



CITY OF OTHELLO

BUILDING & PLANNING DEPARTMENT
 500 E MAIN STREET, OTHELLO, WA99344
 Building Dept. 509.488.3302 City Hall 509.488.5686
 WWW.OTHELLOWA.GOV

Received By: _____

RENTAL HOUSING SAFETY INSPECTION CHECKLIST

Rental Property Address: _____ Owner Name: _____

Rental Property Name: _____ Phone Number: _____

Rental Property Email: _____

Inspector _____ Date & Time of Inspection _____

Note: A box checked with pass requires no action; a box checked with fail denotes a deficiency or an aspect of the property requiring corrective action. Failed items with an asterisk (*) and in bold face are deemed life-safety items and must be corrected and pass reinspection within 10 days; all other failed items must pass re-inspection within 60 days. All items must pass to receive a Certificate of Inspection.

	Type of Inspection <input type="checkbox"/> Initial <input type="checkbox"/> Re-inspection			
1.	Building Conditions	Pass	Fail	N/A
1.1	Address: Units shall have the house or unit number clearly displayed on the front or side facing the street. Numbers shall be not less than 4" in height and minimum stroke width of 0.5".	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1.2	*Structural Components/Members: Interior and exterior structural components/members are structurally sound, free of deterioration, are properly anchored, and are capable of safely supporting imposed live and dead loads.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1.3	*Exterior Walls: Exterior walls are maintained in a safe and sound condition, protected from deterioration, are weatherproof and watertight, and are free of holes, breaks, and loose or rotting materials.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1.4	*Roofs and Drainage: The roof and flashing is sound, water tight, and does not have defects that admit rain.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1.5	*Doors: Every exterior door is in sound condition, good repair and weather tight.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1.6	*Stairs, Decks, Handrails, and Guards: Every stair, ramp, landing, deck, porch, balcony, or other walking surface, and all appurtenances attached thereto, are maintained structurally sound, in good repair, with proper anchorage, and capable of supporting the imposed loads.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1.7	*Ventilation: All habitable spaces and bathrooms have not less than one operable window that complies with the International Property Maintenance Code (IPMC) or mechanical ventilation, provided the mechanical system is operational and is discharged to the outdoors and not recirculated. Clothes dryer exhaust ventilation installed independent of other systems and vent directly to the exterior.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1.8	Lighting: All spaces shall be provided with natural or artificial light sufficient to permit the maintenance of sanitary conditions, and the safe occupancy of the space and utilization of the appliances, equipment and fixtures.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1.9	*Smoke Detectors: Smoke detectors must be installed in the following locations: 1) On the ceiling or wall outside each separate sleeping area in the immediate vicinity of bedrooms; 2) in each room used for sleeping purposes; and 3) in each story, including basements but not including crawl space and uninhabited attics. Smoke detectors to be maintained in good working order.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

1.10	*Carbon Monoxide Detectors: Carbon monoxide detectors must be installed in the hallway centrally located outside all sleeping areas and at the top of and bottom of stairs and shall be maintained in good working order.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1.11	*Rodents, Vermin or Insects: The property is maintained so as to be free from infestation of rodents, vermin, insects or other pests.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments or corrective actions:				
2.	Means of Egress	Pass	Fail	N/A
2.1	*Egress: A safe, continuous unobstructed path of travel is provided from any point in building or structure to an egress door without traveling through a garage.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.2	*Emergency Escape Openings: Basements, habitable attics and sleeping rooms shall have not less than one operable emergency escape and rescue opening.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments or corrective actions:				
3.	Room Size/Requirements	Pass	Fail	N/A
3.1	Minimum Room Area, Width, & Height: Every living room shall not contain less than 120 sf and every bedroom not less than 70 sf. Width- All habitable rooms, other than a kitchen, shall be not less than 7' in any dimension. Kitchens shall have a minimum clear passageway of 3' between counter fronts and appliances or counter fronts and walls. Height- All habitable spaces, hallways, corridors, laundry areas, bathrooms, toilet rooms, and habitable basement areas shall have a minimum clear ceiling height of 7'. Note: If room(s) remains unmodified from original construction, minimum room dimension may comply with code in place at time of construction. Additional exemptions provided under Article 404.3 of the IPMC; Efficiency/Studio unit exemptions provided under Article 404.6 of the IPMC.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.2	*Prohibited Use: Kitchens and non-habitable spaces are not being used for sleeping purposes.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.3	*Food Preparation: All spaces used for food preparation contain suitable space and equipment to store, prepare and serve foods in a sanitary manner.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments or corrective actions:				
4.	Heating & Plumbing Systems	Pass	Fail	N/A
4.1	*Heat Source: Dwelling is provided with heating facilities capable of maintaining a room temperature of 68°F in all habitable rooms, bathrooms, and toilet rooms. Cooking appliances and portable unvented fuel-burning or electric space heaters are not to be used as a means to provide required heating.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.2	*Fuel-burning Appliances: Any gas, wood, or fuel-burning appliance is of an approved type, properly installed, has gas shutoff valve within 3' of appliance, and maintained in safe working order.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.3	*Plumbing Connection: Every plumbing fixture is properly connected to either a public water system or to an approved private water system, and to either a public sewer system or and approved private sewage disposal system.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.4	*Plumbing Lines & Fixtures: All plumbing supply lines, waste lines, sewer lines, venting, and plumbing stacks are functioning properly and are free from obstructions, leaks, or defects.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

