
CITY OF CLINTON PROPERTY MAINTENANCE CHECKLIST

Exterior**Windows & Doors:**

- Bug/rodent proof, weather tight, working hardware.

Walls:

- No holes/cracks, soffit & fascia in good repair.

Paint:

- Wood & metal surfaces protected and no peeling.

Foundation:

- Structurally secure, no holes or cracks.

Roof:

- Free of leaks.

Gutters & Downspouts:

- Good condition and free of leaves & debris.

Chimney:

- Tuck pointing/mortar & Flue liner in good repair.

Porch/Decks:

- Good condition/repair and guard railings are required if over 30-inches above grade.

Steps:

- Evenly spaced, securely attached and a handrail at 4 or more steps.

Yard:

- Firewood stacked on a non-rotting base, 6" off the ground and not stored in the front yard.

Garbage & Recycling:

- Proper city containers, not stored in the front yard, lids closed & not overflowing.
- Recycling containers must not be stored in front yard.

Walls & Ceilings:

- Clean, no loose wallpaper/plaster, no cracks or peeling paint.

Floors:

- Clean, no holes, no torn floor covering and structurally sound.

Hallways:

- Clean, clear pathway, well lit, railings on stairs and carpets securely attached.

Windows:

- No broken glass, locks, screens, storms or double pane glass, secure glass, weather tight, water proof & no mold.

Doors:

- Secure, tight fitting, clear path.
- Entrance doors; proper locking hardware. Bathroom door; privacy locks.
- Bedroom doors; NO keyed locks, hasp locks or deadbolts.
- Exterior doors must be weather tight & rodent proof.

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Kitchen:

- Hot & cold water, no dripping faucets, no plugged drains.
- Bug & rodent proof; avoid these common rodent & roach attractors;

Bathroom:

- A tub/shower properly installed & maintained in good repair with caulking intact.
- A washbasin properly installed & in good repair with caulking intact.
- Toilet properly installed, intact, secured & functioning.
- Light fixture/cabinets in good repair, no leaking faucets, water-impervious flooring, openable window or mechanical fan, hot & cold running water to all faucets.

Electrical:

- GFCI outlets installed (If applicable per code/year of structure) in kitchens and bathrooms within 6-feet of each sink.
- Cover plates required on all outlets, switches & junction boxes.
- Fixtures must be intact & functioning properly.
- Extension cords cannot be used in lieu of permanent wiring.
- All wiring must be intact and properly maintained.

Mechanical:

- Heating facility must be properly installed & capable of maintaining 68-degrees.
- Temporary heating devices shall not be used as primary heat source.
- Fuel burning facility must be connected to an approved chimney, flue or vent.

Plumbing:

- All plumbing must be installed & maintained to code requirements.
- Adequate hot & cold running water, no leaking faucets or pipes, drains free from obstructions.
- Washing machines must discharge into a standpipe and have a "P" trap. Washers may not drain directly into a floor drain.

Fire Prevention:

- One smoke detector **outside each sleeping area, one in each sleeping room** and at least **one on every floor**.
- One **2A10BC (5-LB)** fire extinguisher installed in a conspicuous and convenient location and currently serviced & tagged. CO detector **located within 10-feet of sleeping rooms** and/or one in **each** sleeping room, must be UL approved and proper.