

Ord. 8840 Draft 5- (3/14/14)

Inspection Guide for Residential Rental Property Licensing Program City Code Chapter 6, Article 1314(a) and Chapter 20 (Land Development Code)

The inspector performs a visual inspection of the structure, dwelling unit/s and premise based on Chapter 6, Article 1314(a) of Ordinance 8840, the City's currently adopted edition of the Property Maintenance Code (PMC) and the Land Development Code. The inspection is limited to observations readily visible without moving or removing any item. Furnishings are not moved. Concealed, internal or hidden damages or defects may not be observed. *For purposes of Ordinance 8840, only those violations outlined in Chapter 6, Article 1314(a), as identified in this Form and Checklist, will be cited as part of the Rental Licensing Program.* Other noted potential PMC violations may be noted referred for additional follow-up under the City's regular PMC enforcement program.

| Ord. 8840, City Code Ch. 6, Art. 13a14(a) Violation | Violation Guidance |
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| Windows and doors, general | |
| 6-1314(a)(5) – Windows are defective, including but not limited to missing window frames, sashes or panes, such that the interior of the structure is exposed to the elements. | There are missing sashes and/or window frames that expose the interior directly to water from rain/snow; window panes/glass is missing, which directly exposes the interior to the water from rain/snow. |
| 6-1314(a)(6) - Exterior doors are missing, will not close, or have inoperable locks. | Exterior doors have been removed or are so badly damaged as to allow unsecured access to dwelling unit; exterior doors cannot be completely closed and latched shut; exterior doors do not have operable door locks. Note: Exterior doors include entry doors to dwelling units from common hallways. |
| 6-1314(a)(7) - Openable windows within 6 ft. of adjacent grade are missing locks or have inoperable locks. | "Adjacent grade" includes an elevated walking surface adjacent to a window. |
| Interior and exterior foundations, walls, floors, ceilings, stairs, chimneys and roofs | |
| 6-1314(a)(1) – The roof is unsound, including but not limited to holes through roof sheathing, large areas of missing shingles, or major leaks. | Structural roof framing members are broken, badly sagging or significantly damaged by fire, water damage, pest damage or wood rot; there is a large area or multiple areas with missing shingles and/or underlayment (areas greater than 2 sq. ft.); there are visible holes through the roof covering and sheathing; there is evidence of major on-going damage from roof leaks. |
| 6-1314(a)(2) - There are defects affecting structural integrity and safety of the building, including foundation or roof framing, exterior stairs, porches, decks, balconies, exterior ceilings, exterior walls, exterior floors, interior stairs, interior ceilings or interior floors. | Foundation. There are large horizontal and vertical step cracks present in a foundation wall/s; there are large areas of missing foundation or foundation wall materials; there is a badly bowed or partially collapsing foundation wall/s; foundation wall/s has shifted off its foundation footings or lacks footings. Roof. See 6-13a14(a)(1) above. Other items. Support beams or structural columns/posts are broken, badly sagging (over 1-inch deflection), and/or significantly damaged by fire, water damage, pest damage or rot; floor support beams or joists have shifted off structural support walls or columns; structural elements supporting stairs, landings or balconies (or that attach them to supporting walls/columns) are missing, broken, badly sagging or significantly damaged by fire, water damage, pest damage or wood rot, and are in danger of failure; exterior wall has shifted off of supporting foundation wall and/or foundation footing; exterior brick or stone veneer is cracked and/or bowed, and in danger of separation from exterior wall or collapse. |
| 6-1314(a)(3) – There are defects affecting the structural integrity and safety of any chimney, such that it poses an imminent danger. | Chimney is separating from house and in danger of collapse; brick or masonry chimneys are missing substantial amounts of mortar and are falling off of chimney. |
| 6-1314(a)(4) – Required handrails or guards for interior stairs, exterior stairs, porches, decks or balconies are missing or structurally unsound. | Handrails on stairs are missing or are not securely supported or attached to stairs, floors and/or walls. Every exterior and interior flight of stairs having more than four risers must have a handrail on one side of the stair; handrails shall not be less than 30 inches in height or more than 42 inches in height measured vertically above the nosing of the tread or above the finished floor of the landing or walking surfaces. |

