



Residential Rental Property Self-Certification Checklist

Rental Property Municipal Address:

This Residential Rental Property Self-Certification Checklist is designed to assist property owners in determining whether their properties comply with the City of Thorold's Property Standards By-law and Clean Yards By-law. Each item on the checklist must be indicated as being "Compliant", "Non-Compliant" or marked as "Non-Applicable". Please use the comments section to explain proposed actions to address non-conforming items or explain why an item is not applicable. Please complete one checklist for each Rental Property and supply all tenants within the Rental Property with a completed checklist.

Property owners should note that this Self-Certification Checklist is not all-inclusive. In addition to the items listed below, property owners are responsible for ensuring that all their units are in compliance with applicable Thorold By-laws (e.g. Zoning Bylaw) and any other applicable Provincial/Federal standards (e.g. the Building Code and Fire Code).

| Exterior and common areas | Applicant Verified | Comments |
|---|---|----------|
| Exterior property areas | | |
| The property is free of garbage and litter | <input type="radio"/> Compliant <input type="radio"/> Non-Compliant <input type="radio"/> N/A | |
| The property landscaping is properly maintained | <input type="radio"/> Compliant <input type="radio"/> Non-Compliant <input type="radio"/> N/A | |
| There are no dead, decayed or damaged trees | <input type="radio"/> Compliant <input type="radio"/> Non-Compliant <input type="radio"/> N/A | |
| There are no wrecked, dismantled or inoperative vehicles | <input type="radio"/> Compliant <input type="radio"/> Non-Compliant <input type="radio"/> N/A | |
| There are no dilapidated or collapsed structures | <input type="radio"/> Compliant <input type="radio"/> Non-Compliant <input type="radio"/> N/A | |
| Driveways and parking areas are in good condition and the driveway is not greater than 7.3m (23.9ft) wide | <input type="radio"/> Compliant <input type="radio"/> Non-Compliant <input type="radio"/> N/A | |
| Exterior lighting is in good working order | <input type="radio"/> Compliant <input type="radio"/> Non-Compliant <input type="radio"/> N/A | |
| Accessory buildings (sheds) are well maintained | <input type="radio"/> Compliant <input type="radio"/> Non-Compliant <input type="radio"/> N/A | |
| Fences and gates are in good working order | <input type="radio"/> Compliant <input type="radio"/> Non-Compliant <input type="radio"/> N/A | |
| Retaining walls are well maintained | <input type="radio"/> Compliant <input type="radio"/> Non-Compliant <input type="radio"/> N/A | |
| Outside garbage storage area kept in a clean condition | <input type="radio"/> Compliant <input type="radio"/> Non-Compliant <input type="radio"/> N/A | |

| Exterior and common areas (continued) | Applicant Verified | Comments |
|---|---|----------|
| Building | | |
| Attached garages are maintained to prevent gas fumes & carbon monoxide from entering dwelling | <input type="radio"/> Compliant <input type="radio"/> Non-Compliant <input type="radio"/> N/A | |
| Foundations appear to be in good solid condition | <input type="radio"/> Compliant <input type="radio"/> Non-Compliant <input type="radio"/> N/A | |
| All fascia, soffits, cornice and flashings are maintained in good repair and appear water tight | <input type="radio"/> Compliant <input type="radio"/> Non-Compliant <input type="radio"/> N/A | |
| All doors, windows, skylights and shutters are well maintained and operational | <input type="radio"/> Compliant <input type="radio"/> Non-Compliant <input type="radio"/> N/A | |
| Eavestrough and downspouts are in good condition and drain away from buildings | <input type="radio"/> Compliant <input type="radio"/> Non-Compliant <input type="radio"/> N/A | |
| Chimneys are well maintained and free from loose bricks | <input type="radio"/> Compliant <input type="radio"/> Non-Compliant <input type="radio"/> N/A | |
| Staircases are sound and in good repair and operational | <input type="radio"/> Compliant <input type="radio"/> Non-Compliant <input type="radio"/> N/A | |
| Required guards and handrails are in good condition | <input type="radio"/> Compliant <input type="radio"/> Non-Compliant <input type="radio"/> N/A | |
| Decks and balconies are in good condition and operational | <input type="radio"/> Compliant <input type="radio"/> Non-Compliant <input type="radio"/> N/A | |
| Exterior walls are well maintained and in good repair (appears able to prevent water leakage into wall) | <input type="radio"/> Compliant <input type="radio"/> Non-Compliant <input type="radio"/> N/A | |
| Property is free of graffiti | <input type="radio"/> Compliant <input type="radio"/> Non-Compliant <input type="radio"/> N/A | |

