

Housing & Apartment Inspection Checklist

1. Safe walkway to unit.
2. Apartment number visible on unit.
3. Walls, ceiling, floors free of large cracks, breaks or holes.
4. Free of mold.
5. All plumbing working properly, no leaks, hot water on left side.
6. Stairway in good shape, handrails in place.
7. Guardrails, if required, shall not be less than 36" high and secure.
8. Smoke detectors on all levels and in each hallway and bedrooms.
9. Carbon Monoxide alarms in each unit that has a fuel-fired appliance of garage and in basement.
10. Ground Fault Interrupter's, if installed, should be working properly.
11. Bathrooms should have natural or mechanical ventilation.
12. Dryer exhaust should be through an approved metal pipe and kept clean.
13. Water heaters shall have an approved pipe on the relief valve and also piped to the floor.
14. Doors shall be maintained in good condition. Locks at all entrances, sleeping rooms and bathrooms.
15. Every window, other than a fixed window, shall be easily operable and capable of being held in position by window hardware. Also have a proper lock. No cracks or broken panes and a proper screen.
16. Oil & gas heating units should have proper clearances and maintained in a safe working condition, and shall be capable of performing the intended function.
17. All safety controls for fuel-burning equipment shall be maintained in effective operation.
18. Cooking appliances, stoves, etc. shall be anti-tip devise installed.
19. Duct systems shall be maintained free of obstructions and shall be capable of performing the required function.
20. All electrical equipment, writing, appliances and switches and outlets shall be properly installed and maintained in a safe and approved manner.