

SAEGERTOWN BOROUGH

Reference

INSPECTION CHECK LIST

Any of the Following items may be checked during your Full Inspection

ADMINISTRATIVE

- Designated Manager
 - Manager Information Provided
- Floor Plan or Sketch
- Maximum Occupants
- Occupant Rules verification
- Occupants Registered
- Occupant Disclosure
 - Name
 - Address with Po Box
 - Current Phone Number
 - Names of ALL occupants
 - List occupants over 18 yrs. Old

FIRE PREVENTION

- 911 address marked and visible from street
- Unit number marked and visible from outside the unit
- All doors open easy
- All doors open from the inside
- 2 ¾ # ABC Extinguisher in Kitchen
- Exits not blocked
- Hall clear of debris
- Windows open
- Flammable storage outside
- Flammable storage in approved container
- Emergency Exits or Escape Ladders (2 means of exit)
- CO detector
- Smoke Alarms
 - Each level
 - Each Bedroom
 - Bedroom Halls
 - Batteries Charged

HEATING

- Type _____
- Proper Venting
- Min. 68 degrees
- No portable unvented heaters
- Portable Electric Heaters with Safety

- Chimneys in good repair
- No wood burners

PLUMBING

- No leaks
- Flush Toilet per unit
- Hot on left, cold on right
- Hot Water 110 deg. Min.
- Interior locks on bathroom doors
- Bathroom accessible without going through another room
- Hot Water tank with relief Valve
- Hot Water tank with drain hose
- Bathroom
 - Toilet
 - Sink
 - Tub or shower

ELECTRICAL

- Min. 60-amp service per unit
- Bathroom with one receptacle with GFI
- Min. 2 outlets per room
- No multiple Outlet Adapters
- Extension cords min. # wire / with ground
- No Bare Wires
- Outlets covered
- Switches in working order
- Access to Electric panel

INTERIOR HOUSEKEEPING

- No pest, vermin or rodents
- General repairs
- Painting
- Stairs in good repair
- Stairs with handrail
- Stairs 36" min. width
- Windows open
- Windows have screens
- Screen doors with closure
- Basement doors with closure
- Doors can be locked
- Doors do not stick
- Rooms have window / that can open
- Bathroom has window or exterior vent

- Ceiling 7' high
- Working sump pump
- Rooms min. 7' wide
- Common Halls lighted (emergency lights)
- Exit signs where required (common halls)
- Kitchens
 - Working refrigerator
 - Working stove or cooking appliance
 - Sink with hot and cold water

EXTERIOR HOUSEKEEPING

- No pests, vermin or rodents
- Lawn mowed and trimmed
- No accumulation of weeds
- Ice and snow removed from walks
- General repairs (including no chipped or peeling paint)
- Foundation walls in good repair
- Roofs do not leak
- Gutters in good shape
- Sidewalks repaired to code
- No graffiti
- Spas or Hot Tubs with safety covers
- No pooling of water in yards
- Leak Proof outside garbage containers
- Accessory structures in repair (garages and sheds)
- Storage area for lawnmowers, outside furniture, bicycles, etc.
- No uninspected vehicles
- No un-operable vehicles
- No appliances stored outside
- No garbage or rubbish (no outside tires)
- Decks / Porches over 4 risers high require handrails (30" to 42" high rails – 4" between spindles)
- Swimming Pools
 - Clean Water
 - Chlorinated
 - Fence and closures

Parking:

- Two (2) off-street parking spaces per unit
- Off-street parking for each vehicle at a unit
- All spaces at least 9 ft. wide and 18 ft. long
- All spaces must be gravel, concrete or blacktop.
- New driveways require a permit