

Pre-Inspection Checklist

This checklist is not all encompassing and should only be used as a general guide in conjunction with the **Complete Pre-Inspection Rundown list**.



Complete Pre-
Inspection Rundown

General for All Rooms

- Flooring throughout the home in good condition without damage; holes, peeling, separation, fraying, etc.
- No holes in walls, ceilings or doors
- No peeling, flaking or blistered paint or texture
- No fogged window glass
- Screens in place on all windows & doors from June 1 to October 15 without damage. Grade level windows must have screens installed year round.
- Egress paths must be free of obstructions; bedroom windows & doors, entry & sliding glass doors, etc.
- All electrical plates for switches, outlets, etc. in place
- All GFCI outlets throughout the home test and reset
- Light fixtures properly installed with globes/lenses and functioning
- No missing light bulbs
- No major appliance on extension cords or power strips; fridges, freezers, ACs, sump pumps, water softeners, laundry equipment, etc.
- No cords ran in a way that they could pose a tripping hazard
- Every level of a dwelling must have a smoke detector (basement, main, second & attics)
- Fire extinguishers are required in every building with three or more units, within 75 feet of every entrance door or located in every unit
- Fire extinguishers are required to be serviced and tagged yearly or replaced yearly
- Ensure all smoke & CO detectors not expired; 10 years old or older from manufacture date
- All buildings with RPZs, fire sprinkler, fire alarm panels & lawn irrigation backflow devices are to be serviced & tagged yearly
- No flexible drain piping on any plumbing fixtures

Mechanical Room

- Furnace filter installed, correct size, clean and with cover in place
- Temperature pressure valve and drain valve on water heater not leaking
- Water heater not leaking
- Breaker panel has no open breaker slots
- 36 inch clearance of stored items around fuel burning furnace and water heater
- Breaker panel needs clearance of 30 inches in width and 36 inches in front of the panel
- Sump pump cover in place
- Dryer vent attached with no duct tape at seams and no vinyl flex duct

Garage and Exterior

- Ensure the laser sensor for the auto reverse on garage door openers are working
- If the garage is attached to the dwelling, make sure there are no holes or unsealed penetrations in the fire wall between the garage and the dwelling
- If your garage has an attic access panel, make sure it is fire rated and in place (do not seal the attic access)

Helpful Tips from Your Inspector

Bring these items to your inspection:



9 volt and
AA batteries



Furnace
filter



Extra sink
strainer



Extra
lightbulbs



Disposal
wrench



Step
stool

- Check all outdoor light fixtures for bird nests built on or in the fixture and remove if present
- Dryer vents should be clean with backdraft flaps able to close and no installed screens or grids
- Check condition of siding; missing, rotting, holes, peeling paint, etc.
- Check for missing soffit & fascia
- Check around AC lines, gas lines and other penetrations to make sure they are still properly sealed
- Check all paved surfaces for heaving, settling and/or separations of 1 inch or greater
- Remove any junk, trash or debris for the exterior of the property
- Trim back or remove any vegetation that is growing against or in any structures

Bathrooms

- Bathroom fixtures are secure & not loose
- Tub & vanity fixtures not dripping when in off position
- Pop ups or screens present in tub & vanity drains
- Ventilation fans clean & operable
- Toilet not running, flushes properly with a secure & properly fitting toilet seat
- Toilet secure to floor
- No biological growth on any surfaces; walls, ceilings, caulking, grout, etc.
- Vanity cabinet doors & drawers in place and working properly
- No leaks present in the bathroom
- Hand held shower heads have appropriate backflow protection if the shower head reaches below the water line
- The tub diverter is fully operational, with no leaking when diverted

Kitchen

- Ensure garbage disposal works, has a strain relief/romex clamp on the cord, doesn't leak & has proper splash guard installed
- Check kitchen faucet aerator and drain for, drips & leaks, and that it is secure
- Ensure all burners on the stove work

- Remove any foil on stove top, in the oven and on burners
- Make sure range hood/microwave surface lights and exhaust fan work & covers are present
- Check that grease filters are in place on range hood/microwave & that it's clean
- Check all kitchen appliances to make sure there are no broken parts & replace/repair if there are

Bedrooms

- Egress windows are not blocked, can fully open and stay open (unless fully sprinkled)
- Appropriate smoke detector present & operational
- CO detector and smoke detector located within 10 feet outside of every bedroom and CO in every bedroom with a gas burning appliance in the bedroom (*Note: New State Statute Section 299F.51, now employs different situational requirements*)

Items for a new use inspection (in addition to those above)

- Measure headroom on all stair wells to ensure it is 6 foot 4 inches along the entire plane of the stairs
- Every habitable room must be at least 7 feet in length and width, a minimum floor area of 70 square feet (excluding kitchens which must be at least 3 feet between working surfaces and appliances)
- Every habitable room must have a ceiling height of 6 foot 4 inches
- Measure each egress window in sleeping rooms, ensuring the window is fully open and stays fully open, to ensure the minimum width, height, total open area and sill height requirements are met
- Check egress window wells for debris, size and depth, ladder if required and easily removable cover if a cover is present
- Tempered glass or film installed, if older windows, in all required hazard areas 18" from floor