



Memo

Date: May 31, 2022
To: Monica Martinez Simmons, City Clerk
From: Nathan Torgelson, Director
Subject: Rental Registration and Inspection Ordinance Annual Report

Attached, please find the Rental Registration and Inspection Ordinance (RRIO) Annual Report. This report is submitted as required by Ordinance 124011 Section 17, as amended by Ordinance 125343.

Like all of Seattle, the RRIO program was greatly affected by the COVID-19 pandemic. For the health and safety of our customers and City staff, the RRIO program suspended inspection operations in March 2020 following public health guidance. Inspections resumed in August 2021. Throughout that time, customers were still able to register and renew rental properties online. The COVID crisis impacted all aspects of RRIO performance covered in this report, including the items highlighted below.

- At the end of 2021, a total of 27,086 properties representing 149,099 rental units were registered. During 2021, RRIO saw a continued decrease in registrations with the RRIO program. Possible explanations for the decrease are explained in the report.
- In 2021, properties that originally registered in 2016 were required to renew their property registration after 5 years. Properties that first renewed in 2019 were also required to renew again under the new two-year registration cycle. Over the course of the year, the RRIO program issued 13,393 property registration renewals. Customers were able to complete the registration renewal process online and through the mail during the pandemic.
- In 2021, 365 properties completed and passed the inspection requirement. This is a significantly reduced number from prior years as a result of the COVID-related suspension of inspections. As a result, the program did not meet the minimum target of inspecting 10% of properties. The program restarted inspections in August 2021.

Please feel free to contact Geoff Tallent at geoff.tallent@seattle.gov or 206-684-8452 if you have questions or would like more information.

Rental Registration and Inspection Ordinance (RRIO)

2021 Annual Report to the City Council

May 2022



Seattle Department of
Construction & Inspections

PURPOSE

This report fulfills the requirement of Ordinance 124011 Section 17, as amended by Ordinance 125343, to report annually to the City Council on a variety of topics related to the Rental Registration and Inspection Ordinance (RRIO) program.

SUMMARY

The RRIO program was greatly affected by the continued COVID crisis in 2021 that began in 2020. All aspects of program performance in 2021 noted below were impacted. Most notably, for the health and safety of our customers and city staff, the RRIO program suspended inspection operations in March 2020 following public health guidance. With the positive vaccine rollout and lifting of public health restrictions, inspection operations resumed in August 2021 with a brief second pause in inspections during December 2021 as the Omicron COVID variant wave hit. Customers were still able to register and renew rental properties online or through the mail during the pandemic. Below are RRIO program highlights for calendar year 2021.

- At the end of 2021, a total of 27,086 properties representing 149,099 rental units were registered. During 2021 RRIO continued to see a decrease in registrations. The decline in registered rentals may be attributed to more rental properties being sold and becoming owner-occupied or it may be that some landlords neglected to, or decided not to, renew their registrations during the pandemic. SDCI also slowed down enforcement of registration and renewal requirements during the pandemic, which may have contributed to the decrease in registered properties. The enforcement slowdown was largely a result of staffing vacancies and redeployments during the pandemic. SDCI is currently staffing back up and planning an enforcement push in mid-2022.
- The RRIO program began renewals of property registrations in 2019. In 2021, properties that originally registered in 2016 were required to renew their property registration. Properties that first renewed in 2019 were also required to renew again under the new two-year registration cycle. Over the course of the year, the RRIO program issued 11,198 property registrations and renewals.
- The program collected \$2,027,410 fees in 2021. After expenses, the program paid back \$146,470 in startup expenses and related debt service. The RRIO ordinance required startup expenses to be paid by fee revenues. This was the first year of a planned payback schedule for RRIO startup costs. The RRIO program partially offset the decreased revenue from the suspension of inspections by reassigning inspectors to other work.
- In 2021, 365 properties completed and passed the inspection requirement. As expected, the number of RRIO inspections was down for 2021 and the program did not meet the minimum target of inspecting 10% of properties due to the pandemic. Enforcement for overdue inspections was also slowed during the pandemic due to the difficulty of safely completing in-person inspections.

- SDCI used part of the time inspections were on hold to make clarifications to the RRIO checklist, update training materials, and improve public access to RRIO information through the *Shaping Seattle* portal.

BACKGROUND

The City adopted the Rental Registration and Inspection Ordinance (RRIO) in the fall of 2012. After significant work with stakeholders and development of an online registration tool, the Department began registering properties in 2014. RRIO requires that rental housing properties meet basic maintenance and safety standards, register with the City, and have periodic inspections. The basic safety requirements are laid out in a checklist developed with extensive input from stakeholders.

In addition, the Department implemented the Accela IT system to manage online registration and track program work. The IT system was fully integrated into the SDCI permit and complaint tracking system when Accela went live in 2018.