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| | Guards are missing, damaged or lacking intermediate rails or balusters; guards are not securely supported or attached to stairs and/or floor. Every open portion of a stair, landing, balcony, porch, deck, ramp or other walking surface that is more than 30 inches above the floor or grade below must have guards; guards shall be at least 30 inches in height above the floor of the landing, balcony, porch, deck, or ramp or other walking surface; guards shall contain intermediate rails, balusters or other construction installed so that a 4-inch diameter sphere cannot pass through. |
| 6-1314(a)(8) There exist large patches (or multiple areas) of fungus – that is most likely mold – on walls, ceilings or floors. | Fungus that is most likely mold covers an area greater than 5 sq. ft. or is found in multiple areas. |
| Occupancy requirements | |
| 6-1314(a)(9) – The Dwelling Unit lacks minimum kitchen cooking facilities, a refrigerator and freezer, or food preparation areas. | Owner-provided refrigerator, freezer, stove or oven does not operate properly; there is no hard horizontal surface area for food cleaning and preparation. |
| Plumbing/Heating/Electrical | |
| 6-1314(a)(11) - Plumbing fixtures are not safely connected to the water supply; or required plumbing traps are not properly installed. | There are cross-connections between potable water supply and other piping systems; there are broken or badly leaking water supply lines or drain pipes; there are missing or improperly installed drain traps; there is inadequate water pressure to serve required fixture/s. |
| 6-1314(a)(12) - The water service line is not functioning properly because it is broken, leaking, or simply not delivering water. | |
| 6-1314(a)(13) - The water heater is not operational or is missing temperature and pressure relief valves or, if such are installed, the temperature and pressure relief valves are damaged or leaking, or have spring-loaded operating mechanisms that are sticking or obstructed. | Water heater is not capable of providing warm water (minimum 110°) to sinks, lavatories, bathtub or shower, and provided laundry facility; temperature and relief valve (or combination temperature relief valve) is damaged or leaking, or has a spring-loaded operating mechanism that is sticking or obstructed; gas-fired water heating equipment has missing or improper venting to chimney or approved venting system; safety controls are missing or damaged. |
| 6-1314(a)(10) - The sanitary sewer service line is not functioning because it has backed up, collapsed, or otherwise failed. | Sanitary sewer line is broken, collapsed or blocked, causing backflow of raw sewage into dwelling interior or releasing raw sewage into yard. |
| 6-1314(a)(16) - Heating facilities are not operable, safe or capable of maintaining 68 degrees Fahrenheit in habitable rooms. | |
| 6-1314(a)(14) - Gas-fired furnaces, water heaters, solid fuel-burning appliances, or gas-fired or electric clothes dryers are not properly vented or safely installed, or lack safety controls. | <p>Gas-fired heating appliances (furnaces), fireplaces or solid fuel-burning appliances are not safely connected to vents and/or chimneys; vents and/or chimneys do not provide sufficient draft to properly vent the appliances served, or are installed in a manner that likely will cause backdraft (reverse flow); chimneys and/or vents are rusted, damaged or badly deteriorated; chimneys or vents have missing or loose connectors (such as screws) or inadequate hangers to safely support the weight of the vents or chimneys; safety controls, heat exchangers, draft monitoring controls and/or flame supervision controls are damaged, removed or inoperable; vents, vent connectors or chimneys extend into or through supply and/or return air ducts or plenums.</p> <p>Vent/chimney exception: Fuel-burning appliances that have been properly labeled, are installed and maintained in accordance with the manufacturer’s instructions, and include an operating carbon monoxide detector in the room where the appliance is located.</p> <p>Clothes dryers: Clothes dryers should be exhausted in accordance with the manufacturer’s instructions. Dryer exhaust systems shall be independent of all other systems and shall convey the moisture to the outdoors. Exhaust ducts (which are separate from flexible transition ducts) shall terminate on the outside of the building. Exhaust duct terminations shall be equipped with a backdraft damper, and screens shall not be installed at the exhaust duct termination.</p> <p>Exhaust ducts shall have a smooth interior finish and be constructed of metal having a minimum No. 28 gage thickness. The exhaust duct shall be 4 inches nominal in diameter.</p> <p>Exhaust ducts shall be supported at intervals not to exceed 12 feet and shall be secured in place. Exhaust duct joints shall be sealed and mechanically fastened. Flexible transition ducts used to connect the dryer to the metal exhaust duct system shall be a maximum of 8 feet. Flexible transition ducts shall not be concealed within construction.</p> |

