

**Inspection Checklist**  
**Single Family Housing Standards**  
**City of Rowlett**

<b>Address:</b>		<b>Time in</b>	<b>Date:</b>
<b>Contact:</b>		<b>Time out</b>	<b>Inspection type:</b>
<b>X</b>	<b>Item</b>	<b>Class*</b>	<b>Comments</b>
<b>EXTERIOR</b>			
<b>Unsafe Structure</b>			
	Structure dilapidated beyond repair	LS	
<b>Property Sanitation</b>			
	Remove all loose trash/junk/debris		
	Grading and Drainage		
<b>Sidewalks/Driveways</b>			
	Repair trip hazards in City sidewalk	C	
	Repair damaged areas of City sidewalks	C	
	Repair trip hazard in private walkway		
<b>Accessory Structure</b>			
	Paint all exposed wood		
	Replace all dilapidated building materials, roof materials		
	Demo/Remove accessory structure	LS	
	Repair/Replace dilapidated fence/gate		
<b>Pools, Hot Tubs, Spas</b>			
	Abate stagnant/turbid water (main drains must be visible)	LS	
	Gate must be self-closing and self-latching	LS	
	Gate latch 54" above bottom of the gate; latch must be on the pool side of gate	C	
	Pool fence must be minimum 48"	C	
	Repair pool fence enclosure	LS	
<b>Extermination</b>			
	All structures must remain free of infestation from insects and rodents	C	
<b>Exterior Bldg conditions</b>			
	Remove/Replace all rotten wood or other dilapidated building or roof materials		
	Paint/seal all exposed wood		
	Repair roof to water-tight condition	C	
	Replace roof	C	
	Repair/replace all broken windows		
	Remove all exposed electrical wiring	LS	
	Replace all broken/damaged/missing electrical fixtures	LS	
<b>Interior Bldg conditions</b>			
	Repair holes in walls/ceilings throughout		
	Repair/Replace broken doors		
	Repair floors		
	Repair sagging/falling ceiling		
	Repair/replace stairways/ hand rails/ guardrails		
	Do not block windows/egress- remove bars from doors/windows	LS	
	Clean floor coverings; replace unsanitary floor covering		
<b>Plumbing</b>			
	Clean/Sanitize all plumbing fixtures		
	Repair/replace/install bathroom sink		
	Repair/replace kitchen sink		

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Repair all leaking fixtures/drains		
Properly install T&P release	C	
<b>Water Systems</b>		
Repair/Replace/Install water heater	C	
Repair any broken/damaged plumbing fixtures		
Connect hot/cold service lines to water heater	C	
<b>Sanitary Sewer/Drainage</b>		
Sewer cleanouts must be exposed		
Repair sewage leak	C	
All fixtures must be connected to sanitary services	C	
<b>Mechanical/HVAC</b>		
Repair/Replace mechanicals	C	
Repair/Replace condensate drains		
<b>Combustion Air</b>		
Install upper and/or lower combustion air vents	LS	
Appliance not properly vented	LS	
<b>Electrical Hazards</b>		
Remove/Replace all exposed / damaged electrical wiring	LS	
Replace damaged wall switches/wall plugs or covers	LS	
<b>Smoke Detectors</b>		
Install smoke detectors in bedrooms/hallway	LS	
Smoke alarms not working	LS	
<b>Carbon Monoxide</b>		
Install CO detectors/ CO detectors not working	LS	
<b>Security Devices</b>		
Install keyless deadbolt or locking device	LS	
Install door viewer	C	
Install sliding door pinlocks.	C	
<b>Additional Standards</b>		
Lack of proper utilities	C	
Permit not on site		
Permitting Nuisance		
Permitting a Health Hazard	C	
<i>Class Key: LS - Life safety req. 24hr C - Critical req. 72 hr</i>		
<b>Inspection Results</b>		
<b>Approved</b>		
<b>Approved-minor corrections only- move in allowed</b>		call for re-inspection / email receipts / photos
<b>Not approved- Do not occupy</b>		call for re-inspection appointment
<b>Reinspection date- critical/life safety</b>		
<b>Reinspection fee due- pd. prior to 2nd recheck</b>		#####
Email to:	<b>electronic formatting:</b> This inspection report will be sent electronically to the email contact on file, the inspector, and utility billing. No paper copies will be left on-site.	
INSPECTOR:	<b>electronic signature:</b> the electronic signature of the inspector affirms that an inspection was conducted on this day and that an inspection report has been provided as required.	