

# BOROUGH OF NORTH CATASAUQUA

## RESIDENTIAL VISUAL INSPECTION FORM FOR RESIDENTIAL RENTAL AND CERTIFICATE OF OCCUPANCY PROGRAMS

### PROPERTY INFORMATION:

Owner: \_\_\_\_\_

Address: \_\_\_\_\_

Person present: \_\_\_\_\_ Signature: \_\_\_\_\_

### SECTION I - GENERAL:

	PASS	FAIL	N/A	Comments
Exterior of Structure (including decks, porches, balconies): no visible damage				
Handrails and Guards: firmly fastened. Handrails on at least one side of every flight of stairs with four or more risers. Guardrails along open stairs, ramps, landings more than 30" vertically above grade				
House Numbers: present and at least 4" in height				
Windows: not cracked or broken, operable unless fixed				
Entry Doors: equipped with code-compliant operable locking mechanism(s), knob, and/or deadbolt				
Emergency egress: every sleeping area shall have at least one window or door accessible directly to the outdoors without the need for keys or tools				
Utilities: electric, gas, water, on and working				
Insects and rodents: area free from infestation				
Surfaces: free from excessive peeling paint, plaster, decayed wood				

### SECTION II - ELECTRICAL

Service ground to metal water pipe				
Minimum 100-amp service				
Electrical service connection/ cable in working condition				
Two receptacles per room; all receptacles in bathroom, kitchen countertop areas, and within 6' of any sink has GFCI protection (no receptacles in bathroom fixtures)				
Unused openings in electrical panel closed				
Closet light fixture installed in compliant manner if present				
No other visual inspection violations				

### SECTION III - PLUMBING AND FIXTURES

General: Sinks, laundry facilities, bathtubs, and showers shall be equipped with hot and cold running water				
Water heaters: a functional water heater shall serve the property				
Fixtures: every unit shall have its own bathtub and/or shower, toilet, bathroom sink, and kitchen sink				
Sanitary Discharge: all plumbing fixtures shall be properly connected to a sanitary sewer system or an approved private sewage disposal system				

### SECTION IV - FIRE/CO2 SAFETY

General: safe, continuous, unobstructed means of egress				
Smoke Detectors: working, on every level including basement, in each bedroom and outside each sleeping area. Battery back-up/interconnected if required				
Firewall between garage and living area				
Solid core doors between garage and living area				
CO2 alarm installed in vicinity of bedrooms or as otherwise required				

### SECTION VI - VENTING/MECHANICAL

Dryer vented to exterior or by other approved method				
Chimney venting for high-efficiency heaters				
Multi-flue usage				
Oil burner shut-off at top of stair or outside heater room				
Gas line bonded, if present				
Hot water heater temperature and pressure valve piped to within 6" of floor				
Exhaust fan or operational window in bathroom				

### OFFICIAL USE ONLY

DATE OF INSPECTION: \_\_\_\_\_ INSPECTION PASS DATE: \_\_\_\_\_

INSPECTION FAIL DATE: \_\_\_\_\_ REINSPECTION DATE: \_\_\_\_\_

DATE FEE PAID: \_\_\_\_\_ DATE NO MUNICIPAL DEBTS CONFIRMED: \_\_\_\_\_

DATE CERTIFICATE ISSUED : \_\_\_\_\_

SIGNATURE OF BOROUGH OFFICIAL: \_\_\_\_\_

**BOROUGH OF NORTH CATASAUQUA  
RESIDENTIAL VISUAL INSPECTION FORM  
ADDENDUM FOR SPECIAL CIRCUMSTANCES**

**PROPERTY INFORMATION:**

Owner: \_\_\_\_\_

Address: \_\_\_\_\_

Signature of person present: \_\_\_\_\_

**SECTION I – SWIMMING POOLS**

**PASS FAIL N/A**

**COMMENTS**

Swimming pool property secured	PASS	FAIL	N/A	
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**SECTION II – CISTERNS/OUTHOUSES**

Cistern removed/outhouse abandoned as applicable	PASS	FAIL	N/A	
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**SECTION III – RENTAL PROPERTY**

Tenant access to electrical panel	PASS	FAIL	N/A	
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**SECTION III – SALE OF MULTI-FAMILY RENTAL PROPERTY**

Fire walls between units, where applicable	PASS	FAIL	N/A	
Fire walls from ground to roof, including attics				
Exit, emergency lighting, alarm bells				
Elevator doors closed tight				
Neatness of storage areas, storage of flammable liquids				
Amount, size, and status of fire extinguishers				
Sprinkler system operation				
Fire alarm system operation				
Boiler/heating room cleanliness/ventilation				
Wall or ceiling openings – closed				
Stairways and passageways free of obstructions				
Door hardware: self-closing where applicable				
Door swing – egress – for occupancy loads of 50 or more				

**OFFICIAL USE ONLY**

DATE/TIME OF INSPECTION: \_\_\_\_\_ INSPECTION PASS DATE: \_\_\_\_\_

INSPECTION FAIL DATE: \_\_\_\_\_ REINSPECTION DATE: \_\_\_\_\_

DATE FEE PAID: \_\_\_\_\_ DATE NO MUNICIPAL DEBTS CONFIRMED (CO ONLY): \_\_\_\_\_

DATE LICENSE/CERTIFICATE ISSUED : \_\_\_\_\_ LICENSE NUMBER (RES RENTAL ONLY): \_\_\_\_\_

SIGNATURE OF BOROUGH OFFICIAL: \_\_\_\_\_