Village of Westchester

10300 West Roosevelt Road, Westchester, IL 60154
Phone: (708) 345-0199 ● Fax: (708) 345-0884 ● Email: Building@westchester-il.org

RESIDENTIAL COMPLIANCE INSPECTION CHECKLIST

Property Information

Property Address:	Property Owner:
Inspection Date:	Inspector:

Property Type: ☐ Single Family   ☐ Multi Family (# of Units _____)   ☐ Commercial   ☐ Other: _____

During all inspections, a property owner, tenant or legal agent must be present. The inspector will perform a visual inspection for compliance with this checklist and the Municipal Code. Each inspection is only a visual examination of those elements and area that are safely and readily accessible at the time of inspection. The inspector is not responsible for compliance with the Village Code either at the time of inspection or anytime thereafter. Compliance with the Village Code is the responsibility of the owner/operator. The Village does not warrant the condition of any property inspected and shall not be responsible for any claims arising out of the property or the condition thereof. The Village does not warrant that all deficiencies are listed in the "Certificate of Occupancy" and does not warrant anything as to the condition of the property or the liability thereof.

General Information

Number of Bedrooms: _____ **Number of Bathrooms:** _____   **Basement Finish:** Full / Part / None

Garage: Yes / No   **Size:** _____ car   **Door Size:** _____   **Attached / Detached**   **Auto Opener:** Yes / No

Exterior: Frame / Masonry   **Type of Heat:** FA / HW / Elec. / Fuel   **Central A/C:** Yes / No

Residence – Exterior

	Yes	No		Yes	No
1. Is address displayed to properly identify residence for emergency vehicles?	☐	☐	7. Is front stoop handrail in good repair and free of hazards.	☐	☐
2. Are exterior walls maintained free from holes, loose or rotting boards which might admit rain or dampness to the interior?	☐	☐	8. Exterior outlets must be GFCI protected and have a weatherproof cover.	☐	☐
3. Is the roof structurally sound and free of defects which might admit rain or dampness to the interior?	☐	☐	9. If the residence has a fence, is it in good repair?	☐	☐
			10. Is the residence free of unsafe or broken windows?	☐	☐
4. Are the exterior stairs and porches maintained free of safety hazards and safe for entering and exiting?	☐	☐	11. Does the residence comply with applicable zoning regulations regarding use (i.e. single-family, multi-family)? In multifamily districts, 25' of lot width is required per dwelling unit.	☐	☐
5. There is a guardrail for porches, balconies, landings, floor & roof openings, ramps and decks with a drop-off to the ground over 30 inches.	☐	☐	12. EXTERIOR ELECTRIC SERVICE - must have a 10' clearance for electrical lines – from ground to overhead.	☐	☐
6. Do doors allow unobstructed exiting?	☐	☐		☐	☐

Detached / Attached Garage

	Yes	No		Yes	No
1. If the detached garage is located off of an alley, is the address properly displayed?	☐	☐	6. Does the garage have electrical panel(s), and all exposed wiring installed and maintained in a safe manner?	☐	☐
2. Are exterior walls maintained free from holes, loose or rotting boards which might admit rain or dampness to the interior?	☐	☐	7. Is the garage free of storage that could promote a health, fire, or safety problem?	☐	☐
3. Is the roof structurally sound and free of defects which might admit rain or dampness to the interior?	☐	☐	8. BX in garage must be changed to conduit or maintained in a neat and orderly manner. *Please note: The existence of BX, Romex or Greenfield is not a code violation, but it must be installed and maintained in a safe and orderly manner.*	☐	☐
4. Is the garage free of unsafe or broken windows?	☐	☐	9. All outlets in garage must be 3-prong, grounding type, and GFCI protected.	☐	☐
5. Do downspouts properly discharge to own yard or storm sewer?	☐	☐	10. Exterior outlets must be GFCI protected and have a weatherproof cover.	☐	☐

Residence - Interior

	Yes	No		Yes	No
1. Exit door(s) that have a latch, deadbolt or security chain are operable from inside without a key or tool.	☐	☐	15. All outlets must be 3-prong grounding type and free of paint and debris.	☐	☐
2. Are all sinks, lavatories, bathtubs, and showers supplied with hot and cold running water and maintained in a useable condition?	☐	☐	16. Are accessible fixtures and electrical outlet(s) properly installed, covered and in good working condition.	☐	☐
3. Are all rooms provided with adequate light (natural or artificial) and ventilation (natural or mechanical)?	☐	☐	17. Is interior of any panel box free of dangerous or hazardous conditions?	☐	☐
4. Bathrooms with no operable window must have a working exhaust fan.	☐	☐	18. Outlets must be GFCI protected at all kitchen countertop outlets, one outlet per bathroom, shower lights and the laundry room.	☐	☐
5. Are interior stairs and railings free of safety hazards and safe for entering and exiting?	☐	☐	19. Water meter must have bonding jumper cable. Water meter must be accessible.	☐	☐
6. Do downspouts and sump pump properly discharge to own yard or storm sewer?	☐	☐	20. Furnace/hot water flue vent are sealed and secured.	☐	☐
7. Does the residence have electrical panel(s), and all exposed wiring installed and maintained in a safe manner?	☐	☐	21. Water heater gas supply must be in hard pipe.	☐	☐
8. Electric (hard-wired) or battery operated Smoke Alarms are installed outside each sleeping area (w/in 15'), inside each bedroom, and at least one or more on each floor.	☐	☐	22. Is the residence free of inside or outside storage that could promote a health, fire, or safety problem?	☐	☐
9. Is a Carbon Monoxide alarm located w/in 15' of each sleeping room/area? Is one provided outside furnace room?	☐	☐	23. If a residence has a below grade sleeping room, does it satisfy exiting, emergency escape opening, and ventilation requirements?	☐	☐
10. Is the heating unit and hot water heater in safe working condition?	☐	☐	24. Sleeping rooms have proper window facing directly to the outside for emergency escape.	☐	☐
11. Electric service must be upgraded to at least 100 Amps including exterior meter fitting if necessary.	☐	☐	25. Closet lights must have globes installed.	☐	☐
12. Improperly installed subpanels must be eliminated or repaired.	☐	☐	26. Window(s) required for egress shall be openable without the use of tools or excess effort.	☐	☐
13. No visible signs of frayed, exposed, burned insulation &/or unprotected electrical wiring.	☐	☐	27. Wall surrounding tubs and showers are structurally sound and impervious to water.	☐	☐
14. BX or other wiring must be eliminated or maintained in a neat and orderly manner *Please note: The existence of BX, Romex or Greenfield is not a code violation, but it must be installed and maintained in a safe and orderly manner*	☐	☐	28. Electrical box CANNOT be located in any bathroom.	☐	☐
			29. Are floors, walls & ceilings maintained in good condition, free of sanitation or safety hazards?	☐	☐
			30. Is the residence free of any infestation of rodents or insects?	☐	☐

Notes:_____

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