

## RENTAL INSPECTION CHECKLIST

The City of Butler wants landlords to be prepared for inspections. Our inspector will plan to meet the owner or manager outside the property. This review of codes that our staff inspects for should help you prepare and pass your inspection. *This is a summary list and may not include every possible violation.*

### EXTERIOR PROPERTY AREAS

---

#### **Sanitation (302.1 IPMC)**

- Accumulation of litter, garbage or waste

#### **Grading/Drainage (302.2 IPMC)**

- Areas of Erosion
- Low areas allowing ponding of water
- Discharging storm water on Public Right of Way or neighboring property

#### **Sidewalks/Driveways (302.3 IPMC)**

- Shall be kept in a proper state of repair and maintained free from hazardous conditions.

#### **Accessory Structures (302.7 IPMC):**

fences, detached garages, walls, retaining walls.

- Structurally sound
- Peeling or flaking paint
- Good repair

#### **Nuisance Issues (Chapter 16-3 Butler Code of Ordinances)**

- Landscape, grass and weeds above 7"

### STRUCTURE

---

#### **Street Numbers (304.3 IPMC)**

- Visible from street - at least 4" high and ½" stroke of contrasting color

#### **Protective treatment (304.2 IPMC)**

Exterior surfaces shall be maintained in good condition. Peeling, flaking and chipped paint shall be eliminated and surfaces repainted.

#### **Foundation Walls (304.1.1 6 IPMC)**

Foundation systems must be firmly supported by footings, be plumb and free from open cracks and breaks.

#### **Windows, skylights and door frames (304.13 IPMC)**

Shall be kept in sound condition, good repair and weather tight.

**(304.13.2 IPMC) Openable windows.** Every window, other than a fixed window, shall be easily openable and capable of being held in position by window hardware.

#### **Roofs and drainage (304.7 IPMC)**

The roof and flashing shall be sound, tight and not have defects that admit rain. Roof drains, gutters and downspouts shall be maintained in good repair and free from obstructions. Roof water shall not be discharged to create a public nuisance.

- Broken furniture, limbs, rocks, bricks, tin, steel or trash accumulation

- Unlicensed, inoperable or dismantled vehicles

#### **Parking (Butler Code of Ordinances Chapter 21)**

- No vehicle shall be parked in a required front or side yard except on a permitted driveway.
- All new and expanded vehicle parking, vehicle storage and maneuvering area must be paved with concrete, asphalt or an alternative paving material approved by the director.
- Storage of RV's, trailers, boats, camper trailer, recreational vehicles and camper shells: shall be stored only in the side or rear yard. No vehicle shall be used for living or sleeping purposes for more than 72 hours while stored on the premises.

#### **Chimneys and towers (304.11 IPMC)**

Must be structurally safe and in good repair.

#### **Stairways/Porches/Decks (304.10 IPMC)**

Shall be maintained structurally sound, in good repair, with proper anchorage and capable of supporting the imposed load.

#### **Exterior Doors & Doors (304.15, 304.18.1 IPMC)**

- Shall be maintained in good condition. Locks at all entrances to dwelling and sleeping units shall tightly secure the door. Doors providing egress from a dwelling unit shall be equipped with a **deadbolt lock with a throw of not less than 1"** and be able to operate without the use of a key, tool or special knowledge. (The interior door between the garage and interior of the house would not need to have a deadbolt lock.)

#### **Windows (304.18.2 IPMC)**

- within 6' above the ground level or walking surface shall be provided with a **locking sash**.

#### **Structural Members (305.2 IPMC)**

Structurally sound, capable of supporting the imposed loads.

**REMEMBER.....Some repairs require building permits, such as structural repairs or renovation of existing space involving plumbing, electrical, or mechanical installations.**

### **Life Safety (704.6 IPMC)**

- Smoke detectors in sleeping and common areas and on each floor level in working order. All **sleeping rooms** are required to have **smoke detectors** installed inside the sleeping room. Smoke alarms are required just outside of the sleeping room or rooms located in a common area such as a hallway and one on each floor, including the basement.

**10 Year life (704.7 IPMC)** Smoke alarms that do not function shall be replaced. Smoke alarms installed in one- and two-family dwellings should be replaced not more than 10 years from the date of manufacture or should be replaced if the date of manufacture cannot be determined.

**INSPECTION TIP:** Please bring along extra batteries for smoke alarms! This may save us all the time and hassle of a re-inspection.

### **2024 IFC Section 915, Carbon monoxide detection**

CO detection shall be provided in dwelling units and sleeping units that contain a fuel-burning appliance or fuel-burning fireplace and with attached private garages. 915.2.1: CO detection shall be installed in dwelling units outside of each separate sleeping area in the immediate vicinity of the bedrooms. Where a fuel-burning appliance is located within a bedroom or its attached bathroom, CO detection shall be installed within the bedroom.

### **2024 IFC Section 906, Portable Fire Extinguishers (PFE)**

Portable fire extinguishers are required to be installed in R-2 occupancies that include buildings with more than 2 dwelling units. **Note:** Occupancy groups in the fire code are completely separate from City zoning districts. This requirement does not apply to single family homes or duplexes regardless of zoning.

PFE's shall be located in a conspicuous location with ready access and shall not be obstructed or obscured from view.

### **Interior Surfaces (305.3 IPMC)**

Shall be maintained in good, clean and sanitary condition. Peeling, chipping, flaking or abraded paint shall be repaired, removed or covered.

### **Sanitary (308 IPMC)**

- Free from any accumulation of rubbish or garbage.
- Rubbish & garbage storage facilities: Every occupant of a structure shall dispose of garbage in an approved garbage disposal facility or approved garbage container.

### **Stairs and walking surfaces (305.4 IPMC)**

Shall be maintained in sound condition and in good repair.

### **Handrails and Guardrails (305.5, 307.1, 307.2 IPMC)**

Firmly fastened and capable of supporting normally imposed loads and be maintained in good condition. Guards shall be provided on balconies, porches, decks, ramps and landings that are more than 30" above the floor or grade below.

**Interior Doors (305.6 IPMC)** Every interior door shall fit reasonably well within its frame and be capable of being opened and closed.

### **Heating Facilities (Chapter 6 IPMC)**

- Properly installed and maintained in a safe working condition
- Capable of maintaining a room temperature of 68 degrees Fahrenheit
- Required clearances to combustible materials shall be maintained.

### **Electrical System (604 and 605 IPMC)**

- Adequately sized
- Switches and outlets - working order with cover plates
- Lighting fixtures - working order and secure
- No loose or frayed wires
- Excessive use of extension cords

### **Plumbing Facilities (Chapter 5 IPMC)**

- Plumbing fixtures - working order, free of obstructions and leaks, properly installed
- Water heater properly installed and in working order
- Sanitary drainage system in working order
- Bathrooms must have a door and locking device
- Floor surface shall be maintained to be a smooth, hard, non-absorbent surface.

**City of Butler City Hall - 22 W. Ohio St, Butler, MO 64730 - 660-679-4182 – [www.cityofbutlermo.com](http://www.cityofbutlermo.com)**  
**Inspections Office - 300 N Orange St, Butler, MO 64730 - 660-679-6323**

City Code 13-297a - No person shall allow to be occupied, or shall rent to another for occupancy, any dwelling unit within a rental property without first receiving a residential occupancy permit from the City under the terms of this section.