



Community Development Department  
 1700 N. 4th Ave. W.  
 Newton, IA 50208-1926  
 641-792-6622  
[www.newtongov.org](http://www.newtongov.org)

**City of Newton  
 Checklist**

**Rental Inspection**

**INSPECTION DATE:** \_\_\_\_\_  
**INSPECTOR NAME:** \_\_\_\_\_  
**RENTAL ADDRESS (+UNIT #):** \_\_\_\_\_  
**OWNER/REP NAME:** \_\_\_\_\_  
**INITIAL/RE-INSPECTION/COMPLAINT:** \_\_\_\_\_

EXTERIOR AREA/STRUCTURE			
	<b>Approved?</b>		
	<u>Yes</u>	<u>No</u>	<u>N/A</u>
1.	<input type="checkbox"/>	<input type="checkbox"/>	
2.	<input type="checkbox"/>	<input type="checkbox"/>	
3.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.	<input type="checkbox"/>	<input type="checkbox"/>	
5.	<input type="checkbox"/>	<input type="checkbox"/>	
6.	<input type="checkbox"/>	<input type="checkbox"/>	
7.	<input type="checkbox"/>	<input type="checkbox"/>	
8.	<input type="checkbox"/>	<input type="checkbox"/>	
9.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12.	<input type="checkbox"/>	<input type="checkbox"/>	
13.	<input type="checkbox"/>	<input type="checkbox"/>	
14.	<input type="checkbox"/>	<input type="checkbox"/>	
15.	<input type="checkbox"/>	<input type="checkbox"/>	
16.	<input type="checkbox"/>	<input type="checkbox"/>	
	1) Address numbers clearly visible from the street. 2) Roof and walls are not deteriorated and do not have paint peeling in excess of 50% of the total area. 3) Accessory building(s) and fence(s) are in acceptable condition. 4) Doors are operable and locks are functional. 5) Windows and skylights are operable and undamaged. No torn screens or broken windowpanes. 6) Chimneys appear to be structurally safe and undamaged. 7) Foundation appears to be adequate and in good repair. 8) Property does not have broken, rotten, split, or buckled walls. 9) Stairways, porches, decks, and balconies have flooring, supports, and handrails in acceptable condition. 10) Site appears to have adequate grading and drainage. 11) Known cisterns, wells, or other hazards are fenced, covered, or filled. 12) Property is not overgrown with weeds or brush. Yard is properly mowed. 13) Property is not providing habitation for rodents, wild animals, or other vermin. 14) Property does not have any illegal vehicles on site. 15) Property does not have unsafe storage of combustible material. 16) If the property has guttering, it is in a safe and acceptable condition.		
INTERIOR AREA/STRUCTURE			
	<b>Approved?</b>		
	<u>Yes</u>	<u>No</u>	<u>N/A</u>
1.	<input type="checkbox"/>	<input type="checkbox"/>	
2.	<input type="checkbox"/>	<input type="checkbox"/>	
3.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6.	<input type="checkbox"/>	<input type="checkbox"/>	
7.	<input type="checkbox"/>	<input type="checkbox"/>	
8.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9.	<input type="checkbox"/>	<input type="checkbox"/>	
	1) Walls, ceilings, and floors are structurally sound and in acceptable condition. No splitting, sagging, leaning, or buckling due to defective material or deterioration. 2) The building is maintained in a safe and sanitary manner. 3) There is adequate counter and appliances to prepare and store food. 4) All stairs are in acceptable condition. All stairs must have handrails and balusters or similar feature(s) that prevents a fall hazard from the open-side. 5) Handrails are firmly fastened and in acceptable condition for all stairs. 6) All habitable rooms are provided with adequate electrical service for proper illumination. Natural light is provided in all habitable rooms. 7) There is adequate ventilation and no signs of leakage or mold inside. 8) The carpet not excessively ripped or torn creating a possible trip hazard. 9) There is no evidence of mice or rodents.		

