

### WHO NEEDS AN INSPECTION?

If you are renting property in O'Fallon, an inspection by a City Inspector is required before a Rental Occupancy Permit will be issued. You can obtain an application for a Rental Occupancy Permit at City Hall.

These inspections are intended to assist in protecting the health, safety and welfare of the general public. Neither the inspection nor the inspection report constitutes a guarantee or warranty expressed or implied regarding the present or future condition of the unit or the premises.

### HOW MUCH DOES IT COST?

The inspection fees are as follows: \$75 for single-family; for multi-family (apartments, condominiums or buildings with three or more dwelling units) \$50 for one unit, \$45 each for two units and \$40 each for three or more units. Cash, check or credit card is accepted. The application form can be obtained on the City's web site or from the Building Safety office located on the second floor of City Hall, 100 North Main Street. Office hours are 8:00 a.m. to 5:00 p.m. Monday through Friday. The fee must be prepaid and includes the initial inspection and one re-inspection. Additional inspections will be \$25.00 each.

### HOW LONG IS THE INSPECTION VALID?

The inspection is valid for 12 months from the date of inspection.

### WHAT IF THERE ARE CODE DEFICIENCIES?

The City Inspector will leave a copy of the failed inspection report on the premises. In accordance with Missouri Law, the inspection report becomes a public record and will be provided to the public upon request for a cost of \$1.00. When the problems are remedied, the requester will need to contact the Building Safety Department Office for a re-inspection at 636-379-5595.

### WHO CAN I CALL FOR MORE INFORMATION?

Call the Building Safety Department at 636-379-5599, Monday through Friday, 8:00 a.m. to 5:00 p.m.

### WHAT IS THE SCOPE OF THE INSPECTION?

- The Inspection is a minimum property maintenance inspection made exclusively for the use of the City in determining the premises' compliance with the City's Property Maintenance Code for occupancy.
- The inspection is limited to observations readily visible without moving or removing any item. Confined spaces such as attics and crawl spaces are not inspected. Furnishings are not moved. Concealed, internal or hidden damage or defects may not be observed.
- The operation of the heating, air conditioning and systems are not checked.
- The roof and roofing materials are inspected from ground level only.
- The electrical service panel cover is not removed but the panel is checked for overall condition.

### WHAT NUMBER OF OCCUPANTS IS ALLOWED?

A residential dwelling is limited to the number of occupants by the following two conditions:

Minimum Area Requirements			
Space	Minimum Area in Square Feet		
	1-2 People	3-5 People	6 or more People
Living Room(*)	No Requirements	120	150
Dining Room(*)	No Requirements	80	100
* may be combined			

For Each Sleeping Room	
Area of Room In square feet	# of Persons
Less than 70 or any kitchen, hall or public space	May not be used as a sleeping room
70 to 99	1 occupant
100 to 149	2 occupants
150 to 199	3 occupants
200 or more	4 occupants plus 1 for each additional 50 sq. ft.
sleeping rooms must have proper emergency egress	



# Residential Rental Occupancy Inspections

**City of O'Fallon, Missouri**  
**Building Safety Department**  
**100 North Main Street**  
**O'Fallon, MO 63366**  
**(636) 379-5599**  
[www.ofallon.mo.us](http://www.ofallon.mo.us)

## WHAT DO O'FALLON HOUSING INSPECTORS LOOK FOR?

The Inspector performs a visual inspection of the premises based on the City's Property Maintenance Code. The Building Inspector then issues a report detailing code violations which require correction prior to the issuance of an Occupancy Permit. The following is a partial list of the more common items which are included in the inspection:

### EXTERIOR PREMISES

- General Sanitation - No accumulation of rubbish, garbage, tree limbs or yard waste
- Drainage - No stagnant water or blocking of drainage course
- Driveways/Sidewalks - Good repair
- Weeds/Dead Trees/Dead & Dangerous Limbs - Cut and remove
- Rodent Infestation – Remove
- Exhaust Vents to Outside - Good repair
- Sheds, Garages, Fences, Retaining Walls, Swimming Pools - Good repair, safe condition and permitted
- Unlicensed Motor Vehicles/Trailers - License or remove

### EXTERIOR STRUCTURE

- Exterior Structure - Good repair, structurally sound, sanitary
- Exterior Painting - no peeling, flaking, chipped paint or bare wood
- Street Numbers – (On the House)
  - Must be 4" high minimum
  - Must be easily visible from the street
- Foundation Walls - Plumb, fill, or repair cracks and breaks
- Exterior Walls - No holes, breaks, loose or rotting material; weather-proofed and properly coated
- Roof- Tight, sound, does not admit rain, clear of limbs, branches
- Decorative Features - Good repair/safe condition
- Overhangs (canopies, awnings, etc.) – Good repair, safe condition

