



Vacant Residential Structure Checklist

Based on the 2009 ICC
International Property Maintenance Code

Inspector: _____

Date : _____

Property Address: _____

Responsible Party: _____

Name: _____

Address: _____

Phone: _____ Fax _____

E-Mail: _____

302 EXTERIOR PROPERTY AREAS

- 302.1 Sanitation** – All exterior property and premises shall be maintained in a clean safe and sanitary condition
- 302.3 Sidewalks & Driveways** – All sidewalks, walkways, driveways, parking spaces and similar areas shall be kept in proper state of repair and maintained free from hazardous conditions
- 302.4 Weeds** – All premises and exterior property shall be maintained from weeds or plant growth in excess of eight (8) inches
- 302.5 Rodent Harborage** – All structures and exterior property areas shall be kept free of rodent harborage and infestation
- 302.7 Accessory Structures** – All accessory structures, including detached garages, fences, and walls shall be maintained structurally sound and in good repair

303 SWIMMING POOLS, SPAS AND HOT TUBS

- 303.1 Swimming Pool** – Swimming pools shall be maintained in a clean and sanitary conditions, and in good repair
- 303.2 Enclosures** – Private swimming pools , spas and hot tubs containing more then 24 inches (610 mm) in depth shall be completely surrounded by a fence or barrier at least 48 inches (1219 mm) in height above the finished ground level measured on the side of the barrier away from the pool. Gates and doors in such barriers shall be self closing and self latching

EXCEPTIONS: SPAS OR HOT TUBS WITH A SAFETY COVER THAT COMPLIES WITH ASTM F 1346 SHALL BE EXPEMPT FROM THE PROVISIONS OF THIS SECTION

304 EXTERIOR STRUCTURE

- 304.1 General** – The exterior of the structure shall be maintained in good repair, structurally sound and sanitary so as not to pose a threat to the public health, safety or welfare
- 304.2 Protective Treatment** – All exterior surfaces, including but not limited to doors, door and window frames, cornices, porches, trim, balconies, decks and fences, shall be maintained in good condition
- [F] 304.3 Premises Identification** – Buildings shall have approved address numbers places in a position to be plainly legible and visible from the street or road fronting the property
- 304.4 Structural Members** – All structural members shall be maintained free from deterioration, and shall be capable of safely supporting the imposed dead and live loads
- 304.5 Foundation Walls** – All foundation walls shall be maintained plumb and free from open cracks and breaks and shall be kept in such conditions so as to prevent the entry of rodents and other pests

- 304.6 Exterior Walls** – All exterior walls shall be free from holes, breaks, and loose or rotting materials; and maintained weatherproof and properly surface coated where required to prevent deterioration
- 304.7 Roofs and Drainage** – The Roof and flashing shall be sound, tight and not have defects that admit rain
- 304.8 Decorative Features** – All cornices, belt courses, corbels, terra cotta trim, wall facing and similar decorative features shall be maintained in good repair
- 304.10 Stairways, Decks, Porches, and Balconies** – Every existing stairways, deck, porch, and balcony, and all appurtenances attached thereto, shall be maintained structurally sound, in good repair, with proper anchorage and capable of supporting the imposed loads
- 304.11 Chimneys and Towers** – all chimneys, cooling towers, smoke stacks, and similar appurtenances shall be maintained structurally safe and sound and in good repair
- 304.12 Handrails and Guards** – Every handrail and guard shall be firmly fastened and capable of supporting normally imposed loads and shall be maintained in good condition
- 304.13 Window, Skylight and Door frames** – Every window, skylight, door and frame shall be kept in sound condition, good repair and weather tight
 - o **304.13.1 Glazing** – All glazing materials shall be maintained free from cracks and holes
 - o **304.13.2 Openable Windows** – Every window, other than a fixed window, shall be easily openable and capable from being held in position by window hardware

305 INTERIOR STRUCTURE

- 305.1 General** – The interior of a structure and equipment therein shall be maintained in good repair, structurally sound and in a sanitary condition
- 305.2 Structural Members** – All structural members shall be maintained structurally sound and be capable of supporting the imposed loads
- 305.5 Handrails & Guards** – Every handrail and guard shall be firmly fastened and capable of supporting normally imposed loads and shall be maintained in good condition