| Interior of units | Applicant Verified | Comments |
|--|---|----------|
| Kitchen | | |
| Floor covering is free of trip hazards and in good condition | <input type="radio"/> Compliant <input type="radio"/> Non-Compliant <input type="radio"/> N/A | |
| Kitchen sink is serviced with potable water | <input type="radio"/> Compliant <input type="radio"/> Non-Compliant <input type="radio"/> N/A | |
| The kitchen sink and faucets drain properly and are free from leakage | <input type="radio"/> Compliant <input type="radio"/> Non-Compliant <input type="radio"/> N/A | |
| Clear space above any exposed cooking surface of a cooking appliance of at least 0.6m (24in). | <input type="radio"/> Compliant <input type="radio"/> Non-Compliant <input type="radio"/> N/A | |
| Interior lights are in good working order and all electrical outlet and light switch cover plates in are place | <input type="radio"/> Compliant <input type="radio"/> Non-Compliant <input type="radio"/> N/A | |
| Doors, windows and window screens are in good condition and operational | <input type="radio"/> Compliant <input type="radio"/> Non-Compliant <input type="radio"/> N/A | |
| All walls and ceiling are maintained in good condition | <input type="radio"/> Compliant <input type="radio"/> Non-Compliant <input type="radio"/> N/A | |
| Living – Dining Room | | |
| Floor covering is free of trip hazards and in good condition | <input type="radio"/> Compliant <input type="radio"/> Non-Compliant <input type="radio"/> N/A | |
| Doors, windows and window screens are in good condition and operational | <input type="radio"/> Compliant <input type="radio"/> Non-Compliant <input type="radio"/> N/A | |
| All walls and ceiling are maintained in good condition | <input type="radio"/> Compliant <input type="radio"/> Non-Compliant <input type="radio"/> N/A | |
| Fireplace in good working condition and properly vented (if there is one) | <input type="radio"/> Compliant <input type="radio"/> Non-Compliant <input type="radio"/> N/A | |
| Interior lights are in good working order and all electrical outlet and light switch cover plates are in place | <input type="radio"/> Compliant <input type="radio"/> Non-Compliant <input type="radio"/> N/A | |
| Contains a window and/or skylight of a minimum combined size of 10% of the floor area of the room | <input type="radio"/> Compliant <input type="radio"/> Non-Compliant <input type="radio"/> N/A | |

| Interior of units (continued) | Applicant Verified | Comments |
|--|---|----------|
| Bedrooms | | |
| Bedroom is provided with a window/skylight for natural light of a minimum size of 5% of the floor area of the bedroom | <input type="radio"/> Compliant <input type="radio"/> Non-Compliant <input type="radio"/> N/A | |
| Bedroom is at least 7m ² (75 sq.ft) without a closet or 6m ² (65 sq.ft) with a closet | <input type="radio"/> Compliant <input type="radio"/> Non-Compliant <input type="radio"/> N/A | |
| Floor covering is free of trip hazards and in good condition | <input type="radio"/> Compliant <input type="radio"/> Non-Compliant <input type="radio"/> N/A | |
| Bathrooms | | |
| Floor covering is free of trip hazards, in good condition and impervious to water | <input type="radio"/> Compliant <input type="radio"/> Non-Compliant <input type="radio"/> N/A | |
| All walls and ceiling are maintained in good condition | <input type="radio"/> Compliant <input type="radio"/> Non-Compliant <input type="radio"/> N/A | |
| Interior lights are in good working order, all electrical outlet and light switch cover plates are in place | <input type="radio"/> Compliant <input type="radio"/> Non-Compliant <input type="radio"/> N/A | |
| Bathroom is provided with an operable opening or openings for natural ventilations of a minimum size 0.9m ² (1 sq.ft) Note: as an alternative, an exhaust fan with a duct leading to the outside of the dwelling can be utilized for ventilation. | <input type="radio"/> Compliant <input type="radio"/> Non-Compliant <input type="radio"/> N/A | |
| Sink, bathtub/shower and toilet properly drain and are free of leaks | <input type="radio"/> Compliant <input type="radio"/> Non-Compliant <input type="radio"/> N/A | |
| HVAC – Heating – Ventilation – Air Conditioning | | |
| HVAC systems shall be maintained | <input type="radio"/> Compliant <input type="radio"/> Non-Compliant <input type="radio"/> N/A | |
| The heating system shall be capable of maintaining a temperature of 22°C (72° F) between the 15 th of September of one year and the 31 st of May of the following year | <input type="radio"/> Compliant <input type="radio"/> Non-Compliant <input type="radio"/> N/A | |
| The provided heating system is a fixed system (Portable Heating Equipment shall not be used as the main source of heat) | <input type="radio"/> Compliant <input type="radio"/> Non-Compliant <input type="radio"/> N/A | |