RRIO inspections began in 2015 with qualified private inspectors or with SDCI inspectors who complete the work as a fee-based service. All rental properties must be inspected at least once every 10 years. Some properties will be inspected as frequently as twice in ten years, based on a random selection process called out in the Seattle Municipal Code.

COVID RESPONSE

The outbreak of the COVID-19 pandemic required significant adjustments to the RRIO program to protect the health and safety of RRIO customers and staff. In March 2020, under the Mayoral mandate, all RRIO staff transitioned to working from home to help slow the spread of the virus. In addition, the program stopped selecting properties for inspection and halted in-home inspection operations to help slow the spread of the virus. Registration and renewals were able to continue uninterrupted online and with limited in-office staff to process mail-in registrations. For property owners citing COVID-19-related hardships for renewals, the program offered delayed enforcement. Follow-up compliance for failure to complete an inspection or renewal was also slowed down during the pandemic, however the most significant violations were pursued. In addition, the program continues to receive complaints and track non-compliance. Program performance for inspections, registrations, and renewals declined significantly in 2020 and that decline carried through into 2021. The program resumed inspections in August 2021, with a brief second pause in December when the Omicron COVID variant hit. The program re-resumed inspections in March 2022, is staffing back up and expects to be fully functioning by mid-2022.

REPORT

The following report topics, A – G, are required by Ordinance 124011 in uncodified Section 17, as amended by Ordinance 125343. SDCI also provides information below about other significant accomplishments or upcoming work for the program.

A. The status of rental property registration and rental property registration renewals

By the end of the year, a total of 27,086 properties representing 149,099 rental units were registered. Total registrations decreased by 6.2 percent from 2020 (loss of 1,797 registrations with the program). The decline in registered rentals may be attributed to more rental properties being sold and becoming owner-occupied or it may be that some landlords neglected to, or decided not to, renew their registrations during the pandemic. SDCI slowed down enforcement of registration and renewal requirements during the pandemic, which may account for some of the decrease in registered properties. The enforcement slowdown was largely a result of staffing vacancies and redeployments during the pandemic. The total number of registered units declined somewhat less as a percentage because new properties coming online are typically larger and have more units than rental properties that are leaving the market by becoming owner occupied or re-developed. In mid-2022, the RRIO program expects to ramp enforcement activity back up with a main focus on bringing expired registrations back into compliance.

The RRIO program began renewals of property registrations in 2019. Under the original program framework, properties were required to renew their property registration after 5 years. In 2021, renewals for properties which originally registered in 2016 came due. Properties that first renewed in 2019 were also required to renew again under the new two-year registration cycle. Over the course of the year, the RRIO program issued 13,393 property registrations and renewals.

The program continued to identify possible rental properties that had still not registered with the program, though this effort slowed after the emergence of the pandemic in March 2020. The program focused on pursuing unregistered properties primarily from public complaints, field observations, and larger properties that required minimal research to show they were rentals. For non-compliant property owners, RRIO mailed warning letters and Notices of Violations (NOVs) to prompt unresponsive property owners to register. As the program recovers from the COVID-19 pandemic, research and enforcement on unregistered rentals will be a top priority for the program. The RRIO program is once again in discussions with a third-party vendor to assist with data gathering on unregistered rentals - a project that was put on hold during the pandemic.

B. The status of rental property inspections including the number and type of inspection failures and resulting property improvements

Inspection statistics for 2021 were:

Percent of registered properties that completed and passed an inspection in 2021	1.3%
Total number of properties that completed and passed the inspection requirement in 2021	365
Completed by Private Inspectors in 2021	157
Completed by City Inspectors in 2021	188
Completed by Alternate Means (such as HUD inspection) or a combination of inspection types	3
Completed by Mixed Inspection (Use of both City Inspector and Private Inspector)	17

During the COVID-19 pandemic, there was not a way to safely complete in-person, in-home RRIO inspections consistent with public health directives. This means that RRIO inspections were significantly down for 2021 and the program did not meet the minimum target of inspecting 10% of properties. To date, the RRIO program has had 15,539 properties or 57 percent complete the inspection requirement. With the lifting of public health restrictions, the RRIO program resumed inspection operations in August 2021. RRIO inspections started cautiously due to staff limitations, fluctuating safety requirements, and renters who cited COVID safety concerns.

With the restart of inspections, the RRIO program started the first “re-inspections.” The RRIO ordinance requires that 10% of properties that had already completed the inspection five or more year ago are randomly selected a second time for a re-inspection. The RRIO program did not meet the 10% requirement due to inspections on hold for most of 2021.

