



## Rental Dwelling Unit Registration

204 South Bloomington Street, Streator, Illinois 61364

Phone: (815)-672-2517 Fax: (815) 672-7566

[pcs@ci.streator.il.us](mailto:pcs@ci.streator.il.us)

RENTAL UNIT BUILDING INFORMATION	
ADDRESS	PIN# _____-_____-_____-_____
NUMBER OF UNITS IN BUILDING:	
OWNER INFORMATION	
OWNER(S) NAME(S)	PHONE:
ADDRESS:	MOBILE PHONE:
IF OWNED BY A CORPORATION, CORPORATION ADDRESS:	
EMERGENCY CONTACT INFORMATION	
NAME(S)	24 HOUR PHONE:
<b><u>OWNER CONSENT INFORMATION FOR EMERGENCY CONTACT</u></b>	
1. This person will be responsible for accepting any notices on behalf of the owner regarding the services and procedures of the Dwelling Unit Inspection Program, Ordinance 2019-05.	
<b><u>REQUIRED SUBMITTALS</u></b>	
1. Attach to this application a list of the full legal names of all adult tenants occupying the Rental Unit at the time of this application.	

I hereby certify that I am the owner or duly authorized agent of the owner for the purposes of this application. I further certify that I have read and examined this application and know the same to be true and correct. I also consent to the service of notices for the City of Streator by posting on the building.

*Applicant Signature:* \_\_\_\_\_

*Date:* \_\_\_\_\_

REQUIRED FEE	
(The required fee must be paid in full at the time of the Submittal)	
NON-REFUNDABLE FEE: \$25/UNIT or \$20/UNIT if multiple unit inspections are scheduled at the same time	PAYMENT TYPE: _____ CHECK _____ CASH

- An amended registration must be filed within five (5) days of any change in ownership information contained in the registration. An updated adult tenant list is required annually on the anniversary date of the registration.

PLEASE RETURN COMPLETED APPLICATIONS TO CITY HALL AT THE ABOVE ADDRESS



# PRE- INSPECTION GUIDE FOR LANDLORDS

**Items in bold if found will require automatic re-inspection before issuance of a certificate**

Point totals that are greater or equal to 54 will require re-inspection before issuance of a certificate

Point totals under 53 will only require an affidavit from the landlord that work has been completed following issuance of a certificate

## ALARMS

- 5  **Are required smoke alarms and carbon monoxide detectors installed in accordance with the building code and are they working properly?**

## ELECTRICAL

- 3  Is electric system properly grounded?  
2  Do all switches, outlets & fixtures work properly and do they have required cover plates?  
4  Are there oversized fuses or breakers, and/or inappropriate use of extension cords?

## HEATING SYSTEM

- 3  Is furnace working properly and is it connected to the chimney in accordance with the building code?  
3  Is there proper clearance around furnaces for combustion air and to prevent a fire?  
2  Are gas appliances properly connected to the gas supply?  
4  Is the furnace/boiler adequate to maintain a temperature of 68° in habitable rooms without the use of space heaters?

## PLUMBING

- 2  Are fixtures working properly with no leaks?  
1  Is water pressure proper?  
1  Does water heater control allow setting and maintaining water temperature at 120° F plus or minus 5° F?  
1  Are water heaters vented properly and does each have a pressure relief valve with a relief pipe of metallic material allowed by code (galvanized/copper, etc.) including an outfall within 6 inches of floor?

## EXITING

- 2  Are required exit pathways open and not blocked?  
2  Are halls and stairways properly lighted?  
4  Do bedrooms have openable escape windows?  
5  **Do doors unlock from inside without use of a key?**

## STRUCTURE

- 5  **Are floors and floor coverings structurally sound? Are floorboards soft or failing so that persons can fall through or be injured?**  
2  Are windows in good repair, free of major air leaks, openable, and not held in place by an object not part of the window structure?  
1  If window screens are installed, are they in good repair?  
4  Are doors and door hardware in good repair?  
3  Are stair treads and handrails in sound repair? Can they be relied upon to prevent slips and falls?

## OTHER

- 2  Is building free of insects and rodents?  
2  Are tenants properly storing and regularly removing garbage and rubbish? Are there any visible accumulations of junk?  
2  Are landlord owned appliances listed in the lease in good working order?  
NP  Are tenant owned appliances in good working order?  
1  Is your lease and or lease addendum current?

## RENTAL UNITS

- 1  Each licensed rental property has an approved number of rental unit(s). Does the number of occupied & separate rental units match the registration application?  
5  **In general, attics and basement are not considered habitable living space, may not be rented for or used for sleeping purposes, and are subject to fines if used for sleeping. Are any of these storage areas used as living space?**  
1  Is the street address of the building and/or apartment number readily visible from the street?

## **EXTERIOR**

### **CHIMNEY**

- 2  Is chimney structurally sound and functioning properly with a working damper?  
3  Is the roof free of visible leaks and/or holes?

### **RAIN GUTTERS AND DOWNSPOUTS**

- 2  Do gutters or downspouts need repair and do they drain away from the building?  
1  Are gutters/ downspouts free of obstructions?

### **OVERHANG EXTENSIONS**

- 2  Are canopies or awnings in sound condition, securely attached to the building to withstand strong winds?

### **WALL/SIDING/TRIM**

- 2  Are all exterior walls, soffits and fascia members in sound condition? Do they need scraping and/or painting?

### **WINDOWS/SCREENS/DOORS AND DOOR FRAMES**

- 1  Are windows, doors, frames and trim in sound condition, free of holes and cracks, and not requiring painting?

### **FOUNDATION WALLS**

- 5  **Is foundation in sound condition? Are block or bricks missing, loose, or giving away?**  
1  Does the foundation leak?

### **WALKS, STEPS, DRIVEWAYS AND PARKING AREAS**

- 2  Are they in good, safe and sound condition without trip hazards?

### **FENCES, RETAINING WALLS AND OTHER STRUCTURES**

- 1  Are they in sound condition or do they need scraping and painting?

### **GARAGE AND SHED**

- 3  Are garage and shed in structurally sound condition?  
2  Do garage and shed roofs, doors, siding, soffits, fascia or other members need repair, replacing or scraping and painting?

### **YARD AREA**

- 3  Is property free of tall grass and weeds, junk, rubbish and garbage?  
2  Are there any inoperable, junk or unregistered vehicles parked on property, or on adjacent public right-of-way?  
2  Are vehicles parking in the front yard?

### **TRASH CONTAINERS**

- 1  Are they covered with properly fitting lids?  
1  Are they stored at the rear or side of the house, not in front yard areas?  
1  Are containers placed on the curb and removed in a timely manner? (7 p.m. night before pick-up; removed by 7 p.m. day of pick-up)

### **ZONING**

- 5  **Were any property use/zoning violations observed?**

## **REMEMBER ...**

- All structural, electrical, HVAC, and plumbing repairs requiring permit must have an approved permit prior to work beginning. For information on permits please contact Building & Permits at (815)672-2517.
- If work is to be completed by a contractor the contractor must be registered with the City.
- Property owners must notify the Community Development department immediately of a change of address at (815)672-2517.
- Dogs residing within the City must be registered. To register a dog, please contact Animal Control at (815)-672-2517.