



Economic and Community Development
Location: 220 4th Avenue South • Kent, WA 98032-5895
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Rental Housing Inspection Program Checklist Explanation

The intent of this checklist is to provide a reasonable level of predictability for owners, residents, and inspectors. No checklist can encompass every possible scenario and inspectors are required to use a significant amount of professional judgement. This health and safety inspection is designed to acknowledge the standards that were in place at the time of the property's construction, provided those standards do not threaten life-safety. It is not the intention of the program to bring all of Kent's rental properties into compliance with current building code. However, "repairs, additions, or alternations to a structure, or changes of occupancy, shall be done in accordance with the procedures and provisions of the International Building Code, International Existing Building Code, International Energy Conservation code, International Fire Code, Internationals Residential Code, International Plumbing Code, and NFPA 70." (IPMC 102.3).

Rules for determining building code standards for each failed item:

Buildings constructed under prior codes need to meet the building standards that were in place at the time of original construction, however:

- **If** a repair requires a City of Kent permit, the repair must conform to the **current** building codes adopted by the City of Kent. Permit requirements are outlined in the International Building Code. (KCC 14.01)

- **If** the Building Official deems the failure is a major life-safety issue, the repair must conform to the **current** building code adopted by the City of Kent. (KCC 14.01)

- **If** upgrades, modifications, and/or installations were made to the original construction and were **permitted**, the building code standards in place at the time the permit was issued will be enforced.

- **If** upgrades, modifications, and/or installations were made **without a permit**, the repair must conform to the current building code standards adopted by the City of Kent. (KCC 14.01)

General Rules:

Failed items with an asterisk are deemed health and life-safety items and must be corrected within 30 days. All other failed items must pass re-inspection within 60 days.

The following documentation is required to be submitted online <https://www1.thecomplianceengine.com/>:

After the initial inspection:

1. Checklist signed by both the RHIP inspector and the landlord/property owner.
2. All pictures of identified failures, correctly labeled.

After the re-inspection:

1. Invoice of materials purchased for repairs.

2. Pictures of repairs made.
3. Permit numbers and/or written determination from the City of Kent Building Services staff that a permit is not required.

All checklist items must receive a passing determination and all required documentation must be submitted to RHIP before a Certificate of Compliance can be issued.