



RESIDENTIAL OCCUPANCY INSPECTION GUIDE
MAY NOT COVER ALL CODE REQUIREMENTS - TO BE USED AS A GUIDELINE ONLY
INTERIOR GUIDELINES

WALLS / CEILINGS / FLOORS

- A. Walls and Ceilings properly maintained, no holes or open cracks, paint in good condition
- B. Floors structurally sound, finish in good condition, covering or carpet with no tears or holes

DOORS / WINDOWS / SCREENS

- A. Doors properly maintained, no holes, good fit, latch properly, open and close properly. Thumb turn required on all dead-bolts
- B. Windows, open and close, no cracks or holes in glass, sills properly maintained, good condition
- C. Properly fitting screens on all operable windows, no holes or rips

FIREPLACE

- A. Fireplace properly maintained and installed, proper hearth, flue clean and damper works properly.
- B. Gas fireplaces require a visible gas shut-off outside of fireplace, in the same room and within 6 feet of fireplace

OUTLETS / SWITCHES / LIGHT FIXTURES

- A. Outlets must be in good condition and proper for grounded (3-prong) or non-grounded (2-prong) wiring system
- B. Switches must be in good condition and must operate a fixture, device, appliance, etc.
- C. Light fixtures must be in good condition and bulbs properly protected from accidental breaking
- D. No open splices, exposed wires, and all outlets and receptacles must have faceplates.

SMOKE DETECTORS/ CARBON-MONOXIDE DETECTOR (

- A. Smoke detectors are required, one in each bedroom, one in hallway within 10 feet of every bedroom door and one per floor level.
- B. Carbon-monoxide detector is required, when burning fossil fuels and/or has an attached garage; one detector per level, installed in the hallway or room not subject to closing.
- C. Hard-wired detectors shall be interconnected with battery back-up, non-wired may be individual battery powered unit and carbon monoxide detector shall be plug-in with battery back-up

BATHROOMS

- A. A GFCI receptacle is required in every bathroom, all bathroom receptacles shall be GFCI protected
- B. Light fixtures/medicine cabinets may not have NON-GFCI protected outlets built into the fixture
- C. If no operable window is present, a functional exhaust fan required and must exhaust to exterior
- D. Tub/shower to be sound and have consistent waterproof surface, wall surface, no faucet leaks, drain valve functional or stopper available
- E. Toilet properly maintained, secure to floor, flushes properly and no leaks
- F. Lavatory sound and sealed surface, no faucet or drainpipe leaks, shut-off for cold and hot water
- G. Windows open and close, sills properly maintained, paint in good condition, no cracks or holes in glass with properly fitting screen

KITCHEN

- A. Receptacles within six feet of sink must be GFCI protected including receptacle under sink
- B. Stove exhaust fan required, working, clean, exhausted per manufacturer specifications. Light bulb protection required
- C. Sink to have a sound, sealed bowl surface, no leaks from faucets or drainpipe, shut-offs for cold and hot water
- D. Garbage disposal maintained and working properly, with direct wiring or plugged into GFCI receptacle
- E. Separate gas shut-off to all gas cooking appliances
- F. Stoves anti-tip device is required
- G. Countertop in good condition, no major chips or scratches

- H. Cabinets and doors in good condition and shall open and close properly, with no major defects
- I. Windows open and close, glass, sills maintained paint in good condition, no cracks or holes in glass with properly fitting screen

UTILITY/FURNACE AREA

- A. Visual furnace inspection, proper electric hookup, housing and ductwork good condition
- B. Visual water heater inspection, no leaks, pressure relief (TPR) valve metallic pipe within 6" of floor
- C. Washer and sump pump receptacle must be GFCI, unless single dedicated receptacle.
- D. Gas appliances, separate gas shut-offs required outside appliance and before coupling

BASEMENT

- A. All stairs (three or more risers) structurally sound, graspable full-length handrail one side,
- B. Electric wiring installed properly
- C. Junction boxes required for all wiring splices.
- D. Laundry hookup, water supply and drain in good condition, dryer vent to exterior, washer on GFCI receptacle
- E. Building waste/soil and water lines in good condition, no visible deterioration with no leaks
- F. Electrical service panel must be in good condition, accessible, no double lugging
- G. Joist and joist hangers properly installed

GARAGE

- A. Separation wall adjacent to house minimum ½ inch drywall from floor to roof deck or drywall ceiling, taped with no penetrations
- B. Door into house must be a 1¾" solid core wood door or metal door with no openings
- C. Commercially manufactured garage door properly maintained, no holes, dents, good fit, latches properly, no broken glass, good paint/finish
- D. Wiring, switches, fixtures must be in good condition and **no extension cords**
- E. All wall receptacles must be GFCI protected.
- F. Attic scuttle and/or pull-down stair required to be protected with two layers of drywall glued together on the underside

EXTERIOR GUIDELINES

ACCESSORY STRUCTURES – Storage building properly maintained, no rot and paint in good condition

ADDRESS - Minimum four (4) inch Arabic numerals properly affixed and visible from the street

AIR CONDITIONER - Properly set, maintained and disconnect secured

ATTIC / GABLE / ROOF VENTS - Properly maintained, bird and rodent proof and adequate attic ventilation provided

CARPORT - Posts, ceiling and siding properly maintained, paint in good condition **CARPORT / GARAGE SLAB** - No open cracks or joints in excess of ½" and slabs not offset in excess of 1" **CHIMNEY AND FLUES** - Properly maintained, no peeling paint, brick and mortar sound and rain cap intact

DOORS - Properly maintained, paint in good condition, fit properly and lock properly, thumb turn required on all dead-bolts

DRIVEWAY SURFACE - Concrete surface sound, no excessive spalling, asphalt surface sound and properly maintained.