For a rental property to pass a RRIO inspection and be considered complete, the property needs to be issued a Certificate of Compliance. When a property fails a RRIO inspection, the inspector identifies what corrections need to be made and works with the customer to bring the property into compliance with the RRIO checklist standards. Rental properties may have more than one failure or correction and it may take time to get completed. Once completed, an inspector must confirm the corrections before the rental property is issued a Certificate of Compliance. Due to inspection operations being suspended during the pandemic, the number of inspection failures are much lower than previous years. The top 10 RRIO inspection failures and frequency in 2021 are in the table below.

RRIO Checklist Item	# of Failures
*3.3.a Smoke alarms are missing, not functional, or not installed inside of all sleeping rooms.	69
*3.3.d Carbon monoxide alarms are missing, not functional, or not installed in a central location outside each sleeping area and on every level of the home.	55
*3.3.b Smoke alarms are missing, not functional, or not installed in a central location outside all sleeping rooms.	36
*6.1 Exposed unprotected wiring is evident in any room.	32

*6.2 Any electrical equipment is improperly installed or connected, tampered with, or otherwise unsafe, including but not limited to meter bays, service panels, subpanels, main disconnect, and receptacle outlets within 3 ft. of water that are not ground fault interrupter (GFI) style or GFI protected circuit.	26
*2.1.a Any habitable room, bathroom, or laundry room does not have the required openable windows, passive or mechanical ventilation.	23
*8.4 Toilet does not flush, is broken, leaks at the base, or is not secure to the floor.	21
*2.2.a Wall, floor, or ceiling coverings are damaged or broken such that the opening creates an unsafe condition. Examples include but not limited to exposed framing members, exposed electrical components, exposed plumbing, access for rodents and insects, or other unsafe conditions.	20
*2.4.a Lead paint - any room constructed before 1978 with peeling, chipped, or otherwise deteriorated paint exceeding two square feet or 10% of any component such as a window assembly, including frame and sill, or door frame.	19
*6.2 Any electrical equipment improperly installed or connected, tampered with, or unsafe, including but not limited to meter bays, service panels, subpanels, or main disconnect.	19

Missing or nonfunctional smoke alarms and CO alarms continued to be the most common failures in 2021. Failing this item is usually a problem that is more significant than a missing or dead battery. Before an inspection, inspectors usually encourage property owners to bring spare batteries to the inspection. With so few inspections in 2021, it's difficult to draw conclusions from the other top failures. For example, because of the unusual year, one of the most common failures from past years - *missing or inappropriately constructed handrails and intermediate guards (such as balusters) on both interior and exterior stairs and platforms* - was not in the top 10 failures in 2021.

A complete table of inspection results is in Attachment A.

C. The extent to which additional RRIO inspections have occurred as a result of code compliance violation or failure of a RRIO inspection

Since 2017, RRIO has had the tools to require additional inspections when there is evidence of more wide-spread safety or maintenance problems on a property. In 2019, Council passed Ordinance 125851, and the RRIO program implemented changes to receiving and processing private inspection results. The City no longer receives and reviews private inspection results for rental properties that have 100 percent of units inspected by a private inspector. RRIO still requires private inspection results to be submitted to the RRIO program auditor for review if a unit or property fails the checklist for rental properties that do not have 100 percent of units inspected. The RRIO program auditor reviews the rental properties where only a sample of units are inspected and applies criteria to determine whether the reported failures indicate systemic or building-wide problems and, if so, selects additional units for inspection.

Like all aspects of the RRIO program, auditing numbers were impacted due to the paused inspection operations from the COVID-19 pandemic. Based on 43 private inspection results that were audited,

reported conditions met the applicable criteria and triggered RRIO inspections of 17 additional units at 4 multi-unit properties.

D. Whether the fees associated with the program actually reflect program costs

Registration and renewal fees are the primary source of funding for the RRIO program. The two-year registration and renewal fee is \$70 per property, including the first unit, and \$15 for each additional unit. Properties are required to renew their registration every two years. During the COVID-19 pandemic, customers were still able to register and renew rental properties online and through the mail.

Inspection fees are the second largest source of revenue for the RRIO program. These fees are \$175 for the property, including the first unit, and \$35 for each additional unit inspected. These fees are only collected on properties selected for inspection when a property owner chooses to use a City inspector (as opposed to a private inspector). The inspection fees are reviewed annually. RRIO has not requested a change to the inspection fee since 2018, but plans to request an increase to the inspection fee for 2024 due to increasing labor costs.

The program also has fees for private inspector registration and training, private inspector filing fees, late registration fees, late inspection fees and the program retains a portion of civil penalties collected. These sources do not generate significant program revenue.

