



## Property Owner / Manager Inspection Checklist

Address \_\_\_\_\_ Inspection Date \_\_\_\_\_

- \_\_\_\_\_ Address Visible on Building & Units \_\_\_\_\_
- \_\_\_\_\_ Sidewalks – No greater than ½ inch gap \_\_\_\_\_
- \_\_\_\_\_ Condition of Parking Spaces/Surface of Lot \_\_\_\_\_
- \_\_\_\_\_ Garbage Facility Provided \_\_\_\_\_
- \_\_\_\_\_ Exterior Foundation/Walls/Stairs/Decks/Porches-meet Building Code Standards \_\_\_\_\_
- \_\_\_\_\_ Exit Doors \_\_\_\_\_
- \_\_\_\_\_ Exit Signs/Lights \_\_\_\_\_
- \_\_\_\_\_ Egress Path in Common Area and in Dwellings Clear \_\_\_\_\_
- \_\_\_\_\_ Exterior Hallways & Outside Fixtures Illuminated \_\_\_\_\_
- \_\_\_\_\_ Handrails /Guardrails Sizing/Proper Height-Grip \_\_\_\_\_
- \_\_\_\_\_ Gas/electric Meter Clearly Labeled \_\_\_\_\_
- \_\_\_\_\_ Furnace Area Clear of Storage & Combustibles \_\_\_\_\_
- \_\_\_\_\_ Dwelling Door Weather Tight/Secure \_\_\_\_\_
- \_\_\_\_\_ Fire Extinguisher/Charged size /Type 2A :10BC \_\_\_\_\_
- \_\_\_\_\_ Dual Sensor Smoke Detectors Each Sleeping Room – Dual Detector – Photoelectric & Ionization
- \_\_\_\_\_ Carbon Monoxide/ Photoelectric Detector on Every Level There is a Fuel Burning Appliance & In Every Hallway Leading to a Bedroom \_\_\_\_\_
- \_\_\_\_\_ Electrical Panel Accessible, 3 ft. Clearance \_\_\_\_\_
- \_\_\_\_\_ All Electrical Outlets Operational \_\_\_\_\_
- \_\_\_\_\_ GFCI Outlets; Kitchen/Bath/Garage/Outdoors \_\_\_\_\_
- \_\_\_\_\_ No Extension Cords or Multiple Plugs \_\_\_\_\_
- \_\_\_\_\_ Functioning Light Fixtures and All Outlets \_\_\_\_\_
- \_\_\_\_\_ Appliances Functioning: Stove/Refrigerator/Vent Fans/Garbage Disposals, etc. \_\_\_\_\_
- \_\_\_\_\_ Furnace Operational/Thermostat \_\_\_\_\_
- \_\_\_\_\_ Water Heater Pressure Relief Valve & Discharge Line \_\_\_\_\_
- \_\_\_\_\_ Egress Window, if applicable \_\_\_\_\_
- \_\_\_\_\_ Windows Weather-Tight/Screens \_\_\_\_\_
- \_\_\_\_\_ Ventilation – All Windows Open/ Bathroom Fans Operational \_\_\_\_\_
- \_\_\_\_\_ Check Plumbing Fixtures/Leaks/Traps \_\_\_\_\_
- \_\_\_\_\_ Ceiling Height/Room Size meet Housing Code \_\_\_\_\_
- \_\_\_\_\_ Check Ceiling Walls & Floor Conditions /Paint Maintenance \_\_\_\_\_
- \_\_\_\_\_ Rodent/Insect Infestation - Remediate \_\_\_\_\_
- \_\_\_\_\_ Maximum Occupancy per Housing Code \_\_\_\_\_
- \_\_\_\_\_ OTHER \_\_\_\_\_