

City of Vadnais Heights

RENTAL UNIT INSPECTION CHECK LIST

The following is a summary of the items the City of Vadnais Heights will be checking during the inspection. Please review your rental units prior to the inspection, doing so could potentially save you from costly re-inspections. The list below represents some of the most common violations found during the inspection.

Interior – Units

Smoke Alarms/Carbon Monoxide (CO) Detectors

- Are working smoke alarms installed in each bedroom, in the bedroom hallway and each level of the house?
- Are working CO detectors installed within 10 ft. or inside of each bedroom?

Electrical Issues

- Are all outlets/switch plate covers present, secured and is all wiring concealed?
- Are junction boxes properly covered?
- Ensure extension cords and multi-plug adapters are not being used. Only power strips with over current protection shall be used.

Ceilings & Walls

- Is the ceiling free of water damage, cracks or peeling?
- Are walls free of holes, water damage, and chipping/peeling paint?

Floors

- Are floors free of holes, cracks, tears, and trip hazards?
- Do kitchens and bathroom have water tight surfaces?

Windows/Doors

- Do all windows and doors open, close, latch/secure freely?
- No broken glass or holes in screens
- No double keyed deadbolts

Kitchen - Food Storage/Preparation

- Are all cabinet doors/drawers/hardware in good condition?
- Is the kitchen sanitary?
- Are countertops free from cracks and holes?

Kitchen Appliances

- Do the burners/elements and oven operate properly, seals on oven door present?
- Is the refrigerator operable with secure gaskets and handles? Does it maintain the proper temperatures?

Sink/Wash Basin & Plumbing

- Do sinks and washbasins have cleanable, watertight surfaces, free of chips/cracks?
- Are all plumbing fixtures operating properly? Tub/Shower/Toilets
- Are all surfaces watertight?
- Does the toilet flush and is it properly secured to the floor?

Interior – Units, Continued

Ventilation

- Are bath fans in place and operable if a bath window is not present?
- Does kitchen ventilation work – mechanical fans or windows open properly?

Bedrooms

- Does the bedroom have two separate exits? One must be an approved egress window or door leading to the outside
- Does the room have lighting capabilities via a light switch?

Furnace/Boiler

- Do the units work properly and provide adequate heat to the unit?

Water Heater

- Is the water heater free from leaks and rust?
- Is a metal or approved relief valve pipe in place?
- Is it vented properly?

Combustible Storage

- Are all combustible materials stored properly?

Exterior and Miscellaneous Items

Address

- Is the building address visible from the street with numbers at least 4 inches high?

Building Exterior/Yard Maintenance

- All exterior surfaces shall be in good repair: No chipping/peeling paint, unprotected wood surfaces, or missing shingles.
- Is the yard properly maintained and free from junk/garbage/debris?
- Are all vehicles parked on an approved driveway surface? Are they operable and licensed?

Garbage & Recycling

- Must provide adequate containers for garbage and recycling.
- Are containers stored in an approved location?

This is meant as a guide only and not a full list of items to be inspected. If you have any questions regarding the Rental Fire Certificate of Occupancy Program, application process or inspection, please contact:

Vadnais Heights Fire Department
3595 Arcade Street N, Vadnais Heights, MN 55127
651-204-6030 office 651-204-6142 fax