



CITY OF FLORISSANT



SAMPLE INSPECTION CHECKLIST

EXTERIOR

PAGE 1

ITEM CHECKED

GENERAL GUIDELINES

-
- 1 ROOF (Flashing, shingles)..... sound condition, no loose or missing shingles, sheeting sound, no leaks
 - 2 CHIMNEY AND FLUES..... sound condition, brick & mortar sound, rain caps and spark screens, Code
 - 3 SEWER VENTS..... sound condition, not blocked, extend 1 ft. above roof
 - 4 DRIVEWAY SURFACE..... sound condition, no open cracks or joints, slabs level and not sunken
 - 5 CARPORT SLAB..... sound condition, no open cracks or joints, slabs level and not sunken, asphalt surfaces sound and sealed to prevent water penetration
 - 6 WALKWAYS..... sound condition, no open cracks or joints, slabs level and not sunken
 - 7 EXTERIOR WALL, SIDING..... sound condition, paint in good condition, proper clearance to ground
 - 8 TRIM Roof-Window..... sound condition, paint in good condition
 - 9 SOFFIT..... sound condition, paint in good condition
 - 10 GUTTERS & DOWNSPOUTS..... sound condition, paint in good condition, clean & open, splashblock, no leaks
 - 11 ATTIC VENTS..... sound condition, paint in good condition, bird proof, proper size
 - 12 WINDOWS/PRIME & STORM..... sound condition, paint in good condition, glass, no cracks or hold, putty OK
 - 13 SCREENS..... frames in sound condition, paint, good condition, screens, no holes or tears
 - 14 PORCH / STEPS..... sound condition, paint in good condition, safety rail, handrail
 - 15 CARPORT..... posts, ceiling & screening in sound condition, paint in good condition
 - 16 EXTERIOR DOORS..... sound condition, paint in good condition, safety rail, handrail
 - 17 PATIO..... sound condition, paint in good condition, good fit, lock or latch properly
 - 18 HOSEBIB FAUCETS..... operate properly with no leaks
 - 19 AIR COND DISCONNECT..... required for all outside serviced units, installed per National Electric Code
 - 20 ELECTRICAL WIRING..... must meet National Electric Code standards and be in good condition
 - 21 ELECTRIC SERVICE..... must meet National Electric Code standards
 - 22 OUTLETS / FIXTURES..... must meet National Electric Code standards and be in good condition
 - 23 GARAGE (Detached)..... sound condition, paint in good condition
 - 24 ACCESSORY STRUCTURES..... sound condition, paint in good condition
 - 25 YARD..... checked for weeds, trash, debris, drainage, grass cover
 - 26 TREES & SHRUBS..... must clear roof and siding, removal of dead or dangerous limbs or trees req.
 - 27 INSECT INFESTATION..... a visual check for termite, roach, and other insect activity is made
 - 28 RODENT HARBORAGE..... harborage under slabs, sheds, woodpiles, etc. to be eliminated
 - 29 FENCING..... sound condition, wood fence supports to inside of property per zoning code
 - 30 PUBLIC SIDEWALK..... sound condition, slabs level, no sunken or raised concrete, (trip hazard)
 - 31 32, 33, blank..... for exterior problems not itemized above



CITY OF FLORISSANT



SAMPLE INSPECTION CHECKLIST

INTERIOR

PAGE 2

ITEM CHECKED

GENERAL GUIDELINES

-
- 34 LIVING & DINING ROOMS
 - a. Walls & Ceiling..... sound condition, no large holes or open cracks, paint in good condition
 - b. Floors..... structurally sound, finish in good condition, or carpet with no tears or holes
 - c. Doors..... sound, no holes, good fit when closed, latch/lock, bottom guides & tracks
 - d. Outlet, switches, fixtures..... in good condition, installed and functional per National Electric Code standard
 - e. Windows, glass, sills..... sound condition, paint in good condition, NO cracks or holes in glass
 - f. (other)..... fireplace / fan / smoke detector, or other item not listed
 - 35 HALLWAY
 - a. Walls & Ceiling..... sound condition, no large holes or open cracks, paint in good condition
 - b. Floors..... structurally sound, finish in good condition, or carpet with no tears or holes
 - c. Doors..... sound, no holes, good fit when closed, latch/lock, bottom guides & tracks
 - d. Outlets, switches, fixtures..... in good condition, installed and functional per National Electric code standard
 - e. (Other)..... fan / smoke detector, or other item not listed
 - 36 (Unlisted type room) family room, den, recreation room, etc., or two separate living & dining rms
 - a. Walls & Ceiling..... sound condition, no large holes or open cracks, paint in good condition
 - b. Floors..... structurally sound, finish in good condition, or carpet with no tears or holes
 - c. Doors..... sound, no holes, good fit when closed, latch/lock, bottom guides & tracks
 - d. Outlets, switches, fixtures..... in good condition, installed and functional per National Electric Code standard
 - e. Windows, glass, sills..... sound condition, paint in good condition, NO cracks or holes in glass
 - f. (other)..... fireplace / fan / smoke detector, or other item not listed
 - 37 BEDROOM (Master)
 - a. Walls & Ceiling..... sound condition, no large holes or open cracks, paint in good condition
 - b. Floors..... structurally sound, finish in good condition, or carpet with no tears or holes
 - c. Doors..... sound, no holes, good fit when closed, latch/lock, bottom guides & tracks
 - d. Outlet, switches, fixtures..... in good condition, installed and functional per National Electric Code standard
 - e. Windows, glass, sills..... sound condition, paint in good condition, NO cracks or holes in glass
 - f. (other)..... fireplace / fan / smoke detector, or other item not listed
 - 38 BATHROOM (Master BR)
 - a. Walls & Ceiling..... sound condition, no large holes or open cracks, paint in good condition
 - b. Floors..... structurally sound, finish in good condition, or carpet with no tears or holes
 - c. Doors..... sound, no holes, good fit when closed, latch/lock, bottom guides & tracks
 - d. Outlet, switches, fixtures..... in good condition, installed and functional per National Electric Code standard
 - e. Windows, glass, sills..... sound condition, paint in good condition, NO cracks or holes in glass
 - f. Exhaust fan..... required if no openable window, must exhaust to outside of house
 - g. Tub / shower..... sound sealed surface, no leaks from faucets, wall surface waterproof, drain valve functional or bar or screen in drain opening if stopped is used
 - h. Toilet..... sound condition, secure to floor, sealed to drain, flush properly, no leaks
 - i. Lavatory..... sound sealed bowl surface, no leaks from faucets, drain pipe per Code, drain valve functional or bar or screen in drain opening if stopped is used
 - j. (other)..... any item checked that is not listed above
 - 39 BEDROOM (NAMED BY LOCATION)
 - a. Walls & Ceiling..... sound condition, no large holes or open cracks, paint in good condition
 - b. Floors..... structurally sound, finish in good condition, or carpet with no tears or holes
 - c. Doors..... sound, no holes, good fit when closed, latch/lock, bottom guides & tracks
 - d. Outlet, switches, fixtures..... in good condition, installed and functional per National Electric Code standard
 - e. Windows, glass, sills..... sound condition, paint in good condition, NO cracks or holes in glass
 - f. (other)..... fan / smoke detector, or other item not listed
 - 40 BEDROOM (NAMED BY LOCATION) **SAME AS #39**



