



**HOUSING & COMMUNITY DEVELOPMENT DEPARTMENT
COMMERCIAL DIVISION**

Minimum Property Standards (MPS) Checklist Building Exterior

General Information

Full Address (including Street, City, County, State, Zip):	Building Number/Section:	Date of Inspection (mm/dd/yyyy)
Inspector:	Type of Inspection: <input type="checkbox"/> Initial <input type="checkbox"/> Follow-Up <input type="checkbox"/> Special	
Summary Decision of Property: <input type="checkbox"/> Pass <input type="checkbox"/> Fail <input type="checkbox"/> Inconclusive		

A. Building Exterior Components

Item No.	1. Building Structure	Yes Pass	No Fail	In-Conc.
1.1	Is the building structure maintained in structurally sound and safe condition to sustain its own weight and any load to which, normally, it might be subjected?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1.2	Is the building structure maintained in a manner to prevent the entry of moisture that would contribute to damage, decay or deterioration?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Item No.	2. Foundation	Yes Pass	No Fail	In-Conc.
2.1	Is the foundation walls and floor maintained in good condition and structurally sound?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.2	Are the foundation walls and crawl spaces and other supporting members of the structure stable and maintained in good condition and structurally sound?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.3	Are there any visible cracks in the foundation that may create a potential hazard to the structure or danger for the occupants of the dwellings?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.4	Are there areas of the foundation that are spalling (crumbling gravel or rock), collapsed, or are in any other state of disrepair?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.5	Are there foundation rebars or anchors that are exposed?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Item No.	3. Exterior Wall Surfaces	Yes Pass	No Fail	In-Conc.
3.1	Are the exterior surfaces free of dirt, mold, mildew, algae and water stains?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.2	Are there any markings, stains, graffiti, painted slogans, smoke damage or other markings or defacement on the exterior walls?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.3	Are the siding materials and the exterior surfaces of building maintained and kept weather resistant so as to prevent their deterioration and entry of vermin and birds?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.4	Do all canopies, marquees, signs, awnings, screens, grills, pipes, ducts, standpipes, air conditioners and all similar equipment, attachments and their supporting members maintained in good condition?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Item No.	4. Windows & Exterior Doors	Yes Pass	No Fail	In-Conc.
4.1	Are windows and skylights maintained in good condition so as to minimize drafts and prevent the entry of rodents, vermin and insects?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.2	Are all windows in the building fitted & equipped with screens that are maintained in good condition & free from defects & missing components?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.3	Are exterior doors and frames and attic access doors maintained in good condition so as to minimize drafts and prevent the entry of rodents, vermin and insects?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.4	Are glazed doors, windows and other transparent surfaces kept reasonably clean in order to permit unimpeded visibility and unrestricted passage?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.5	Do all doors maintained in a weather-tight condition to prevent drafts or leakage and prevent the entry of rodents, vermin and insects?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.6	Do all exterior doors, passageways and exits maintained free from hazardous conditions, obstructions and impediments?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.7	Do all exterior doors and windows have hardware so as to be capable of being locked from the outside or inside?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Item No.	5. Stairways, Balcony's & Hallways	Yes Pass	No Fail	In-Conc.
5.1	Are all stairwells, landings, balconies, porches and any other means of access maintained in good condition - free of holes, cracks and other defects which may constitute possible accident hazards?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5.2	Are treads or risers and all supporting structural stairwell members in good condition and show no excessive wear or are broken, warped or loose, rotted, rusted or deteriorated?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5.3	Are treads firmly secured to the stairwell?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5.4	Are wood balconies and walkways structurally sound and maintained in good condition?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5.5	Are hand rails firmly anchored and secured and maintained in good condition?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Item No.	6. Roof Covering	Yes Pass	No Fail	In-Conc.
6.1	Do all structural components of a roof appear provide adequate support and form a suitable base for the roof covering?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6.2	Does the roof, including the fascia board, soffit, cornice and flashing around the perimeter of a roof, maintained in a weather-tight condition and able to prevent the leakage of water into the building?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6.3	Is the roof covering in sound condition so as to prevent water penetration?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6.4	Are there any indications of on the roof of water ponding?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Item No.	7. Plumbing	Yes Pass	No Fail	In-Conc.
7.1	Do all water pipes and attachments on the building maintained in good working condition and free from leaks and defects?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7.2	All clean-out drains maintained in good condition and have insert covers with no defects or holes.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Item No.	8. Electrical & Exterior Lighting	Yes Pass	No Fail	In-Conc.
8.1	Do electrical panel boxes have cover plates and covers for all unused breakers?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8.2	Are the electrical panel boxes securely anchored to the building or structure?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8.3	Are outdoor receptacles maintained impervious to water intrusion and in a condition that permits easy access and not interfere with lawn maintenance?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8.4	Are electrical conduits maintained in good condition with no breaks, cracks, holes or other defects?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8.5	Is exterior lighting maintained in good condition without any damage to light fixture and its components?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8.6	Are electrical wires for exterior lighting properly enclosed to avoid contact with water?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

MINIMUM PROPERTY STANDARDS (MPS) INSPECTION FORM

Inspector's Certification

I understand and acknowledge that housing units assisted with federal HOME funds must be thoroughly inspected to ensure compliance with United States Department of Housing and Urban Development (HUD) Housing Quality Standards (HQS). I hereby certify the above-referenced housing unit was inspected in accordance with the requirements of the HOME Program and the property complies with HQS requirements.

WARNING: Title 18, Section 1001 of the U.S. Code states that a person is guilty of a felony for knowingly and willingly making false or fraudulent statements to any department of the United States Government.

Signature of Person Performing Inspection:

Signature

Date of Inspection