

Are you prepared for a City of Buffalo Interior Inspection?

Checklist For Landlords & Tenants

Exterior

Foundation

- structurally sound
- mortar joints intact
- no damaged
- rodent proof

Siding / trim

- No deterioration
- No peeling paint

Porches / stairs / walking surfaces

- structurally sound
- free of deterioration
- No peeling paint
- proper guard

Roofing

- No deterioration
- No missing components
- No leaks

Chimneys

- Structurally sound
- Mortar joints intact
- No damaged or missing components

Gutters / downspouts

- No deterioration
- No leaks
- No missing components
- Proper drainage

Yard areas

- Clean/maintained
- no unlicensed - stored vehicles
- properly graded
- free of hazards

Driveways / sidewalks

- surface intact
- free of trip hazards
- legal and proper use

Doors

- No deterioration
- No peeling paint
- Operating Hardware

Windows

- No deterioration
- No peeling paint
- No broken glass
- Weather-tight
- Operable

Fire escapes / fire stairs

- Structurally sound
- No deterioration
- No peeling paint
- Legal proper use

Additional structures on property

- Structurally sound
- No deterioration
- No peeling paint
- legal and proper use

Interior

Smoke detectors

- Operational
- Installed correctly inside and outside each sleeping area

Carbon monoxide detectors

- In all sleeping rooms on the same floor level of a fuel burning device or appliance.
- Or within 15 feet of sleeping areas in fuel heated dwellings

Walls and ceilings –

- No cracks, holes and buckled surfaces
- Clean and painted
- Fire Resistant where applicable

Basement

- Clean, free and clear of excessive accumulations
- Adequately lit
- Proper fire barrier from the upper floors

Mechanicals

Licensed contractors are required for most mechanical repairs

Electrical

- Properly installation and maintenance of equipment, wiring and appliances.

Common Halls and Exits

- Adequately lit
- Unobstructed path of egress

Doors

- No deterioration
- No peeling paint
- Proper fire resistance
- Operating hardware

Windows

- No deterioration
- No peeling paint
- No broken glass
- Weather-tight
- Operable
- Screened

Stairs

- Safe ascent/descent
- Graspable handrails
- No trip hazards

Plumbing

- Properly installed, maintained and functional. Free from obstructions, leaks and defects.

Fuel Devices

- Properly installed, maintained in a safe working condition. Heating systems must maintain a room temperature of 68 degrees F.

Building layout & occupancy ensure compliance to building plans and the previously issued certificate of occupancy and or departmental records.

Everyone present at the inspection must follow the following health and safety guidelines.

Safety:

- The inspector(s) will ask whether anyone present is ill with a fever, cough, cold or respiratory concern. If so, the inspection will be rescheduled.
- An owner, agent, or tenant of the property must accompany the inspector through the entire inspection.
- Everyone present during the inspection will be required to wear a face mask** during the entire course of the inspection. If occupants do not have masks, inspectors may provide one per inspection to the tenant accompanying the inspector. If occupants refuse to wear them, the inspection cannot take place and will be rescheduled.

Access:

- All gates must be open to allow the building inspector onto the property prior to their arrival.
- The inspector needs access to all areas of the property for a complete inspection.
- All fire and safety equipment (smoke / carbon monoxide detectors / emergency lighting, exit signs, etc) will require testing.
- There must be a clear view of all kitchen and bathroom fixtures and appliances. (Sinks and tubs must be empty)
- There must be a clear view of all piping, drains, and conduits servicing all fixtures and appliances.
- There is a clear view of windows and doors. Drapes, curtains, and shades should be opened or pulled away from windows
- The person accompanying the inspector must be able to demonstrate the operating condition of any existing systems and equipment. (Including water pressure, outlets, doors, windows, cabinets, etc. etc.)

At any point during the inspection, if the inspector deems it necessary, the inspection may be terminated.