

## HISTORICAL RESOURCE INVENTORY INSPECTION REPORT

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 |
|---|---------------------|---|---|-----------|----------------------|
| Commerical Signage  |                     |   | 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 |           |                      |
|   | Lighting            |   |   |           |                      |
|   | Monument            |   |   |           |                      |
|   | Pole                |   |   |           |                      |
|   | Awning              |   |   |           |                      |
|   | Flag Sign           |   |   |           |                      |
|   | Temporary Banner    |   |   |           |                      |
| 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. |   |           |                      |
| Landscape   |                     |   | 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,     |           |                      |
|   | Lighting            |   |   |           |                      |
|   | Trees               |   |   |           |                      |
|   | Bushes/Shrubs       |   |   |           |                      |
|   | Grass               |   |   |           |                      |
|   | Décor               |   |   |           |                      |
|   | Furniture           |   |   |           |                      |
|   | Flowerbeds          |   |   |           |                      |
|   | Planters            |   |   |           |                      |
| Sidewalks   |                     |   | 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,     |           |                      |
|   | Lighting            |   |   |           |                      |
|   | Concrete            |   |   |           |                      |
|   | Stone               |   |   |           |                      |
|   | Brick Pavers        |   |   |           |                      |
|   | Gravel              |   |   |           |                      |
|   | Interlocking Pavers |   |   |           |                      |
| Fencing   |                     |   | Rotted, missing planks, rusted, falling down, posts uplifting, mildew growth and stains   |           |                      |
|   | Lighting            |   |   |           |                      |
|   | Wood                |   |   |           |                      |
|   | Composite           |   |   |           |                      |
|   | PVC/Vinyl           |   |   |           |                      |
|   | Masonry             |   |   |           |                      |
|   | Metal               |   |   |           |                      |
|   | Wrought Iron        |   |   |           |                      |
| Roof Covering Materials                                       |                     |   |   |           |                      |
|   | Asphalt Shingles    |   |   |           |                      |
|   | Metal Roofing       |   |   |           |                      |
|   | Stone Coated Steel  |   |   |           |                      |
|   | Slate               |   |   |           |                      |

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|  |  |  |   |  |  |
|--|--|--|---|--|--|
| if multiple types of roofs are apparent, note which roofing material is on what side of building.  | Rubber Slate                               |  |   |  |  |
|  | Clay and Concrete Tiles                    |  |   |  |  |
|  | Built-Up Roofing (used only on flat roofs) |  |   |  |  |
|  | Solar Roofing                              |  |   |  |  |
|  | Green Roofing                              |  |   |  |  |
| Windows  |  |  | Physical damage such as rot, cracked, warped or rotted wood, frames bent, foggy windows, broken window panes, gaps between window and frame. Peeling paint, rust, mildew. |  |  |
| # of Windows visible from street   | Frame                                      |  |   |  |  |
|  | Wood                                       |  |   |  |  |
|  | Vinyl siding                               |  |   |  |  |
|  | aluminum                                   |  |   |  |  |
|  | fiberglass                                 |  |   |  |  |
|  | wood-clad                                  |  |   |  |  |
|  | composite                                  |  |   |  |  |
|  | Glass                                      |  |   |  |  |
|  | Full Panel                                 |  |   |  |  |
|  | Double Hung                                |  |   |  |  |
| Divided Light  |  |  |   |  |  |
| Highest Window on Left will be #1, then work left to right top to bottom to number windows (like reading a book). If windows are visible on multiple sides, on label them 1-1, 1-2 with the first number being the side visible and the 2nd number the window. |  |  |   |  |  |
|  | Shutters                                   |  |   |  |  |
|  | Wood                                       |  |   |  |  |
|  | Plastic                                    |  |   |  |  |
|  | Metal                                      |  |   |  |  |
|  | Awnings                                    |  |   |  |  |
|  | Plastic                                    |  |   |  |  |
|  | Metal                                      |  |   |  |  |
|  | Material                                   |  |   |  |  |
|  |  |  |   |  |  |
| Frames bent, scratches, paint peeling, missing panels, not secured in position, rusted, torn fabric  |  |  |   |  |  |
| Exterior Walls   | Pertified Wood                             |  |   |  |  |
| If siding is different on sides of building visible from street, mark the side by the material type  | Poured Concrete                            |  |   |  |  |
|  | Stone                                      |  |   |  |  |
|  | Brick                                      |  |   |  |  |
|  | Stucco                                     |  |   |  |  |
|  | Synthetic or Artificial Stucco             |  |   |  |  |
|  | Wood - Shingles                            |  |   |  |  |
|  | Wood - Shakes                              |  |   |  |  |
|  | Wood - Planks                              |  |   |  |  |
|  | Metal (steel or aluminum)                  |  |   |  |  |
|  | Vinyl siding                               |  |   |  |  |
|  | Fiber Cement (planks or panels)            |  |   |  |  |
|  | Foundation - Side 1                        |  |   |  |  |
| In comments label the issues by side visible   | Basement Foundation                        |  |   |  |  |
|  | Crawlspace stem Walls                      |  |   |  |  |
|  | Slab                                       |  |   |  |  |
|  | Wood                                       |  |   |  |  |
|  | Pier & Beam                                |  |   |  |  |
|  | Other                                      |  |   |  |  |
| Exterior Doors   |  |  |   |  |  |
| How Many Doors are Visible from Street?  |  |  |   |  |  |
| Main Door Material   |  |  |   |  |  |
|  | Wood                                       |  |   |  |  |