Like all parts of the RRIO program, the COVID-19 pandemic affected RRIO revenues. For the health and safety of our customers and city staff, the RRIO program suspended inspection operations in March 2020, thereby eliminating planned inspection fee revenue. Customers were still able to register and renew rental properties online. However, during the pandemic, RRIO saw a decrease in total registrations. The decline in registered rentals may be attributed to more rental properties being sold and becoming owner-occupied or it might be that some landlords neglected to, or decided not to, renew their registrations during the pandemic. SDCI also slowed down enforcement of registration and renewal requirements during the pandemic, which may account for some of the decrease in registered properties.

The RRIO program took offsetting actions to reduce expenses, including allowing vacant positions to go unfilled and redeploying inspection staff to other work. The program also used the pause in inspections to make improvements to the IT system, the inspection checklist, and staff training.

As planned, RRIO program began paying back startup expenses following a payback schedule developed in 2018. SDCI does not propose RRIO fee changes in 2022 or 2023. SDCI will examine the overall RRIO

budget early 2023 as part of the annual 2024 budget development process and determine if any fee or other financial changes need to be made.

RRIO's revenue and expenses for 2021 were:

	2021
RRIO Program Revenue	\$2,027,410
RRIO Program Expenses	(\$1,880,940)
<i>Annual Net before startup payback and debt service</i>	<i>\$146,470</i>

E. The number and type of code compliance complaints that have occurred on properties registered with the RRIO program

In 2021, SDCI opened 23 code compliance cases on registered properties. These cases covered a broad range of issues, including housing conditions, tenant-landlord issues, weeds, junk storage, and building without a permit. The number is lower than past years because SDCI limited in-person responses to housing complaints for part of 2021 due to the COVID pandemic.

It's difficult to draw any conclusions from the fact that some registered properties have subsequent code compliance complaints. Many complaints have nothing to do with rental housing conditions. With respect to property conditions, RRIO registration requires a self-declaration by the property owner that the property meets the RRIO standards and property owners may not be fully aware of unit conditions. Also, there can be a significant time lag between registration or a RRIO inspection and a complaint. Currently this lag can be nearly five years. Even so, code violations may occur regardless of when the inspection or assessment was made.

F. The extent to which the civil warrant process has been used

To date, the RRIO program has not needed to seek a civil warrant.

G. The extent to which audits of private qualified rental housing inspectors have occurred and any related findings

In 2019, Council passed Ordinance 125851, and the RRIO program implemented changes to receiving and processing private inspection results. The City no longer receives and reviews private inspection results for rental properties that have 100 percent of units inspected by a private inspector. RRIO still

requires private inspection results to be submitted to the RRIO program auditor for review if a unit or property fails the checklist for rental properties that have a sample of units inspected (usually 20 percent). The RRIO program auditor can then review those results and apply criteria to select additional units for inspection.

In 2021, 43 private inspection results were audited. Based on reported conditions, the RRIO auditor triggered and expanded RRIO inspections of 17 units at 4 multi-unit properties. These numbers were lower than past years due to reduced inspections during the COVID-19 pandemic.

RRIO requires inspectors to leave behind an inspection results and feedback form for tenants. In 2021 due to reduced inspections during the COVID-19 pandemic, only one feedback response was received, and no audit inspections were requested by tenants. Overall and in past years, feedback has been favorable regarding the RRIO program and most inspectors.

The table below summarizes the RRIO auditing program and results for 2021. Like all aspects of the RRIO program, auditing numbers were impacted due to the paused inspection operations from the COVID-19 pandemic.

Audit Element	Results
Audit failing inspection results from private inspectors. Pick additional units for inspection when appropriate.	43 inspection results were audited between October 6, 2021, and December 23, 2021. 17 units were picked for additional inspections at 4 multi-unit properties.
Tenant feedback from leave-behind reports.	One feedback response was received
Access properties and units previously inspected by private inspectors to audit their conclusions.	SDCI had no access to units previously inspected by a private inspector in 2021. In past years, no indication of inspector misconduct was found.
Follow up with private inspectors to verify work was done and ask other questions about how inspections are going.	Frequent, ongoing communication with private inspectors through email, face-to-face meetings, and phone calls. Approximately 6 corrective email contacts were initiated with private inspectors.
SDCI tracking and follow up on complaints about private inspectors.	In 2021, the RRIO auditor received one inquiry/complaints regarding private inspectors. In this case, the complaint was that the inspector did not complete their work. Upon investigation, the RRIO Auditor confirmed the inspector was deceased.
SDCI authority to revoke RRIO private inspector certification for cause.	So far, there has been no occasion to revoke a private inspector certification.