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| | <p>The maximum length of the metal exhaust duct shall be 35 feet to its exterior building termination. The maximum length of the exhaust duct does not include any allowed flexible transition duct.</p> <p>Exception: This section shall not apply to labeled condensing (ductless) clothes dryers.</p> |
| <p>6-1314(a)(15) - Combustion "makeup" air and minimum clearance requirements are not satisfied for gas furnaces or water heaters; or minimum clearance requirements are not satisfied for solid fuel-burning appliances.</p> | <p>Combustion makeup air: Existing gas-fired or other solid fuel-burning appliances shall be provided with adequate combustion makeup air in accordance with the appliance manufacturer's label and/or installation instructions, or if such label and/or instructions are unavailable, per the following guidelines. Such existing appliances shall not draw their required combustion makeup air from bedrooms, sleeping rooms, bathrooms, toilet rooms or storage closets (see Section G2406.2, 303.3 of the <i>2012 International Residential Code</i>, as adopted, for additional guidance). For existing gas-fired appliances located in enclosed closets or mechanical rooms, two permanent openings, one commencing within 12 inches of the top and one commencing within 12 inches of the bottom of the enclosure, shall be provided (openings must communicate directly, or by ducts, with the outdoors or spaces that freely communicate with the outdoors); each opening shall have a minimum free area of 1 square inch per 1,000 Btu/h of the total input rating of all appliances in the space, but not less than 100 square inches. For unique installations or alternative combustion make-up air requirements, refer to Sections G2407 and G2408 of the <i>2012 International Residential Code</i>, as adopted. Enclosed closets or mechanical rooms shall not be used for storage.</p> <p>Minimum clearance requirements: Existing gas-fired or solid fuel burning appliances are not installed with minimum clearances from combustible materials as indicated on the appliance label and/or in the manufacturer's installation instructions. If the appliance label and/or installation instructions is not available, minimum clearances for gas-fired appliances shall be as follows: a single-wall outlet flue from the appliance shall have a minimum clearance of 6" from any combustible materials including walls, ceilings and doors; a double-wall flue or vent shall have a minimum clearance of 1" from any combustible materials including walls, ceilings and doors; the service side of the appliance shall have a minimum clearance of 3" to any combustible materials including walls, ceiling and doors. Exception: Minimum clearance may be reduced in accordance with clearance reduction provisions of Sections M1306 and G2409 (308) of the <i>2012 International Residential Code</i>, as adopted by the City). There is no hearth extension for operable fireplaces or solid fuel-burning appliances.</p> |
| <p>6-1314(a)(17) - Due to improper fusing, improper wiring or installation, deterioration, or damage, the electrical system constitutes a hazard to the occupants, the Dwelling Unit, or the structure.</p> | <p>There are open splices in wiring; there is badly damaged or frayed wiring; improper fusing and overcurrent protection; exposed conductors or components constituting a shock hazard; improperly installed or protected wiring posing a fire hazard; interior electrical panel missing ports or covers; or service is undersized given size and use of appliances and electrical equipment.</p> |
| <p>6-1314(a)(18) - The electrical wiring is exposed, frayed, or otherwise unsafe as defined by the City Code.</p> | <p>There are open splices in wiring; there is badly damaged or frayed wiring; improperly installed or protected wiring posing a fire hazard.</p> |
| <p>6-1314(a)(19) - Ground Fault Circuit Interrupter (GFCI) receptacle outlets are not provided in every bathroom or at kitchen countertops, or at least one grounded type or GFCI protected receptacle is not provided in every laundry area.</p> | |
| <p>6-1314(a)(20) - Receptacle outlets are missing appropriate faceplate covers.</p> | <p>Receptacle outlet faceplates are damaged or missing.</p> |
| <p>6-1314(a)(21) - Any exterior electrical panel is missing required ports or covers.</p> | |
| <p>Fire Safety</p> | |
| <p>6-1314(a)(22) - Required emergency escape windows are missing, fail to meet the requirements for minimum clear opening, height or width, exceed the maximum finished sill distance above the floor, or are inoperable from the inside without the use of keys or tools.</p> | <p>Required emergency escape and rescue openings shall be maintained in accordance with the adopted Building Code in effect at the time of legally permitted construction and the following: (1) required emergency escape and rescue openings shall be operational from the inside of the room without the use of keys or tools; and (2) bars, grilles, grates or similar devices shall not be placed over emergency escape and rescue openings if the minimum net clear opening size does not comply with</p> |

