

Interior

Living Room

- Floor
- Paint/Walls
- Ceiling
- Door(s)
- Window(s)
- Lighting Fixtures
- Outlet/Switch
- Smoke/CO Detector

Kitchen

- Floor
- Paint/Walls
- Ceiling
- Door(s)
- Window(s)
- Lighting Fixtures
- Outlet/Switch
- Smoke/CO Detector
- Tap Hot/Cold
- Clean/Sanitary

Bathroom #1

- Floor
- Paint/Walls
- Ceiling
- Door(s)
- Window(s)
- Lighting Fixtures
- Outlet/Switch
- Smoke/CO Detector
- Tap Hot/Cold
- Functioning Toilet
- Functioning Shower/Tub
- Clean/Sanitary

Dining Room

- Floor
- Paint/Walls
- Ceiling
- Door(s)
- Window(s)
- Lighting Fixtures
- Outlet/Switch
- Smoke/CO Detector

Bedroom #1

- Floor
- Paint/Walls
- Ceiling
- Door(s)
- Window(s)
- Lighting Fixtures
- Outlet/Switch
- Smoke/CO Detector
- Occupancy

Other

- Heat source
- Extension Cord Safety
- Fuse Box Safety
- Two Clear Means of Egress
- Pests

Exterior

House/Apt. Number

Suitable construction of structure

- roof
- chimney
- foundation
- Deck, Porch, Patio
- Handrails/Porch
Railings/Stairs

Windows

Disposal of Garbage

Stagnant Water

CHAPTER 23 INSPECTION GUIDELINES

FLOORS AND STAIRS (23-13.A, 23-13.C)

All floors and stairs should be structurally sound. There should not be significant softness or sponginess on any part of the floors or stairs. There shouldn't be any openings or large cracks in the floors. All penetrations should be sealed to reduce the spread of fire and limit the passage of vermin.

PAINT/WALLS (23-13.C, 23-16)

Failing lead paint can be identified by the telltale alligator cracking. See the below pictures. Peeling, blistering or flaking lead paint is prohibited. All holes in walls should be sealed to reduce the spread of fire and limit the passage of vermin.



CEILINGS (23-13.A)

All ceilings should be structurally sound. There should not be any evidence of an active water leak. All holes in the ceilings should be sealed to reduce the spread of fire and to limit the passage of vermin.

DOORS (23-13.B)

All exterior doors should be hinged and lockable and all glass should be intact. Any holes in the glass should be less than a total of 1 square inch. All cracks should be less than 4" long per windowpane.

WINDOWS (23-13.B)

All windows should be unbroken with holes less than a total of 1 square inch and cracks less than 4" long per windowpane. Any window that is to be used as a secondary egress point must be in working order and be at least 2' x 2' in size.

LIGHTING (23-15)

All rooms should have a switched light source, such as a ceiling light or a portable light fixture. Common areas should be adequately lit with no less than 800 lumens which is equivalent to a 60-watt incandescent bulb or a 9-watt LED.

SMOKE AND CARBON MONOXIDE DETECTORS (23-17.A, 23-20.C)

Smoke detectors should be in working order and be located in the immediate vicinity of each sleeping area. Carbon monoxide detectors should be located either in a common area or in all rooms in which a person will be sleeping where there is a fuel-burning heat source or appliances.

BATHROOM AND KITCHEN FACILITIES (23-13.F)

Every dwelling unit should have at least one kitchen sink, bathroom sink, toilet, bathtub/shower with functioning sanitary drains. Hot and cold water should be supplied to each fixture as required. Privacy should be afforded for toilets, bathtubs and showers.

Each boarding house, lodging house, and dormitory should have at least one toilet, one bathroom sink and one bathtub/shower for each 8 occupants. Such facilities should be accessible from a common area and be afforded privacy. Hot and cold water should be supplied to each fixture as required.

SAFE HEAT (23-13.F)

Between October 1st and April 30th, an accessible, functionable, controllable, and permanent source of heat should be available. Suitable portable heat is allowed but cannot be the primary source available.

EGRESS (23-17.B, 23-2.C)

Two means of egress should be available in all dwelling units. If windows are to be used as an egress point, it must be at least 2' x 2'. When an egress point is more than 10' off the ground, an adequate fire escape should be available, either permanently mounted or an approved rope ladder. There can be one free fall to the ground level as long as the free fall is less than 10'. A WV Fire Marshall's Occupancy Permit will satisfy the fire escape provisions.

EXTENSION CORD SAFETY (23-14.A.1)

Extension cords should only be used to connect one portable electric device to an outlet and should not be placed under floor coverings or extend through walls, doorways, transoms or similar apertures.

FUSE BOX SAFETY (23-14.A.2, 23-19.E, 23-20.D)

Fuse holders of the Edison-Base type should be installed only where they are made to accept type S fuses using adapters approved for this purpose. Fuses or circuit breakers should not exceed the size permitted by the national Electrical Code. One replacement type S fuse should be available for every amperage used in the fuse box.

OCCUPANCY (23-18)

Occupancy is limited to 2 persons per bedroom unless otherwise approved by the Housing Official and denoted in the approved Certificate of Use and Occupancy.

PESTS (23-19.D, 23-20.F)

Rodents, insects and other pests should be exterminated promptly by the Owner unless there is documentation that shows that the infestation was caused by direct negligence of the tenant. Examples of documentation that releases the Owner from responsibility include paperwork of previous exterminations, inspections and lease agreements.

GARBAGE (23-19.G, 23-20.E)

Owners should provide for the sanitary disposal of all garbage and rubbish, to be removed weekly, unless the lease agreement specifies otherwise. If the Tenant's lease agreement states that the resident is responsible for disposing of garbage, then it becomes the sole responsibility of the Tenant to assure garbage is removed from the premises on a weekly basis.

SNOW AND ICE REMOVAL (23-19.F)

The Owner should arrange for the removal of snow and ice from common areas such as walks, drives and stairs.

ROOF (23-13.D, 23-19.C)

All roofs should be composed of standard construction materials to make the interior impervious. Tarps are not permanent roofing solution. All roof drainage should be directed away from steps, walkways or entrances and should not be allowed to pond or stagnate.

HANDRAILS (23-13.E)

Handrails and guardrails should be structurally sound and be installed as per WV Building Code and WV Fire Code.