

PROGRAM BASICS &

GENERAL INFORMATION

The City of Lewisville City Council approved the Single Family Rental Inspection Program & became effective on July 1st, 2008. The program objective is to ensure that property owners and tenants of rental properties are involved in maintaining a sustainable community and that safe housing is available in all neighborhoods. Registration is Required at the time of a tenant change. An Inspection is required to be scheduled within (3) days of water service activation days with Building Inspections. After (3) days if no appointment is made a \$50 fee will be charged to the water bill.

The program will be initiated by one or more of the following:

1. The City receives notification by the owner or future tenant.
2. The tenant or owner requests a transfer of water services.
3. The City receives a complaint.

Obtaining a Single Family Rental Inspection and Resolution of Any Violations:

1. Schedule an inspection with the City.
2. If violations are found, which are unrelated to major life safety issues the tenant will be able to move in while the violations are being taken care of.
3. The property owner/tenant will have 10–30 days to resolve listed repairs. This time limit will be based on the complexity of the repairs.

CITY DEPARTMENT

CONTACT INFORMATION



The Building Inspection Division will be responsible for managing this program located at 151 West Church Street, Second Floor or on the City website.

For more information,
please contact the

Building Inspection Division at
(972) 219-3470.



Visit Our Website At:

www.cityoflewisville.com



LEWISVILLE

Deep Roots. Broad Wings. Bright Future.

Single Family Rental Inspection Program



Effective May 2013

PRELIMINARY CHECKLIST

The following is a preliminary checklist that the property owner/renter can perform prior to scheduling a City inspection:

DWELLING EXTERIOR

- > Visible Address Number
- > Exposed or Rotting Wood/Siding
- > Roof Covering Condition
- > Window & Doors in Good Condition
- > Overhead/Underground Electric Service
- > Electrical Meter/Boxes
- > Electrical Outlets—GFCI Protection (if required)
- > No Exposed Wiring
- > AC Breaker—Correct Size
- > Check for Vacuum Breakers
- > Gas Meter Condition & Protection
- > Check Meter Positioning/Location
- > Check for Leaking
- > Check Access to Water Meter Box
- > Check Yards—Grass & Weed Compliance
- > Check for Trash & Debris

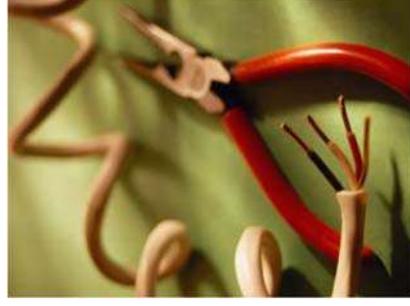
DWELLING INTERIOR

- > Required Smoke Alarms
- > Check Windows
- > Breaker Panels, Outlets, Switches, Etc.
- > Check Gas Line & Operation
- > Check All Appliances
- > Check Fixtures
- > Check Water Heaters
- > Combustion Air
- > Floors, Walls & Doors
- > Integrity of Fireplace (s)

INSPECTION AREAS

The Program will encompass basic inspections of existing single family homes in the areas of the following:

- ◆ Electrical Hazards (exposed conductors, electrical service panels)
- ◆ Existing Plumbing (Visible leaks, fixtures)
- ◆ Interior Structure Conditions (walls, ceiling)



- ◆ Smoke Detectors (installed in required locations)
- ◆ Foundation Conditions (cracks/breaks)
- ◆ Stairs, Hand/Guardrail Condition
- ◆ Roof/Gutter Condition (watertight & secure)



INSPECTION AREAS (Continued)

- ◆ Exits from Homes (including operable bedroom windows)
- ◆ Chimney Conditions



- ◆ Heating Equipment (water heater furnace)
- ◆ A/C Equipment Condition
- ◆ Infestation (roaches, rodents, etc.)

- ◆ Garbage & Debris (inside and outside)
- ◆ Accessory Buildings (structural condition)
- ◆ Fence Condition (rotted, upright position)
- ◆ Driveway/ Sidewalk Hazards (cracks/breaks)
- ◆ Address Posted

