

The following is a helpful guideline listing some of the items the City of Charlack will be checking for during your Code Compliance Inspection. Please be aware this list is not inclusive of all items inspected. It is preferable for the inspection to take place when the house or apartment is empty. If circumstances are present that this is not possible, then please have the furniture moved away from the walls.

- 1) All walls and ceilings shall be painted, if needed.
- 2) Carpets shall be free from odor and stain.
- 3) All junk and debris shall be removed from the property (interior and exterior).
- 4) The bathroom shall contain one GFI outlet, all fixtures shall be in working order, contain at least one operable window or mechanical vent and be kept in a clean fashion.
- 5) The kitchen shall contain GFI outlets if located within 6 feet of water, fixtures shall be in working condition and the entire kitchen kept in clean fashion.
- 6) Smoke detectors shall be located on each floor.
- 7) All receptacles shall be closed with appropriate outlet covers.
- 8) All electric wiring in the basement shall be in conduit or through the floor joist.
- 9) All driveways shall be concrete or asphalt.
- 10) Address numerals displayed properly.
- 11) All overgrowth and/or weeds shall be removed.
- 12) All windows and screens shall be in good repair.
- 13) Exterior soffits, eaves, fascia board, siding and all outbuildings shall be in good repair and scraped and painted as needed.
- 14) Exterior steps shall be in good repair. If more than four steps a handrail is required.

This is simply a helpful checklist of the more common problems found during an occupancy inspection. If you have questions regarding your electrical service, plumbing system or your heating and cooling system, then the City recommends you contact a professional contractor licensed with St. Louis County.

The City performs a "minimum" housing inspection using local, county ordinances and the BOCA Code. It does not replace the purchaser's own obligation to be satisfied with the house being purchased or to undertake any private inspections which the purchaser may desire. The City is not and cannot be liable for any deficiencies that may be disclosed after the city inspection of the premises.

*Your inspection is scheduled for \_\_\_\_\_ . If you or your representative is unable to make the appointment, please contact us as soon as possible. Please be aware an additional \$20.00 will be charged if a third or any other subsequent inspections are needed. Prior to moving in, resident/s are required to obtain an occupancy permit. Occupancy without a permit is an ordinance violation and subject to fines as set forth in the Municipal CodeBook of the City of Charlack.*

Thank you for your cooperation and if you have any questions; please feel free to contact City Hall.