

## **Below is a SAMPLE SUMMARY of the items that will be inspected**

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- **CEILINGS** must be in good condition with no large cracks or holes that allow drafts, or loose or falling plaster.
- **WALLS** must be in good, clean and sanitary condition with no peeling paint, loose plaster, rotten wood or defective surface conditions.
- **FLOORS** must be in good condition with no holes, large cracks or missing or warped floor boards.
- **WINDOWS** must be easily opened, weather tight and in sound condition.
- **WIRING** must be in working order. Broken or frayed wiring, missing cover plates, overloaded circuits or cracked outlets are not acceptable.
- **SINKS** must be maintained in a sanitary, safe working condition with hot and cold running water.
- **TUB AND/OR SHOWER** shall be in every dwelling unit and shall be maintained in a sanitary, safe working condition with hot and cold running water.
- **TOILETS** must flush and work properly.
- **OTHER ROOMS** not lived in must be free from mechanical, electrical and security hazards. There must be no large holes in the floors, ceilings or walls, and all stairways are in safe condition.
- **ROOF/FLASHING** must be sound, tight and without defects that admit rain. Gutters and downspouts, if installed, must be in good condition and securely attached to the building and are capable of performing their intended purpose.
- **HANDRAILS** Every flight of stairs, and any open portion of a stair, landing, porch or balcony that is more than 30" above the floor or grade, must have handrails and guards installed and maintained in good condition.
- **FOUNDATION** must be in good condition with no large holes, cracks, leans or bulges.
- **WATER/SEWAGE** supply must have an approved public or private water supply system and sewage disposal system, maintained in proper working condition.
- **CHIMNEYS** must be maintained structurally safe, sound and in good repair.
- **PLUMBING** must be in good condition, and there must be no signs of leaks or extensive rust. Fixtures must be properly installed and maintained in safe, sanitary and functional condition.
- **ELECTRICAL** wiring and appliances must be properly installed and maintained in a safe and approved manner.
- **MECHANICAL** equipment, fireplaces and solid fuel burning appliances must be properly installed and maintained in a safe and approved manner.
- **WATER HEATER** must be installed properly and maintained in good working order.
- **HEAT** must be supplied from September 1 to June 1 to maintain a temperature of not less than 68°F.
- **FIRE EXITS** must have a safe, continuous and unobstructed means of exit from the structure.
- **ENTRANCE** must be provided from the outside or from a public hall, so that entry into the unit is not from a separate dwelling unit or apartment.
- **LIGHTS** must be maintained in proper and working order in all dwelling units and shared hallways and inside stairways.
- **SMOKE DETECTORS** must be installed in working condition on every habitable floor (including basements), in each sleeping room and outside sleeping rooms.
- **CARBON MONOXIDE DETECTORS** must be installed in working condition outside of each sleeping area.