

# **Minimum Residential Maintenance Standards**



**City of Oakland**

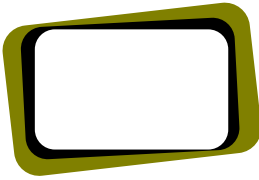
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**Bureau of Building**

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# The Purpose and Benefit of the Residential Maintenance Standards

The Minimum Residential Maintenance Standards is designed to assist owners in maintaining their property to standards of livability and safety in accordance with the Oakland Municipal Code.

The standards are not all inclusive and property owners are responsible for ensuring that their rental property is in compliance with all applicable provisions of the Building Codes and City Ordinances.

## Exterior and Common Areas

### Building

- Foundations are in good solid condition
- Exterior walls are free of major cracks and dilapidation
- Walkways are safe of trip hazards
- Roofs are in good repair
- Gutter and downspouts are unclogged and in good condition
- Staircases are sound and in good condition
- Guardrails and handrails are in good condition
- Exterior lighting is in good working order
- Electrical service panels, meters and enclosures are in good condition and circuits are properly labeled
- Chimneys have spark arrestors

### Door and Locks

- Solid Core doors are installed
- Entry doors are equipped with deadbolt locks and passage door locks with deadlocking latches. All locks work.
- All exterior doors open and shut properly
- Sliding patio doors work properly including all locking and latching mechanisms.
- Doors have proper weather stripping



## **Landscaping**

- The property landscaping is being properly maintained and is free of litter
- Storm drains are clear of debris and in good condition

## **Exiting**

- Exits are clear and unobstructed all the way to the public right of way
- All “Exit” signs and exit lighting is in working order
- The area on and beneath exterior exit stairs is clear of material
- Fire doors are operable and in good condition



## **Garbage/Recycling Materials**

- Garbage service and adequate garbage containers are provided on site.
- All unsanitary garbage bins have been cleaned and/or replaced.
- Garbage receptacles are stored out of public view.
- All garbage receptacle locations are maintained clean and clear of trash and debris.

## **Fences and Gates**

- Property fences and gates are in good working condition

## **Laundry Rooms**

- Interiors are clean and facilities are maintained in good condition

## **Pools**

- Swimming pool gates and enclosures are in compliance
- Swimming pool is clean
- Anti-entrapment device installed

## **Parking**

- Driveways and parking areas are in good condition
- Carports are in good condition

## **Sewer**

- Cleanout lines are unobstructed and in good condition

# Interior Areas

## Kitchen

- Floor covering is free of trip hazards
- Electrical outlets are functional and have cover plates
- GFI's are properly installed and in working condition near water sources
- Light switches are in working order, and have cover plates
- Overhead lighting is operational and in good repair
- Windows with screens are in good condition
- Stove burners and oven work safely with functioning door and knobs that turn completely off and on
- Gas stove is free of gaseous odors –**Report gas leaks or gaseous odors to P.G. & E immediately**
- Stove hood/filter and fan are clean and working properly
- Dishwasher functions properly and is equipped with an airgap
- Garbage disposal is in good working order
- The kitchen sink and faucets drain properly and are free from leakage

- Refrigerator is in good working order




## Living Room



- Floor covering is free of trip hazards
- Electrical outlets are functional and have cover plates
- Light switches are in working order and have cover plates
- Windows and windowpanes are intact, unbroken and not cracked
- Windows are equipped with proper locking devices
- Window screens are in good condition

## Smoke Detectors – Hallways and Bedrooms

- Smoke alarms are installed in hallways and sleeping rooms

- All smoke alarms are in working order  and meet State Fire Marshal regulations: 10 year battery operated tamper proof
- To insure that smoke alarms have been inspected annually, the owner or on-site manager should keep documentation that states the date the smoke detectors were last serviced and if possible the signature of the resident, along with the maintenance personnel and owner or on-site manager. In addition to installing smoke detectors, carbon monoxide detectors must be installed in each residential unit and at each floor where there are gas fired appliances.

## Bedrooms

- Floor covering is free of trip hazards
- Electrical outlets are functional and have cover plates
- Light switches are in working order and have cover plates
- Overhead lighting is operational and in good repair
- GFCI's properly installed and in working condition
- Windows and windowpanes are intact, unbroken and not cracked



- Windows are equipped with proper locking devices
- Window screens are in good condition
- Ceiling exhaust fan is in good working condition
- Sink, bathtub, and toilets drain properly and are free of leaks, including faucet handles
- Toilet is secure
- Sinks, bathtubs/showers surrounds are in good condition
- Light fixtures are secure and in working order
- Towel bars and accessories are secure

## Other Important Items

### Electrical System Requirements

- The unit has no exposed or bare live wires
- Extension cords should not be used for a permanent source of power.
- Panels and Sub-panels are labeled and breakers are in proper working condition. Circuit spacers/fillers are used in place of unused circuit breaker spaces.

### Plumbing and Mechanical Requirements

Electrical or gas heaters are functioning properly

- If there is a high-pressure gas boiler system (not the water heater), the boiler heating system is in proper working order
- The water heater is in working order supplying water at a minimum of 120<sup>o</sup>F
- The water heater has a working temperature and pressure relief valve including a proper drain line from the pressure release valve to outside
- The water heater is properly strapped
- Gas lines have shut off valves at the appliance connection. All service gas lines are free of leaks. *If you smell gaseous odor, report to P.G. & E immediately.*
- The vent pipes that serve gas heating appliances are terminated above the roofline with vent caps (Direct vent heaters are exempt)



## Mold

- There is no visible mold in the unit, assess the situation by cleaning and/or using a professional mold abatement company to refinish all deteriorated surfaces and remedy the water intrusion problem. If mold is resident caused, after addressing the problem, the City recommends you give your tenants the County/City **Mold and Moisture Brochure** as part of your rental agreement. The brochure will inform residents about mold and their responsibilities to prevent mold growth and how to inform the owner of possible water intrusion/mold in the unit.

## Vector (insects, rodents and other pests)

- Property is free of infestations





CITY OF OAKLAND

# Keep Oakland Beautiful Clean and Green

## Referrals

Alameda County Vector Control	510-567-6800
P.G. & E.	1-800-743-5000/911(Emergency)
E.B.M.U.D.	1-866-403-2683/911(Emergency)
Waste Management	510-613-8710
Echo Tenant/Landlord Counseling Program	510-496-0496
Echo Equity Conversion Counseling Program	510-271-7931
East Bay Rental Housing Association	510-893-9873
Energy Upgrade	855-464-8484
Rising Sun Energy Center	510-655-1501
P.G. & E. Energy Savings Assistance Program	800-989-9744
Spectrum Community Services	510-881-0300
Alameda County Neighborhood Preservation and Sustainability	510-670-5333
Oakland Police Department (Non-Emergency)	510-777-3333

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