306 COMPONENT SERVICEABILITY

- 306.1.1 Unsafe Conditions** – Where any of the following conditions cause the components or system to be beyond its limit state, the component or system shall be determined as unsafe and shall be repaired or replaced to comply with the *International Building Code* as required for existing buildings
 1. **Soils** (Structure Collapse, Inadequate Capacity, water Table, Etc)
 2. **Concrete** (deterioration, fractures, fissures, spalling, dislodging, exposed reinforcement)
 3. **Aluminum** (deterioration, corrosion, fatigue, detachment)
 4. **Masonry** (deterioration, fractures, fissures, spalling, dislodging, exposed reinforcement)
 5. **Steel** (deterioration, deformation, metal fatigue, detachment, dislodging)
 6. **Wood** (deformation, insect and rodent damage, fire damage, shear cracks, significant splits or checks, inadequate support, excessive cutting or notching)

307 HANDRAILS AND GUARDRAILS

- 307.1 General** – Every exterior and interior flight of stairs having more than four risers shall have a hand rail on one side of the stair and every open portion of a stair, landing, balcony, porch, deck, ramp, or other walking surface which is more than 30 inches (762 mm) above the floor or grade below shall have guards

309 PEST ELIMINATION

- 309.1 Infestation** – All structures shall be kept free from insects and rodent infestation

402 LIGHT

- 402.1 Habitable Spaces** – Every Habitable space shall have at least one window of approved size facing directly to the outdoors or to a court

402 VENTILATION

- 403.1 Habitable Spaces** – Every Habitable space shall have at least one openable window of approved size
- 403.2 Bathrooms and Toilet Rooms** – Every bathroom and toilet room shall comply to the ventilation requirements for habitable spaces as required by Section 403.1 except that a window shall not be required in such spaces equipped with a mechanical ventilation system. Air exhausted by a mechanical ventilation system from a bathroom or toilet room shall discharge to the outdoors and shall not be recirculated

502 REQUIRED FACILITIES

- 502.1 Dwelling Units** - Every dwelling unit shall contain its own bathtub or shower, lavatory, water closet and kitchen sink shall be maintained in a sanitary, safe working condition

504 PLUMBING SYSTEMS AND FIXTURES

- 504.1 General** – all plumbing fixtures shall be properly installed and maintained in working order and shall be kept free from obstructions, leaks and defects and be capable of performing the function for which such plumbing fixtures are designed. All plumbing fixtures shall be maintained in a safe sanitary and functional condition

505 WATER SYSTEM

- 505.1 General** – Every sink, lavatory, bathtub or shower, drinking fountain, water closet or other plumbing fixture shall be properly connected to either a public water system or an approved private water system. All kitchen sinks lavatories, laundry facilities, bathtubs and showers shall be supplied with a hot or tempered and cold running water in accordance with the *International Plumbing Code*

506 SANITARY DRAINAGE SYSTEM

- 506.1 General** – All plumbing fixtures shall be properly connected to either a public sewer system or to an approved private sewage disposal system

507 STORM DRAINAGE

- 507.1 General** – Drainage of roofs and paved areas, yards and courts and other open areas on the premises shall not be discharged in a manner that creates a public nuisance

603 MECHANICAL EQUIPMENT

- 603.1 Mechanical Appliances** – All mechanical appliances, fireplaces, solid fuel burning appliances, cooking appliances and water heating appliances shall be properly installed and maintained in a safe working condition, and shall be capable of performing the intended function

605 ELECTRICAL EQUIPMENT

- 605.1 Installation** – All electrical equipment and appliances shall be properly installed and maintained in a safe and approved manner
- 605.2 Receptacles** – Every habitable space in a dwelling shall contain at least two separate and remote receptacle outlets. Every laundry area shall contain at least one ground type receptacle or a receptacle with a ground fault circuit interrupter. Every bathroom receptacle outlet shall have ground fault circuit interrupter protection

704 FIRE PROTECTION SYSTEMS

- 704.2 Smoke Alarms** – Single or multiple –station smoke alarms shall be installed and maintained in Groups R-2, R-3, R-4 and in dwellings not regulated in group R occupancies, regardless of occupant load at all of the following locations
 1. On the ceiling or wall outside of each separate sleeping area in the immediate vicinity of bedrooms
 2. In each room used for sleeping purposes
 3. In each story within a dwelling unit including basements and cellars but not including crawl spaces and uninhabitable attics