



RESIDENTIAL RENTAL INSPECTION CHECKLIST

PRIOR TO INSPECTION:

- Inspections for Rental Properties **MUST** be “MOVE-IN READY.”
- Prior to Rental Inspections, **ALL UTILITIES MUST BE TURNED ON.**
- All A/C units **MUST** be turned on (IN SUMMER)
- All heating units **MUST** be turned on (IN WINTER)

EXTERIOR (FROM FRONT CURB TO BACK FENCE AND/OR EASEMENT):

1. Repair damaged curb.
2. Float/grind or raise trip hazards at private walkways, public walkways and any back or side concrete patios. Use cement only for floating trip hazards or other approved fillers for cracks.
3. Fill cracks or float trip hazards at driveway and approaches. Use cement or other approved driveway filler.
4. Mow Grass remove vegetation from house, trim: vegetation from fence, bushes in front of windows down to 50% visibility, trees from structure, sidewalks 10' minimum, street and alley easement 14' minimum.
5. Replace damaged or missing sewer clean out caps.
6. Install vacuum breakers on all outside water faucets.
7. Repair damaged gutters and clean of all debris.
8. Replace/Repair missing & damaged shingles.
9. Replace broken glass pane on all damaged windows. Plexiglass is NOT allowed.
10. Replace all damaged fascia, soffit, siding, trim, around the exterior of the house (including chimney) for wood rot.
11. Scrape off all peeling paint and repaint to match.
12. Check for openings in exterior siding, cracks in brick including expansion joints and foundation vents, seal as needed to keep insects and rodents out.
13. Seal gaps between brick/siding and exterior garage door jam.
14. Add waterproof covers to all exterior electrical plug outlets.
15. Replace missing/broken exterior light fixtures covers.
16. Fence/gates need to function from both sides.
17. Fencing must be straight and constructed with approved fencing material.
18. Broken, missing, or loose pickets to be replaced or secured.
19. Address numbers front & back must be visible, with contrasting color, a minimum 4" tall X ½" width.
20. Repair exposed wiring at bottom or top of the exterior service meter box, damaged weather head, and raise low power lines from weather head to pole.
21. Stairway and handrails must be secure; repair as needed.
22. Seal gaps between windows and brick or trim.
23. Dryer vent must have ductwork, vent cover screen, cleaned out & vent to the outside of the structure. Replace damaged dryer vent cover.
24. Swimming pools and hot tubs must be free of debris, in good repair, clean and water moving. Swimming pool gates must close automatically.
25. Repair or get permit to replace damaged retaining wall.



INTERIOR (HOUSE):

1. Peep hole at front door, back door, and inner garage door entry no higher than 5'.
2. Install approved tenant locks (keyless deadbolt or approved Texas Security bolt): Front, Back, and inner garage door entry no higher than 48" (all exit doors).
3. Sliding glass doors must open/close/latch as intended when installed and have approved tenant lock of either security bar or a pin lock no higher than 48" from floor.
4. HVAC system must function to minimum standards
5. Replace all broken/chipped tiles.
6. Add missing plug covers and switch covers, including damaged covers (make sure to check below kitchen sink and in cabinet above the stove).
7. Replace damaged plug outlets and switches.
8. Add missing light covers, including ceiling fans.
9. Repair all cracks and hole in walls and ceilings.
10. All doors, including closet & attic doors, need to function and have all required hardware, doorknobs, strike plates etc. Any hardware not in use should be removed.
NOTE: All exterior doors, including garage entry doors, must be solid core or exterior metal doors.
11. All windows need to function as designed.
12. Install and clear upper and lower combustion air vents HVAC and Water Heater closets.
13. All flooring needs to be cleaned and free from damage.
14. Exhaust fans in bathrooms need to function and clean.
15. Toilets and toilet seats must be secure.
16. Floors under sinks need to be in good condition and able to be sanitized.
17. Seal around plumbing coming out of the wall, under all sinks and behind toilets.
18. All walls and ceilings must be sanitary, including baseboards, door trim and doors.
19. Put all exposed wire in conduit including in cabinet above stove.
20. Install and replace damaged or missing transition strips at uneven flooring.
21. Label all breakers in ink and replace any missing knock outs.
22. Check water heater for safety issues, repairs may be required on older units.
23. Electric garage door opener must open and close correctly.
24. All surfaces must be clean and sanitary prior to inspection.
25. Install smoke alarms in all hallways and bedrooms.
26. Install carbon monoxide and required ventilation for all properties with gas appliances or attached garage.

STORAGE BUILDINGS AND PATIO COVERS:

1. Repair/Replace rotted wood and peeling paint as needed.
2. Repair damaged floors.
3. Repair damaged roof.
4. Doors must function.
5. Stability/ structurally sound, is it safe?
6. Put any exposed wiring in conduit.
7. Has it been permitted? May be required.



LIST OF REQUIRED PERMITS AND INSPECTIONS FOR NEWLY INSTALLED ITEMS

PERMIT TYPE	PERMIT PULLED BY	SCHEDULE INSPECTION
Private and public walkways	Gen.Contractors/Homeowner/Ppty Mgr	Schedule in CSS portal
Driveways	Gen.Contractors/Homeowner/Ppty Mgr	Schedule in CSS portal
Fences	Gen.Contractors/Homeowner/Ppty Mgr	Schedule in CSS portal
Windows	Gen.Contractors/Homeowner/Ppty Mgr	Schedule in CSS portal
Exterior doors	Gen.Contractors/Homeowner/Ppty Mgr	Schedule in CSS portal
Roofs	Gen.Contractors/Homeowner/Ppty Mgr	Schedule in CSS portal
Patio covers	Gen.Contractors/Homeowner/Ppty Mgr	Schedule in CSS portal
Garage conversions	Gen.Contractors/Homeowner/Ppty Mgr	Schedule in CSS portal
Room additions	Gen.Contractors/Homeowner/Ppty Mgr	Schedule in CSS portal
Carports	Gen.Contractors/Homeowner/Ppty Mgr	Schedule in CSS portal
Storage building(s)	Gen.Contractors/Homeowner/Ppty Mgr	Schedule in CSS portal
Retaining Walls	Gen.Contractors/Homeowner/Ppty Mgr	Schedule in CSS portal
Electrical service	Licensed Professional Electrician	Schedule in CSS portal
Water heaters	Licensed Professional Plumber	Schedule in CSS portal
Mechanical for heating/air	Licensed Professional Technician	Schedule in CSS portal

NOTE:

- To purchase permits from Building Inspection please call 972-216-6212, or visit 1515 North Galloway Ave., Mesquite, Texas 75149. www.cityofmesquite.com
- CSS <https://energov.cityofmesquite.com/selfservice#/home>

Disclaimer:

This checklist is to be used only as a basic guideline prior to initial rental inspection and will vary with each property. It is not intended to replace an inspection by the City of Mesquite’s Rental Certificate of Occupancy Program. All violations are enforced through the 2018 International Property Maintenance Code, 2018 International Residential Code, Texas Property Code, and the City of Mesquite city ordinances. The City of Mesquite reserves the right to make changes to stay in compliance with new amendments or updates to City of Mesquite Ordinances, Texas Property Codes, and International Codes.