 55337-3817
952-895-4400

Rental License & Code Enforcement

100 Civic Center Parkway
Burnsville, MN 55337-3817
952-895-4440

Fire Department Administration

952-895-4570

Police Department Administration

952-895-4600

For more information visit

www.burnsvillemn.gov/property