

# **City of Richland**

## **Residential Inspection Procedures**

### **(UTILITY INSPECTION)**

**Rental Property** – The City of Richland requires an inspection be performed prior to a new tenant occupying the residence.

The following steps must be completed:

1. The property owner is responsible for payment and the arrangement of the inspection.
2. The property must have electricity active at the time of inspection. (If not, a temporary power inspection will be required)
3. The property must pass inspection prior to new tenant move-in.
4. The new tenant must complete a residential rental registration form and pay associated fee. A release will be sent to the electric company with the tenant's name. A water account maybe established after rental registration is completed.
5. All utilities must be in the tenant's name and not in the property owner's name.

**New Homeowner** - The City of Richland requires an inspection be performed prior to a new owner occupying the residence.

The following steps must be completed:

1. The seller, buyer, or realtor should provide payment and the arrangement of the inspection.
2. The property must have electricity active at the time of inspection. (If not, a temporary power inspection will be required)
3. The property must pass inspection prior to new homeowner move-in.
4. A release will be sent to the electric company with the homeowner's name. A water account can be established only after the inspection process is completed.