



Residential Certificate of Occupancy Inspection Requirements

- 1. Must have Electricity Service at the time of Inspection.**
2. Inspections are carried out Monday – Friday between 1:00 pm and 4:00 pm. An 18-year-old adult must be present at the time of Inspection.
3. If the property has Gas Service, then the Gas must be turned on and a carbon monoxide detector must be posted on the hallway wall.
4. Every room of the house must have a working smoke detector placed above the door of the room. Also, a functioning smoke detector must be placed in the hallway.
5. All the Electrical outlets of the Kitchen and Kitchen counter must have a **GFCI** (Ground Fault Circuit Interrupter) switch. Also, the exterior outlets must have a **GFCI** switch.
6. The Building and Lawn must be clean of Trash, Debris, and Tall Grass.
7. Windows and broken panels must be replaced before Inspection.
8. All addresses must have a **4'inch letter** and must be placed in a visible area on the curve or on the mailbox.
9. All the Wood and Metal exposed must be weather protected (painted etc....)
10. All Windows and Doors must be **fully operational** from the inside **without** any special use.
11. All electrical outlets must be functioning properly; cover plates must be attached and secure.
12. Replace missing panel blanks in the electric breaker box.
- 13. Must provide a minimum hot water temperature of 110°.**

All Landlords & Management Companies must be registered and all requirements must be met before the property is occupied or before the Water is turned on for New Tenants.

WATER SUPPLY TAMPERING-Code of Ordinances-Section 20-199 (#10), It is unlawful to remove, change, interfere with, or tamper with any water meter. Fines up to \$500.00

Thank you,

City of Everman Inspector