OTHER ACCOMPLISHMENTS

The RRIO program had several other notable accomplishments in the last year:

COVID-19 Response

The RRIO program continued significant adjustments due to COVID for most of 2021. Due to the ongoing public health crisis, the program stopped selecting properties for inspection beginning in March 2020 and continued until August 2021. The program also extended inspection due dates for properties already selected for inspection. For renewals, the program offered compliance due date extensions for property owners citing COVID-19-related hardships. Follow-up compliance for failure to complete an inspection or renewal was also slowed, however significant violations were prioritized, and the program continues to receive complaints and track non-compliance.

Resumption of Inspections

With the lifting of public health restrictions, the RRIO program resumed inspection operations in August 2021. Restarting was a significant effort that required assigning inspectors back to RRIO, retraining the staff, and careful attention and communication with customers (landlords and tenants) who continued to be concerned about inspection safety. The program also conducted a refresher training and outreach to RRIO private inspectors.

Outreach

During the pandemic, the RRIO program was still able to do outreach virtually. Now that RRIO is an established rental program much of the general tenant and landlord outreach has been incorporated into the broader “Renting in Seattle” tenant and landlord resource program. Additionally, RRIO used the email distribution list of nearly 19,000 landlords or property managers to share information of interest to rental property owners during the pandemic.

RRIO also maintained its ongoing core outreach tools, including:

- Direct mail to newly discovered likely rental property owners, including notification letters, reminder letters and warning letters;
- A comprehensive website at www.seattle.gov/RRIO that is consistently updated to ensure relevant policy and information changes;
- Two brochures – one with general program information, one focused on inspections and directed primarily at renters - translated into 13 languages other than English;

- Partnerships with property owner associations to help get the word out to their membership; and
- A video narrated in 11 languages that discusses the inspection aspect of the RRIO program, with a focus on tenants and how inspections will impact them.

Race and Social Justice Initiative

RRIO built a number of community outcomes or goals based on Race and Social Justice (RSJ) principles into program design and implementation. The overall goal is to eliminate substandard rental housing, which particularly affects people of color, low-income people, and other historically underrepresented communities. During the pandemic, the RRIO program was still able to:

- Include RRIO messaging in broader inclusive outreach through the *Renting in Seattle* initiative to tenants and landlords. Renting in Seattle virtual outreach efforts included two online webinars, one of which is poised to be adapted into an ongoing education video series.
- Continued distribution of the main RRIO program brochure in 13 languages besides English and distribution of translated brochures to locations which serve non-English speaking communities.
- Continued a cultural competency component in the private inspector training to help prepare private inspectors to work with all Seattle communities.

Inspection Checklist Clarifications

While inspections were on hold, the RRIO program made clarifying amendments to the inspection checklist. The program consulted with City and private inspectors about points of confusion in the checklist and clarified the requirements for items such as guardrail height, intermediate rails (e.g., balusters), safe outlets near sinks, and egress windows. SDCI conducted training for City and private inspectors on the clarified inspection requirements.

Shaping Seattle

In partnership with I.T., SDCI released a new iteration of the RRIO portion of *Shaping Seattle*. With user experience and transparency at the forefront, SDCI reached out to Seattleites for feedback, ultimately enhancing the result to include clear messaging and easy-to-navigate maps.

'*Rental Housing Registrations*' displays current Rental Registration and Inspection Ordinance (RRIO) information like registration and inspection status and violation information related to rental property in Seattle. Each registered property has a detailed page that outlines basic information for compliance with the RRIO program. This map enhances how the public finds and tracks rental properties in their

community. The map and lookup tool can be found at <https://web8.seattle.gov/SDCI/ShapingSeattle/rentals>.

2022 PRIORITIES

Post COVID Catch Up

After over a year-and-a-half of paused RRIO inspections, SDCI is behind on the RRIO targets of inspecting 10% of rental properties each year and 100% of properties by 10 years. The program is still stabilizing the restart of inspections and is still encountering landlord and tenants who cite COVID as a reason to delay inspection. In March 2022 we returned to selecting a pre-COVID monthly number of properties for inspection. Later in 2022 and in future years we intend to increase the number of inspections to catch up with the reduced inspections during the pandemic.

Managing RRIO Compliance

The RRIO program will seek to improve enforcement and compliance for unregistered rental properties in 2022. The program is very concerned about the drop in registered properties that occurred during the pandemic. Furthermore, we are concerned the drop in registrations is being misinterpreted to suggest Seattle is losing rental housing stock. When a property does not renew a rental registration, we usually do not know why. Common reasons include: the property is no longer a rental, the property has a new owner who did not receive renewal notices, a new owner or manager established a new registration for the property rather than renew, a property owner did not renew due to inattention, or a property owner purposely did not renew in protest. Each non-renewal requires research to determine the situation and initiate the proper follow up. SDCI is staffing up to do this work and looking at automated solutions and a third-party vendor to make it easier.

