



Scott County CDA Housekeeping Standards:

The housekeeping Standards are terms of your lease agreement. If the Housekeeping Standards list below are not abided by, your lease can be terminated. Resident will maintain the condition of the rental unit as follows:

Inside

- Walls should be clean, free of dirt, grease, holes, cobwebs and fingerprints. No painting without prior written approval from management. Adhesive materials should not be put on walls.
- Floors should be clean, clear, dry and free of hazards.
- Ceilings should be clean and free of cobwebs.
- Windows should be clean and not nailed or painted shut. Shades or blinds should be intact. Locks should work.
- No furniture may be placed directly in front of window areas. Emergency escape should not be hindered in any way.
- Doors should be clean, free of grease and fingerprints. Doorstops should be present. Locks should work.
- Heating unit (townhouse) door should be locked and access uncluttered.
- Trash shall regularly be disposed of properly and not left in the rental unit or common areas. Entire unit should be free of rodent or insect infestation. The SCCDA will schedule and perform extermination as needed. If the tenant's conduct necessitates more than one extermination, the tenant's lease may be immediately terminated.
- Laundry Areas should be clean and neat. If dryers are installed, remove lint from dryers after each use.
- Outlets throughout the unit need to be accessible and viewable.
- All heating mechanisms (vents, baseboard units) need to be accessible for maintenance and or repairs.
- Excessive storage of items in unit will not be permitted. Items may not be stacked in such a way that they may fall down on tenants or visitors.
- Tenants and visitors must be able to pass through all doorways and hallways unhindered by objects or debris.

Kitchen

- The stove should be clean and free of food and grease including the stovetop, burners, the oven and the broiler. The oven may not be used as a storage area.
- The refrigerator should be kept clean. Expired food items are to be disposed of properly and in a timely manner. The freezer door should close properly. The door gaskets should be kept clean and free of spills and wiped down at least weekly.
- The cabinets should be clean and neat. The cabinet surfaces and countertop should be free of grease and spilled food. Cabinets should not be overloaded. Storage under the sink should be limited to small or lightweight items to permit access for repairs.
- The exhaust fan should be free of grease and dust.

- The sink should be clean, free of grease and garbage. Dirty dishes should be washed and put away in a timely manner.
- Food storage areas should be neat and clean without spilled food.
- Perishable food must be stored in the refrigerator or freezer.

Bathroom(s)

- The toilet and tank should be kept clean.
- The tub and shower should be clean and free of mildew and mold. Where applicable, shower curtains should be in place and of adequate length to contain water in the bathtub or shower stall area. Enclosure in shower/bath area is not to be used as a storage area.
- Exhaust fans, where present, should be free of dust. The resident will receive instructions on how to clean fans.
- Floors should be clean and dry.

Storage Areas

- All closets should be neat and clean. No flammable materials such as gasoline, kerosene, etc. may be stored in the apartment.
- Other storage areas should be clean, neat and free of hazards.

Garage Building

- Not to be used for storage of items. Vehicle(s) are to be parked in the garage.
- No vehicle repair / mechanic shop business to be done out of garage.
- All vehicle fluids need to be immediately cleaned up. If a vehicle leaks oil, cardboard is to be put under the vehicle.
- Garage is not to be used as a kennel for animals.
- Not to be used for additional living space or a play area for children.

Building Exterior

- Yards should be free of debris, cars, car parts, appliances, etc. Exterior walls should be free of graffiti.
- Accumulation of junk will negatively affect the appearance of the community.
- Front and rear porches should be clean and free of hazards. No items should be stored on the porch.
- Front and rear steps should be clean and free of hazards. Snow should be promptly removed.
- Sidewalks should be clean and free of hazards. Snow should be promptly removed.
- Hallways should be clean and free of hazards.
- Stairwells should be clean and uncluttered.
- No items should be hung on fences; specifically, clothes, rugs and laundry.
- No parking of junk cars or other vehicles is allowed on public streets. Repair of cars is not allowed; this is a violation of City ordinances.
- The back and front lawns should be kept free of debris.