



RENTAL REGISTRATION/INSPECTION CHECKLIST
GENERAL GUIDELINES FOR RENTAL PROPERTY INSPECTIONS

The following list provides general guidelines for landlords in the maintenance of rental properties within the City of Weirton. This is only a guide and does not cover all of the adopted codes. Codes are often updated and the City of Weirton assumes no liability as a result of code changes.

Prior to an inspection, property owners should prepare their properties as follows:

Smoke Detectors/Carbon Monoxide Detectors

- One (1) smoke detector installed on every level of a dwelling, including basements
- One (1) smoke detector installed in each sleeping area and on the ceiling or wall outside each separate sleeping area in the immediate vicinity of bedrooms
- One (1) smoke detector must be installed in every common hallway
- One (1) carbon monoxide detector outside each bedroom

Doors

- All interior and exterior door, door assemblies and hardware maintained free of cracks, holes, peeling or flaking material and shall fit reasonably within its frame and shall be capable of being opened and closed
- Deadbolt locks required for doors providing access to the dwelling unit
- Locks which require keys, special knowledge or effort to open from the inside are prohibited

Windows

- Every window in sound condition, good repair and weather-tight
- All glazing materials maintained free from cracks, breaks and holes
- Every window easily openable and capable of being held in position by window hardware
- Every bedroom and habitable space contains at least one (1) window of approved size for purposes of light, ventilation and emergency egress

Lighting

- Common hallways and stairways lighted at all times in multi-family buildings
- Every toilet room, kitchen, bathroom, laundry room, boiler room and furnace room contain at least one electric light fixture
- All other spaces provided light sufficient to permit sanitary conditions and safe occupancy

Exhaust and Ventilation

- Every bathroom contains a mechanical ventilation system or a window of required size
- Clothes dryer and bathroom exhaust vented to the outside of the structure
- Plastic flex dryer duct prohibited

Interior Surfaces, Walking Surfaces, and Stairs

- All interior surfaces including floors, floor coverings, walls and ceilings maintained in good, clean, and sanitary condition
- Every interior and exterior stair, ramp, landing, balcony, porch, deck or other walking surface-maintained sound, in good repair and capable of supporting normally imposed loads
- Every stairwell containing four or more risers contains a handrail of proper height and length
- Every handrail and guard are firmly fastened and capable of supporting normally imposed loads

Plumbing

- Every dwelling unit contains its own bathtub or shower, toilet, bathroom sink and kitchen sink which shall be maintained in a sanitary condition and is capable of safely and effectively performing the function for which such plumbing fixtures are designed
- Every plumbing fixture is connected to an approved public or private water system

Heating

- All dwellings provided with safe and approved heating facilities capable of maintaining minimum room temperatures in all habitable rooms, bathrooms and toilet rooms
- If applicable, check boiler inspection documentation.

Electrical

- All dwelling units served by a three-wire, 120/240-volt, single-phase electrical service having a rating of not less than 60 amperes
- All outlets have outlet covers
- Electrical systems, equipment and wiring properly installed, wired and maintained in a safe and approved manner
- Every habitable space in a dwelling contains at least two (2) separate and remote receptacle outlets
- Every laundry area contains at least one (1) grounded type receptacle or a receptacle with a ground fault circuit interrupter
- Every bathroom contains at least one (1) receptacle
- Bathroom, kitchen, basement, garage and exterior areas must all have ground fault receptacle interrupters
- All receptacles within 6' of a water source (sink, faucet, etc.) must be a ground fault circuit interrupter.

Occupancy Limitation

- All habitable rooms are not less than seven (7) feet in any plan dimension

- Every bedroom occupied by one person contains at least 70 square feet of floor area, and every bedroom occupied by more than one person contains at least 50 square feet of floor area for each person thereof
- Kitchens and non-habitable spaces are not to be used for sleeping purposes
- Basement is not used for sleeping purposes unless light, ventilation and egress standards are met

Rubbish Containers

- All rubbish is disposed of by placing such rubbish in approved, covered containers
- Approved covered containers for rubbish are provided
- Removal of rubbish is ensured

Junk and Junk Vehicles

- The exterior premises remain free of junk, trash, rubbish, and garbage
- Vehicles which are not currently licensed or legally operable for roadway use are not being stored on the exterior premises

Exterior Structure

- All buildings contain address numbers plainly legible and visible from the roadway
- All exterior surfaces are maintained in good condition and be kept free of cracks, breaks, holes or loose or rotting materials
- Exterior wood surfaces, other than decay-resistant woods, are protected from the elements and decay by painting or other protective covering or treatment
- Peeling, flaking and chipped paint has been eliminated and surfaces repainted
- All structural members are free from deterioration and are capable of supporting the imposed loads
- The roof and flashing are sound and do not have defects which admit rain, dampness or deterioration
- All accessory structures including garages, fences and sheds are maintained structurally sound and in good repair

THIS LIST IS REFERENCED FROM THE 2018 INTERNATIONAL PROPERTY MAINTENANCE CODE AS HAS BEEN ADOPTED BY THE CITY OF WEIRTON.

THE 2018 IPMC CAN BE REVIEWED AT CITY HALL (200 MUNICIPAL PLAZA) TO ENSURE COMPLIANCE.