

# OCCUPANCY INSPECTION CHECK LIST

ADDRESS \_\_\_\_\_ BUILDING PERMIT # \_\_\_\_\_

DATE: \_\_\_\_\_ TIME OF INSPECTION: \_\_\_\_\_ INSPECTOR: \_\_\_\_\_

TIME OF ARRIVAL: \_\_\_\_\_ TIME OF DEPARTURE: \_\_\_\_\_

## EXTERIOR

House numbers on building \_\_\_\_\_

Foundation cracks or holes \_\_\_\_\_

Holes in siding or brick \_\_\_\_\_

Grading sloping from building minimum 1:12 for 8' \_\_\_\_\_

(On new buildings also check develop plan)

Weeds - Garbage or Rubbish \_\_\_\_\_

Exterior painting \_\_\_\_\_

Chimney condition \_\_\_\_\_

Accessory structures including fences and decks \_\_\_\_\_

(Also check location for easements - Check for necessary permits)

Exterior electrical wires hanging lower than 8' \_\_\_\_\_

Doors work freely & lock \_\_\_\_\_

Plumbing vent stack on roof \_\_\_\_\_

Mud or dirt on street \_\_\_\_\_

**Does site drain?** Should not pond water \_\_\_\_\_

Does grading conform to development plan? \_\_\_\_\_

## INTERIOR

Doors work freely and latch \_\_\_\_\_

Windows open and have screens \_\_\_\_\_

(For sleeping rooms windows must have clear opening of 5 Sq. Ft. on grade floor and 5.7 Sq. Ft. on other. Sill height of window no more than 44" from floor.)

Ceiling and walls free from cracks, chips, pops etc. \_\_\_\_\_

Smoke detectors \_\_\_\_\_

(By bedrooms, on each floor)

Drip leg on hot water heater \_\_\_\_\_

Check stack condition on furnace and hot water heater \_\_\_\_\_

Running water in sinks, stools, bathtub etc. \_\_\_\_\_

Check for leaking drain under sinks \_\_\_\_\_

Grounded outlet for washer & dryer \_\_\_\_\_

Minimum 2 outlets in each bedroom \_\_\_\_\_

Exhaust vent in bathrooms or operating window \_\_\_\_\_

G.F.I. protection for outlets in kitchen within 6' of sink \_\_\_\_\_

G.F.I. protection for outlets in bath within 6' of sink \_\_\_\_\_

G.F.I. protection for outlets 6' from sink by wet bar etc. \_\_\_\_\_

Open splice wiring \_\_\_\_\_

Wiring entering metal box without connector \_\_\_\_\_

Panel box - No open spaces \_\_\_\_\_

(If open check for double lugging. Any questions have electrical inspector check it.)

Handrails all stairs with 3 or more risers. Includes decks. \_\_\_\_\_

*Source: Village of Shiloh*

If any proposed basement sleeping rooms check egress and ingress. Windows 5.7 Sq. Ft. clear opening with sill height maximum 44" from floor or exit to a hall which provides 2<sup>nd</sup> exit separate from stairs. \_\_\_\_\_

Unprotected Romex \_\_\_\_\_

**GARAGE**

1/2" drywall, joints taped, between garage and living space. \_\_\_\_\_

If sleeping rooms above garage 1 hr. fire rating in garage ceiling. \_\_\_\_\_

Doors to living space to be 1 3/8 solid wood or metal with 1 hr. rating \_\_\_\_\_

**FORMULA FOR OCCUPANCY**

Number of bedrooms \_\_\_\_\_ Total square feet of structure \_\_\_\_\_

~~(No bedroom can have a dimension under 7' and must have escape)~~

Bedroom for 1 person can not be less than 70sf. \_\_\_\_\_

Bedroom for more than one must have at least 50sf. per person. \_\_\_\_\_

Living room for 3-5 at least 120 sf., for 6 or more 150 sf. \_\_\_\_\_

Dinning room for 3-5 at least 80sf., for 6 or more 100 sf. \_\_\_\_\_

Kitchen for 3-5 at least 50 sf., for 6 or more 60 sf. \_\_\_\_\_

**SPECIALTY ITEMS**

**Private Sewer system**

Owner to furnish copy of Aeration Service Record - Must be done within 1 Year. \_\_\_\_\_

Septic System to be inspected by St. Clair County Health Department. Owner to schedule and pay for \_\_\_\_\_

**Swimming Pool**

Fence to be per Code \_\_\_\_\_

Self latching gate in place. \_\_\_\_\_

Alarm on door if access from house. \_\_\_\_\_

Verify all Village fees are paid i.e. liens, sewer bill, business license \_\_\_\_\_

**TYPE OF STRUCTURE**

1 Story \_\_\_\_\_

2 Story \_\_\_\_\_

Split Level \_\_\_\_\_

Duplex \_\_\_\_\_

Basement \_\_\_\_\_

Apartment \_\_\_\_\_

**Additional Comments**

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