| Interior of units (continued) | Applicant Verified | Comments |
|---|---|-----------------|
| Air conditioners (where provided) shall be equipped with proper devices to prevent condensation draining onto pedestrian routes | <input type="radio"/> Compliant <input type="radio"/> Non-Compliant <input type="radio"/> N/A | |
| Floor to ceiling heights | | |
| The minimum floor to ceiling height is 2.1 m (6ft 9in) over the floor area and any location used as a means of egress within a basement | <input type="radio"/> Compliant <input type="radio"/> Non-Compliant <input type="radio"/> N/A | |
| Pest Infestation | | |
| The dwelling units appear to be free and clear of rodents, vermin and insects | <input type="radio"/> Compliant <input type="radio"/> Non-Compliant <input type="radio"/> N/A | |
| Life Safety | Applicant Verified | Comments |
| Smoke and Carbon Monoxide Alarms | | |
| Smoke alarms installed on all levels and outside all bedrooms | <input type="radio"/> Compliant <input type="radio"/> Non-Compliant <input type="radio"/> N/A | |
| Smoke alarms are properly installed | <input type="radio"/> Compliant <input type="radio"/> Non-Compliant <input type="radio"/> N/A | |
| Smoke alarms are less than 10 years old and in good condition | <input type="radio"/> Compliant <input type="radio"/> Non-Compliant <input type="radio"/> N/A | |
| Occupants maintain, test and change batteries in accordance to manufacturers specifications | <input type="radio"/> Compliant <input type="radio"/> Non-Compliant <input type="radio"/> N/A | |
| Carbon Monoxide alarm(s) installed in home | <input type="radio"/> Compliant <input type="radio"/> Non-Compliant <input type="radio"/> N/A | |
| Carbon Monoxide alarm properly installed | <input type="radio"/> Compliant <input type="radio"/> Non-Compliant <input type="radio"/> N/A | |
| Carbon Monoxide alarm(s) appear to be less than 10 years old and in good condition | <input type="radio"/> Compliant <input type="radio"/> Non-Compliant <input type="radio"/> N/A | |
| Service Room | | |
| Proper clearance around all appliances | <input type="radio"/> Compliant <input type="radio"/> Non-Compliant <input type="radio"/> N/A | |
| Clear of combustible materials | <input type="radio"/> Compliant <input type="radio"/> Non-Compliant <input type="radio"/> N/A | |
| Condition of chimney and exhaust appears acceptable | <input type="radio"/> Compliant <input type="radio"/> Non-Compliant <input type="radio"/> N/A | |
| Electrical panel in good condition | <input type="radio"/> Compliant <input type="radio"/> Non-Compliant <input type="radio"/> N/A | |
| Clear path of travel to electrical panel | <input type="radio"/> Compliant <input type="radio"/> Non-Compliant <input type="radio"/> N/A | |

| | | |
|--|---|--|
| Exits | | |
| Means of escape provided from all areas | <input type="radio"/> Compliant <input type="radio"/> Non-Compliant <input type="radio"/> N/A | |
| Exits, including outside areas are maintained in a safe manner, clear and unobstructed | <input type="radio"/> Compliant <input type="radio"/> Non-Compliant <input type="radio"/> N/A | |
| Other | | |
| Municipal street number clearly visible from the street | <input type="radio"/> Compliant <input type="radio"/> Non-Compliant <input type="radio"/> N/A | |

Declaration

I acknowledge and certify to be true the following:

1. That the subject rental property has been inspected and it meets the minimum criteria listed in the Rental Property Self-Certification Checklist.
2. That the completed Rental Property Unit Self-Certification Checklist was provided to all tenants living within the rental unit.
3. That I am responsible as the property owner for ensuring this rental property is in compliance with all applicable City of Thorold By-laws (e.g. Zoning by-law, Property Standards By-law, etc.) and all applicable Provincial and/or Federal legislation (e.g. the Building Code and Fire Code).

Property Owner Name (print)

Property Owner Signature

Date (dd/mmm/yy)

Property Owner Name (print)

Property Owner Signature

Date (dd/mmm/yy)