CITY OF FLORISSANT



SAMPLE INSPECTION CHECKLIST

INTERIOR

PAGE 3

ITEM CHECKED

GENERAL GUIDELINES

-
- 41 BATHROOM (HALL)
- a. Walls & Ceiling..... sound condition, no large holes or open cracks, paint in good condition
 - b. Floors..... structurally sound, finish in good condition, or carpet with no tears or holes
 - c. Doors..... sound, no holes, good fit when closed, latch/lock, bottom guides & tracks
 - d. Outlet, switches, fixtures..... in good condition, installed and functional per National Electric Code standard
 - e. Windows, glass, sills..... sound condition, paint in good condition, NO cracks or holes in glass
 - f. Exhaust fan..... required if no operable window, must exhaust to outside of house
 - g. Tub / shower..... sound sealed surface, no leaks from faucets, wall surface waterproof, drain valve functional or bar or screen in drain opening if stopped is used
 - h. Toilet..... sound condition, secure to floor, sealed to drain, flush properly, no leaks
 - i. Lavatory..... sound sealed bowl surface, no leaks from faucets, drain pipe per Code, drain valve functional or bar or screen in drain opening if stopped is used
 - j. (other)..... any item checked that is not listed above
- 42 KITCHEN
- a. Floors..... sound condition, floor covering in good condition, no holes or tears
 - b. Walls / Ceiling..... sound condition, no large holes or open cracks, paint in good condition
 - c. Doors..... sound, no holes, good fit when closed, latch / lock
 - d. Outlet, switches, fixtures..... in good condition, installed and functional per National Electric Code standard
 - e. Windows, glass, sills..... sound condition, paint in good condition, NO cracks or holes in glass
 - f. Sink..... sound sealed bowl surface, no leaks from faucets, drain pipe per Code
 - g. Garbage Disposal..... function properly, wiring per code standards, clamped entering housing etc.
 - h. Cabinets, counter top..... cabinets and doors in good condition, countertop sound and sanitary finish
 - i. Exhaust fan..... function properly, filter required if discharge is into duct in wall, clean
 - j. Electric / Gas supply..... must meet National Electric Code or BOCA Mechanical Code standards
 - k. (other)..... write in items
- 43 BASEMENT
- a. Walls / floors..... in sound condition, no water leaks
 - b. Stairs / handrail..... structurally sound, handrail from top to bottom step
 - c. Electric wiring..... must meet National Electric Code standards and be in good condition
 - d. Junction boxes..... required for ALL splices in house wiring except low (24V) voltage
 - e. Outlets, switches, fixtures..... in good condition, installed and functional per National Electric Code standard
 - f. Laundry receptacle..... separate circuit, a grounded, grounding type outlet (3 prong)
 - g. Laundry, water/drain..... must meet St. Louis County plumbing Code standards, be in good condition
 - h. Gas supply lines..... must meet St. Louis County Mechanical Code standards, be in good condition
 - i. Building waste / soil lines..... must meet St. Louis County plumbing Code standards, be in good condition
 - j. Service panel (electric)..... must meet National Electric Code standards and be in good condition
 - k. Bathroom..... all fixture traps properly vented per St. Louis County plumbing code
 - l. (other)..... write in items
- 44 UTILITY ROOM / AREA
- a. Furnace..... visual inspection only, i.e. gas & electric hookup, housing & ductwork
 - b. Water Heater..... visual inspection only, leaks, safety valves, water connections etc.
 - c. Service panel..... must meet National Electric Code standards and be in good condition
 - d. (other)..... write in items
- 45 GARAGE
- a. Walls..... fire / smoke separation wall between house & attic of 1/2 inch drywall
 - b. Ceiling..... must be minimum 1/2 in. drywall when required for fire/smoke separation
 - c. Door / Interior..... door into house must be a 1-3/4 inch solid core door
 - d. Door / Exterior..... sound, no holes, good fit when closed, latch/lock, no broken glass, paint / finish in good condition
 - e. Wiring and fixtures..... must meet National Electric Code standards and be in good condition
 - f. Outlets, switches..... must meet National Electric Code standards and be in good condition
 - g. (other)..... write in items