



**VILLAGE OF BETHALTO
BUILDING AND ZONING DEPARTMENT**

Tim Brown - Administrator
101 S. Prairie Street – Bethalto, IL 62010-1306

Phone 618-377-7697- Cell 618-975-5893
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Residential Occupancy Checklist

Permit Number: _____ Address: _____

Inspection: Approved _____ Denied _____ Re-Inspection _____

Items in Red indicate Life Safety or Structural Safety issues, any items failed in the red category will have to be corrected and re-inspected prior to issuance of an Occupancy Permit.

Number of Bedrooms			
Basement Bedrooms			Egress Window
Electric Service	200amp	100amp	
Square Footage			
Age of Structure			
Exterior of Property	PASS	FAIL	ADDITIONAL COMMENTS
House Numbers Visible and Posted			Minimum 3 inches
Free of Garbage and debris accumulation			
Garbage containers sufficient			
Derelict Vehicles			
Weeds/Grass Mowed			
Storm Water Drainage/gutters and downspouts			Attached and away from structure
Accessory buildings in good condition			
Fences and walls in good condition			
Outbuildings receptacles GFCI protected			
EXTERIOR OF STRUCTRE	PASS	FAIL	ADDITIONAL COMMENTS
Decks, porches, balconies in good condition			
Stairs in good condition			
Guardrails & Handrails secure and maintained			
Foundation in good condition and free of openings			
Any Basement entrance hatchways			
Paint/siding/soffit/fascia in good condition			Shall be no open areas of any siding/soffit/or fascia
Roof structure in good condition			No sagging/No apparent openings
Shingles/roof decking in good condition			
Chimneys in good condition			
Windows, door frames in good condition			
Doors and hardware in good condition and hardware operational			



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Doors shall be weather tight			
Any exterior receptacles GFCI protected with cover plate			
Mobile Home tie downs installed			
<u>INSPECTION CHECKLIST</u>			
<u>INTERIOR OF STRUCTURE</u>	<u>PASS</u>	<u>FAIL</u>	<u>ADDITIONAL COMMENTS</u>
Structural Members Sound			
Walls, floors and ceilings in good condition			
Stairs, railings in good condition			
Minimum 7' ceiling in habitable rooms			
Basement foundation free of leakage			Any condition which could cause compromise to the structure or a health hazard to occupants
Mobile Home Fire Extinguisher			Minimum of 1 extinguisher required in accessible area
<u>PLUMBING SYSTEMS</u>			
<u>PASS</u>	<u>FAIL</u>	<u>ADDITIONAL COMMENTS</u>	
No corroded or broken pipes			
Free of leaks			
Sewer odors (venting or drainage issues)			
Properly vented			
Water available in all areas and must have good supply pressure			
<u>ELECTRICAL SYSTEM</u>			
<u>PASS</u>	<u>FAIL</u>	<u>ADDITIONAL COMMENTS</u>	
Service amp rating			Must be 100 or 200 amp/ No Federal Pacific fuse panels
Service components secured to the building			
Circuit breaker proper ratings			
No open splices/Junction boxed			
No extension cord usage hazard			
Grounded GFCI receptacles for laundry/kitchen/bathroom/garage			
Cover Plates installed			
<u>MECHANICAL/HEATING SYSTEMS</u>			
<u>PASS</u>	<u>FAIL</u>	<u>ADDITIONAL COMMENTS</u>	



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HVAC System in place			If HVAC is in crawl space or in attic/must have all safety systems in place, i.e. fire drywall to protect the flooring or ceiling as well as smoke detectors.
Safety Controls			Must have shut offs on gas lines
<u>FIRE SAFETY SYSTEMS</u>			
Fire separation from attached garage			5/8 fire drywall/ all areas must sealed/from flooring to the roof decking.
If any gas oil or electric systems			
Furnace Installation clearance and ventilation			If in garage, must have 18" of clearance from floor
Water heater installation clearance and ventilation			Same as above, unless the unit is listed as flammable ignition source resistant
Combustion Air			
Fire Places and fuel space heaters			
Smoke detectors			One in each bedroom classified/One on each level of the residence within 15ft of living space
Carbon Monoxide Detectors			One on each level of the residence and within 15ft of living space This only applies to residences with gas supplied to any appliance.

ADDITIONAL COMMENTS AND CORRECTIVE ACTIONS