ELECTRIC OUTLETS EXTERIOR – All receptacles shall be GFCI protected with weather proof cover

ELECTRIC SERVICE LINE- Insulation not frayed, properly attached and must be a minimum of 10 feet above grade including drip loop

EXTERIOR LIGHTING - Properly maintained, no missing or broken globes/glass, in good working condition, one light required at each exterior door

FENCES - Properly maintained, properly attached, chain link fabric, wood slats, stain and paint in good condition, top rail on chain link fences

GARAGE - Properly maintained, paint in good condition, garage door must be operable.

GUTTERS - Properly maintained, properly attached, no leaks, paint in good condition

DOWNSPOUTS / SUMP PUMPS – Terminate inside of property line, down spout splash block

HOSEBIB FAUCETS - Operate properly, no leaks, sealed at wall penetration, with anti-syphon

INSECT INFESTATION / RODENT HARBORAGE - Free of termite, roaches, insect activity and free of rodents.

PATIO – Concrete slab maintained in good condition

PORCH / DECK - Properly maintained, slab in good condition, wood properly attached, 36” vertical guardrail spaced a maximum of 4”

ROOF / SHINGLES / FLASHING - Properly maintained, matching, no excessive cupping or missing shingles.

SEPTIC SYTEM – In good operating condition, no standing water or wet spots, no odor; testing may be required

SIDEWALKS / WALKWAYS – Maintained in good condition

SOFFIT/OVERHANG - Properly maintained, paint in good condition

STEPS/STAIRS - All stairs (three plus risers) structurally sound, maximum 7¾” riser, graspable full-length continuous handrail one side (34” to 38” above stair tread nosing) open stairs require vertical guards on open sides (all guards spaced a maximum of 4”)

TREES / SHRUBS / VEGETATION - Must clear roof, siding and structure. Removal of dead trees, stumps or dangerous limbs required

TRIM / FASCIA / SHUTTERS - Properly maintained, properly attached and paint in good condition

WALLS / SIDING / BRICK / FOUNDATION - Properly maintained, paint/siding good condition, clean, no cracks, no tuck-pointing required

WINDOWS/SCREENS - Properly maintained, paint in good condition, no cracks, no holes in screens, operable windows require screens (including basement)

YARD - Free of weeds, trash, debris, proper drainage and proper ground cover, fence line free of weeds



CITY OF BYRNES MILL MISSOURI
141 OSAGE EXECUTIVE CIRCLE
636-677-7727

COMMON OCCUPANCY INSPECTION ISSUES

All Utilities Must Be Turned On

Homes with Furniture

All electrical outlets (receptacles) and windows shall be accessible at the time of inspection and the electrical service panel shall also be accessible.

Inspection will FAIL if these items are not accessible to the inspector!

Smoke Detectors

All dwelling units shall have Smoke detectors as follows: one in each sleeping room, one within 10 feet of all sleeping rooms and one per each level of the building.

1. Non-wired detectors may be individual battery powered unit.
2. Hard-wired detectors shall be interconnected with battery back-up.

Carbon Monoxide Detector

All dwelling units with an attached garage and/or any gas appliances or a fireplace shall install a carbon monoxide detector on each level. Where there are hard-wired interconnected detectors, a combination Smoke and Carbon Monoxide detector with battery backup shall replace the existing hallway smoke detector. Otherwise a plug-in Carbon Monoxide detector with battery backup shall be installed in the hallway or an area near the hallway not capable of being closed off by a door. All Detectors shall function properly when tested by inspector!

Water Shut-off Valves

Separate shut-off valves shall be installed on the hot and cold-water supply lines at all sinks, lavatories and toilets. Shut-off valve shall be in the same room or below the fixture in the cabinet.

Ground Fault Circuit Interrupters (GFCI)

All locations below shall have a receptacle protected with a Ground Fault Circuit Interrupter (GFCI), including two wire circuits.

1. All receptacles in a bathroom. Each bathroom requires a minimum of one GFCI receptacle
2. All receptacles within six feet of the kitchen sink and in cabinet under sink.
3. All exterior receptacles, must be provided with an in-use weatherproof cover
4. All duplex receptacles serving the washing machine and sump pump.
5. All receptacles within a garage, except ceiling receptacles.
6. Other wet locations.

All GFCI's shall function properly when tested!

Circuits and Receptacles - Two-wire without ground and Three-wire with ground

Two-prong type receptacles must be used with two-wire circuits without a ground unless a GFCI receptacle is used, the GFCI receptacle may require installation of a ground wire. Three-prong receptacles must be used with three-wire with ground circuits.

Gas Appliance Shut-off Valves

Separate gas shut-off valves shall be installed on gas lines adjacent to each furnace, water heater, stove, oven and clothes dryer. Shut-off valve shall be outside the appliance housing and before the coupling. Gas Fireplace Gas fireplaces require a visible gas shut-off outside of fireplace, in the same room and within 6 feet of fireplace

Electric Service Line

Insulation intact, not frayed and a minimum of 10 feet above grade including drip loop. Where near a deck, line must be 10 feet above the deck for a minimum of 3 feet beyond the walking surface of the deck.

Exterior hose bibs

Must have an backflow preventer / vacuum breaker valve