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| | <p>the Building Code in effect at the time of construction, and such devices shall be releasable or removable from the inside without the use of a key, tool or force greater than that which is required for normal operation of the escape and rescue opening.</p> <p>Every sleeping room shall have at least one operable emergency escape and rescue opening. Where basements or attic areas contain one or more sleeping rooms, emergency egress and rescue openings shall be installed in each sleeping room. Emergency escape and rescue openings shall have a sill height of not more than 44 inches, measured from the finished floor to the bottom of the clear opening, or to the highest tread of not more than two permanently installed steps where the rise of each step does not exceed eight inches and each step tread has a minimum depth of eleven inches from the interior edge of the step or platform to the wall surface under the egress and rescue window, with a minimum step width of twenty-four inches.</p> <p>The minimum clear opening height and width of any egress and rescue window shall be at least 22 inches in either dimension, with a total minimum net clear opening area of 5.0 square feet. The net clear opening dimensions shall be obtained by normal operation of the emergency escape and rescue opening from the inside.</p> <p>Emergency egress for habitable spaces more than two stories above grade. Buildings and structures are required to meet the code standards for emergency egress in place at the time of construction. For those existing structures that contain sleeping rooms or sleeping areas more than two stories above grade, for which no building permit exists or for which no building permit can be found, the following conditions shall be met:</p> <ol style="list-style-type: none"> 1. A safe, continuous and unobstructed interior path of travel shall be provided from any point in the building or structure to the public way. Mean of egress shall comply with the International Fire Code. 2. Either provide a sprinkler system with a dedicated alarm system <i>or</i> provide egress to the ground level from each story above the second floor (ladder or stairs) through a properly sized window as identified in item 3 below. 3. All habitable spaces used for living and sleeping shall have at least one window with a minimum of 5.0 sq. feet of net clear opening with a minimum clear opening height and width of 22 inches and a maximum finished sill height of 44 inches above the floor. 4. Each dwelling unit within the structure shall be equipped with the number of smoke alarms as required in 6-13a14(a)(23). Physical interconnection of smoke alarms shall not be required where listed wireless alarms are installed and all alarms sound upon activation of one alarm. The alarm shall be clearly audible in all bedrooms over background noise levels with all intervening doors closed. |
| <p>6-1314(a)(23) - Required smoke detectors for the Dwelling Unit are missing or inoperable.</p> | <p>Single or multi-station smoke alarms are missing, damaged or otherwise inoperable in residential occupancies and dwellings at the following locations: (1) on ceiling or wall outside each separate sleeping area in immediate vicinity of bedrooms; (2) in each room used for sleeping purposes; and (3) in each story within a dwelling unit, including basements and cellars. If missing, damaged or otherwise inoperable smoke alarms have been previously wired to receive their primary power source from the building wiring, such smoke alarms shall be replaced with labeled smoke alarms that receive their primary power source from the building wiring, and are equipped with battery backup. When missing, damaged or otherwise inoperable single-station smoke alarms HAVE NOT been previously wired to receive their primary power source from the building wiring, labeled battery-operated-only smoke alarms may be installed, replaced or made operable.</p> |
| <p>6-1314(a)(24) - Any structure containing three or more Dwelling Units that fails to provide, in each Dwelling Unit, one portable fire extinguisher, with a minimum rating of 1A 10BC that is less than one year old or that has been serviced within</p> | |

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| past year. | |
| Exterior Yard Areas | |
| 6-1314(a)(25) – Any accessory structure, including but not limited to garages, carports or sheds, is deteriorating or leaning to such an extent that it is in imminent danger of collapse. | Accessory structure (excluding fence) is so deteriorated or leaning to such an extent as to be in imminent danger of collapse; there is significant structural damage or deterioration to roof or walls. |
| Land Development Code (Ch. 20) | |
| 6-1314(a)(26) - The Dwelling Unit does not comply with the occupancy requirements established in the Land Development Code (Chapter 20). | <p>For dwelling units located in a (RS) Single-Dwelling zoned district and all other detached dwelling units (house) located in other zoning districts, no more than a group of three un-related persons may reside within such dwelling unit.</p> <p>For dwelling units located in a (RM) Multi-Family zoned district and all other non-detached dwelling units located in other districts, no more than a group of four un-related persons may reside within such dwelling unit.</p> <p>For dwelling units approved as a Congregate Living use, the occupancy is established through site plan approval. The number of occupants is on file with the Planning Office. Call 832-7700 to determine occupancy for Congregate Living units.</p> |
| 6-1314(a)(27) - The use of the property does not comply with requirements established in the Land Development Code (Chapter 20). | |

