



VILLAGE OF ELK GROVE
PROPERTY MAINTENANCE DIVISION
RENTAL DWELLING INSPECTION CHECKLIST

EXTERIOR

Building Exteriors

- Buildings shall have address numbers (a minimum of 3" in height) placed in a position to be plainly legible and visible from the street or road
- Screens on all windows must be installed and free of holes between April 1st & December 1st
- Walls shall be free from holes, breaks and loose or rotting material
- Gutters and downspouts are in good condition and draining properly
- Exterior surfaces shall have protective treatment which protects it from the elements
- Lights shall be functioning and in good repair
- All apartment main entry doors shall self-close and automatically lock
- No graffiti or other vandalism

Decks/Patios/Sidewalks

- Balcony construction shall be in good condition and free from rotted material
- Hand and guard rails shall be firmly fastened
- Sidewalks, walkways and patios shall be kept in a state of proper repair

Driveways & Parking

- Driveways and aprons must be in good condition and free from holes, ruts or trip hazards
- (Multi-Tenant Only) parking spaces must have clear visible markings
- (Multi-Tenant Only) Handicap parking spaces must be striped and signed per state and local requirements
- Motor vehicles and tow-type vehicles must be parked on an approved surface

Accessory Structures

- All accessory structures including detached garages, fences and walls shall be maintained, structurally sound and in good repair

Garbage/Refuse Storage

- Containers must be free from garbage overflow and lids covered
- Dumpster enclosures must be maintained, structurally sound and in good condition
- Exterior grounds must be free from accumulation of rubbish or garbage
- No rodent harborage (ground feeding is prohibited)
- Containers must not be stored in the front yard

General

- All premises shall be graded and maintained to prevent accumulation of stagnant water thereon

NOTE:

This list includes general items covered in an inspection, but is not all inclusive.

The property owner or agent is responsible for notifying the tenant at least 24 hours before an inspection