

### Inspection Report

Address:	# of Apartments:
Owner:	# of Stories:
Owner Address:	Owner Phone:
Bldg. Construction:	Roof Type:
Gas Shutoff Location:	
Water Shutoff Location:	
Electric Shutoff Location:	
Type of Heat:	

Attic	Y	N	Accessible from Interior	Y	N
Basement	Y	N	Accessible from Interior	Y	N
Sprinkler	Y	N	Last Inspection Date:		
Boiler	Y	N	Last Inspection Date:		
<i>Boiler Inspection required every 2 years with 6 or more units and over 100,000 BTU</i>					

### Common Areas

Exits blocked	Y	N
Debris blocking stairways	Y	N
Lighting for hallways / stairways / emergency lighting	Y	N
Operational smoke / CO detector	Y	N
Handrails secure	Y	N

### Basement

Combustibles within 36" of heat source	Y	N
Blue piping sealed to chimney	Y	N
Operational smoke detectors	Y	N
Self-closing 1-hour rated door	Y	N

### General

Broken Windows	Y	N
Exits can unlock from Interior	Y	N
Two exits from 3 story building	Y	N
Building numbers visible	Y	N
Open Junction boxes	Y	N
Overload electrical outlets	Y	N
Visible exterior defects	Y	N
Portable unvented heaters	Y	N
Proper metal dryer vent	Y	N
Required smoke / CO detectors present	Y	N
Flammable liquids stored in building	Y	N
Main electrical breaker panel labeled	Y	N
Unsafe electrical wiring	Y	N
Unsafe extension cord	Y	N
Visible interior defects	Y	N
Water heater overflow tub	Y	N
Water test completed (non-potable sign posted, if required)	Y	N
Housekeeping adequate	Y	N
Combustibles stored under exit stair	Y	N
Plumbing fixtures in good condition	Y	N
5# ABC Fire Extinguisher present	Y	N
Last inspection date for Fire Extinguisher		
Cellar has 1-hour rating (2 stories or more)	Y	N
Clear space in front of electrical panel	Y	N
Gas & equipment shut-off valve	Y	N
Adequate Car Parking and Access (Boat, if applicable) verified	Y	N
Trash removal guidelines posted / Animal Secure Area Provided	Y	N
Address Clearly Marked	Y	N

Additional Remarks

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**Overall: Pass / Fail**

Actions Required, if Fail:

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Inspection Length: Start \_\_\_\_\_ Finish \_\_\_\_\_ Total Time \_\_\_\_\_

Inspector Signature: \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_