Virtual Private Inspector training

In early 2022, SDCI piloted a virtual private Inspector training. This included an updated curriculum and electronic training materials developed while inspections were on hold. SDCI's goal is to have one training per year for new private inspectors, however the COVID-19 pandemic interrupted trainings. Four new private inspectors were trained and several existing private inspectors attended as a refresher. The updated curriculum and materials will continue to be used. SDCI will evaluate whether virtual or in-person training is appropriate as we get closer to the end of the year.

CONTACT

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ATTACHMENT A

RRIO Checklist Failures – 2021

Checklist Item	Count of failures
*3.3.a Smoke alarms are missing, not functional, or not installed inside of all sleeping rooms.	69
*3.3.d Carbon monoxide alarms are missing, not functional, or not installed in a central location outside each sleeping area and on every level of the home. Note: Carbon monoxide alarms should not be located within 15 feet of fuel burning appliances.	55
*3.3.b Smoke alarms are missing, not functional, or not installed in a central location outside all sleeping rooms.	36
*6.1 Exposed unprotected wiring is evident in any room.	32
*6.2 Any electrical equipment is improperly installed or connected, tampered with, or otherwise unsafe, including but not limited to meter bays, service panels, subpanels, main disconnect, and receptacle outlets within 3 ft. of water that are not ground fault interrupter (GFI) style or GFI protected circuit.	26
*2.1.a Any habitable room, bathroom, or laundry room does not have the required openable windows, passive or mechanical ventilation.	23
*8.4 Toilet does not flush, is broken, leaks at the base, or is not secure to the floor.	21
*2.2.a Wall, floor, or ceiling coverings are damaged or broken such that the opening creates an unsafe condition. Examples include but not limited to exposed framing members, exposed electrical components, exposed plumbing, access for rodents and insects, or other unsafe conditions.	20
*2.4.a Lead paint - any room constructed before 1978 with peeling, chipped, or otherwise deteriorated paint exceeding two square feet or 10% of any component such as a window assembly, including frame and sill, or door frame. Note: To correct this condition property owner must demonstrate that the painted repair was made by a Washington State Lead Safe Certified contractor or provide documentation that there is no lead hazard present.	19
*6.2 Any electrical equipment improperly installed or connected, tampered with, or unsafe, including but not limited to meter bays, service panels, subpanels, or main disconnect.	19
*2.2.a Wall, floor, or ceiling coverings are missing, damaged or broken such that the opening creates an unsafe condition. Examples include but not limited to exposed framing members, exposed electrical components, exposed plumbing, access for rodents and insects, or other unsafe conditions.	17
*1.4.d Guardrails, including intermediate rails or other guards, on the open sides of any landing, deck, or platform that are 30 inches or more above grade or other surfaces are missing, loose, broken or are otherwise unsafe. Note: Intermediate rails must be no more than 4 inches apart. Every guardrail shall be at least 36 inches in height unless it is an existing guardrail that was in compliance with the standards in effect at the time the guardrail was constructed, is in good condition, and is between 28 and 42 inches in height.	15
*1.4.e Handrails, including intermediate rails or other guards on any open side 30 inches or more above grade, on any flight with more than three risers are missing, loose, broken, not graspable, missing return, or otherwise unsafe. Note: Graspable configurations can be found online at: www.seattle.gov/DPD/Publications/CAM/cam319.pdf	14
*7.3 Evidence the plumbing system is not connected to an approved sewer or a potable water source, or is not in good working order. Evidence includes, for example: (1) strong sewer gas smell in the basement, crawlspace or outside of unit; (2) leaking of basement plumbing pipes; (3) clogged or very slow drains; (4) flexible traps or other improper piping; or (5) otherwise unsanitary.	14
*1.5.c Windows or doors have missing pieces or are cracked and allowing water or weather penetration (e.g., seeping water, leaking air, coming in through a crack or hole)	12
*7.1 Running water temperature is below 100 degrees.	12
*7.4 Visual evidence that a pressure temperature relief valve on a hot water heater is missing, not installed properly, has been tampered with, the relief valve is dripping, or is otherwise unsafe.	12
7.2 Any individual unit water heater is set above 120 degrees Fahrenheit and missing safety straps.	11
*2.3.d Handrails/, including intermediate rails or other guards on any surface 30 inches or more above adjacent walking surfaces, on any flight with more than three risers are missing, loose, broken, not graspable, missing return, or otherwise unsafe. Note: Graspable configurations can be found online at: www.seattle.gov/DPD/Publications/CAM/cam319.pdf	10
*6.3 Any habitable room does not have an operable light fixture and an electrical outlet, or two electrical outlets. Any kitchen does not have an operable light fixture and three operable outlets, one of which may serve an installed cooking range.	10
*1.1.b Roof is not weather-proof or has clear evidence of leaking.	10

