

Single Family Residence – Checklist for Inspection

- _____ Smoke detectors must exist on every floor level, including basement, one in each bedroom, and must be operational.
- _____ Stair railings must exist on all stairways; this includes both sides if a stairway is an open stairway.
- _____ Visible structural damage of any type on chimneys, windows, or other areas must be corrected.
- _____ Proper firewalls must exist on attached units between the units, these one hour rated walls must extend from the ground to the roof, and all through penetrations must be sealed.
- _____ If the garage is attached to the house, both the wall and the ceiling next to living areas must be a minimum ½ inch thick gypsum wall board; also, the door leading from the garage to the living area must be a minimum 1 3/8 inch solid core or steel, including the doors from the garage to the basement area.
- _____ There must be a minimum of two wall outlets per room, preferable located on opposite walls. Floor receptacles are not permitted.
- _____ The bathroom must have one receptacle which is not part of a fixture. If a receptacle exists and is not part of a fixture, it does not have to be made into a G.F.I. receptacle. However, if a new receptacle is required, it must be G.F.I.
- _____ Visible electrical violations must be corrected, such as missing wall cover plates, open junction boxes and splices. The status of the service line to the meter will be checked and must be in acceptable condition.
- _____ Outside electrical service must not have worn or damaged service cable. Inside electrical panel will be checked for proper grounding, visible electrical violations, and have all circuits labeled.
- _____ Dryer venting must be to the exterior of the unit or structure.
- _____ Closet lights which are less than 12 inches from an overhead shelf must either be disconnected or replaced with a surface mounted or recessed incandescent fixture with a completely enclosed lamp, or fluorescent fixture or bulb.
- _____ An oil burner shut-off switch will be required at the top of the basement steps or, on single level dwellings, outside the room containing the oil burner unit.
- _____ A minimum 60-amp electrical service will be required.
- _____ Chimney venting must be provided for high efficiency heaters in unlined chimneys.
- _____ Street address must be visible from the street with a minimum of four-inch high letters.
- _____ Windows in sleeping areas must be operational.

ADDRESS: _____

DATE: _____

**** All corrections must be made within 30 days and prior to tenant move-in.**