

## FOR RESIDENTIAL INSPECTIONS ONLY

APPLICATION MUST BE RECEIVED WITH \$50 AT LEAST TEN DAYS PRIOR TO SETTLEMENT

SETTLEMENT DATE: \_\_\_\_\_ BLOCK \_\_\_\_\_ LOT \_\_\_\_\_

NAME OF PURCHASER/TENANT \_\_\_\_\_

ADDRESS TO BE INSPECTED \_\_\_\_\_

OWNER \_\_\_\_\_

REALTOR \_\_\_\_\_

ADDRESS \_\_\_\_\_

ADDRESS \_\_\_\_\_

TELE ( ) \_\_\_\_\_

TELE ( ) \_\_\_\_\_

CONTACT PERSON \_\_\_\_\_

TELE ( ) \_\_\_\_\_

**A Property Maintenance Certificate will only be issued when the premises inspected are consistent with Waterford Townships Land Use and Property Maintenance Codes. This inspection will include BUT NOT LIMITED TO:**

- RESIDENTIAL REQUIREMENTS
1. Smoke Detector on each floor, including basement
  2. Carbon Monoxide Detector – sleeping area
  3. Fire Extinguisher – mounted within 10' of kitchen area
  4. House numbers on house – at least 3 inches
  5. All utilities must be on
  6. Pools and hot tubs must meet current enclosure requirements
  7. Water and Septic Certification

If buyer is buying the property **“as is”**, we will need a notarized letter from them describing the details to the as is purchase and that they are aware of any issues with the property. **No Certificate will be issued without this.**

ARE THERE ANY OPEN BUILDING PERMITS FOR THIS PROPERTY YES \_\_\_\_ NO \_\_\_\_

Public Water/Sewer \_\_\_\_\_ Private Well/Sewer \_\_\_\_\_

DOES THE PROPERTY HAVE A CESS POOL YES \_\_\_\_ NO \_\_\_\_

Any house that currently has a cess pool cannot be sold until a septic system is installed.

**\*\*Note – Homeowner must apply for a Plumbing permit.**

By signing below, you are agreeing that all information above is complete and true.

\_\_\_\_\_  
Signature of Seller

\_\_\_\_\_  
Date

~~~~~**FOR OFFICE USE**~~~~~

1<sup>ST</sup> DATE OF INSPECTION \_\_\_\_\_ TIME OF INSPECTION \_\_\_\_\_ CERT # \_\_\_\_\_

2<sup>ND</sup> DATE OF INSPECTION \_\_\_\_\_ TIME OF INSPECTION \_\_\_\_\_

INSPECTORS COMMENTS \_\_\_\_\_

Exterior:

- ( ) House numbers are to be at least 3 inch numbers mounted on the house
- ( ) Gutters and downspouts secured properly to house. Splash back at each downspout.
- ( ) Guard rails secure, steady, not missing any spindles. (porches, decks, landings, steps more than 30 inches above ground level.
- ( ) Hand rails are secure, sturdy. Steps with four or more risers 1 ¼ to 2 5/8 inches in diameter, 30 to 38 inches high. No less than 1 ½ inches between the handrail and the wall.
- ( ) Sidewalk, driveway, apron are to be kept in a proper state of repair and maintained free from hazardous conditions.
- ( ) Ground fault receptacles (GFCI's) test and insure they trip and loose power.
- ( ) Paint is in good condition, not peeling, no untreated wood exposed.
- ( ) Siding is secure and painted if not aluminum or vinyl. No missing pieces.
- ( ) Yard is free of trash, grass cut, brush/weeds not over grown.
- ( ) Soffit/Fascia is secure.
- ( ) Exterior Doors open and close with ease. Proper weather stripping.

Interior:

- ( ) Receptacles are secure in electrical boxes, plates in place and working properly.
- ( ) Switches are secure in electrical boxes, plates in place and working properly.
- ( ) Electrical connections in junction boxes with plates in place.
- ( ) Ground fault receptacles (GFCI's) test and insure they trip and lose power.
- ( ) Electrical Panel needs cover and no missing blanks.
- ( ) Faucets work and do not drip.
- ( ) Kitchen sink needs strainers in drains (even if garbage disposal is place) garbage disposal functioning properly if present.
- ( ) Bathroom/Powder room sink needs a pop-up in drain.
- ( ) Tub/Shower drain needs a strainer
- ( ) Attached Garage wall (s) that touch living areas must be sheet rocked and taped, if wall (s) not rocked to roof line or room above, ceiling must be rocked and taped.
- ( ) Heater/Water heater venting should be inclined towards the vent stack. (n/a to forced vented units, plastic vent piped).
- ( ) Gas pipe – rigid pipe into the appliances, drip lag before each appliance.
- ( ) Heater emergency shut off switch must have red plate labeled "Burner Emergency Shut Off Switch".
- ( ) Dryer Vent flex pipe secured to dryer and rigid pipe exhaust to exterior.
- ( ) Carbon monoxide detector must be within 10 feet of all sleeping areas.
- ( ) Smoke Detectors – At least 1 on each level, not including attic. 1 within 10 feet of all sleeping areas.
- ( ) Interior Doors should open and close with east.
- ( ) Windows must operate, lock and stay in place when opened. Glass should not be broken or cracked.
- ( ) Bathroom Ventilation – must have working window and/or vent fan.

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