

**Williamsburg Codes Compliance
Interior Property Maintenance Checklist (2000 IPMC)**

Date:	Inspector:	Phone:
Address of Inspection:		
Property Owner:	Tenant:	Compliance Date:
Owner Address:	Tenant Address:	Compliance Notes:
Violation Type: __ City Code __ P.M. Code		Notice: __ Delivered __ Mailed __ Posted

Unit Description: # of Rooms _____ # of Bedrooms _____ # of Baths _____ # of Kitchens _____

City of Williamsburg Code:

- 5-167 Working AC or DC powered smoke detector in any residential occupancy or structure where sleeping occurs.
- 5-188 Landlords of buildings containing 5 or more units to offer peep holes and deadbolts for limited cost at tenant request.

Virginia Uniform Statewide Building Code

- 123.1.5 Requires the installation of AC powered smoke detector in any residential unit if battery powered units are not maintained.
- 125.2 Structures built prior to 9/1/1973 to be maintained in accordance with the 2000 International Property Maintenance Code.
- 125.2.1 Structures built from 9/1/1973 on to be maintained in accordance with code in effect when constructed.
- 128.1.2.2 Inspection required for any existing structure reported as unsafe.
- 129 Unsafe structures, placarding; notice.
- 129.4 Securing of open structures; declaration as unsafe; requirement to secure and make safe.
- 129.5 Authority to order vacation and/or revocation of certificate of occupancy for unsafe structures; placarding as unsafe.
- 129.6 Temporary safeguards and emergency repairs.
- 129.6.1 Closing of streets for unsafe conditions.
- 129.6.2 Emergency repairs authorized.
- 129.6.4 Demolition of unsafe structures authorized.

Interior Requirements (304.1 General provides responsible party designation):

- 304.2 Structural members to be maintained structurally sound and capable of supporting all intended loads.
- 304.3 Interior surfaces to be maintained in good, clean, sanitary condition; free of cracks, peeling paint, and decayed/defective surface conditions.
- 304.4 Stairs, ramps, porches/decks, and other walking surfaces shall be sound and in good repair.
- 304.5 Handrails and guards to be firmly fastened, capable of supporting normal loads, and maintained in good condition.
- 304.6 Doors shall reasonably fit the frame with proper hardware and attachment so that they can be properly opened and closed.

Interior Rubbish and Garbage; Extermination:

- 305.1 The interior of every structure shall be maintained free from accumulated rubbish and garbage.
- 305.2 Every occupant shall properly dispose of all rubbish and garbage. (See City Code Section 14-3 for proper disposal containers.)
- 306.1 All structure to be kept free from insect and rodent infestation, properly exterminated if found, and maintained free from reinfestation.
- 306.2 Owners are responsible for extermination prior to leasing or renting a structure.
- 306.3 Single family (and single commercial) tenants shall be responsible for extermination after taking occupancy.
- 306.4 Owners of multiple occupancy rentals are responsible for extermination of public/shared/exterior areas.
- 306.4 Occupants are responsible for extermination if it can be determined that occupant has caused the infestation.
- 306.5 Occupants shall be responsible for continued rodent/pest free condition of the structure unless infestation is caused by a structural defect.

Light, Ventilation and Occupancy:

- 404.2 Establishes owner's responsibility to provide and maintain light, ventilation, and space required by this section.
- 401.3 Allowance of alternate compliance with mechanical and electrical equipment to natural light and ventilation requirements.
- 402.1 Minimum exterior opening for rooms that require natural light. (8% rule)
- 402.2 Halls and stairs to have 60 watts of light for each 200 sq. ft.; not more than 30' between lights. Commercial 1 ft. candle continuous.
- 402.3 All other spaces to have natural or artificial light to allow safe occupancy and sanitation.
- 403.1 Every habitable space to have one openable window unless mechanical ventilation is provided. (45% of the requirement of 402.1)
- 403.2 Bathrooms to have natural or mechanical ventilation that does not recirculate to the to the bath or toilet room.
- 403.3 Cooking (cooking appliances) cannot be located in any rooming or dormitory unit unless approved by the code official.
- 403.4 Process operations must have ventilation that will remove fumes, dust, and moisture to the outdoors.
- 403.5 Cloths dryers to have independent exhaust and in compliance with manufacturer's instruction.
- 404.1 Dwelling, hotel, rooming and dormitory units to be arranged to offer privacy and separate from adjoining spaces.
- 404.2 Habitable rooms to have at least 7' minimum dimension.
- 404.2 Kitchens to have clear passage of 3' from counters or counters to wall.
- 404.3 7' ceiling height for habitable rooms, hallways, corridors, laundries, bath and toilet rooms, and habitable basements.
- 404.3 Exception #1 - Single family beams 4' o.c. not more than 6" below required ceiling.
- 404.3 Exception #2 - Single family basements for laundry, study or recreation may be 6' 8" with 6' 4" under beams and ducts.
- 404.3 Exception #3 - Sleeping rooms to have 7' for 1/3 the required area; 5' minimum ceiling to be included in required floor area.
- 404.3 **Field Modification** - Rooms lacking minimum ceiling heights with continued designated use since CO will be evaluated case-by-case.
- 404.4.1 Sleeping areas to have 70 sq. ft. minimum for single occupant; 50 sq. ft. per person multi-occupant.
- 404.4.2 Units with more than two bedrooms must have access to other habitable areas without going through the bedroom.
- 404.4.3 Water closet and lavatory must be provided within one floor of sleeping room and accessible without going through another sleeping room.
- 404.4.4 Kitchens and other nonhabitable areas cannot be used for sleeping purposes. (Attics, unfinished basements, closets, etc...)
- 404.4.5 Bedrooms must meet light/ventilation/area, plumbing, heating and electrical facilities, smoke detector and emergency egress provisions.
- 404.5 Dwellings shall not be occupied by more occupants than allowed by Table 404.5.
- 404.5.1 Minimum sleeping areas are separate and not included in Table 404.5.
- 404.5.2 Living and dining rooms can be combined as long as the total area required by Table 404.5 is met.
- 404.6 Efficiency unit provisions not met when applicable.
- 404.7 Food preparation areas to be adequate to store, prepare and serve food in a sanitary manner.

Appeals may be filed to the Zoning Administrator for any provision of the ordinance zoning within 30 days of receipt. Appeals may be filed to the Code Official for any provision of the Virginia Uniform Statewide Building Code within 21 days of receipt. Contact the Codes Compliance office at (757) 220-6136 for information pertaining to this notice or appeals process.