

# Village of Carleton

## BUILDING DEPARTMENT

IPMC 2015

734-654-6255  
734-777-7149

Address: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_ Units: \_\_\_\_\_ Apartment # \_\_\_\_\_  
EXTERIOR STRUCTURE

1.  CONCRETE  City Walks  Repair  Replace \_\_\_\_ sq  Service Walks – Front/Side/Rear  Repair  Replace \_\_\_\_sq Permit Required
2.  CONCRETE  Asphalt  Driveway  Approach  Replace \_\_\_\_\_sq Permit Required
3.  HANDRAIL/GUARDS/COLUMNS Front/Side/Rear  Install  Repair  Replace  Secure  Paint  Balusters Required 4" Spacing
4.  STREET NUMBERS  Install Minimum 4" High  Contrasting Color Required
5.  ROOF  Replace Shingles  Repair  Install Flashing  Install Roof Vents  Structure Damage Permit Required
6.  GUTTERS & DOWNSPOUTS  3' Extensions  Clean Out  Paint  Install  Repair  Replace  Secure  Replace Awning
7.  DOORS  Front  Side  Rear  Make Weather Tight  Paint  Repair  Replace  Fix Hardware  Jamb  Sill
8.  STEPS  Front  Side  Rear  Repair  Replace  Tuckpoint  Install Risers  Risers Not Equal  Not Level  Paint
9.  PORCH  Front  Side  Rear  Upper  Repair  Replace  Tuckpoint  Paint  Balcony  Carpet
10.  WINDOWS  Paint  Repair  Replace  Caulk  Windows must open easily & remain open without a prop  Make weather tight
11.  STORM WINDOWS  Screens  Storm Door  Install  Repair  Replace  Hardware  Front  Side  Rear
12.  SIDING  Trim  Wood  Brick  Tuckpoint  Scrape & Paint  Repair  Replace  Hardware  Front  Side  Rear
13.  CHIMNEY  Cap  Liner  Tuckpoint  Repair  Replace  Paint  Missing Brick Faces  Permit Required
14.  FOUNDATION  Basement Windows  Crawl Space Door  Vents  Paint  Repair  Replace  Tuckpoint
15.  FENCE & GATES – WOOD/METAL  Repair  Replace  Paint  Straighten  Remove Fence on Fence  Remove Dilapidated
16.  DEBRIS Remove all Debris/Shrub Trees/Weeds/Vines from property
17.  GRADING/DRAINAGE Front/Side/Rear
18.  RODENT HARBORAGE
19.  MOTOR VEHICLES Remove
20.  GARAGE/SHED  Walls  Doors  Trim  Windows  Roof Shingles  Paint  Repair  Rotted Wood  Permit Required  Remove
21.  GARAGE GUTTERS/DOWNSPOUTS  Paint  Repair  Replace

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### Inspector Comments:

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Inspector Signature \_\_\_\_\_ Date \_\_\_\_\_ Time \_\_\_\_\_

### INTERIOR STRUCTURE

- BASEMENT WALLS  BASEMENT FLOORS  Remove Mildew  Tuckpoint  Scrape & paint  Repair  Replace
- DOOR JAMBS & SILLS  Repair  Replace in \_\_\_\_\_  Repair  Replace Hardware in \_\_\_\_\_
- FLOOR COVERING  Repair  Replace  Clean  Kitchen  Bath  Living Room  Basement
- CABINETS & VANITIES  Kitchen  Bath  Repair  Replace  Paint  Caulk at \_\_\_\_\_
- COUONTER TOPS  Kitchen  Bath  Repair  Replace  Caulk
- WALLS  CEILING  Repair  Replace  Patch  Paint Location \_\_\_\_\_
- STAIRWAY WALLS – CEILING  Repair threads & risers  Covering on steps  Install Slip strips  Repair  Replace  Remove
- EXTERMINATE PREMISES  Clean & Sanitize Unit & Basement  Remove Grease Build-up on Stove & Range Hood
- SLEEPING IN BASEMENT NOT PERMITTED  Remove Illegal Bed  No Egress Window
- HANDRAIL  INSTALL  SECURE  Balusters Require 4" Minimum Spacing  Use Circular Grasp (NO 2x4)

### ELECTRICAL

- WORN SERVICE ENTRANCE CABLE  Secure  Replace  Permit Required
- INSTALL CORRECT AMPERE RATED TYPE "S" FUSES
- SMOKE DETECTORS INSTALL  Hallway  Bedrooms  Laundry  Basement **ALL SMOKE DETECTORS REQUIRE 5 YR LITHIUM BATTERIES**
- INSTALL CARBON MONOXIDE DETECTOR
- GARBAGE DISPOSAL  Repair  Replace  Install Switch Above Counter Top
- GFCI RECEPTACLES  Install  Replace  Secure  Kitchen  Bathroom  Laundry Room
- WALL SWITCH CONTROLLED LIGHT REQUIRED IN \_\_\_\_\_
- INSTALL Separate Grounded 20 AMP Laundry Circuit
- RECEPTACLES  Wall Switches  Wall Fixture  Ceiling Fixture Repair In \_\_\_\_\_
- DISCONTINUE USE OF EXTENSION CORDS IN LIEU OF PERMANENT WIRING IN \_\_\_\_\_
- PROTECT SURFACE WIRING LOCATED BELOW JOISTS OR ON WALLS IN \_\_\_\_\_
- REPLACE MISSING COVER PLATES ON RECEPTACLES AND WALL SWITCHES IN \_\_\_\_\_
- REPLACE MISSING GLOBES \_\_\_\_\_
- GROUND WATER METER
- BATHROOM EXHAUST FAN  Exhaust Fan  Exhaust to Outside  Repair  Replace  Install

### PLUMBING & HEATING

- INSTALL VACUUM BREAKERS ON ALL HOSE THREADS  Laundry Faucets  Outside Hose Bibb (s)
- CAULK – Tub, Shower Walls  Floor at Tub
- ANCHOR TUB LEGS TO FLOOR  Repair  Replace  Laundry Tub  Faucets  Drains
- WATER HEATER  Repair  Replace  Dielectric Unions Needed  Permit Required
- INSTALL PRESSURE RELIEF VALVE ON WATER HEATER  Within 4" of Floor
- REPLACE MISSING, DAMAGED, BROKEN, DEFECTIVE, FLOOR DRAIN STRAINERS IN BASEMENT
- SINK  Faucet  Repair  Replace  Secure to Wall
- HAVE FURNACE HEAT EXCHANGE TEST DONE BY LICENSED MECHANICAL CONTRACTOR AND **SUBMIT COPY TO BUILDING DEPARTMENT**
- INSTALL METAL DRYER VENT PIP (NO PLASTIC)  INSTALL EXTERIOR DRYER VENT
- INSTALL HAND GAS AGA VALVE ON  Water Heater  Stove  At Dryer  Furnace
- CAP OR PLUG ANY OPEN GAS LINE AREA