

## Maintenance of Rental Property

Regular maintenance of rental property is vital to ensure that the property does not fall below minimum housing standards and that repairs do not become too costly. Landlords should routinely schedule property inspections with the tenants to ensure that the property is being properly maintained and that rental agreements are being followed. The landlord should schedule inspections at the convenience of the tenant in order to protect privacy.



### Resource Information

NC Department of Justice/Consumer Protection  
[www.jus.state.nc.us/cp/tenant.htm](http://www.jus.state.nc.us/cp/tenant.htm)  
(877) 566-7226  
(919) 716-6000

North Carolina Real Estate Commission  
[www.ncrec.state.nc.us](http://www.ncrec.state.nc.us)  
(919) 875-3700

Legal Aide of North Carolina  
(800) 672-9304

Coastal Community Action  
(866) 210-1630

USDA Rural Development  
(910) 526-9799

Section 8-Eastern Carolina Human Services Agency  
(910) 347-2151

Onslow Community Outreach  
(910) 455-5733

Onslow County Sheriff's Department  
(910) 455-3113

Onslow County Clerk of Court  
(910) 478-3600

Onslow County Environmental Health  
(910) 938-5851

Onslow County Planning & Development  
Land Use Division  
234 Northwest Corridor Blvd.  
Jacksonville, N.C. 28540  
(910) 455-3661 ext. 3  
Fax (910) 989-3196

## Onslow County Planning & Development Department



## *Onslow County Minimum Housing: A Guide for Landlords*

## *Minimum Housing Standards*

The purpose of the Onslow County Minimum Housing Ordinance is to establish minimum standards of fitness for the occupancy of all residential buildings. Landlords must comply with the current applicable building and housing codes. Landlords must:

- ◆ Make all repairs and do whatever is necessary to keep the premises in a safe and habitable condition.
- ◆ Provide operable smoke detectors in each dwelling unit.
- ◆ Provide carbon monoxide detectors when fossil fuel appliances are used or if there is an attached garage for the home.
- ◆ Keep all common areas of multi-family properties in a safe condition.

The County will not interfere with disputes between the landlord and tenants. The County will notify the property owner of any Minimum Housing Complaints.



## *Tips for landlords*

- ◆ Utilize background checks and credit checks to screen applicants.
- ◆ Ask tenants to provide rental references from past landlords.
- ◆ Meet with prospective tenants at a separate location such as an office.
- ◆ Have an associate with you when you are on the property premises.
- ◆ Refrain from carrying a large amount of cash with you.
- ◆ Give tenants written copies of the lease agreement, receipts and other notice documentation.
- ◆ Keep a copy of the signed rental agreement and all financial transactions for your own use.
- ◆ Keep funds on hand for emergency repairs or other unanticipated expenses.
- ◆ Separate the tenant's deposit from other monies.
- ◆ Provide a move-in checklist for the tenant to return within 5 days of move-in.
- ◆ Conduct periodic inspections to ensure that the property is being properly maintained as outlined in the rental agreement.
- ◆ Schedule a move-out inspection and have this process outlined in the rental agreement.
- ◆ Properly maintain access (driveways) for the property.

## *Qualities of a good landlord*

- ◆ Provides a safe and clean residence for tenants.
- ◆ Establishes clear lines of communication with the tenant.
- ◆ Is familiar with the minimum housing standards outlined in the Onslow County Minimum Housing Ordinance.
- ◆ Conducts regular property inspections, while respecting the rights and privacy of the tenant.
- ◆ Reports any illegal or suspicious activity to local authorities.