*3.3.c Smoke alarms are missing, not functional, or not installed on each floor, including basements.	9
Note: Not required in crawl spaces and uninhabitable attics.	
*3.2.b Any entrance door, including sliding doors, to housing unit or single-family dwelling does not have at least one operable dead bolt or deadlatch openable from the inside without a key or other approved locking device.	9
1.5.a Weather stripping is missing or allowing air to enter.	9
*2.1.c Bathroom and laundry room fan or passive vent, if used in place of openable windows, is not operable, pulling air, or vented to the exterior. .	7
*9.1 Dwelling unit does not have a kitchen which must include sink, counter, and cabinets, as well as a cooking appliance, and refrigerator or space and approved hookups for the appliances.	6
9.2 Counter is missing tile, pieces are broken, is made of a porous material, or is pulling away from the wall.	6
1.5.b Sills or frames have decayed wood or separated joints.	6
*3.2.c The main entrance door to housing unit or single-family dwelling does not have an observation port, window in the door, or side light window. Observation ports shall be installed at a height of not less than 54 inches and not more than 66 inches from the floor. Side light window distance to door no more than 31 inches.	6
2.4.b Potential asbestos-containing materials - damaged components, such as wrapped or insulated piping or ducts, ceiling and floor finishes, or siding that may contain asbestos.	6
8.7 Bathroom Counter is missing tile, pieces are broken, is made of a porous material, or is pulling away from the wall.	5
*1.4.b Exterior decks or other platforms have broken, loose, decayed, missing pieces, or are otherwise unsafe.	5
*3.1.a Emergency escape window or door is missing, blocked, or inaccessible.	5
*1.4.e Handrails, including approved intermediate rails or other guards on any open side 30 inches or more above grade, on any flight with more than three risers are missing, loose, broken, not graspable or otherwise unsafe.	5
Note:Graspable configurations can be found online at: www.seattle.gov/DPD/Publications/CAM/cam319.pdf	
*3.2.a Any entrance door, including sliding doors, to a housing unit or single-family dwelling is not capable of resisting forcible entry or damaged to the extent that the door or the door casing is otherwise unsafe.	5
9.4.a Cooking appliance: One or more parts are inoperable or missing but appliance still has food cooking capability.	5
*2.3.d Handrails/, including approved intermediate rails or other guards on any surface 30 inches or more above adjacent walking surfaces, on any flight with more than three risers are missing, loose, broken, not graspable or otherwise unsafe.	4
Note: Graspable configurations can be found online at: www.seattle.gov/DPD/Publications/CAM/cam319.pdf	
*5.1.a Required permanently-installed heating equipment/device is defective or missing.	4
*6.5 Any electrical extension cord used for permanent extension of power in place of approved installed wiring. An improper extension cord use may include: (1) running the cord through doors, doorways, halls, windows, cabinets; (2) concealed extension cords within walls, floors, or ceilings; (3) cords installed on walls and ceilings; or (4) otherwise unsafe.	4
*1.4.c Exterior stairs have broken, loose, decayed, or missing pieces, or are otherwise unsafe.	4
*2.3.c Interior stairs have loose, broken, decayed, missing pieces, or are otherwise unsafe.	4
*3.4.b Stairway enclosure doors do not self-close and latch.	4
*2.1.d Clothes Dryer ducts are plastic, detached, leaking, damaged, not vented to the exterior or otherwise restricting airflow.	3
*6.2 Any electrical equipment (meter bays, service panel, subpanels, shutoff) is improperly installed or connected, tampered with, or unsafe.	3
8.5.a. Dripping faucets, cracked or chipped porcelain, slow drain, or broken but operable handles or knobs.	3
*1.6.a Exterior walls allow water or weather penetration (e.g., seeping water, leaking air, coming in through a crack or hole)	3
*2.2.c Interior load-bearing walls are not maintained in a safe and sound condition.	3
*8.5.a. Dripping faucets, or slow drain.	3
*1.4.a Exterior Stairs: Structural members are leaning, decayed, detached or are otherwise unsafe	3
*2.1.b Kitchen fan, if used in place of openable windows, is not operable or pulling air.	3

