

HOUSING INSPECTION GUIDELINES

THE FOLLOWING ARE EXAMPLES OF ITEMS THE CITY OF BELLEVILLE HOUSING INSPECTORS WILL BE VISUALLY INSPECTING. THIS IS NOT A COMPLETE LIST, BUT A GUIDELINE FOR OWNERS/LANDLORDS AND MAY BE SUBJECT TO CHANGE.

EXTERIOR:

1. YARDS:

- Garbage containers – leak-proof containers with tight fitting lids. (Minimum of one (1) container per dwelling unit)
- Standing water – grading and drainage problem from structure and property.
- Trees, weeds, grass – properly maintained.
- Trash and debris must be removed from the site.
- All fences must be properly maintained.

2. BUILDING NUMBERS:

- Must be at least 4 inches tall.
- Readable/visible from street.
- Numbers must be located on the structure. Apartments must have individual numbers or letters.

3. STRUCTURAL:

Foundations: Wall cracks

- Loose/missing blocks/bricks/mortar
- Visible exterior repairs/inspect interior of foundation
- Rotted/damaged sill plates

Walls:

- Loose/damaged/missing siding – deteriorated or requires painting
- Loose/damaged/missing soffit and fascia – deteriorated or requires painting

Roofs/Chimneys:

- Badly needed tuck pointing (mortar missing or deteriorated)
- Sagging of rafters which could create other problems
- Loose/missing chimney bricks
- Gutters/downspout loose/missing or in need of paint

Stairs/Porches/Railings:

- Uniform or deteriorated treads and risers
- Handrails secured properly on any step having more than four risers
- Handrails can be located 32" to 38" above stair tread
- Guardrails necessary and secured properly (landing/balcony over 30" high)
- Structural stability

Doors/windows:

- All windows designed to open must be in proper operating condition.
- Each room must have one screen in good condition.
- Cracked/broken/missing glass.
- Fire rated doors between garage and living area.

Accessory Structures:

- Sheds/Garages – (same requirements as residence)

INTERIOR:

Walls/Ceilings:

- Loose/missing plaster.
- Evidence of roof leaks.
- Loose paint (lead based paint of more than 0.5 not permitted).
- Ceilings in garage below habitable area must be fire rated.
- Walls in attached garages must be fire rated.
- Window openings from living areas to attached garages must be covered with fire rated drywall

Floors:

- Bathroom and kitchen should be impervious to water.
- Loose/damaged/missing flooring materials.
- Joist and columns for structural support.
- Carpet secure/not torn/clean.

Stairs:

- Same requirements as exterior stairs.

Ventilation:

- Kitchen ventilation.
- Bathroom window and/or exhaust fan (wireless exhaust fan available).
- Bathroom must have an operable window with a screen or an operable exhaust fan.

Space/Occupancy:

- All bedrooms must have a closet. Bedrooms cannot be used as a thoroughfare to other
- Living spaces.
- Basement bedrooms must have ventilation, two (2) approved means of egress, and proper ceiling height.
- Window opening in basement bedroom must have 5.7 sq. ft. of openable area and no more than 44 inches from the floor to openable area.
- All bedrooms must also have a closet and an approved window.

Sanitation/Kitchen:

- Must have sink in proper operating condition, cabinets/shelves, counter, stove hook-up and refrigerator hookup.

Sanitation/Bathroom:

- Water closet (private) leaking water and drain pipes.
- Water close must be in proper operating condition, no leakage, and must have privacy.
- Lavatory leaking water and drain pipes.
- Lavatory must be in proper operating condition, no leakage, and must have hot and cold water at normal pressure.
- Bathtub/shower leaking water and drain pipes.
- Must have bathtub and/or shower and must be in proper operating condition, no leakage, and must have hot and cold water at normal pressure.
- Bathroom must have at least one (1) receptacle. All must be GFCI protected.

PLUMBING

Supply System:

- Connections (for leaks).
- Fixtures broken/not operating.
- Hot water not provided.

Drainage System:

- Leaching of septic system.

Hot Water Heaters:

- Drip tube within 6" of floor (hard pipe or hard copper – no PVC). Drip tube must be same diameter as relief valve.
- Temperature and proper pressure relief valve is required.
- Venting (draft diverter; pitch of vent pipe; connection at chimney).
- Vent secured with screws at each joint and sealed into chimney.
- Dirt leg on gas line, gas shut off upstream of union. Dirt leg must be located on a vertical drop.
- If in garage, must be elevated 18" above floor (gas fired water heater only)
- An 18" fire rated wall surrounding the water heater may be approved in some situations.

HEATING/MECHANICAL

Equipment: Heat run connections.

- Cold air returns required outside of furnace room.
- Belleville Switch/stack control switch on gas fired furnaces that require this device.
- Some newer gas fired furnaces do not require a Belleville Switch.
- Clearances: Minimum clearances from combustible material according to system installed.

Venting:

- Pitch of vent pipe (1/4 inch in 1 foot).
- Connection at chimney.
- Excessive length of vent pipes.
- Use of elbows in vent pipes.
- Condition of vent pipes.

Space Heaters:

- Proper controls a B-Switch (if adaptable).
- Gas shut-off.
- Dirt leg on gas line, located on a vertical drop.
- All space fuel-fired space heaters must be vented.
- Clearances from combustible materials.
- Copper, aluminum and flexible gas lines can not pass through a floor, wall or ceiling.

ELECTRICAL

Service Equipment and Wiring:

- SEE ATTACHED ELECTRICAL GUIDELINES

FIRE SAFETY AND HAZARD ABATEMENT

Means of Egress:

- Safe and continuous means of egress.

Accumulations and Storage:

- Storage of flammable materials.
- No accumulations in means of egress.

Fire Protection Systems:

- Smoke detectors on every level including basements (mount on ceiling).
- Exception: unfinished attics smoke detector not required.
- Improper security screens or grill on windows.
- Carbon Monoxide Detectors within fifteen (15) feet of sleeping areas. (Exemption for all-electric homes with no attached garage.)

Swimming Pools, Hot Tubs, Spas:

- SEE ELECTRICAL GUIDELINES

All sewer bills for property must be paid and up-to-date.