Non-Rental Inspection Property Maintenance Code Reference Guide

The items outlined below are Property Maintenance Code requirements that are outside the scope of violations set forth for the Residential Rental Property Licensing Program (Ordinance 8840 - Chapter 6, Article 1314(a)), which may be noted and referred by a Rental Property License Program inspector for additional investigation and enforcement under the City's regular Property Maintenance Code enforcement program. *Enforcement of Property Maintenance Code items outside the scope of Chapter 6, Article 1314(a) will not be counted as violations for Rental Licensing purposes.*

| Property Maintenance Code Reference | Violation Guidance |
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| Windows and doors, general (PMC Ch. 3) | |
| (304.13) Windows, skylights, doors or frames are not maintained in sound condition, good repair and weather tight. | Exterior doors or door jambs, or window frames or sills are deteriorated due to water damage, wood rot or pest damage (rotting wood can be easily penetrated with a small screwdriver or finger); window sashes have missing, damaged or rotted rails or structural mullions; or there are gaps around exterior doors, window frames or sashes where daylight can be seen from the interior side, or through which exterior air easily infiltrates to the interior. |
| (304.13.1) Window glass or window glazing material is missing, rotted or has cracks or holes. | Glass is broken with exposed sharp edges; window glass has small holes; or window glazing is missing and/or deteriorated to point where glass can fall out or could be easily pushed out or may fall out. |
| (304.13.2) Window/s, other than fixed windows, are not openable. | Window/s required for ventilation per 403.1 & 403.2 are painted or sealed shut, or hardware to open such window/s (such as a handle for a roll-out casement window) are inoperable or missing, or window sash/es for such windows are not hung squarely and cannot be raised. |
| (304.14) Windows required for ventilation are not supplied with tight fitting screens of not less than 16-mesh per inch. | Required screens are missing or badly damaged with tears or holes over one inch in length or diameter. |
| (304.15) Exterior doors, door assemblies and/or hardware are not maintained in good condition. Locks at all dwelling unit entrances and sleeping units do not tightly secure the door. | Exterior door/s, door assemblies and/or hardware are damaged or deteriorated; door jamb/s are badly deteriorated or rotted; or exterior entry or egress door/s do not fit properly in frame and are difficult to close or open. |
| (304.18.1) Doors providing access to a dwelling unit or rooming unit are not equipped with a deadbolt lock designed to be readily openable from the side from which egress is to be made without the need for keys or special knowledge, with a minimum throw of 1 inch. | Required deadbolt locks are not installed; deadbolt locks are missing, damaged or inoperable; minimum lock cylinder throw is less than 1 inch; door jamb recess for lock cylinder throw is damaged or inadequate for lock cylinder; or door jamb cylinder strike plate is missing or does not allow lock cylinder to operate properly. |
| (305.6) Interior door/s do not fit reasonably well in their frame and are not capable of being opened and closed by being properly and securely attached to jambs, headers or tracks. | Doors cannot be closed tightly to door jamb in door frame; doors are hanging crooked due to damaged or missing door hinges; or rolling doors are off their tracks. |
| Interior and exterior foundations, walls, floors, ceilings, stairs, chimneys and roofs (PMC Ch. 3) | |
| (304.2) Exterior wood surfaces, other than decay-resistant woods, are not protected from the elements and decay by painting or other protective treatment or covering. There is exterior peeling or flaking paint. | There is badly chipping or missing paint/other protective covering on exterior wood walls, doors and/or windows (frames, sills and/or sashes), wood porches/decks/balconies, cornices or wood trim. |
| (304.6) Exterior walls or wall coverings have holes, breaks or loose or rotting/rotted siding materials. | Exterior siding, including brick or stone veneer, or siding trim is missing or so decayed or rotted that the wall sheathing and/or framing is exposed to the elements. |
| (304.8, 304.9) Exterior cornices, belt courses, corbels or similar features, or exterior overhang extensions such as metal awnings, fire escapes or exhaust ducts, are not rotted, deteriorated or improperly attached. | |
| (304.11) Chimneys are not maintained in good repair. | Tuck-pointing of mortar for brick/stone chimneys required due to missing mortar; wood siding on chimney damaged, missing or rotted; repair to chimney cap needed; or chimney flashing needs repair. |
| (304.1, 304.4, 305.1, 305.2) Exterior or interior structural members supporting floors, ceilings, walls, stairs and/or landings are not sound and capable of supporting imposed loads. | Beams or joists are over-notched or over-bored causing minor sagging or structural weakness (less than 1-inch deflection), and need replacement or additional structural support added, or beams, columns or joists have minor fire, water or pest damage. |

