

C.O. Check List

NOTE: THIS LIST IS NOT ALL INCLUSIVE, OTHER ITEMS MAY BE NOTED UPON INSPECTION

ATTENTION: RE: PERMITS AND APPROVALS ARE REQUIRED FOR ANY RECENT CONSTRUCTION AND ALL OPEN PERMITS MUST HAVE A FINAL INSPECTION BEFORE A C.O. CAN BE ISSUED.

- Smoke Alarms – Ten-year sealed battery powered or Hardwired – One is required in each bedroom, on each level of the house and within 10 feet of the bedrooms. AC powered smoke alarms shall not be replaced with battery powered smoke alarms.
- Carbon Monoxide Detectors – Plug in, Battery Operated or Hardwired – One is required in the immediate vicinity of each sleeping area (within 10 feet). If the sleeping areas are on more than one level or not in the vicinity of each other, additional alarms will be needed.
- Fire Extinguishers – A portable fire extinguisher shall be installed in accordance with the following:
 - *1. The extinguisher shall be installed within 10 feet of the kitchen and located in the path of egress
 - *2. The extinguisher shall be readily accessible and not obstructed from view
 - *3. The extinguisher shall be mounted using the manufacturer's hanging bracket so the operating instructions are clearly visible
 - *4. The extinguisher shall be an approved listed and labeled type with a minimum rating of 2A-10B:C and no more than 10 pounds
 - *5. The owner's manual or written instructions shall be provided during the inspection and left for the new occupant
 - *6. The extinguisher shall be serviced and tagged by a certified Division of Fire Safety contractor within the past 12 months or the seller must have a receipt for a recently purchased extinguisher
 - *7. The top of the extinguisher shall not be more than five feet above the floor
- Door locks – Double cylinder door locks are not permitted. All doors must be operational.
- Heating unit – (Breeching) Smoke pipe must be tight and sealed at chimney. (Working) Turn heat on with thermostat.
- Water Heater – Temperature/Pressure pop safety valve discharge piping must extend to within no more than 6 inches above the floor. Discharge line must be made of copper, galvanized, black or CPVC piping (PVC is not permitted).
- Water Heater and Furnace Utility Rooms: Must be equipped with louvers so as to allow for sufficient combustion air supply (ie two – 100 square inch louvers per 10,000 btu/h input).
- Fire door/Garage – The door between the garage and the adjacent interior space shall be a minimum of 1 3/8" solid core wood (No Panel Doors) or honeycomb steel. There is no requirement for this door to be provided with a labeled jamb or a door closer.
- Windows – No broken glass, all first floor windows must have workable window locks. Windows must function properly (balances/sash weights maintaining window position). Insect screens must be in place and undamaged.

- Floors – Must be smooth and free of tripping hazards.
- Garage Door – Manual – doors must travel freely. Electric – must be installed in accordance with the National Electrical Code (No extension cords permitted, dedicated outlets must be provided in the immediate vicinity of the door opener).
- Roof – No obvious leaks or damaged or missing shingles.
- Range – All burners must function properly.
- Plumbing Fixtures – All fixtures must function and be trapped without tape or patch work.
- Waste Lines – Kitchen, bathroom lavatory, wet bar and slop sink waste lines must be ridged pipe or tubing (flexible waste lines are not permitted).
- Electric – Wiring should not be frayed or disheveled. No zip cords (extension cords) can be used. Dummy circuit breakers are required for spaces in the electrical panel.
- GFCI protected outlets must be used throughout the garage and on all exterior applications (exterior outlets must have protective covers or be in enclosures, designed for exterior use).
- GFCI protected outlets must be used on all kitchen counters.
- GFCI protected outlets must be used throughout unfinished basements.
- GFCI protected outlets must be used within 6 feet of a slop sink.
- GFCI protected outlets must be used throughout bathrooms.
- Steps: Must be sound and in good repair.
- Rails: Handrails are required – Four risers or more.
- Outside: Yard must be neat and debris free. Septic system must not be in obvious disrepair. No peeling paint on house.
- Dryer: Metal flex hose is required (plastic hose is not permitted).
- Termite Inspection: A copy of the buyers “Wood Destroying Insect Inspection Report”, signed by the BUYER, is required. If minor damage is noted, a notarized letter from the buyer is required. Significant damage may require a building permit and approvals. If infestation is noted, a copy of the warrantee is required.