	All plumbing fixtures, devices, and appurtenances are functioning properly and have sufficient volume of water to function as designed. All fixtures are maintained in a safe and sanitary condition.			
4.5	*Plumbing Fixtures: Dwelling unit has its own shower or bathtub, lavatory, water closet and kitchen sink. Lavatory is placed in the same room as the water closet or located in close proximity to the door leading directly into the room containing the water closet.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.7	*Water Closet Accessibility: Every bedroom has access to at least one water closet and one lavatory without passing through another bedroom.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.8	*Water Heating Facilities: Water heating facilities are properly installed, seismically secured (<i>seismically secured</i> - anchored or strapped in upper one-third and lower one-third of appliance), and maintained and capable of providing an adequate amount of water to be drawn at every required sink, lavatory, bathtub, shower and laundry facility at a minimum temperature of 110° F and maximum temperature of 120° F. An approved combination temperature and pressure-relief valve and relief valve discharge pipe (vented to outside to within 6" of ground, where required) shall be properly installed and maintained on all water heaters. Gas-burning water heaters shall not be located in any bathroom, toilet room, bedroom, or other occupied room normally kept closed, unless adequate combustion air is provided. Water heaters with an ignition source, where installed in a garage, shall have the ignition source elevated not less than 18" above floor (<i>ignition source</i> - flame, spark or hot surface capable of igniting flammable vapors or fumes).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments or corrective actions:				
5.	Electrical Systems	Pass	Fail	N/A
5.1	*Service: The dwelling unit is served by a three-wire, 120/240 volt, single-phase electrical service having a minimum rating of 60 amperes. The electrical service panel is clearly marked, has a protective face plate with no exposed knockouts or missing breakers/fuses, is clear of obstructions a minimum of 30" in front of panel, and is not located inside a closet.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5.2	Receptacles: Laundry rooms shall have not less than one grounding-type receptacle or a receptacle with a ground fault circuit interrupter. Every bathroom shall have at least one receptacle. All bathroom outlets and kitchen outlets within 6' of a water source shall be protected by a ground fault circuit interrupter.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5.3	*Receptacles: All receptacle outlets have the appropriate faceplate cover for the location.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5.4	*Electrical Hazards: The dwelling unit is free of faulty electrical receptacles or switches, damaged or exposed wiring, improper wiring or improper fusing.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5.5	*Electrical Hazards: Flexible or extension cords are not used for permanent wiring, or for running through doors, windows, or cabinets, or concealed within walls, floors, or ceilings.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5.6	*Luminaires: Every hallway, interior stairway, toilet room, kitchen, bathroom, laundry room, boiler room and furnace room has not less than one operable electric luminaire. All habitable rooms must have an operable electric luminaire; bedrooms may have two outlets in place of luminaire.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments or corrective actions:				
6.	Fire Safety	Pass	Fail	N/A
6.1	*Storage of Fueled Equipment: Fueled equipment is not stored, operated or repaired within the building; except in rooms constructed for such use or where	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

	approved by the fire code official and the fuel capacity does not exceed 10 gallons and the building is equipped throughout with an automatic sprinkler system.			
6.2	*Storage of Fueled Equipment: Vehicles powered by flammable liquids, Class II combustible liquids or compressed flammable gases are not stored within the living space.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments or corrective actions:				

INSPECTION RESULT

- Pass
 Fail – Corrections needed
 Reinspection required by _____
 (date)

Uninhabitable: A structure/building shall be considered uninhabitable if it meets the following definition: IBC [A] 116.1 Conditions. Structures or equipment that are or hereafter become unsafe, insanitary or deficient because of inadequate means of egress, inadequate light and ventilation, or that constitute a fire hazard, or are otherwise dangerous to human life or the public welfare, or that involve illegal or improper occupancy or inadequate maintenance.

Note: A structure/building that is determined to be uninhabitable is required to be inspected by the City of Othello.

Certification of Inspection: By my signature, I certify that I have personally inspected this property and that this dwelling does does not comply with the standards set forth in the City of Othello Rental Housing Safety Inspection Program as authorized by OMC 4.40. I also understand that knowingly submitting a falsified certificate of inspection is a gross misdemeanor punishable by a fine up to five thousand dollars (\$5000). I hereby certify under penalty of perjury under the laws of the State of Washington that the foregoing is true and correct.

Inspector Signature	Print name	Date & Place of Signature
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Submittal of Inspection: By my signature, I certify that I am authorized to submit the information provided in this checklist to the City of Othello in accordance with the City of Othello Rental Housing Safety Inspection Program as authorized by OMC 4.40. I understand this rental property must comply with all the provisions of the Rental Housing Safety Inspection Program and that I will be required to submit a certificate of inspection no later than once every three years for this property. I also understand that knowingly submitting a falsified certificate of inspection is a gross misdemeanor punishable by a fine up to five thousand dollars (\$5000). I hereby certify under penalty of perjury under the laws of the State of Washington that the foregoing is true and correct.

Owner Signature	Print name	Date & Place of Signature
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Permit and Inspection May Be Required

Note: Correction of failed inspection items involving electrical, plumbing, mechanical, or structural systems and their components may require permits and inspections. Please verify with your utility provider for electrical and gas repairs and the City of Othello Building & Planning Department for mechanical, heating, plumbing, or structural repairs if a permit is necessary.