



September 1, 2023

Re: Rental Inspections

Dear Property Owner,

Due to the Covid-19 virus, the City of Gadsden has made some adjustments to the rental property inspection process. The new requirements are as listed below:

- The house **MUST** be empty and clean. All repairs will need to be made prior to inspection. **NO EXCEPTIONS. **Note that permitted work must be inspected and pass prior to rental inspection (i.e. Plumbing, Electrical, & HVAC).**
- We ask that no one be present in the house during the inspection. You are required to have the dwelling available for inspection and will be asked to leave the dwelling unlocked, provide a location for the key, or lockbox codes. If you are not comfortable leaving your property unlocked you may wait for the inspector. ****Please note that we do not have set appointment times. Dwellings not made available will result in an automatic fail.**

If the above requirements are not met, the inspection will be rescheduled, which could result in a \$50 re-inspection fee (*Ref. Ordinance O-13-21 re-inspection fee increase*).

Sincerely,

A handwritten signature in black ink that reads 'Brian Greer'.

Brian Greer

Chief Building Official

City of Gadsden

(256) 549-4765

BG/bk