



**City of Junction City
Fire Department
&
Code Enforcement**



**Code of Ordinances & International Property Maintenance Code of JCKS
Self-Inspection Checklist**

The conditions within this self-inspection checklist does not account for ALL possible codes and or remedies to the code, but is merely a guide to understand frequent code infractions.

**Perimeter or Outside of Structure
(Shall be maintained in a clean, safe and sanitary condition)**

Do any of these conditions apply?

- Trash, debris, junk, filth, lumber, concrete blocks, rocks, dirt, cans, paper, trash, metal, auto parts, etc.
- Deceased animals present after twenty-four (24) hours.
- Any situation that emits or causes offensive, disagreeable or nauseous odors.
- Stagnant water residing in pools, ponds, barrels, tires and similar holdings.
- Grass, bushes, shrubbery, weeds or other unsightly vegetation not used for domestic use.
- Left to lay iceboxes, freezers, refrigerators or similar appliances without use, or a locking device.
- Any situation that causes reasonable injury, annoyance or inconvenience to the public or neighborhood.
- Obstructions within any street, sidewalk, alley or public way.
- Any motor vehicle which is not currently registered, is parked illegally, inoperable, junked, wrecked or partially dismantled.
- Parking, storing, or displaying any motor vehicle on an unpaved portion of the parcel in a commercial, restricted or light industrial zone.
- Parking, storing, or displaying any motor vehicle on an unpaved portion of the parcel in a residential zone, between the front yard curb line and the principal structure.
- Any situation which provides harborage for rats, mice, snakes and other vermin.
- Pollution to any public or private well, stream, lake or other body of water with sewage, deceased animals, industrial wastes or similar substances.
- Dense smoke, noxious fumes, gas, soot or cinders to be injurious to the public.
- Dead or cut trees or limbs, bush or shrub limbs and non-neatly stacked firewood.
- In door furniture customarily used indoors.
- Appliances of any kind, including iceboxes, freezers, refrigerators, stoves, heaters, sinks, toilets, showers and same like appliances.
- Used tires whether on wheels or not.
- Grass, weeds, and indigenous grasses exceeding eight (8) inches in height.
- Tree limbs hanging below fourteen (14) feet over the roadway or ten (10) feet over the sidewalk.

**Structure, Exterior
(Shall be maintained in good repair, structurally sound and sanitary)**

Do any of these conditions apply?

- Erosion of soil or accumulation of stagnant water thereon.
- Sidewalks, walkways, stairs, driveways, parking spaces and similar areas in disrepair or present a hazardous condition.
- Pipes, ducts, conductors, fans that discharge gases, steam, vapor, hot air, grease, smoke and odors directly on abutting or adjacent public or private property.

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- Accessory structures such as garages, fences or walls that are not structurally sound or in disrepair.
- Doors that do not open or lock and along with window frames, cornices, porches, trim, balconies, decks and fences or any exterior wood surfaces containing peeling, flaking, blistering, cracked or chipped paint. As well as any metal surface that is currently experiencing rust or corrosion.
- Deteriorated structural members not capable of safely supporting dead and live loads.
- Foundation walls that are cracking, breaking and are not plumb and free from openings.
- Exterior walls that are rotten, broken, loose, cracked, contain holes, or blistered with or without peeling, flaking, blistered, cracked or chipped paints.
- Roofing with deteriorated shingles or decking, roof drains, gutters, downspouts, soffit, fascia board, eaves and flashings that are sagging, missing, damaged, contain holes, or rotten with or without peeling, flaking, blistered, cracked or chipped paints.
- Cornices, belt courses, corbels, terra cotta trim, wall facings, or similar decorative items without proper anchorage or in disrepair.
- Canopies, marquees, signs, metal awnings, fire escapes, standpipes, or exhaust ducts that are not anchored, in disrepair or exposed surfaces of metal or wood that are not protected from the elements.
- Stairways, decks, porches, balcony's or other appurtenances attached that are not capable of supporting imposed loads, no proper anchorage, sag, unstable and missing steps with or without peeling, flaking, blistering, cracked or chipped paint and in disrepair.
- Chimneys, cooling towers, smoke stacks and similar appurtenances not structurally safe or sound and lack weather element protection.
- Handrails and guards that are loose and not fastened or capable of supporting imposed loads
- Windows and doors that have broken panes, or torn or missing screens, that do not fit well within the frame, have rotted frames, or peeling, flaking, blistering, cracked, or chipped paint on the frame and trim or that do not open or lock.
- Basement hatchways that allow entry for rodents and basement windows without guards, same as.
- Gates, gate assemblies, operators systems in disrepair or do not latch tightly and securely.

Structure, Interior

(Shall be maintained in good repair, structurally sound and sanitary)

Do any of these conditions apply?

- Structural members that are not sound and capable of supporting imposed loads.
- Surfaces, including windows or doors not maintained in a good, clean, and sanitary condition that have either peeling, flaking, blistering, cracked, or chipped paint and or contain cracked or loose plaster, decayed wood, and other defective conditions.
- Stairs, ramps, landings, balconies, porches, decks or other walking surfaces that are in disrepair or contain hazardous conditions.
- Handrails and guards that are not firmly fastened and able of supporting normal imposed loads or in disrepair.
- Doors that do not fit reasonably within its frame and or open and close poorly with inadequate attachments to jambs, headers or tracks.
- A piece of equipment or all equipment (i.e. minor and major appliances, fixtures, etc) that are not properly functioning to the manufactured specifications or are presenting a hazardous condition to the occupants.
- Harborage of trash, debris, junk, filth, cans, paper, trash, etc.

**If any of the above following conditions apply to you, please address these conditions.
If you have any questions in regards to this Self-Inspection Checklist, please contact the
Code & Ordinance Enforcement Division at the contact information below.**

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