



Village of Westchester

10300 West Roosevelt Road, Westchester, IL 60154

Phone: (708) 345-0199 • Fax: (708) 345-0884 • Email: Building@westchester-il.org

COMPLIANCE INSPECTION CHECKLIST

Property Information	
Property Address	Property Owner
Inspection Date:	Inspector:
Property Type: <input type="checkbox"/> Single Family <input type="checkbox"/> Multi Family (# of Units _____) <input type="checkbox"/> Commercial <input type="checkbox"/> Other: _____	

During all inspections, a property owner, tenant or legal agent must be present. The inspector will perform a visual inspection for compliance with this checklist and the Municipal Code. Each inspection is only a visual examination of those elements and area that are safely and readily accessible at the time of inspection. The inspector is not responsible for compliance with the Village Code either at the time of inspection or anytime thereafter. Compliance with the Village Code is the responsibility of the owner/operator. The Village does not warrant the condition of any property inspected and shall not be responsible for any claims arising out of the property or the condition thereof. The Village does not warrant that all deficiencies are listed in the "Certificate of Occupancy" and does not warrant anything as to the condition of the property or the liability thereof.

General Information

Number of Bedrooms: _____ **Number of Bathrooms:** _____ **Basement Finish:** Full / Part / None
Garage: Yes / No **Size:** _____ car **Door Size:** _____ **Attached / Detached** **Auto Opener:** Yes / No
Exterior: Frame / Masonry **Type of Heat:** FA / HW / Elec. / Fuel **Central A/C:** Yes / No

	Yes	No		Yes	No
1. Is address displayed to properly identify residence for emergency vehicles? (IPMC 304.3)	<input type="checkbox"/>	<input type="checkbox"/>	12. Is the residence free of any infestation of rodents or insects? (IPMC 309.1)	<input type="checkbox"/>	<input type="checkbox"/>
2. If the detached garage is located off of an alley, is the address properly displayed? (IPMC 304.3)	<input type="checkbox"/>	<input type="checkbox"/>	13. Are interior stairs and railings free of safety hazards and safe for entering and exiting? (IPMC 305.4 & 305.5)	<input type="checkbox"/>	<input type="checkbox"/>
3. Are exterior walls maintained free from holes, loose or rotting boards which might admit rain or dampness to the interior? (IPMC 304.6)	<input type="checkbox"/>	<input type="checkbox"/>	14. Are all sinks, lavatories, bathtubs, and showers supplied with running water and maintained in a useable condition? (IPMC 505.1)	<input type="checkbox"/>	<input type="checkbox"/>
4. Is the roof structurally sound and free of defects which might admit rain or dampness to the interior? (IPMC 304.7)	<input type="checkbox"/>	<input type="checkbox"/>	15. Do downspouts and sump pump properly discharge to own yard or storm sewer? (IPMC 507.1)	<input type="checkbox"/>	<input type="checkbox"/>
5. Are the exterior stairs and porches maintained free of safety hazards and safe for entering and exiting? (IPMC 304.10)	<input type="checkbox"/>	<input type="checkbox"/>	16. Does the residence have electrical panel(s), and all exposed wiring installed and maintained in a safe manner? (IPMC 604)	<input type="checkbox"/>	<input type="checkbox"/>
6. If the residence has a fence, is it in good repair? (IPMC 302.7)	<input type="checkbox"/>	<input type="checkbox"/>	17. Electric (hard-wired) or battery operated Smoke Detector(s) are installed in each dwelling unit. Smoke detectors are required in each bedroom & at least one or more on each floor. (425 ILCS 60)	<input type="checkbox"/>	<input type="checkbox"/>
7. Do doors allow unobstructed exiting?	<input type="checkbox"/>	<input type="checkbox"/>	18. Does the dwelling unit have properly located and operating carbon monoxide detectors? (430 ILCS 135)	<input type="checkbox"/>	<input type="checkbox"/>
8. Is the residence free of unsafe or broken windows? (IPMC 304.13)	<input type="checkbox"/>	<input type="checkbox"/>	19. Is the heating unit and hot water heater in working condition? (IPMC 602.2 Res. Occ. & IPMC 505.4 water heating facilities)	<input type="checkbox"/>	<input type="checkbox"/>
9. Does the residence comply with applicable zoning regulations regarding use (i.e. single-family, multi-family)? Please note: Bedrooms in basements are prohibited. In multifamily districts, 25' of lot width is required per dwelling unit.	<input type="checkbox"/>	<input type="checkbox"/>	20. Is the residence free of inside or outside storage which could promote a health, fire, or safety problem? (IPMC 302.1, 304.1)	<input type="checkbox"/>	<input type="checkbox"/>
10. Are floors, walls & ceilings maintained in good condition, free of sanitation or safety hazards? (IPMC 305.3)	<input type="checkbox"/>	<input type="checkbox"/>	21. If a residence has a below grade sleeping room, does it satisfy exiting, emergency exiting, and ventilation requirements?	<input type="checkbox"/>	<input type="checkbox"/>
11. Are all rooms provided with adequate light (natural or artificial) and ventilation (natural or mechanical)? (IPMC 402 & 403)	<input type="checkbox"/>	<input type="checkbox"/>	Please note prior to the Village stamping your deed, you must: **Schedule final water meter read (Must contact village a minimum of one week before closing) **Pay final water bill		

Addition Remarks/Comments/Violations
