

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

J & A
339 Polk St
January 27, 2016

	Possible Points	Score
Building Interior		
Condition of Stairs, Handrails, and Guardrails	1.00	1.00
Condition of Ceilings	1.00	1.00
Condition of Walls	1.00	1.00
Condition of Doors and Windows	1.00	1.00
Condition of Floors and Floor Coverings	1.00	1.00
Sub-Total	5.00	5.00
Building Exterior		
Condition of Paint, Wood, Siding, Trim	6.00	4.75
Condition of Stairs, Handrails, and Guardrails	4.00	4.00
Condition of Doors, Windows, Shutters, Screens	4.00	3.75
Condition of Roofs, Soffits, Fascia, Flashing	3.00	3.00
Condition of Walls	2.00	1.50
Condition of Gutters, Downspouts	2.00	2.00
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	0.50
Condition of Car Ports	1.00	1.00
Sub-Total	27.00	24.50
Property Maintenance		
Condition of Common Areas	5.00	4.00
Open Storage; Hazardous, Combustible, Chemical Storage	4.00	4.00
Condition of Fences, Screening Walls, Retaining Walls	3.00	3.00
Landscape Plan, Maintenance	2.00	1.75
Site Plan	2.00	2.00
Condition of Parking Areas, Sidewalks, Leadwalks	2.00	1.75
Junk Vehicles, Other Parking Violations	2.00	1.75
Address, Unit Numbers	1.00	1.00
Sub-Total	21.00	19.25

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Interior 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	1.00
Condition and Protection of Wiring of Appliances	1.00	1.00
Condition of Junction Boxes, Switches and Receptacles	1.00	1.00
Accessibility	1.00	1.00
Sub-Total	8.00	8.00
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	1.00
Condition of Meter and Service Equipment	1.00	0.75
Condition of Junction Boxes, Switches, and Receptacles	1.00	1.00
Accessibility	1.00	1.00
Sub-Total	8.00	7.75
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	1.00
Condition of Clean Outs	1.00	1.00
Sub-Total	2.00	2.00
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	1.00
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	5.00
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	1.00
Improper Drainage, Standing Water,	1.00	1.00
Sub-Total	2.00	2.00
Fire		
Smoke Detectors	3.00	3.00
Unobstructed Means of Egress / Ingress	1.00	1.00
Portable Fire Extinguishers	1.00	0.75
Sub-Total	5.00	4.75
Total	100.00	95.25

The following violations were noted during the 2016 annual inspection of the J & A Apartments.

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

- No life safety and health violations noted

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 **April 9, 2016**.

No office on site

No units requested an inspection

Building Violations

- Crack in brick on south side by windows on first and second floor
- Crack in brick by units 1 and 2 on east side
- Improper joist attachment at beam and wall by units 1 and 2
- Exposed wood on floor joists
- Cracked concrete at post by units 1, 2, and 3
- Cracks in previous concrete repair at sidewalk to unit 3
- Cracked caulking around windows on the second floor on the west side
- Missing cover on electrical meter on west side
- Cracked caulking around door on west side
- Peeling paint on door on west side

General Appearance

- Tree hitting building on northwest corner
- Trash around building

Laundry Room

- No violations

Maintenance Shed

- No violations

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.

- Tattered screens and broken window blinds throughout property
- Cracks in drive area

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 1 junked vehicle at the property on February 2, 2016
- No outside storage violations were noted

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.