

Rental Property Checklist

Inspections Services is responsible for promoting the health, safety, and livability of the housing stock in the City of Minneapolis. Regular inspections of rental properties are conducted to ensure they are safe and well maintained. The following checklist is a practical guide to many of the things that Housing Inspectors look for.

Exterior

EXTERIOR WALLS

- ☐ Siding is weathertight and free from deterioration and holes
- ☐ House numbers visible from public right of way

PAINT

- ☐ Wood surfaces are weather protected
- ☐ No peeling, chipping, flaking or otherwise deteriorated paint

FOUNDATION

- ☐ Structurally sound
- ☐ Free from holes or gaps, rodent proof
- ☐ Proper grading

ROOF

- ☐ Free of leaks
- ☐ Structurally sound
- ☐ No loose or missing shingles
- ☐ Roof overhang free from deterioration and holes

EXISTING GUTTERS

- ☐ Free of debris
- ☐ Properly attached and drains away from structure

CHIMNEY

- ☐ Tuckpointing/mortar in good repair
- ☐ Flue liner in good repair

PORCH/DECKS

- ☐ Structurally sound and in good repair
- ☐ Guardrails required if over 30 inches above grade

STAIRS/STEPS

- ☐ Securely attached and free of deterioration
- ☐ Graspable handrails required on stairs/steps with four or more steps/risers
- ☐ Continuous guardrails required on open sides of stairways 30 inches or more above grade

Premises and accessory structures

GARAGES/SHEDS

- ☐ In good repair and structurally sound
- ☐ Secure and not open to trespass
- ☐ Exterior surfaces weather-protected and intact

FENCES

- ☐ Well maintained
- ☐ Wood surfaces weather protected

YARD

- ☐ Grass and weeds cut
- ☐ Snow shoveled at public sidewalk and all building exit doors
- ☐ No vegetation overhanging public right of way
- ☐ No litter, car parts, yard waste, construction waste or other miscellaneous debris
- ☐ Proper grading and ground cover
- ☐ Firewood neatly stacked and properly stored
- ☐ Compost properly contained

VEHICLES/PARKING

- ☐ No commercial vehicles
- ☐ Parking only approved parking surfaces in approved locations
- ☐ No abandoned, unlicensed or inoperable vehicles
- ☐ Two vehicle maximum per dwelling unit
- ☐ No car repair (except minor repairs to occupant-owned vehicles)

Interior

WALLS & CEILINGS

- ☐ In good repair
- ☐ No loose wallpaper
- ☐ Free from holes
- ☐ No flaking, chipping or peeling paint
- ☐ Free from water damage

FLOORS

- ☐ In good repair
- ☐ No holes
- ☐ Structurally sound
- ☐ No trip hazards (i.e. torn carpet)

HALLWAYS/STAIRS

- ☐ Clear pathway
- ☐ Handrails/guardrails securely attached
- ☐ Continuous guardrails required on open sides of landings/stairways 30 inches or more above grade
- ☐ Graspable and continuous handrails
- ☐ Floor covering should be intact and secured to stairs

SLEEPING ROOMS

- ☐ Proper egress window or door open to the outside
- ☐ Floor space shall be no less than 70 square feet with a seven foot minimum width
- ☐ Ceiling height requirements met
- ☐ Window treatments required
- ☐ Permanent heat source
- ☐ Minimum of two duplex electrical outlets or one outlet and one switched overhead light fixture

WINDOWS

- ☐ No broken/cracked glass
- ☐ Easily openable and remains open without the use of a prop
- ☐ Locks required within 24 feet above grade
- ☐ Openable windows must have screens in good repair
- ☐ Storm windows required on single pane glass
- ☐ Weathertight
- ☐ Window frame and sashes must be free of cracked, chipped, peeling, chalking or flaking paint and caulk

DOORS

- ☐ Fits frame and closes and latches securely
- ☐ Properly working hardware
- ☐ Weathertight and rodent proof
- ☐ Unit exit and entrance doors require deadbolt locks
- ☐ Storm/screen doors are maintained in good condition with functioning closers

KITCHEN

- ☐ Cabinets and counters must be in good repair
- ☐ Hot and cold running water with adequate pressure
- ☐ No loose or dripping faucets
- ☐ Drains must function properly, free of obstruction
- ☐ Appliances must be in working condition
- ☐ Appliances are plugged directly into outlets without the use of extension cords or adapters
- ☐ Gas appliances must be connected properly with approved fittings/connectors