<b>PLUMBING</b>				
<p style="text-align: center;"><b>Approved?</b></p> <p style="text-align: center;"><u>Yes / No / N/A</u></p>				
1.	<input type="checkbox"/>	<input type="checkbox"/>		1) Rental unit has use of functioning kitchen sink, toilet, and bathtub or shower.
2.	<input type="checkbox"/>	<input type="checkbox"/>		2) All applicable plumbing fixtures have hot and cold water and are connected to sanitary sewer system with proper clearance for usage and cleaning.
3.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3) Bathrooms provide adequate privacy and ventilation for users.
4.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	4) Clothes dryer properly vented to the outside in accordance with manufacturer's instructions.
<b>ELECTRICAL / MECHANICAL</b>				
<p style="text-align: center;"><b>Approved?</b></p> <p style="text-align: center;"><u>Yes / No / N/A</u></p>				
1.	<input type="checkbox"/>	<input type="checkbox"/>		1) Electrical service is properly maintained and is sufficient to support the electrical usage.
2.	<input type="checkbox"/>	<input type="checkbox"/>		2) Adequate clearance for service is provided on the control side of all HVAC and utility appliances.
3.	<input type="checkbox"/>	<input type="checkbox"/>		3) Each unit has heating facilities capable of maintaining a room temperature of 68 degrees Fahrenheit in all habitable rooms and bathrooms. Cooking appliances and portable heating units shall not be used to provide heating to meet requirement.
4.	<input type="checkbox"/>	<input type="checkbox"/>		4) All electrical equipment, wiring, lighting, and appliances are properly installed and maintained in a safe and approved manner. No unsafe, exposed wiring is in the living area.
5.	<input type="checkbox"/>	<input type="checkbox"/>		5) Electrical panels are accessible, clearly marked, and circuits are properly labeled.
6.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6) Fuel-fired equipment has appropriate and functioning flues and shutoff valves.
7.	<input type="checkbox"/>	<input type="checkbox"/>		7) Every habitable room and every bathroom contains at least one (1) properly installed electrical outlet.
8.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	8) Every laundry room contains at least one (1) grounded-type receptacle or a ground-fault circuit interrupter (GFCI).
9.	<input type="checkbox"/>	<input type="checkbox"/>		9) There are cover plates on all outlets, switches, and junction boxes.
10.	<input type="checkbox"/>	<input type="checkbox"/>		10) GFCI outlets installed for all outlets within six (6) feet of a water source.
11.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	11) Water heaters have a properly installed pressure relief valve (PRV) with the discharge pipe reaching to within six inches of the floor.
<b>FIRE SAFETY</b>				
<p style="text-align: center;"><b>Approved?</b></p> <p style="text-align: center;"><u>Yes / No / N/A</u></p>				
1.	<input type="checkbox"/>	<input type="checkbox"/>		1) Each sleeping room, immediately outside of sleeping areas, and each floor has an operable smoke alarm.
2.	<input type="checkbox"/>	<input type="checkbox"/>		2) All sleeping rooms have safe and appropriate access to a functioning window for egress.
3.	<input type="checkbox"/>	<input type="checkbox"/>		3) Each unit has an appropriately-sized, ABC-rated fire extinguisher – checked and tagged by a qualified service person annually – located within 75 feet of the unit's main entrance with a minimum of one (1) per floor.
4.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	4) One carbon monoxide detector immediately outside of each separate sleeping area in the immediate vicinity of the bedrooms (e.g., hallway). There must be at least one carbon monoxide detector on each floor, including the basement (Only applied to properties with a potential carbon monoxide source).
5.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	5) Fire alarm and suppression systems properly installed and operational where required.
6.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6) Two clear and passable egress routes exist for each floor above the first floor. Exist signs are in working condition.
7.	<input type="checkbox"/>	<input type="checkbox"/>		7) All egress doors and windows are operable from the inside without the need for keys, special knowledge, or effort.
8.	<input type="checkbox"/>	<input type="checkbox"/>		8) All fire resistance rating of walls, fire stops, floors, and doors are properly maintained.