



CITY OF WEST CHICAGO EXISTING STRUCTURE INSPECTION REPORT FOR RESIDENTIAL OCCUPANCY

ADDRESS: _____ DATE: _____

INSPECTOR: _____ AGENT: _____

**PASS / FAIL
OCC / RIC**

INTERIOR: (Steps)

- ___ Install handrail to stairs with more than four risers
- ___ Install guardrail to stairs with more than four risers and platforms more than 30" above grade

(Electrical)

- ___ Identify all circuits located at panel
- ___ Ground electrical service to the street side of the water meter
- ___ Replace missing knock-outs and covers on electrical boxes, switches and outlets
- ___ Provide outlet where extension cords are used as permanent wiring
- ___ Provide two outlets per habitable room
- ___ Install GFCI to all bathroom and kitchen countertop outlets

(Light/Ventilation)

- ___ Install light in mechanical room, stairways, hallways and laundry room
- ___ Add 3/4" blow off pipe to water heater and extend down to 6" from floor
- ___ Provide ventilation in bathroom by a mechanical system or window
- ___ Add a minimum of 2 screws to flue pipe joints where needed
- ___ Add sealant to flue pipe where connected to chimney

FIRE SAFETY:

- ___ Provide testable smoke detector for each floor and in each bedroom
- ___ Provide carbon monoxide detector within 15' of bedrooms
- ___ Replace keyed dead bolt with thumb latch on exterior doors
- ___ Remove keyed locks from bedroom doors
- ___ Basement does not qualify for sleeping purposes

EXTERIOR: (Steps)

- ___ Install handrail to stairs with more than four risers
- ___ Install guardrail to stairs with more than four risers and platforms more than 30" above grade

(Electrical)

- ___ Install GFCI to all exterior outlets
- ___ Install GFCI to all accessible outlets in the garage
- ___ Ground electrical service with 8' driven ground rod (#6 AWG wire for 100 AMP service)

(Structure and/or Accessory Façades)

- ___ Surface coat any peeling paint and replace rotting wood on _____
- ___ Add street numbers at least 4" high to front of building
- ___ Patch/add/repair siding
- ___ Replace broken windows
- ___ Add backflow preventers to all hose bibs including laundry tub

(Yard Care/Outside Storage)

- ___ Remove all accumulations of rubbish and garbage from premises
- ___ Cut weeds and/or grass to 8" or less
- ___ Remove illegal gravel area and restore vegetation

RENTAL REQUIREMENTS: Check if proof of: ___ Current, signed rental agreement ___ Advance tenant notification

The maximum occupancy load for this unit is _____ people. Confirmed by: ___ Measuring ___ File Info

Please call 630-293-2200 to schedule inspections