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| (305.3) There is no fungus that is most likely mold present on walls, ceilings floors or other interior areas. | Fungus that is most likely mold is in one area and less than 5 sq. ft. |
| (305.4) Walking surfaces of stairs, landings, balconies and floors are not maintained in sound condition and good repair. | Badly cracked, rotted or missing stair treads; rotted flooring or holes in flooring on landing/stair; floor coverings (such as carpet, linoleum, wood or tile) are rotted, torn or damaged causing a potential trip hazard. |
| (304.1, 304.5) Foundations are not firmly supported by footings, or foundation walls are not maintained plumb and free from open cracks and breaks, or maintained to prevent entry of rodents or other pests. | There are hairline cracks in foundation walls; loose, missing and/or flaking mortar in foundation walls; surface deterioration of cement block wall/s and/or poured concrete walls; or uncovered/unsecured foundation wall openings. |
| (304.7) Roof coverings or flashings are not sound and tight, or have defects that admit rain, snow or ice. Roof drainage does not adequately prevent deterioration to walls or interior of the structure. Roofs drains, gutters and downspouts are not maintained in good repair and free from obstructions. Roof drainage does not divert water away from foundation. | There are: badly damaged shingles; small areas with missing shingles (less than 2 sq. ft.); missing ridge cap shingles; damaged or inoperable roof drains, gutters and/or downspouts; or inadequate diversion of roof drainage away from foundation causing water to stand at foundation or flow into foundation. |
| Occupancy requirements (PMC Ch. 3 & 4) | |
| (402.1) Habitable rooms (excluding bathrooms or toilet rooms) do not have at least one window facing directly to the outside to provide natural light. (Glazed area is less than 8% of the floor area of each habitable room, unless meeting an exception listed in 402.1.). | |
| (402.2) - Common hallways and stairways (other than in single-dwelling residences or duplexes) fail to meet minimum illumination or lighting requirements. | Common halls and stairways, other than in 1 & 2 family dwellings, are not lighted with at least one 60-watt light bulb for each 200 sq. ft. of floor area, or space between lights is over 30 feet. |
| (403.1, 403.2) Habitable rooms do not have at least one openable window for natural ventilation (unless meeting an exception listed in 403.1.). In lieu of an openable window, bathrooms and toilet rooms are not equipped with a mechanical ventilation system discharging directly to the outdoors. | |
| (404.2) Habitable rooms do not have a minimum width of 7 feet (in any dimension), or the kitchen does not have at least 3 feet minimum passageway clearance. | |
| (404.3) Habitable spaces, hallways, corridors, bathroom, toilet rooms and/or habitable basement areas do not have a minimum ceiling height of 7 feet (unless meeting a listed exception for rooms with sloped ceilings or for habitable basement rooms). | Exceptions include: (1) legally constructed and approved under a previous City building permit; (2) in one and two-family dwellings, beams or girders spaced a minimum of 4 feet on center and projecting a maximum of 6 inches below the required ceiling height; (3) basement rooms in one and two-family dwellings occupied exclusively for laundry, study or recreation purposes, having a minimum ceiling height of 6 feet 8 inches with a minimum clear height of 6 feet 4 inches under beams, girders, ducts and similar obstructions; or (4) rooms occupied exclusively for sleeping, study or similar purposes and having a sloped ceiling over all or part of the room, with a minimum clear ceiling height of 7 feet over a minimum of one-third of the required minimum floor area. In calculating the floor area of such rooms, only those portions of the floor area with a minimum clear ceiling height of 5 feet shall be included. |
| (404.4.1) There is not a living room area containing at least 120 sq. ft., nor any bedroom containing less than 70 sq. ft. for a single person, or less than 50 sq. ft. per occupant when occupied by more than one person. | |
| (404.4.3) Bedroom/s cannot access at least one water closet and one lavatory without passing through another bedroom. | |
| (309) The structure and/or dwelling unit are not free of insect and/or rodent infestation. (See Sec. 309.2 – 309.5 for occupant and owner responsibilities). | There is substantial evidence of infestation such as: numerous rodent droppings; dead and/or live cockroaches; live termites in wood; clearly visible bedbugs. |
| Plumbing/Heating/Electrical (PMC Ch. 5 & 6) | |
| (503.1) Toilet rooms and bathrooms do not provide privacy, or constitute the only passageway to a hall or other space, or to the exterior. | Privacy includes closable door. |
| (502.1) - The Dwelling Unit (other than rooming houses or boarding houses) does not have its own water closet (toilet), lavatory (sink with faucet), bathtub or shower, and kitchen sink. | Note: A kitchen sink shall not be used as a substitute for the required bathroom lavatory. |