- Chimneys- Good repair, safe condition
- Handrails- Firmly fastened, good condition
- Gutters – good repair, free from obstructions
- Windows and Door Frames - Good repair, weather tight glazing, crack and hole free, operable windows capable of holding in open position with provided hardware
- Insect Screens - Properly maintained
- Doors and Hardware - Good repair, operable

### INTERIOR STRUCTURE

- Interior Structure - Good repair, structurally sound, sanitary condition
- Structural Integrity - All structural members
- Interior Surfaces - Good, clean, sanitary condition, no peeling paint, cracked or loose plaster, damaged wood, mold, etc.
- Stairs and Railings - Good repair
- Handrails and Guardrails - Good repair
- Rubbish and Garbage - No accumulation
- Insect and Rat Infestation – Extermination required if found
- Bathroom Ventilation - All bathrooms shall have an operable window or a mechanical ventilation system.

### PLUMBING

- Plumbing Fixtures, Pipes, and System – Working order, free from leaks or defects, maintained as safe, sanitary and functional; properly installed and maintained (properly trapped, vented)
- Reduced pressure principal backflow preventer required for lawn sprinkler systems.

### ELECTRICAL AND MECHANICAL

- Heat Supply - Required in good repair, safe condition
- Mechanical Equipment and Fireplaces – Properly installed, safe condition
- Fuel Burning Equipment - Good repair, safe condition, properly installed, properly connected to chimney or vent
  - Garage installations require proper fire protection and adequate combustion air
- Mechanical Safety Controls –
  - Working Condition

- Gas shut-off adjacent to appliances
- Minimum Electrical Service - 60 amp, 3 wire
- Electrical service and systems - Hazardous conditions must be corrected such as:
  - Low hanging electrical wires - when grade has been elevated or structure (fence, pool, shed) is under wire, then wire must be raised or relocated
  - Improper wiring or installation
- Deterioration or damage to wiring, fuses, panel, etc.
- Flush or semi-flush mounted floor receptacle outlets, unless provided with an approved listed cover
- Extension cords for other than short-term, temporary use
- Lamp cord used as permanent wiring
- Conductor supported pendant switches or conductor supported pendant lighting fixtures
- Loose or hanging wires
- Frayed or bare wires
- Open terminal fixtures are prohibited
- Outlets used in laundry rooms should have one grounded receptacle or a GFI.
- Grounded-type receptacles which are improperly or inadequately grounded
- Garage door openers must have receptacle within three feet, (no extension cords or plug adaptors) or properly hard-wired
- Minimum of two electrical outlets required in each habitable room
- Minimum of one electrical outlet required in every bathroom, if any new bathroom receptacles, outlet shall have ground fault circuit interrupter protection.
- Light fixture required in halls, stairways, water closets, bathrooms, laundry rooms, and furnace rooms

### SAFETY ITEMS

- Handrails – Four risers or more, shall have handrail on one side, 30" to 42" above tread (except in yard areas which are not part of the egress to a structure).
- Guardrails - Stairs, landings, decks, balconies, or any walking surface over 30" above-grade shall

- have guardrails with intermediates. Guards shall be 30" minimum height.
- Swimming Pool Guards/Fences –
  - Fence and gate - Good repair and working order
  - Minimum 48" fence height
  - Gates - Self-latching, self-closing, with latch 48" above-ground on pool side at highest point on gate
  - Overhead power lines must be at least 10-foot horizontal from the edge of the pool and 22.5 feet in any direction of the waters edge.
  - All doorways from the house to the pool area must have an alarm, separate from a home security system that will sound when the door is opened or be self-closing and self-latching.
- Doors - Lock must be operable from egress side without key or special knowledge
- Emergency Escape - Sleeping rooms must have operable window or exterior door
- Fire Resistance Ratings - Must be maintained; no penetrations in fire rated walls unless penetration is fire rated
- Attached Garages –
  - The required fire-resistance rating of fire-resistance-rated walls, fire stops, shaft enclosures, partitions and floors shall be maintained.
- Smoke Detectors - In each sleeping room within 3 feet of the door or per manufacturer's installation instructions, in the immediate vicinity of sleeping rooms and with a minimum of one on every story including basements.

### WHAT TO EXPECT DURING THE INSPECTION:

- The typical inspection will take 30 minutes to 1 hour depending upon the size and condition of the property.
- You are welcome to go with the inspector if you wish.
- The inspector will be happy to answer your questions, time permitting.
- A written report will be issued at the time of the inspection.