



# PROPERTY MAINTENANCE CHECKLIST



## City of Brighton, Michigan

200 N. First Street, Brighton, MI 48116 810-227-1911

**NOTE:** This checklist may be used as a guide for property compliance with the International Property Maintenance Code. **It is not a comprehensive list of all violations that may be identified, and does not limit the scope of applicable sections of the Code or enforcement rights of the City of Brighton.** If you have a question about a specific situation, please contact the Building Department at (810) 227-1911.

The International Property Maintenance Code (IPMC) may be purchased at City Hall. It may also be viewed on the City of Brighton Community Development website.

Generally: The property premises, exterior of every structure, interior of every structure, and the systems and equipment therein shall be maintained in good repair, structurally sound, and in sanitary condition so as not to pose a threat to health, safety, or welfare.

### EXTERIOR

- Address numbers for each unit visible from the road and at least 4" high
- Property shall be maintained in a clean, safe and sanitary condition. Garbage shall be kept in appropriate trash receptacles.
- All sidewalks, walkways, driveways, and parking spaces shall be kept in good condition and free of hazards.
- Property lawn areas shall be maintained free from weeds and kept at heights not to exceed 9".
- Exterior property shall be kept free from rodent infestation.
- Detached garages, sheds, and fences and all other structures shall be maintained and in good repair.
- No vehicle parking on grass.
- No unlicensed or inoperative vehicles shall be parked outside of a garage.
- Foundation structurally sound and weatherproof, no open cracks or breaks
- Swimming pools, hot tubs, spas, shall be maintained in a clean and sanitary condition and present no hazard or risk to health. All structural components and gathering areas shall be maintained in good repair.
- Handrails/guardrails sturdy, weatherproof, at least 30" high, spindles less than 6" apart
- The exterior of all structures shall be maintained in good repair and structurally sound.

- Walls and foundation shall be structurally sound and weatherproof, without deterioration.
- Roof, eaves, soffits, gutters, downspouts, and fascia maintained (weatherproof no deterioration).
- Doors/windows/screens shall be weatherproof and maintained in good condition with no broken/missing glass and hardware intact and operable.
- Steps, decks, porches, and landings shall be weatherproof, in good/safe condition/safe and handrails/guardrails built to code.
- No rubbish or debris on property (except within a trash container)

### INTERIOR

- All surfaces properly maintained including woodwork/trim, counters, cabinets, and floors. Walls and ceilings are free from holes, cracks, deteriorating paint, and loose plaster/drywall.
- Doors/windows all function properly and in good condition, free of hazard. Hardware operates properly.
- 7 ft. minimum ceiling height in all rooms. All rooms designated as bedrooms must have proper egress.
- All interior areas shall be kept clean, sanitary, and free from rodent and insect infestation.
- Stairs structurally sound with no trip hazards. Proper handrails and guardrails shall be in place.
- No combustibles stored near mechanical areas.

### ELECTRICAL

- Smoke detectors shall be maintained in operable condition at all times and must be installed on each level of a dwelling unit and within all bedrooms.
- If the smoke detectors are hardwired, they must have a battery backup.
- All outlets, switches, and junction boxes shall have proper cover plates. GFI outlet installed per code in bathrooms, laundry areas, and kitchens. Each room must have adequate outlets per code.
- Lighting in common halls and stairways shall have appropriate lighting per code.

### PLUMBING/MECHANICAL

- All drains work properly. All fixtures in good repair, and operate properly. No leaks in waterlines or sanitary pipes. All toilets operate properly and maintained in good, sanitary condition.
- Water heaters, furnaces, and clothes dryers ventilate per code.
- Bathrooms and toilet rooms shall comply with ventilation requirements.
- Heating systems shall be in good operable condition and function properly.
- All appliances shall be in good working condition and free from hazard.

### REQUIRED PERMITS

*Permits are required for many projects including remodeling, roofing, new siding, furnace replacement, water heater replacement, electrical work, and new plumbing fixtures. Permits for electrical, mechanical, and plumbing work are issued by Livingston County Building Dept. Call the City Building Department at (810) 227-1911, if you have questions.*

