

CITY OF TWINSBURG DIVISION OF BUILDING

POINT OF SALE

EXTERIOR INSPECTION CHECKLIST

ADDRESS: _____ DATE: _____

TIME: _____ INSPECTOR: _____

WEATHER: _____ WHOM PRESENT: _____

SEPTIC SYSTEM **YES** **NO** **(OFFICE USE ONLY)**

ORDINANCE	DESCRIPTION	AREA	WORK ORDER
<u>Yard:</u>			
IPMC-302.4	Weeds/Plant Growth, >6" high		Mow and Maintain
IPMC-303.4	Noxious weeds		Remove
IPMC-307.1	Rubbish or Garbage		Remove
COT-929.15	Dead Trees		Remove from premise
<u>Trees/Shrubbery:</u>			
COT-551.01	Overgrown/Untrimmed		Trim and Maintain
COT-551.01	Overhang Street or Sidewalk		Trim and Maintain
<u>Fencing:</u>			
IPMC-302.7	Structurally Sound		Repair/Replace
IPMC-302.7	Damaged/Deteriorated		Repair/Replace

ORDINANCE	DESCRIPTION	AREA	WORK ORDER
<u>Premises Identification:</u>			
IPMC-304.3	Numbers missing		Install 3"-4"/ 1/2" wide
IPMC-304.3	Not visible from street		Repair/Replace
COT-905.01	Placement of mailbox		Relocate
<u>Driveways/Aprons/Sidewalk/Walkways/Patio:</u>			
IPMC-302.3	Severely spalled concrete		Repair/Replace
IPMC-302.3	Concrete cracks >1/2"		Repair
IPMC-302.3	Uneven concrete >1/2"		Level/Replace
IPMC-302.3	Deteriorated asphalt drive		Repair/Replace
IPMC-302.3	Deteriorated concrete drive		Repair/Replace
IPMC-302.3	Deteriorated gravel drive		Add gravel and grade
COT-1313.03	Motor vehicle parking grass/lawn areas		Remove
<u>Stairways/Decks/Porches/Balconies:</u>			
IPMC-304.10	Loose/Missing floorboards		Repair/Replace
IPMC-304.10	Loose/Missing ceiling boards		Repair/Replace
IPMC-304.12	Deteriorated guardrailings		Repair/Replace
IPMC-304.12	Guardrailings to code,		Required/Install/OK
IPMC-304.10	Deteriorated steps		Repair/Replace
IPMC-304.12	Handrails to code		Required/Install/OK
<u>Doors and Windows:</u>			
IPMC-304.13	Glass cracked/missing		Replace
IPMC-304.13	Deteriorated window frame		Repair/Replace
IPMC-304.15	Deteriorated door frame		Repair/Replace
IPMC-304.15	Damaged/deteriorated door		Repair/Replace
IPMC-304.15	Damaged/missing hardware		Repair/Replace
IPMC-304.13/304.13	Door/window missing		Properly install

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<u>Screens:</u>			
IPMC-304.14	Deteriorated/missing		Replace
IPMC-304.14	Torn/loose screen		Repair/Replace
<u>Exterior Electric Wiring and Fixtures:</u>			
NEC-410.76	Fixtures improperly installed		Correct or Remove
NEC-210.8	Outlets improperly installed		Correct or Remove
NEC-230.24	Improper overhead clearance		Adjust clearance
NEC-230.54	Devices not weatherproof		Replace
NEC-110	Exposed/abandoned wiring		Remove/Repair
<u>Accessory Structures: (Garages, decks, sheds, pools, etc.)</u>			
IPMC-302.7	Condenser Unit		Level
IPMC-302.7	Deteriorated siding/trim		Repair/Replace
IPMC-302.7	Deteriorated Masonry		Repair/Replace
IPMC-302.7	Wood surfaces protected		Prepare/Re-seal
IPMC-302.7	Peeling/flaking paint		Scrape and paint
IPMC-302.7	Deteriorated roof materials		Repair/Replace
IPMC-303.1	Pool structure deteriorated		Repair/Replace
IPMC-303.2	Enclosures, doors/gates(self-closing/self-latching)		Repair/Replace/Install
IPMC-304.13.1	Cracked/missing glass		Replace
<u>Painted Surfaces:</u>			
IPMC-304.6	Peeling or flaking		Prepare/Prime/Re-seal
IPMC-304.6	Severely blistered		Prepare/Prime/Re-seal
IPMC-304.6	Surface not protected		Prepare/Prime/Re-seal
<u>Chimney:</u>			
IPMC-304.11	Mortar joints weathertight		Rake and repoint
IPMC-304.11	Damaged brick or materials		Repair/Replace
IPMC-304.11	Missing brick or materials		Replace

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<u>Siding and Trim:</u>			
IPMC-304.2	Missing/cracked/dented siding		Repair/Replace
IPMC-304.2	Deteriorated/rotted siding		Repair/Replace
IPMC-304.2	Deteriorated jamb sills		Repair/Replace
IPMC-304.2	Deteriorated fascia boards		Repair/Replace
IPMC-304.2	Deteriorated corner boards		Repair/Replace
IPMC-304.2	Deteriorated shutters		Repair/Replace
<u>Roofs and Roofing Materials:</u>			
IPMC-304.7	Missing shingles/slates		Replace to match ex.
IPMC-304.7	Loose shingles/slates		Properly fasten
IPMC-304.7	Loose/missing flashing		Fasten or Replace
IPMC-304.7	Roof structural damage		Repair/Replace
IPMC-304.7	Roof drainage		Redirect/install gutters/downspouts
<u>Gutters and Downspouts:</u>			
IPMC-304.7	Deteriorated/rusted/damaged		Repair/Replace
IPMC-304.7	Missing gutters/downspouts		Properly replace
IPMC-304.7	Draining to adjoining property		Redirect
IPMC-304.7	Loose/open joints		Repair
<u>Foundation Walls Above Grade:</u>			
IPMC-304.5	Severe open cracks		Repair
IPMC-304.5	Deteriorated masonry		Repair/Replace
IPMC-304.5	Steps/stoops, level and secure		Repair/Replace/Level
IPMC-304.5	Walls not plumb		Repair/Replace
ORDINANCE	DESCRIPTION	AREA	WORK ORDER
<u>Septic Tank: (if applicable)</u>			
COT-15-2003	Plumbing systems		Inspection report