

# Rental Property Registration Inspection Form

Finance Department RPR  
City Hall Building, 3rd Floor  
26 S. Phelps St.  
Youngstown, OH 44503

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## Exterior Inspection

- Property is free of any accumulation of refuse and debris.
- Gutters and downspouts are properly connected and operable.
- Porches and stairs are structurally sound with proper anchorage and capable of supporting the imposed loads.
- Handrails are installed for every four (4) steps.
- Windows are not broken or cracked.
- Exterior doors are free of holes and splits. Exterior doors are provided with a firmly secured, operable locking mechanism.
- All exterior entryways are equipped with lighting.
- All exterior steps are equipped with lighting.

## Interior

- Premises are free of any accumulation of refuse or debris.
- Floors, ceilings and walls are structurally sound enough to block water or dampness.
- All electrical outlets and light switches have secured plate covers installed.
- Operable light fixtures are present in all stairways.
- Handrails are installed for every four (4) steps.
- Each bedroom is equipped with at least one working window.
- Bathrooms: Toilets are in operable condition. Each bathroom has an operable sink with hot and cold water.
- Kitchen is supplied with hot and cold water.
- House has operable heating system.
- House has operable electrical system. No exposed live parts are present.
- Operable smoke detectors with live batteries are present on each floor of each individual unit.
- Interior and Exterior of unit is free of insects, rodents, or other pests.
- If there is a bathroom with a toilet that is not hooked up to water or sewer lines, it must be repaired. If it is removed, the drain must be sealed to prevent rodents and/or sewer gasses from escaping into the unit.