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| (502.2) - The Dwelling Unit, if a rooming house or boarding house, fails to provide at least one water closet (toilet), lavatory (sink with faucet) and bathtub or shower for each four bedrooms contained within the rooming house or boarding house. | |
| (504.1, 505.1, 505.2, 505.3) Plumbing fixtures are not properly installed and maintained in working order; are not free from obstructions, breaks or leaks; are not capable of performing intended function; or do not provide adequate supply of water to allow plumbing fixtures to function properly. | Minor leaks in water supply lines or drain pipes; leaking faucets/sink fixtures; improperly installed plumbing supply or drain lines; clogged drain lines; or little or no water pressure at faucets. |
| (506.1, 506.2) Plumbing and sanitary drainage does not function properly or is not free from obstructions, breaks or leaks. | Plumbing and sanitary drainage drains very slowly indicating some line blockage or collapsing. |
| (603.1) Mechanical appliances, fireplaces, solid fuel-burning appliances, cooking appliances and/or water heating appliances are not properly installed and maintained. | Furnace air filters are missing, deteriorated are extremely dirty; or chimneys or connectors serving fireplaces or solid fuel-burning appliances have a substantial build-up of creosote deposits and require cleaning. |
| (605.1, 605.2) Electrical equipment is not properly installed and maintained. | Receptacle outlet device/s or switch/es are not working. |
| (605.2) Every habitable space or room in a dwelling does not contain at least two separate and remote receptacle outlets. | Receptacle outlets include duplex receptacle plug wall outlets and wall light switch outlets. |
| (604.1, 604.2) – The Dwelling Unit is not provided with a three wire, 120/240 volt single phase electrical service having a minimum rating of 60 amperes. | Minimum 60 ampere service is not provided; electrical system distribution equipment, service panel or wiring has been or is exposed to significant water or fire damage. |
| (605.4) There are no flexible cords used for permanent wiring, run through windows, doors or cabinets, or concealed within walls, floors or ceilings. | |
| Fire Safety (PMC Ch. 7) | |
| (701.2) - Required interior emergency exit lights or emergency backup lighting for shared or common path of travel is not installed, is missing, or is inoperable. | |
| (702) - No safe, continuous or unobstructed path of travel is provided from any point in the building to the exterior of the structure. | The path of travel is blocked by a locked or otherwise secured door; the path of travel is blocked by a permanently installed and connected fixture, wall or constructed item; the path of travel is blocked by a temporary item such as furniture or construction equipment. |
| (Proposed amended 702.4.1) - For existing structures more than two stories above grade, for which no building permit exists or can be found, the structure fails to meet the requirements of Section 702.4.1 of the Property Maintenance Code, as amended. | |
| Exterior Yard Areas (PMC Ch. 3) | |
| (302.8) There are no inoperative motor vehicle/s kept or stored outside, and/or there are no vehicle/s kept or stored outside in a major state of disassembly or disrepair, or in the process of being stripped or dismantled. | |
| (302.10) There is no outside accumulation on yards, porches, exterior decks or exterior balconies of old lumber, wire, metal, tires, concrete, masonry products, plastic products, supplies, equipment, machinery, auto parts, stoves, refrigerators, televisions, sinks, garbage, rubbish, refuse, junk or the like. | |
| (302.12) There is no upholstered furniture, including but not limited to upholstered chairs, upholstered couches, mattresses or similar items on exterior yard areas or on unenclosed porches, decks or balconies (unless manufactured and rated for outdoor use). | |
| (302.13) There are no dead or substantially dead trees, or dead or damaged tree limbs that create a hazardous condition, on the premises (as determined by the Parks & Recreation Dept.). | |
| (308.4) Garbage, rubbish and trash is properly contained and disposed. (See 308.2 and 308.3 for occupant and owner responsibilities). | |