

Phelps County PHA Common Problems

1. Someone 18 years or older must be at the unit between the hours of 8am-5pm. All rooms must be accessible. Inspection will not be completed if occupants or guest are sleeping. Everyone must be awake and dressed. We prefer only people on the lease be at the unit for the inspection.
2. All utilities must be on (electric, gas, water, etc.).
3. Dogs must be secured or we can not inspect.
4. All windows must be equipped with locks. All windows that are meant to open must open and close properly and must stay open without the use of a prop. Mobile homes with crank style windows must have cranks and work properly. Screens must be free of holes and tears. Properly fitted screens installed: at least 2 in the living room and 1 in all other rooms. All second level homes or higher must have screens on all openable windows.
5. All peeling paint on walls, ceilings, exterior, including porches, fencing, propane tanks and sheds must be removed and painted or covered with another type of wall covering such as wallpaper, paneling or siding.
6. All electrical switch plates and wall outlets must have covers. Covers must not be cracked or broken. All capped (taped) wires must be in junction boxes with covers, including capped wires in basement.
7. There can be no broken, cracked or loose windows.
8. An overflow pipe (made of hard copper or plastic PVC) must be installed on water heaters from the pop-off valve to no more than six inches from the floor or through the floor. All gas water heaters must be vented to the outside. Diagram available at www.meramecregion.org. Click on Phelps County PHA.
9. At least one operable smoke detector must be present and working when tested on each level of the unit including the basement. If the unit is occupied by a hearing-impaired person, smoke detectors must have an alarm system designed for hearing-impaired persons.
10. If there is not a window in the bathroom, the bathroom must be equipped with an exhaust vent. The exhaust fan must be clean to operate properly.
11. Handrails are required on steps with 4 or more consecutive steps and banisters on porches with a rise of 30 inches or more from the ground.
12. If there is evidence of roach and/or bedbug infestation, you must hire an exterminator or begin a program of vermin extermination.
13. Property must be clean; there must not be any trash or debris on the property. Any unsafe, unhealthy or unsanitary situations must be remedied.
14. All burners and ovens on cooking stoves must be usable. Knobs, oven handles and burners must be in place. Drip pans and ovens must be clean and in good working order. Burners must light with the pilot, where applicable.
15. All mobile homes must be securely tied down and underpinned.
16. Grass must be mowed and trees trimmed off of unit. All trash must be disposed of, such as old appliances, tires and broken glass.
17. Refrigerators must be turned on prior to the inspection and have a tight seal around the doors.
18. All floor vents and cold air returns must be secured to the floor with no large gaps.
19. Units with an attached garage and any unit using any fuel source other than electricity for the cook stove, water heater, and/or furnace must have a carbon monoxide detector.
20. Units with gas, wood, oil burning appliances/furnaces or water heaters will need to be serviced on a yearly basis to ensure that they are operating in a safe and efficient manner. These appliances need to be serviced when colder weather approaches. This is the landlord's responsibility and the PHA will not be held liable if these items malfunction. Clean furnace filters must be in place.
21. No empty light sockets. All lights must work when tested.
22. Cap off washer drains and dryer vents, if not in use.
23. Breaker boxes must have no empty slots. Fill with dummy breakers or cover with metal strips to fill the gaps. Do not use tape.
24. If present, range hood must have an exhaust fan screen.
25. Do not use double keyed locks.
26. Weather strip around exterior doors.
27. Secure all loose carpet or vinyl that can be a tripping hazard, patch or replace missing tiles or areas of carpet.
28. **All** items must be in good working order.

Removing items, poor maintenance or repair work may reduce the value or the property owner's rent amount. Example: removing storm doors or a dishwasher and patching instead of replacing.