

Residential Certificate of Occupancy Inspection

(Existing 1 and 2 Family Dwellings)

Residence Address: _____

Rental or Sale

CO#: _____

Date: _____

Time: _____

All failures will require a re-inspection and additional fees.

Line Items marked Not approved on this check list must be corrected within 15 days or it will

*VOID the Occupancy Application and require additional fees. *****

Exterior	Approved	Not Approved	
1. Sidewalk (Public Right of way Only) and Curbs (See back- for more information)			
2. Handrails & Guards/Stairs on both sides if needed & in good condition (Interior also) (Stairs/decks/balconies & patios included)			
3. Property Maintenance Code- (See back)			
4. House number installed (Must be visible)			
5. Vent Caps, Gas & Water Valves (if applicable) - must be above grade - with exception of those built into sidewalks			
6. Electric - Must comply with the applicable electrical code. (See Back)			
Interior			
1. Sump pump piped to outside (if applicable) Can Not be connected to Sewer System.			
2. Furnaces: Heater in working condition. Service record might be requested. All furnaces must have Emergency shutoff. Oil furnaces must have shut off switch at Top of Basement stairway entrance.			
3. Smoke Detectors – 1 on each floor and 1- in each bedroom – and in working order.			
4. Hot water blow off valve piped 6" from Floor.			
5. GFI- Outlets – in Kitchen, Bathroom & Laundry Room (6 ft from any water source) **Electric panel-ALL circuit breakers identified.			
6. Doors & Locks must be operable.			
7. Windows in good condition- <u>No</u> broken glass or screens.			
8. Handrails & Stairs (See back for information).			
9. Electrical Underwriter Certification on new Installation.			
10. Carbon Monoxide Detectors on Each Floor (including basements & attics) in working order.			
11. Property Maintenance Code- Floors, Walls & Ceilings in good repair.			

Additional Notes: _____

Use and Occupancy Inspection Criteria

Tinicum Township Board of Commissioner on December 1999

Exterior

Standard

1. **Sidewalks & Curbs**
(Pre-Pour is required) ¼ inch cracks or less may be patched. Trip hazards created by elevation differentials of less than 1 inch maybe repaired rather than replaced. Concrete or blacktop replacement must be 4 inches thick. Driveway apron concrete must be 6 inches thick and with stand 3,500 psi. The Township will NOT mark the cement areas that need to be fixed. That is the responsibility of the buyer/seller/realtor.
2. **Handrails / Stairs** 1996 BOCA National Property Maintenance Code. Section 702.9 requires that "Every exterior and interior flight of stairs having more than four risers, and every other portion of the stair, landing, balcony, porch, deck, ramp, or other walking surface which is more than 30 inches above the floor or grade below shall have guards. The opening for guards/spindles should have no more than a four inch sphere between the same. Handrails shall not be less than 30 inches nor more than 42 inches high, measured vertically above the nosing of the tread or above the finished floor of the landing or walking surface." This applies to Interior and Exterior of properties. **This includes Stairs, Decks, Balconies and Patios.**
3. **Property Maintenance Code** Grass and weeds must be trimmed less than 10-12 Inches. Free of Trash/Debris. Fence and building must be in good repair.
4. **Address Numbers** 1996 BOCA National Property Maintenance Code, Section 304.3 requires numbers. Must be visible from the street. Must include Apartment letter/number also.
5. **Vent Caps, Gas & Water Valves** Must be above grade, with the exception of those built into sidewalks.
6. **Electrical Receptacles** Must comply with the applicable electrical code. No open spaces in Electrical boxes. No open junction boxes, exposed wiring, or any missing or broken outlet. All outlets and lights switches must have covers. Service wires & meters must be in good repair.

Interior

Standard

1. **Sump Pumps** Sump Pumps MUST not be connected or discharged into the sanitary sewers.
2. **Furnace** If the Furnace is in questionable condition, a service record might be requested.
3. **Smoke Detectors** 1996 BOCA National Property Maintenance Code, Section 705.5 requires that "In all residential occupancies, smoke detectors shall be required on every floor of the dwelling unit and in each bedroom" (Including basement & attic)
4. **Relief Valves on Boilers/Water Heaters** All hot water heaters and boilers must have relief valves extended to within 6 inches of the floor elevation.
5. **Electrical Receptacles** Ground Fault Interrupter (GFI) in kitchen, bathroom, laundry room & Basement. GFI outlets must be within 6 feet from any water source. All switches, outlets and junctions boxes must be covered. Any other Life and Safety issues that are pertained to Electrical.
6. **Door Locks** All locks must work freely.
8. **Handrails & Stairs** See item #2 – Exterior above. Applies to Exterior and Interior.
10. **Carbon Monoxide Detectors** Must be on each floor, including Basement & Attic – and in working order.