



City of Coral Springs


SELF-CERTIFICATION CHECKLIST FOR SINGLE-FAMILY RENTALS

Owners or their designee should recognize that this Landlord Registration Program Checklist is NOT all-inclusive. In addition to the items listed below, owners are responsible for ensuring that their units are in compliance with applicable provisions of the City of Coral Springs Land Development and Municipal Code.

	COMPLIANCE VERIFIED	N/A	COMMENTS
EXTERIOR AND COMMON AREAS			
Ground surface(s) are free of hazards			
Exterior paint showing no signs of damaging deterioration			
Exterior walls are free of major cracks and erosion			
House numbers are visible from the street			
Walkways are safe			
Roofs appear to be in good repair and are water tight			
Gutter and downspouts are properly maintained			
Roof color is in original condition			
Exterior lighting is in good working order			
Exterior stairs, guardrails, decks, and balconies appear to be in good condition			
Accessory structures are in good condition			
Antennas, vents and similar projections or building accessories are in good condition and, when applicable, are properly secured to an exterior wall or roof			
Shutters or hurricane protective devices are not in a closed/secured position			
All mechanical equipment is screened from view of street and adjacent property. (A/C, pool pump, sprinkler pump)			
Street lights are not blocked by tree branches			
Trash receptacles cannot be at curbside earlier than 7:00 p.m. of day preceding pick-up or later than 7:00 p.m. the day of collection			
No commercial/recreational vehicles are parked or stored at dwelling in any residential or public right of way between the hours of 9:00 p.m. and 6:00 a.m., and at no time on Sunday			
DOORS AND LOCKS			
Exterior doors are self-closing and open and shut properly			
Sliding patio doors work properly including all locking and latching mechanisms			
Every supplied screen door is weather tight, weatherproof, without cracks/and or holes and in good repair			
LANDSCAPING			
All landscaping is properly maintained in a neat/orderly appearance and is free of storage and animal feces			
Foundation plantings cover the structure (shrubs, ground cover, trees)			
Hedge height must be maintained at a maximum of 4' in front of property, 6' in a street side yard, and 10' in a side or rear yard			
Lawn, shrubs, and trees all around property are properly maintained (mowed, edged, and trimmed)			
Street tree is installed every 40' linear feet			

	COMPLIANCE VERIFIED 	N/A	COMMENTS
GARBAGE/RECYCLING MATERIALS			
Garbage service and adequate refuse containers are provided on site and stored from view of street and adjacent property owner with fencing or shrubs			
WINDOWS			
All windows and doors are fully operational			
Windows shall be weather tight and maintained without cracks or holes and kept in good state of repair			
BUILDING EXTERIORS			
Owners shall be primarily responsible for the maintenance of buildings, structures and exterior premises			
LAUNDRY ROOMS			
Interior is clean and all supplied facilities are maintained in working condition			
POOLS			
Swimming pool gates and enclosures are in good condition			
Swimming pool water appears clear and clean			
Pool pump/circulator is in good repair and not loud			
PARKING			
Driveways/carports and parking areas are in good condition			
No parking on the lawn			
INTERIOR MAINTENANCE			
Supplied cabinets/or shelves for storage of eating, drinking, cooking equipment are in sanitary condition and in a good state of repair			
All supplied facilities and equipment used by occupant shall be maintained in a safe, sanitary and good working condition			
KITCHEN			
Floor covering is free of trip hazards			
Electrical outlets are functional and have cover plates			
GFCI's are properly installed and in working condition			
Light switches operate and have cover plates			
Overhead lighting is operational and in good repair			
Windows / windowpanes are intact, unbroken, and not cracked			
Windows can be opened and are equipped with working locking devices that are accessible from the interior			
Window screens, if installed, are in good condition			
Stove burners and oven works safely with functioning door and knobs that turn completely off and on (if furnished)			
Stove hood/filter and fan are working properly			
Dishwasher functions properly (if furnished)			
Garbage disposal is in good working order (if furnished)			
Kitchen sink and faucets drain properly and are free from leakage			
Refrigerator is in good working condition (if furnished)			
All supplied facilities and equipment used by occupant is maintained in a safe, sanitary and in good working condition			

	COMPLIANCE VERIFIED 	N/A	COMMENTS
LIVING ROOM / DINING ROOM / DEN CEILINGS			NOTE SPECIFIC ROOM
Floor covering is free of trip hazards			
Electrical outlets are functional and have cover plates			
Light switches operate and have cover plates			
Windows/windowpanes are intact, unbroken and not cracked			
Windows can be opened and are equipped with working locking devices that are accessible from the interior			
Window screens are in good condition			
Ceilings are kept in good state of repair and free of loose, warped, protruding, rotted or missing material			
SMOKE/CARBON MONOXIDE DETECTORS			
Required smoke/carbon monoxide detectors are in working order			
BEDROOMS			NOTE BEDROOM #1,#2,#3, ETC.
Floor covering is free of trip hazards			
Electrical outlets are functional and have cover plates			
Light switches operate and have cover plates			
Windows/window panes are intact, unbroken and not cracked			
Windows are equipped with working locking devices that are accessible from the interior			
Window screens are in good condition			
Ceilings are kept in good state of repair and free of loose, warped, protruding, rotted or missing material			
EMERGENCY EXIT FOR BEDROOMS/SLEEPING AREAS			NOTE BEDROOM #1,#2,#3, ETC.
All windows or sliding glass doors in bedrooms are operable and open completely for emergency exit			
All exterior window guards open and have approved lock and release mechanisms for emergency exit			
ALL BATHROOMS			NOTE BATHROOM #1, #2, #3, ETC.
Floor covering is free of trip hazards			
Electrical outlets are functional and have cover plates			
Light switches operate and have cover plates			
Windows / windowpanes are intact, unbroken and not cracked			
Windows can be opened and are equipped with working locking devices that are accessible from the interior			
Window screens are in good condition			
GFCI's are properly installed and in working condition			
Ceiling exhaust fan is in good working condition (if applicable)			
Sink, bathtub, and toilet drain properly, and do not leak			
Toilet sits securely on floor			
Sinks, bathtubs and/or shower surrounds are in good condition			
Light fixtures are secure and in working order			
Towel bars and accessories are secure			
ELECTRICAL SYSTEM REQUIREMENTS			
The dwelling has no exposed or bare live wires			
Extension cords or electrical adapters are not excessive. Overloading electrical circuits is a fire hazard			
Electrical panel, breakers/fuses are maintained in good working condition			

	COMPLIANCE VERIFIED 	N/A	COMMENTS
PLUMBING AND MECHANICAL REQUIREMENTS			
A/C unit is maintained in a safe and in good working condition			
Water heater works properly and supplies water at a minimum of 120 degrees F			
Water heater has a working temperature and pressure relief valve and approved drain line on the pressure relief valve			
Every plumbing fixture, water pipe, waste pipe gas line and drain line is maintained in good working condition and free of leaks, defects and obstructions			
FIREPLACE (IF FURNISHED)			
Wood/gas fireplace is properly vented and maintained			
VECTOR (INSECTS, RODENTS, BEES, OTHER PESTS)			
Property is free of infestations that may cause health and safety issues or, if there is an infestation, it is being actively addressed in a timely manner by fumigation/other method			

By signing below, I also further acknowledge that I have carefully reviewed this application and all facts, figures, and statements contained in this application are true, correct and complete. I further understand that failure to comply with the city's ordinances may result in the issuance of a citation or a notice of violation/notice of hearing that may require a hearing before a special magistrate and could result in administrative fines being imposed.

Signature of Applicant or Authorized Agent: _____

Date: _____

STATE OF FLORIDA
COUNTY OF _____

Sworn to (or affirmed) and subscribed before me this ____ day of _____, 20____, by

_____.

(Signature of Notary Public-State of Florida)

(NOTARY SEAL)

(Name of Notary Typed, Printed, or Stamped)

Personally Known _____ OR Produced Identification _____

Type of Identification Produced _____