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|  |   |  |  |  |  |
|--|---|--|--|--|--|
| For each door visible, mark the door by number by the material of the door   | Fiberglass  |  | Peeling paint, rust or corrosion on metal, hinges loose, holes or rips in screen doors, rotten door frames, gaps between door and frame, missing thresholds, insect damage, foggy windows, cracked glass in doors, dents, damage to frame. |  |  |
|  | Steel   |  |  |  |  |
|  | Features of Door  |  |  |  |  |
|  | 1/2 window  |  |  |  |  |
|  | full window   |  |  |  |  |
|  | divided light   |  |  |  |  |
|  | Top Light   |  |  |  |  |
| Porches/Decks  |   |  | Unwanted weeds, visible dirt and mold, fading, cracks, sinking, splintering, warping and other damage such as rot, missing nails, pulling away from building, rot, peeling and chipped paint, stain faded                                  |  |  |
| Any obvious rot, damage, or missing components? (Y/N) If yes, please note  | Footings, Support Posts, Beams,<br>Bridging/Blocking, Joists, Ledger Board,<br>flashing |  |  |  |  |
|  |   |  |  |  |  |
|  | Lighting  |  |  |  |  |
|  | Decking   |  |  |  |  |
|  | Composite   |  |  |  |  |
|  | Wood  |  |  |  |  |
|  | Pavers  |  |  |  |  |
|  | Stone   |  |  |  |  |
|  | Railing Posts & Rails   |  |  |  |  |
|  | Wood  |  |  |  |  |
|  | Concrete  |  |  |  |  |
|  | Metal   |  |  |  |  |
|  | Wrought Iron  |  |  |  |  |
|  |   |  |  |  |  |
|  |   |  |  |  |  |
|  |   |  |  |  |  |
|  | Stairs  |  |  |  |  |
|  | Wood  |  |  |  |  |
|  | Concrete  |  |  |  |  |
|  | Metal   |  |  |  |  |
|  | Brick   |  |  |  |  |
| 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  | Lighting  |  |  |  |  |
|  |   |  |  |  |  |
|  |   |  |  |  |  |
| Swimming Pool  | Coping  |  |  |  |  |
|  | Sides & Bottom  |  |  |  |  |
|  | Pool Deck   |  |  |  |  |
|  | Safety Signs  |  |  |  |  |
|  | Accessories (Slides, Boards, etc)   |  |  |  |  |
| OTHER<br><br>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 |   |  |  |  |  |