



**Village of Swansea  
Occupancy Inspection Checklist**

<b>Exterior Property Area</b>	<b>P</b>	<b>F</b>	<b>Bathroom</b>	<b>P</b>	<b>F</b>
Sanitation			Electrical Systems Hazards		
Grading & Drainage			Receptacles (GFI)		
Sidewalks & Driveways			Lighting Fixtures		
Weeds			Interior Surfaces		
Rat Harborage			Windows/Vented		
Exhaust Vents			Traps on sink		
Accessory Structures			<b>Kitchen</b>		
Exterior Painting			Square Footage	<b>P</b>	<b>F</b>
Motor Vehicles			Electrical Systems Hazards		
Trash/debris			Receptacles (G.F.I)		
<b>Exterior Structure</b>	<b>P</b>	<b>F</b>	Lighting Fixtures		
Street Number			Interior Surfaces		
Exterior Walls			Windows/Vented		
Roof & Drainage			Gas Shutoff on Range		
Decorative Features			Traps on sink		
Overhangs Extensions			<b>Living Room</b>		
Chimney & Towers			Square Footage	<b>P</b>	<b>F</b>
Handrails & Guardrails			Electrical Systems Hazards		
Windows & Door Frames			Receptacles		
Glazing			Lighting Fixtures		
Openable Windows			Interior Surfaces		
Insect Screens			Windows/Vented		
Doors			<b>Basement</b>		
Basement Hatchway			Shutoff valve on water heater		
AC Disconnect			Drip Leg on water heater		
Anti-Siphon/Faucets			Dirt leg on gas furnace & water heater		
<b>Electrical Panel</b>	<b>P</b>	<b>F</b>	<b>Garage</b>		
All wires must have connectors			Solid wood/metal door between house & garage		
No Double Lugging			Ceiling in garage must be fire rated		
Bare wires must have wire caps			Wall between house & garage must be fire rated		
Minimum 100 Amp Service			Garage door opener must have receptacle		
			No extension cords allowed		
			Gas furnace & water heater must be 18" off floor		
<b>Bedroom</b>		<b>#1</b>	<b>#2</b>	<b>#3</b>	<b>#4</b>
Square Footage					<b>#5</b>
Electrical Systems Hazards					
Receptacles					
Lighting Fixtures					
Interior Surfaces					
Openable Windows					
Smoke detectors					
Carbon Monoxide Detectors					



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<b>Exterior Structure</b>	<b>P</b>	<b>F</b>
Disconnect on Air Conditioner Units		
No 3-Wire Receptacles		
<b>Electrical Panel</b>		
All Openings Covered		
No Double Lugs		
No 60 Amp Services		
<b>Garage</b>		
Garage Receptacle at least 18" off floor		
<b>Interior Structure</b>		
All switches and Receptacles Working		
Closet Panel needs 3 ft. x 3 ft. work area		
Panels not behind Water Heaters or Furnaces		
No open or running splices		
Minimum of 2 receptacles for rooms		
No 3-Wire Receptacles on 2-wire systems (ungrounded)		
Electric Wiring should be protected to 8' (conduit or board)		
<b>Bathroom</b>		
Bath Light & GFCI		
Remove Receptacle in Light if not GFCI		
No Panel in Bathroom		
<b>Kitchen</b>		
GFCI if Receptacle within 6 ft. of Sink (Kitchen or Washer)		
<b>Bedrooms</b>		
Smoke Detectors and Carbon Monoxide Detectors		
Closet fixture bulb enclosed		



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### Commonly failed inspection items

1. Openings between the garage and residence shall be equipped with either solid core slab wood door not less than one and three-eighth ( $1\frac{3}{8}$ ) inch (35 mm) in thickness or Twenty (20) minute fire-rated doors. If breezeway is present and 10 feet or more between garage door and living area, the solid core door clause can be eliminated.
2. Install dirt leg or sediment trap on furnace and water heater gas lines minimum 3 inches long.
3. Install sheet metal screws into gas furnace and water heater vent pipes, 3 per joint and into water heater hood, also top of tank.
4. Equipment and appliance having an ignition source shall be elevated such that the source of ignition is not less than 18 inches (457 mm) above the floor in hazardous locations and private garages.

**Exception:** Elevation of the ignition source is not required for appliances that are listed as flammable vapor ignition resistant. Must display certification.

5. Fuel-fired appliances shall not obtain combustion air from any of the following rooms or spaces. Sleeping room, bathroom, toilet room, or confined space (Where the space in which the appliance is located does not meet the criteria.) Install two permanent openings to adjacent space. One opening shall be within 12 inches of the top and within 12 inches of the bottom space. Minimum grill size is 10" x 10".
6. Openings from a private garage directly into a room used for sleeping purposes shall not be permitted. Ducts in the garage and ducts penetrating the walls or ceiling shall have no opening into garage.
7. Electrical cable shall be protected from physical damage by metal conduit, schedule 40 PVC rigid non-metallic conduit, or wall board up to 8 foot from floor.
8. Non-grounded house wiring shall have 2-prong outlets, grounded receptacles that have grounding contacts shall have those contacts effectively grounded. Every habitable space shall contain at least two separate and remote receptacles outlets.
9. Remove power to outlets in light fixtures, mirrors and cabinets that do not have GFCI protection within 6 feet of water.
10. Every habitable space in a dwelling shall contain at least two (2) separate and remote receptacle outlets. Every laundry area shall contain at least one (1) ground-type receptacle. Ground-Fault Circuit Interrupter Protection (GFCI) is required in the following locations:
  - (a) Bathrooms within (6) feet of water source.



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- (b) Kitchen within (6) feet of water source.
  - (c) All outside receptacle shall be weather proof and GFCI.
11. Emergency escape basement window minimum 5 square feet at grade level. The measurements of the window are minimum 20 inches wide by 24 inches high with maximum height from floor 44 inches to the bottom of the clear opening. Basement bedroom shall have egress window and shall contain at least 70 square feet of floor area for one occupant.
12. Swimming pools shall be completely enclosed by a barrier or fence at least 48 inches above grade. Above ground pools the barrier may be the pool structure, or mounted on top of pool structure. Pedestrian access gates shall open outward away from the pool and shall be self-closing and have a self-latching device. All doors with direct access to the pool through that wall shall be equipped with an alarm which produces an audible warning when the door is opened. The alarm shall be capable of being heard throughout the house during normal house-hold activities.