*2.3.e Guardrails/, including intermediate rails or other guards, on any landings, or platforms that are 30 inches or more above adjacent walking surfaces are missing, loose, broken, or otherwise unsafe.	3
Note: Intermediate rails must be no more than 4 inches apart. Every guardrail shall be at least 36 inches in height unless it is an existing guardrail that was in compliance with the standards in effect at the time the guardrail was constructed, is in good condition, and is between 28 and 42 inches in height.	
5.1 Heat source in the unit is permanent, working, and in good repair.	3
*1.5.d Any openable window within 10 feet of grade or above any deck, balcony or porch is missing latch or has defective latching device.	2
*8.1 Bathroom does not include a fully functional sink, toilet, and tub or shower.	2
*9.3.b Is inoperable or not in good working condition.	2
*9.5.c Under sink plumbing assemblies including any piping, faucet risers, traps, or sink connectors are leaking.	2
*1.4.c Exterior stairs have broken, loose, decayed, or missing pieces.	2
*1.4.d Guardrails, including approved intermediate rails or other guards, on the open sides of any landing, deck, or platform that are 30 inches or more above grade or other surfaces are missing, loose, broken or are otherwise unsafe.	2
*1.4.e Exterior Stairs: Handrails/intermediate rails on any flight with more than three risers are missing, loose, or broken.	2
*2.3.e Handrails/intermediate rails on any flight with more than three risers are missing, loose, or broken.	2
*8.5.c. Under sink plumbing pipes or connectors are leaking.	2
*10.2 Visible evidence of rodents or insects such as bedbugs, ants, cockroaches, or silverfish.	2
Note: documentation issued by a certified exterminator or a certified fumigator is sufficient to pass this item in the following cases: (1) the documentation confirms the existing treatment program is appropriate and following the recommended treatment plan; (2) documentation of a new or expanded treatment program and at least one treatment performed following the new or expanded treatment program; or (3) documentation that there are no pests present.	
*2.3.e Guardrails/, including approved intermediate rails or other guards, on any landings, or platforms that are 30 inches or more above adjacent walking surfaces are missing, loose, broken, or otherwise unsafe.	2
*3.1.b Emergency escape windows do not meet size or sill height requirements. Escape window opening not a minimum of 5.0 sq. ft. within 5 ft. of grade or 5.7 square feet if higher than 5 ft. above grade. (See above for full requirements.)	2
*3.4.a Exterior building entrance doors, except entrance doors which open directly into a single housing unit, shall be self-closing, self-locking, and equipped with a deadlatch or other approved locking device.	2
*1.4.d Exterior Stairs: Guardrails/intermediate rails on any landing, deck, or platform that are 30 inches or more above grade or other surfaces are missing, loose, or broken.	2
*2.3.b Landings or other platforms have broken, loose, decayed, missing pieces, or are otherwise unsafe.	2
*3.2.c The main entrance door to housing unit or single-family dwelling does not have an observation port, window in the door, or side light window. Observation ports shall be installed at a height of not less than 54 inches and not more than 66 inches from the floor.	2
*3.4.e Any door to a storage, maintenance, laundry, or building service room accessible by tenants is not self-closing and self-locking and is not openable from the inside without a key.	2
*8.6.b Is not operable such as cracked through, faucet cannot turn on, or no hot and cold water.	2
*9.4.b Cooking appliance not rated for indoor use or entire appliance is inoperable.	2
*5.1.a Required permanently-installed heating equipment/device is defective or missing in any habitable room or bathroom.	1
*8.3 Tight-fitting door missing if bathroom is in a food preparation area.	1
8.6.a Dripping faucets, cracked or chipped porcelain, slow drain, broken but operable handles or knobs.	1
9.5.a Dripping faucets, cracked or chipped porcelain, slow drain, or broken but operable handles or knobs.	1
*1.4.e Handrails, including approved intermediate rails or other guards on any open side 30 inches or more above grade, on any flight with more than three risers are missing, loose, broken, not graspable or otherwise unsafe.	1

Note: Graspable configurations can be found online at: www.seattle.gov/DPD/Publications/CAM/cam319.pdf	
*1.6.b Exterior wall is failing: leaning, crumbling, missing pieces, broken, or deflected.	1
*10.4 Smoke detectors missing, not functional, or not centrally located in hallways outside sleeping rooms.	1
*2.2.d Floors and any support system is not maintained in a safe and sound condition	1
*5.2.a Permanently-installed heating system is not capable of maintaining required temperature in any habitable room or bathroom.	1
*6.4 Any bathroom, laundry room, utility room, common hallway, stairway, or porch does not have an operable light fixture.	1
*9.5.b Is not operable, broken, or otherwise unsafe, faucet cannot turn on, or no hot and cold water.	1
9.3.a Missing a handle or seal is compromised.	1
*10.1 Garbage/rubbish is accumulated outside of trash receptacles.	1
*2.2.b Walls, floors, or ceilings are soft, spongy, or wet to the touch.	1
*3.1.c Security bars, grills or similar devices on emergency escape windows are not openable or have inoperable release mechanisms.	1
*8.6.a Dripping faucets, or slow drain.	1
*8.6.b Is not operable, broken, or otherwise unsafe, faucet cannot turn on, or no hot and cold water.	1