

**City of Richardson Community Services Department
Apartment Inspection Program Report**

Belle Grove Apartments
800 Custer Rd
May 26, 2016

	Possible Points	Score
Building Interior		
Condition of Stairs, Handrails, and Guardrails	1.00	1.00
Condition of Ceilings	1.00	0.75
Condition of Walls	1.00	0.75
Condition of Doors and Windows	1.00	1.00
Condition of Floors and Floor Coverings	1.00	1.00
Sub-Total	5.00	4.50
Building Exterior		
Condition of Paint, Wood, Siding, Trim	6.00	5.00
Condition of Stairs, Handrails, and Guardrails	4.00	4.00
Condition of Doors, Windows, Shutters, Screens	4.00	3.00
Condition of Roofs, Soffits, Fascia, Flashing	3.00	2.50
Condition of Walls	2.00	1.00
Condition of Gutters, Downspouts	2.00	1.75
Condition of Foundations	2.00	2.00
Condition of Chimneys	1.00	1.00
Condition of Ceilings	1.00	1.00
Condition of Floors	1.00	1.00
Condition of Car Ports	1.00	1.00
Sub-Total	27.00	23.25
Property Maintenance		
Condition of Common Areas	5.00	4.00
Open Storage; Hazardous, Combustible, Chemical Storage	4.00	3.50
Condition of Fences, Screening Walls, Retaining Walls	3.00	2.75
Landscape Plan, Maintenance	2.00	1.00
Site Plan	2.00	2.00
Condition of Parking Areas, Sidewalks, Leadwalks	2.00	1.50
Junk Vehicles, Other Parking Violations	2.00	1.75
Address, Unit Numbers	1.00	1.00
Sub-Total	21.00	17.50

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Interior Electrical		
Condition of Electrical Panels	2.00	2.00
Condition and Protection of Wiring	2.00	1.75
Condition and Protection of Light Fixtures	1.00	0.75
Condition and Protection of Wiring of Appliances	1.00	1.00
Condition of Junction Boxes, Switches and Receptacles	1.00	0.75
Accessibility	1.00	1.00
Sub-Total	8.00	7.25
Exterior Electrical		
Condition of Electrical Panels	2.00	2.00
Condition and Protection of Wiring	2.00	2.00
Condition and Protection of Light Fixtures	1.00	0.75
Condition of Meter and Service Equipment	1.00	0.75
Condition of Junction Boxes, Switches, and Receptacles	1.00	0.75
Accessibility	1.00	1.00
Sub-Total	8.00	7.25
Interior Plumbing		
Condition of Plumbing Fixtures	3.00	3.00
Condition of Gas Appliances	1.00	1.00
Sub-Total	4.00	4.00
Exterior Plumbing		
Condition of Sprinkler System, Hose Bibs	1.00	0.50
Condition of Clean Outs	1.00	1.00
Sub-Total	2.00	1.50
Water Heaters and Boilers		
Combustion Air	1.00	1.00
Condition and Protection of Wiring	1.00	1.00
Condition of Flue Pipes	1.00	1.00
Condition of Gas Connections	1.00	1.00
Condition of Temperature / Pressure Relief Valve / Line	1.00	1.00
Water Supply	1.00	1.00
Sub-Total	6.00	6.00

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Heating and Air Conditioning Equipment		
Condition and Protection of Wiring	1.00	0.50
Condition of Flue Pipes	1.00	1.00
Condition of Gas Connections	1.00	1.00
Condition of Filters and Condensate Drains	1.00	1.00
Accessibility	1.00	1.00
Sub-Total	5.00	4.50
Health Interior		
Occupancy Standards	2.00	2.00
Heating and Air Conditioning	1.00	1.00
Rodent, Insect Infestation	1.00	1.00
Sanitary Conditions	1.00	1.00
Sanitary Sewer Function	1.00	1.00
Water Temperature	1.00	1.00
Sub-Total	7.00	7.00
Health Exterior		
Condition of Pools, Pool Equipment	1.00	0.75
Improper Drainage, Standing Water,	1.00	1.00
Sub-Total	2.00	1.75
Fire		
Smoke Detectors	3.00	3.00
Unobstructed Means of Egress / Ingress	1.00	1.00
Portable Fire Extinguishers	1.00	1.00
Sub-Total	5.00	5.00
Total	100.00	89.50

The following violations were noted during the 2016 annual inspection of the Belle Grove Apartments.

Section 1- Life Safety and Health Issues – All life safety and health violations are considered a priority and should be corrected immediately.

- No violations

Section 2 - Property Standards - General property violations of the building structures, common areas, recreational areas, parking and drive areas should be completed within 60 days. The following building and property violations require routine maintenance and repair and should be corrected by **August 30, 2016**.

Office

- Crack in box ceiling

General Appearance

- Numbers at meter disconnect faded or missing throughout complex
- Grates covering outside drains blocked with leaves and debris
- Pot hole in parking space by building D on east side
- Tree limb on sidewalk south of building A

Maintenance Shop

- Missing cover on electrical junction box by A/C

North Boiler Room

- Missing boiler certificates
- Holes in sheetrock

North Laundry Room

- Hole in sheetrock behind washers
- Missing outlet covers

North Pool

- Hook missing
- Flow meter not working

North Pool Equipment Room

- No violations

Paint Room

- Missing cover on electrical junction box in ceiling

South Boiler Room

- Missing boiler certificates

South Laundry Room

- No violations

South Pool

- No violations

South Pool Equipment Room

- Bulb missing in light fixture
- Light shield missing on back light

South Storage Room

- No violations

2 units requested an interior inspection

Unit 132

- No violations

Unit 182

- Water damaged sheetrock in bathroom

Building A

- Dirt accumulated on east side walk
- Broken landscaping edging protruding into sidewalk on north side by unit 103
- Broken branches on sidewalk around building
- Cracked caulking around window on north side at unit 103
- Broken brick on wall by stairs on north side by unit 204
- Trash around building

Building B

- Missing insulation on A/C line sets on east side
- Damaged shingles on north side
- Dirt accumulated on north sidewalk

Building C

- Missing cover on water shut off valve on north and south sides
- Damaged shingles on north and south sides
- Hole in brick by A/C condenser on east side by unit 109
- Leaking hose bib on south side
- Trash around building

Building D

- Loose cleanout lid on west side
- Dirt accumulated on south sidewalk
- Tree hitting building on southeast corner
- Loose bricks on wall by stairs at unit 215
- Cracked concrete on northeast corner
- Cracked caulking around window on north side by unit 114

Building F

- Cracked light shield on security light on south side
- Missing insulation on A/C line sets on west side
- Broken fence on west side
- Trash under stairs on west side
- Broken electrical conduit to A/C disconnect on east side at unit 124
- Broken fence gate on east side at unit 122
- Loose dryer vent shield on east side at unit 117

Building G

- Broken electrical conduit at A/C disconnect on west side
- Cracked caulking around windows on west side
- Dirt accumulated on sidewalk on east side
- Loose dryer vent shield on east side at unit 129
- Damaged shingles on north side

Building H

- Broken electrical conduit on A/C condenser on east side
- Loose branches in landscaping around building
- Dirt accumulated on north sidewalk
- Missing cover on water shut off valve on north side
- Loose A/C disconnect box on west side
- Missing dead front panel in A/C disconnect box on west side

Building I

- Broken security light on south side at unit 237
- Cracked caulking around windows on south side
- Tree hitting building on south side
- Dirt accumulated on sidewalk on east side
- Damaged shingles on north and east sides
- Crack in brick by window at unit 139 on north side
- Hole in brick by door at unit 238
- Crack in sidewalk on north side
- Loose coax cable on west side
- Disconnected downspout on west side
- Trash around building

Building J

- Cracked caulking around windows on east side
- Missing insulation on A/C line sets on east side
- Broken electrical conduit to A/C disconnect on east side
- Missing back draft damper on dryer vent on east side
- Loose shutters on east side
- Tree hitting building on west side
- Missing cover on cable box on south side
- Loose cover on irrigation box on south side
- Broken cover on water valve box on south side

Building K

- Cracks in wall on north side
- Missing dead front panel on A/C disconnect on west side
- Broken electrical conduit at A/C disconnect on west side
- Missing insulation on A/C line sets on east and west sides
- Trash around building
- Screens on ground on west side at unit 148
- Missing all-weather cover on outlet on south side
- Damaged electrical conduit at A/C disconnect on east side
- Crack in brick over door on east side at unit 145

Building L

- Loose brick on wall at stairs on north side at units 151 and 153
- Damaged shingles on north side
- Trash around buildings
- Loose coax cable on west side
- Loose cover on junction box elbow on south side by downspout
- Disconnected downspout at gutter on east side

Building M

- Broken fence on east side at unit 162
- Improper electrical conduit installation to A/C disconnect boxes on east side
- Improper material used on electrical wire at A/C disconnect box on east side
- Broken A/C disconnect box on ground on east side
- Condenser panel on ground on east side
- Loose water valve lid on north side
- Cracked caulking around windows on west side
- Loose coax cable on west side at unit 159
- Broken light shield on west side at unit 261

Building N

- Dirt accumulated on sidewalk on north side
- Peeling paint on soffit on north side
- Damaged shingles on west side
- Cracked caulking around windows on south and east sides

Building O

- Cracked caulking around windows on west and south sides
- Trash around building
- Loose coax on west side at unit 167

Building Q

- Cracked caulking around windows on south side
- Damaged soffit on north side
- Peeling paint on fascia on north side
- Loose water valve lid on west side

Building R

- Trash around building
- Cracked caulking around windows on north and west sides
- Missing dead front panel at A/C disconnect on west side

Building S

- Trash around building
- Tree limbs in landscaping around building
- Dirt accumulated on sidewalk on south side
- Damaged shingles on south side
- Damaged drip edge on south side
- Missing insulation on A/C line sets on east side

Building T

- Trash around building
- Loose bricks on wall by stairs on north side at unit 286
- Cracked caulking around windows on north and south sides
- Loose cover on cable box on east side
- Tree limb in landscaping around building
- Grill next to building on east side
- Missing back draft damper on dryer vent on west side

Building U

- Missing cover on cable box on west side
- Trash around building
- Tree limbs in landscaping around building

- Cracked caulking around windows on south and east sides
- Missing proper electrical conduit attachment at A/C disconnect on east side
- Broken electrical conduit at A/C disconnect on east side
- Electrical hanging out of condenser on east unit 192

Building V

- Trash around building
- Dirt accumulated on sidewalk on north and west side
- Broken electrical conduit at A/C condenser on west side at unit 197
- Missing dead front panel in A/C disconnect on west side
- Unprotected electrical wire going into A/C disconnect box

Building W

- Cracked caulking around windows on south and east sides
- Loose brick on wall by stairs at unit 199 on south side
- Trash around building
- Damaged shingles on north side

Section 3 – Recommended Improvements – The following are minor issues that may deteriorate further and need action at a later date. These issues are included in this report for informational and planning purposes only. We recommend you monitor the following issues to prevent further deterioration over time.

- Gutters filled with debris
- Damaged window screens were noted throughout property

Section 4 – Tenant Issues - The following tenant issues were noted during the annual inspection and the individual tenants have been contacted by City staff. At this time, no further action is required by management.

- Parking violation notices were left on 3 junked vehicle at the property on June 15, 2016
- Outside storage and grill notices were left at 15 apartments for violations noted at the patios, balconies, and entryways on June 15-17, 2016.

Section 5 – Landscape Plan Requirements

- Please remove all dead vegetation.
- Please fill all dirt areas with appropriate vegetation. Provide routine care to maintain landscape beds and turf areas in a healthy and living condition.