BATHROOM

- ☐ Sink and tub/shower properly installed and maintained in good repair with caulking intact
- ☐ Toilet properly secured, maintained and functioning
- ☐ Faucets must have a minimum one inch gap above the spill line, meaning the top edge of the tub
- ☐ Light fixture required
- ☐ Bathroom cabinets must be in good repair
- ☐ No loose or leaking faucets
- ☐ Waterproof flooring
- ☐ Mechanical venting must work if present
- ☐ Hot and cold running water with adequate pressure required to each fixture
- ☐ Window treatments required

Electrical, mechanical and plumbing

ELECTRICAL

- ☐ Adequate service and outlets
- ☐ Properly installed and accessible service panel
- ☐ Fixtures must be intact and properly functioning
- ☐ Extension cords cannot be used as permanent wiring
- ☐ Cover plates required on all outlets, switches and junction boxes
- ☐ All wiring must be properly installed and maintained

MECHANICAL

- ☐ Safety check of heating facilities over 10 years old is required every two years
- ☐ Heating facility must be properly installed and maintained
- ☐ Maintain interior temperature of 68 degrees from October to May
- ☐ Temporary heating devices shall not be used as primary source of heat
- ☐ Fuel burning facility must be connected to an approved chimney, flue or vent

PLUMBING

- ☐ Plumbing must be installed and maintained to code
- ☐ No leaking faucets or pipes
- ☐ Waste lines must be properly installed and vented, "S" traps not allowed, no flexible waste lines
- ☐ Unused gas & plumbing lines must be capped
- ☐ All pipes must be free from defects and obstruction and properly secured
- ☐ Gas flex connectors must be Underwriters Laboratory (UL) listed and approved
- ☐ Handheld shower heads must have backflow prevention
- ☐ Faucets must have a minimum one inch gap above the spill line (i.e. top edge of sink)
- ☐ Hot and cold running water with adequate pressure required to each fixture

Fire protection

GENERAL

- ☐ Storage of paint, paper, boxes, rags or other combustible/flammable material not allowed within 10 feet of fuel burning appliances (furnaces, water heaters, etc.)
- ☐ Path of egress shall not be blocked by debris, storage, trash, snow, ice or other obstruction
- ☐ Third floor units require a second means of egress
- ☐ All stairways require continuous, graspable handrails
- ☐ Buildings with three or more units require mounted and certified fire extinguishers with class 2A10BC or higher rating
- ☐ If multiple units of a three unit or greater building lead into a common area, doors leading from the units shall have fire rated doors with closers

SMOKE DETECTORS

- ☐ Plumbing must be installed and maintained to code and to manufacturer's requirements with working batteries and functional connections
- ☐ At least one smoke detector on each level, not including crawl spaces and uninhabitable attics
- ☐ Must be present within close proximity to outside of sleeping rooms
- ☐ Any smoke detector located within 20 feet of a cooking appliance must be equipped with a silencing switch or be photoelectric

CARBON MONOXIDE DETECTORS

- ☐ All carbon monoxide detectors shall be installed to code and to manufacturer's requirements with working batteries and functional connections
- ☐ Must be present within 10 feet of sleeping rooms

Permit requirements

- ☐ Rental license must be current with fees paid and up to date contact information
- ☐ Permit(s) required prior to using basements and attics as habitable space
- ☐ Electrical, plumbing and mechanical work in rental property requires a licensed contractor
- ☐ Any structural alterations or changes in building configuration require a permit
- ☐ New dwelling units within existing buildings require zoning approval, plan review, and proper permits prior to habitation
- ☐ When interior alterations, repairs or additions requiring a permit occur, the dwelling unit must be provided with smoke alarms as required by new building code
- ☐ Visit www.minneapolismn.gov/business-services/licenses-permits-inspections for more information on permits.

Required posted notices

ALL RENTAL PROPERTIES

- ☐ Who to Call poster
- ☐ Rental license certificate

SHORT TERM RENTALS ONLY

- ☐ Contact information: owner and emergency contact
- ☐ Short term rental certificate
- ☐ Floor plan indicating fire exits and escape routes

General information

This checklist is based on the Minneapolis Code of Ordinances Housing Maintenance Code, Chapter 244. For more information, visit www.minneapolismn.gov/rental-licenses.

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