



Village of Westchester

10300 West Roosevelt Road, Westchester, IL 60154

Phone: (708) 345-0199 • Email: Building@Westchester-il.gov

RESIDENTIAL COMPLIANCE INSPECTION CHECKLIST

Property Information	
Property Address:	Property Owner:
inspection Date:	Inspector:
Property Type: <input type="checkbox"/> Single Family <input type="checkbox"/> Multi Family (# of Units _____) <input type="checkbox"/> Commercial <input type="checkbox"/> 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?	<input type="checkbox"/>	<input type="checkbox"/>	7. Is front stoop handrail in good repair and free of hazards.	<input type="checkbox"/>	<input type="checkbox"/>
2. Are exterior walls maintained free from holes, loose or rotting boards which might admit rain or dampness to the interior?	<input type="checkbox"/>	<input type="checkbox"/>	8. Exterior outlets must be GFCI protected and have a weatherproof cover.	<input type="checkbox"/>	<input type="checkbox"/>
3. Is the roof structurally sound and free of defects which might admit rain or dampness to the interior?	<input type="checkbox"/>	<input type="checkbox"/>	9. If the residence has a fence, is it in good repair?	<input type="checkbox"/>	<input type="checkbox"/>
			10. Is the residence free of unsafe or broken windows?	<input type="checkbox"/>	<input type="checkbox"/>
4. Are the exterior stairs and porches maintained free of safety hazards and safe for entering and exiting?	<input type="checkbox"/>	<input type="checkbox"/>	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.	<input type="checkbox"/>	<input type="checkbox"/>
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.	<input type="checkbox"/>	<input type="checkbox"/>	12. EXTERIOR ELECTRIC SERVICE - must have a 10' clearance for electrical lines - from ground to overhead.	<input type="checkbox"/>	<input type="checkbox"/>
6. Do doors allow unobstructed exiting?	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>

Detached / Attached Garage

	Yes	No		Yes	No
1. If the detached garage is located off of an alley, is the address properly displayed?	<input type="checkbox"/>	<input type="checkbox"/>	6. Does the garage have electrical panel(s), and all exposed wiring installed and maintained in a safe manner?	<input type="checkbox"/>	<input type="checkbox"/>
2. Are exterior walls maintained free from holes, loose or rotting boards which might admit rain or dampness to the interior?	<input type="checkbox"/>	<input type="checkbox"/>	7. Is the garage free of storage that could promote a health, fire, or safety problem?	<input type="checkbox"/>	<input type="checkbox"/>
3. Is the roof structurally sound and free of defects which might admit rain or dampness to the interior?	<input type="checkbox"/>	<input type="checkbox"/>	8. BX in garage must be changed to conduit or maintained in a neat and orderly manner. <i>*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.</i>	<input type="checkbox"/>	<input type="checkbox"/>
			9. All outlets in garage must be 3-prong, grounding type, and GFCI protected.	<input type="checkbox"/>	<input type="checkbox"/>
4. Is the garage free of unsafe or broken windows?	<input type="checkbox"/>	<input type="checkbox"/>	10. Exterior outlets must be GFCI protected and have a weatherproof cover.	<input type="checkbox"/>	<input type="checkbox"/>
5. Do downspouts properly discharge to own yard or storm sewer?	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>

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

Notes:
