

Date of Inspection: _____ Inspector: _____
 Address: _____
 Commercial : _____ Residential _____
 Located in Historic District (Yes/No) _____ Is Building Occupied _____

Condition: A - Excellent Condition | B - Need to monitor | C - Needs Attention | D - Urgent Issue

Inspected Item		(Mark to identify)	Things To Look For	Condition	Notes/Other Comments
Street Number Visible? (yes/no)			Is number visible for 1st responders? Is the numbers legible? Is the Numbers in good condition		
Placement of Street Number	Curb				
	By Entry				
	Over Entry				
	Other (State where)				
Historic Plaque Present (yes/no)			Stickers in good condition? Plaque in solid and not cracked or broken?		
Placement of Plaque:					
Condition of Plaque:					
How many sides of property can be seen from any public street		Front will be #1, Left is #2, Right is #3, Back is #4 for all references on conditions below. If more sides are visible - provide a diagram showing side numbers for the purpose of inspection & resource survey.			
Foundation - Side 1			Foundation Cracks, Wall/Floor Cracks and other types of fractures, settle or sinking foundation, foundation upheaval, gaps around window frames or exterior doors,		
In comments label the issues by side visible	Basement Foundation				
	Crawlspace stem Walls				
	Slab				
	Wood				
	Pier & Beam				
	Other				
Roof Covering Materials			Damaged plumbing vent boots, damaged shingles, dirty or clogged soffits, mold where roof and exterior walls meet, rusted gutters, loose or missing step flashing, holes in roofing, missing gutter apron, rusted flashing, around chimney or other vents.		
if multiple types of roofs are apparent, note which roofing material is on what side of building.	Asphalt Shingles				
	Metal Roofing				
	Stone Coated Steel				
	Slate				
	Rubber Slate				
	Clay and Concrete Tiles				
	Built-Up Roofing (used only on flat roofs)				
	Solar Roofing				
	Green Roofing				
Exterior Walls			Inadequate clearance from ground (8" min for wood & stucco, 6" for masonry), wood rot, rust, staining, clogged or restricted drainage, inadequate clearance from roofing material (1" clearance recommended with flashing to bridge the gap), dense vegetation against or growing into building, paint faded, paint chipping, paint peeling, paint blistering, mildew, mold. Rocks missing, cracked stucco, wood cracking, siding falling off building, siding pulled away from building,		
If siding is different on sides of building visible from street, mark the side by the material type	Pertified Wood				
	Poured Concrete				
	Stone				
	Brick				
	Stucco				
	Synthetic or Artificial Stucco				
	Wood - Shingles				
	Wood - Shakes				
	Wood - Planks				
	Metal (steel or aluminum)				
	Vinyl siding				

	Stairs				
	Wood				
	Concrete				
	Metal				
	Brick				
Fencing	Wood		Rotted, missing planks, rusted, falling down, posts uplifting, mildew growth and stains		
	Composite				
	PVC/Vinyl				
	Masonry				
	Wrought Iron				
Sidewalks	Concrete		Cracks, tree roots uplifting, trip hazards (elevation changes of more than 1/2 inch between sections), gaps of more than 3/4 inch horizontally, holes, depressions, spalling,		
	Stone				
	Brick Pavers				
	Interlocking Pavers				
Landscape	Trees		Trash, litter, debris, weeds, overgrown grass, broken or rotting décor or furniture, visibility issues at intersections, plants overhanging sidewalks and or tangled in power, cable, telephone or other lines, abandoned vehicles,		
	Bushes/Shrubs				
	Grass				
	Décor				
	Furniture				
	Planters				
Swimming Pool	Coping				
	Sides & Bottom				
	Pool Deck				
	Safety Signs				
	Accessories (Slides, Boards, etc)				
CarPorts or other detached buildings			Cracks in mortar or stone, splintering panels, peeling vinyl, sign falling over/leaning. Temporary Signs such as banners are only allowed for 12 month period		
Treat as any other building to review roofing, walls, doors, windows etc that are visible from public streets					
Commerical Signage	Monument		Cracks in mortar or stone, splintering panels, peeling vinyl, sign falling over/leaning. Is signage legible, Temporary Signs such as banners are only allowed for 12 month period		
	Pole				
	Awning				
	Temporary Banner				
Lighting	Landscape Lighting				
	Porch Lighting				
	Signage Lighting				
	Other Lighting				
OTHER					

Is there anything else about this property that needs to be addressed? If so - please mark what and where on the building and the issue or question

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