

INSPECTION PERMIT ITEMS

- **Sanitation**
 - Clean and free from any accumulation of rubbish or garbage both interior and exterior
 - No evidence of insects or rodents or other infestation. Building defects permitting entrance shall be corrected. Infestations found must be exterminated by professional means with documentation of future treatments
 - Adequate trash storage facilities or approved garbage containers must be present and provided by property owner (except when using trash bags) and meet City code requirements

- **Walls and ceilings**
 - No missing plaster/drywall/ gypsum inside structure—repair or replace area for fire resistance (does not include detached garage)
 - Waterproof surface intact in tub & shower areas

- **Doors and Windows**
 - Security locks functional on exterior entry doors (no double keyed deadbolts allowed)
 - Entry doors latch properly.
 - Windows must be free of breaks or cracks that allow moisture entry (No missing glass pieces)
 - One operable window required in all sleeping rooms

- **Structural**
 - Exterior walls shall be maintained in sound condition and free of any condition which admits rain or excessive dampness to the interior of the building
 - Roofs shall be sound, tight, and not have defects that admit rain
 - Floors intact with no visible missing/rotten structural components
 - Structural members must not be deteriorated so as to make them incapable of carrying imposed loads
 - Stairs and porches and their supports must be structurally sound. If stairs or porches are four or more steps high, they shall have handrails or railings located on one side. *(Every exterior and interior flight of stairs having more than four risers shall have a handrail on one side of the stair. Handrails shall not be less than 30 inches in height or more than 42 inches in height measured vertically above the nosing of the tread or walking surface. A guard is also required on the open side of the stair when the floor or grade measures more than 30 inches)*
 - Basements and interior cellars must be free of standing water

- **Plumbing fixtures**
 - Every unit must contain a bathtub or shower, lavatory, operable toilet, and kitchen sink in safe working condition (operable trap, drains into sewer) 504.1
 - A working hot water heater is required which is properly vented and has a relief valve and maintains a water temperature of a minimum of 110°
 - No S-trap

- **Electrical Equipment**
 - Cover plates must be present on all electrical outlets and switches
 - Electrical switches and outlets must be operable
 - Outlets within 6 feet of water source must be GFCI
 - Lighting fixtures must be operable

- **Mechanical Equipment**
 - Heating unit must be operable and heat the habitable area (winter inspection only)
 - Furnace must be properly vented (no holes in flue pipe & vented to outside)

- **Safety**
 - All exit doors must be operable
 - Flammable materials must be properly stored
 - Extension cords may not be used as permanent electrical connection
 - Working smoke detectors must be in place above door in bedrooms and in a central location around bedrooms
 - Carbon monoxide detectors must be installed when gas appliances and attached garage are present
 - Wood burning fireplace inspection must be completed by professional firm at occupancy if latest inspection on file is over 1 year old (does not apply to gas fireplaces). Considered non-working only if rendered incapable of burning with flue sealed off
 - Structure must not be so dilapidated, decayed, unsafe, unsanitary, or which so utterly fails to provide amenities essential to living that they are unfit for human habitation or are likely to cause sickness or disease so as to injure the health and general welfare of the occupants (Not able to inspect due to clutter or filth, unsafe for inspector to enter)

Space Requirements-Occupant loading limited by: (to be calculated at inspection and noted on inspection form along with listing of occupants)

MINIMUM AREA REQUIREMENTS-2015 IPMC 404.5 & 404.6

Space*	1-2 occupants	3-5 occupants	6 or more occupants
Living Room	120 sq ft	120 sq ft	150 sq ft
Dining Room**	No requirement	80 sq ft	100 sq ft
Bedrooms	Minimum of 70 square feet of floor area for 1 st occupant plus additional 50 square feet of floor area for each additional occupant (Each sleeping room stands alone)		
Efficiency Units	Minimum of 120 square feet of floor area for 1 st occupant plus additional 100 square feet for each additional occupant with maximum of 3 occupants		

*All floor space calculations exclude kitchens and bathrooms

**Space requirements for separate living/dining room shall comply if the total area is equal to the combined living & dining requirement