

COMMON AREA MINIMUM STANDARDS

(applies to apartment buildings)

■ Interior Surfaces

- Clean & sanitary
- No damaged walls, ceilings or floors

■ Lighting

- Adequately lighted halls & stairways at all times

■ Stairways / Handrails / Guardrails / Ramps

- Firmly fastened and capable of supporting normally imposed loads

■ Floor Coverings

- Clean and sanitary, with no rips, tears, breaks or damage

■ Doors / Windows / Skylights / Frames

- In good condition, tightly fitted and weathertight
- Entrances to dwelling, rooming and guest units tightly secured by locks

■ Electrical

- Properly installed wiring and fixtures free from deterioration or damage

■ Infestation

- Free from insect and rodent infestation

Inspectors will not look for cosmetic repairs. Normal wear and tear is expected.

Component descriptions were referenced from International Property Maintenance Code.

For Your Records

Date of Inspection: _____

Inspector Name: _____

Inspector Phone: _____

Items to Repair: _____

Next Reinspection Date: _____

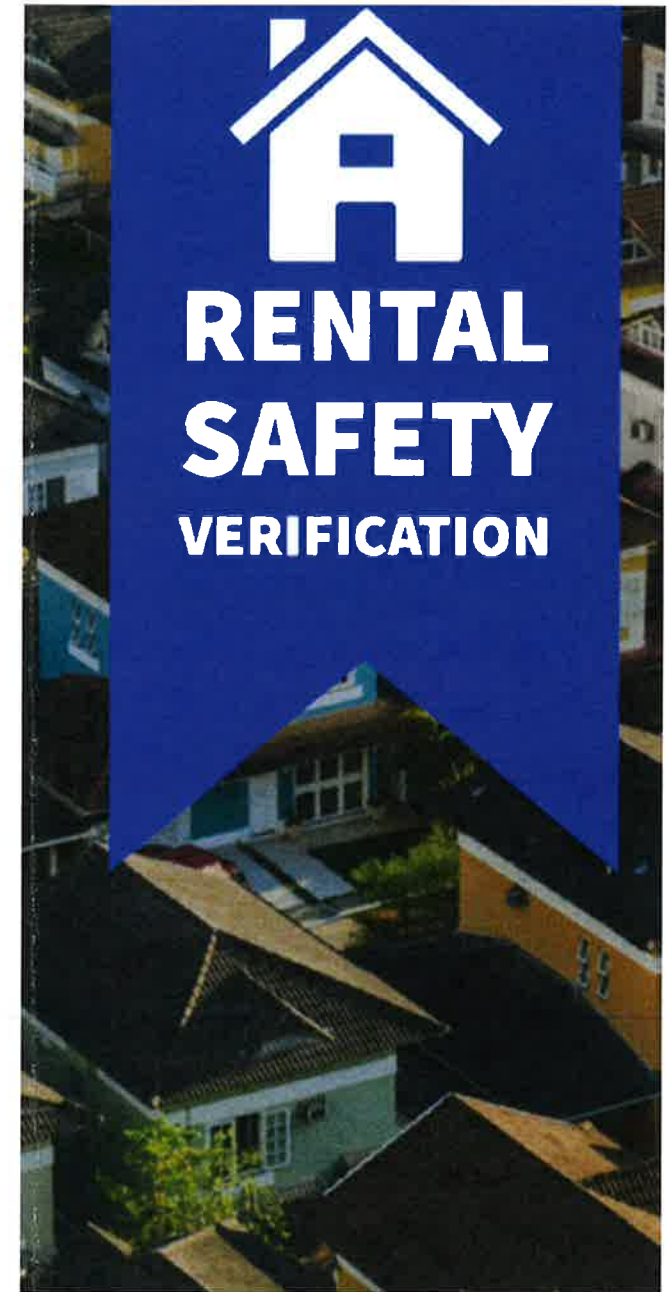
Notes:

Inspection Reports and Certificate of Rental Safety will be mailed to the owner of record within 10 business days. Tenants may request a copy of the Inspection Report.

Contact Information

Code Enforcement
13th Floor County-City Building
227 W. Jefferson Blvd.
South Bend, IN 46601
574-235-9486

Office Hours:
Monday - Friday
8:00 AM - 4:45 PM



INSPECTION STANDARDS

Department of Code Enforcement

City of South Bend

EXTERIOR MINIMUM STANDARDS

- Structural / Foundation**
 - Structurally sound and capable of supporting the imposed loads
 - Plumb and free from open cracks and breaks
- Walls**
 - Free from holes, breaks, and loose or rotting material
 - Weatherproof and properly surface coated
- Roof / Overhang / Flashing / Gutters**
 - Sound, tight and weatherproof with adequate roof drainage
- Chimneys**
 - In good repair & maintained structurally
- Stairways / Handrails / Guardrails / Porches / Decks**
 - Firmly fastened and capable of supporting normally imposed loads
- Windows / Doors / Frames / Screens / Basement Hatchways**
 - In good condition, tightly fitted and weathertight
 - Entrances to dwelling, rooming and guest units tightly secured by locks
 - Self-closing device in good working condition for every swinging door
 - Prevent the entrance of rodents, rain and surface drainage water

INTERIOR MINIMUM STANDARDS

- **Interior Surfaces**
 - Clean & sanitary conditions
 - No peeling or chipping paint
 - No defective surface conditions such as mold
- **Wall / Floor / Ceiling Conditions**
 - No excessively damaged areas such as: cracking, holes, sagging, tears, buckling, water damage, peeling, mobility hazards
- **Plumbing**
 - Adequate water pressure with no leaks
 - Required fixtures and traps properly installed, and operable - including: tub/shower, toilet, bathroom and kitchen sinks
 - Properly connected fixtures to a public water system or an approved private system
- **Electrical**
 - Properly installed electrical equipment, fixtures, outlets, wiring and appliances
 - No deteriorated or damaged wiring and fixtures
- **Heating & Ventilation**
 - Supplied heat to maintain 68 degrees in habitable rooms and bathrooms
 - Properly installed furnace and ductwork
 - Proper ventilation source in bathrooms
- **Utilities**
 - Active water, gas and electric for occupied units
- **Infestation**
 - No insect or rodent infestation

INTERIOR MINIMUM STANDARDS

- **Fire Safety**
 - Minimum one smoke alarm per level, properly installed, in functional condition & not beyond service life
 - No basement habitation without proper egress
 - Safe, unobstructed and clear path to public way
 - Readily openable egress doors not requiring keys, special knowledge or effort
 - No fire hazard due to occupancy arrangement
- **Windows and Doors**
 - At least 1 window in every habitable space that is easily opened & capable of being held in place by window hardware
 - Doors and jambs are in good condition
- **Hot Water**
 - Properly installed, vented and operational water heater
- **Structural**
 - Sound structural members capable of supporting imposed loads
- **Stairways / Handrails**
 - In good condition and in good repair
 - Firmly attached guards and handrails
- **Mechanical Equipment**
 - Properly installed and in working condition cooking equipment, water heater & furnace
 - All fuel-burning equipment & appliances are connected to an approved chimney or vent

See Indiana Code, Title 32, Article 31 for in-depth information on Tenant-Landlord relations.

<http://iga.in.gov/legislative/laws/2016/ic/titles/032/>