



BOROUGH OF BALDWIN

Code Administration Department

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Occupancy Inspection Checklist:

- Exterior properly maintained
- Address, 4" high numerals required
- Smoke Alarms *in* each bedroom and on each level, including basement*
- 1 CO alarm in the vicinity of sleeping areas, 1 CO alarm for each level that has a fuel burning appliance.
 - Should be 10' away from fuel burning appliances
- GFCI outlets needed:
 - Every bathroom
 - Within 6' of any water source
 - Over kitchen counters
 - Exterior w/ approved cover
 - Unfinished basement
 - Garage
- Handrails on stairs of 4 or more risers.
- Approved barrier in place when surfaces greater than 30" above grade.
- Electrical wiring in good condition including service entry, panel, outlets, lighting fixtures.*
- Plumbing in good condition including fixtures, drains, sanitary.*
- Overflow pipe attached to relief valve on hot water tank, ending no more than 6" above floor
- Hand turn shut-off valve on all gas lines
- Proper venting of mechanical units (furnace, hot water tank, exhaust fans)
 - Exhaust fan required when no window in a bathroom with a shower, vented to exterior
- Windows must operate and have screens
- Integral garage must meet fire separation requirements (20 minute)
 - Ceiling – solid, minimum 5/8" drywall, opening protectives sealed with fire-rated material (insulation/caulking)
 - Door Assembly - solid wood door minimum 1 3/8" thick, or a solid facing honeycomb core steel door
 - Sealed around edges and frame to prevent gasses/ smoke entering dwelling

If utilities are not turned on, occupancy cannot be granted.

* Good condition = function as manufacturer intended.

* Smoke and CO alarms can be mounted to manufacturer specifications. If on a wall, smoke detectors must be 4" -12" down, in the vicinity of the door. Preferred placement is on ceiling between 1' and 3', in the vicinity of the door.

Rental Units:

Deadbolts, with latch on inside required on egress doors. No key or special knowledge or effort is permitted on interior.

Fire extinguisher required. Should be mounted/ available in exit pathway.