



CITY OF IONIA

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IONIA DEPARTMENT OF  
**PUBLIC SAFETY**

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**CITY OF IONIA – RENTAL INSPECTION CHECK LIST**

(IPMC-2012)

**EXTERIOR**

- Roof, flashing, drains; gutters and downspouts shall be sound, tight and not have defects that admit rain. Shingles should not be missing, worn to the point they are curling or damaged by trees. Gutters and downspouts should be in good repair; all parts intact and properly attached. (304.7)
- Chimneys shall be maintained structurally safe and sound, and in good repair. Check for cracks and missing mortar. (304.11, 603.2)
- Exterior wall surfaces must be free from holes, breaks, and loose or rotting materials. All exterior surfaces shall be protected from the elements and decay by painting or other protective covering or treatment. Power spraying peeling paint is not allowed, keep painted surface wet when scraping, Utilize tarps or sheet plastic to contain chips and remove daily. (304.2, 304.6)
- Ensure all handrails and guardrails are securely anchored and in good repair. Handrails are required for any interior or exterior stairway with 4 or more stair risers. Guardrail openings must be 4" or less and are required where stairs or a drop is greater than 30". (307.1)
- Windows and frames shall be kept in sound condition, good repair and weather tight. Check for peeling paint, broken storm window frames, insect screen damage, broken or cracked window panes. Insect screens required from May through October. (304.2, 304.13, 304.14, 304.17)
- Doors and hardware shall be maintained in good condition. Check for weather tight fit, deadbolt locks and windows intact (not cracked) locks on means of egress doors shall be in accordance with Section 702.3. (304.13, 304.15, 304.18.1)
- All foundation walls shall be maintained, free from open cracks and breaks and prevent entry of rodents and pests. Check for holes or cracks where a pencil can penetrate the surface and fill them in. (304.5)
- Sidewalks and driveways must be in a proper state of repair and maintained free from hazards. Check for cracks, breaks and uneven surfaces that create trip hazards. Shovel, if necessary. (302.3)
- Yard maintained free of trash and grass under 6" tall. Approved leak proof, covered, outside garbage container must be provided. (308.3, 308.3.1)
- Accessory structures, including detached garages, sheds, fences and walls, shall be maintained structurally sound and in good repair. (302.7)

**INTERIOR**

- Interior wall surface, including windows and doors, shall be maintained in good, clean and sanitary condition. Check for peeling paint, holes and other defective surface conditions. (305.3)
- Stairs and walking surfaces shall be maintained in sound condition and good repair. Handrails and guardrails must be firmly fastened and maintained in good condition. Check for trip hazards. (305.4, 305.5)
- Windows accessible to the public must have a functioning locking device. Windows must be easily openable and capable of being held in position by window hardware. (304.13.2, 304.18.2)
- Doors must open and close easily, provide security for occupants and provide safe egress. No hasp hardware, double keyed locks or padlocks on egress or habitable room doors. Deadbolts not allowed on interior bedroom doors, unless in a rooming house. (304.15, 304.18, 304.18.1, 305.6, 702.3)
- Building must be free of insect and rodent infestation. (302.5, 309.1)
- Electrical equipment and appliances shall be properly installed and maintained in a safe and approved manner. Every bathroom shall contain at least one receptacle. At least one electric light is required in every public hall, interior stairway, toilet room, kitchen, bathroom, laundry room, boiler room and furnace room. Extension cords shall not be used for permanent wiring. Check to ensure appliances are functional, sufficient receptacles in place, lighting provided and extension cords are not running over or under furniture or doors, (305.1, 603.1, 605.1, 605.2, 605.3, 605.4)
- All plumbing fixtures must be installed and maintained in working order, free from obstructions, leaks or defects and be capable of performing the function for which they are designed. Sufficient volume and water pressure shall be supplied to plumbing fixtures to enable proper function. 110° hot water shall be provided. (504.1, 505.1, 505.3, 505.4)
- Any heating system or heating appliance not owned by the occupant of a unit shall be inspected and serviced by a registered mechanical contractor. Heat must supply a minimum temperature of 68° in all habitable rooms and bathrooms. (602.3, 603.1)
- Ensure all mechanical ventilation systems are in good repair and functioning as intended. This includes kitchen and bath exhaust fans, clothes dryer exhaust and fuel burning equipment exhaust vents. (403.2 403.5, 603.1, 603.2)
- Bedrooms must contain a minimum of 70 square feet and every bedroom occupied by more than one person shall contain a minimum of 50 square feet of floor area for each occupant. No bedrooms in unfinished basements, (404.4.1, 404.4.4, 404.4.5)
- A safe, continuous and unobstructed path of egress shall be provided from any point in a building to the public way. Indoor storage should be safe and sanitary; does not block doors, windows or stairways. Flammable liquid containers should not be stored inside. (108.1.2, 702.1)
- Smoke alarms shall be maintained and kept in operating conditions at all times. Smoke alarms shall be located inside each bedroom (Sleeping area), on the ceiling or wall outside of each separate sleeping area and on each level of the dwelling unit, including the basement. (704.2)