

Occupancy Permit Inspection Punch List for Residential

1. Install exterior /interior handrails where there are more than 4 risers.
2. Repair/replace frayed electrical cable.
3. All broken windows must be repaired/replaced. All windows and exterior doors must be operable and supplied with locking devices.
4. Front entrance landing must be a minimum of 3'x 3' with maximum step of 8 3/4" to top of threshold.
5. Repair/replace defective steps or concrete walkways.
6. Scrape and paint excessive peeling paint.
7. Address numbers must be 4" Arabic and be visible from street.
8. Repair/replace defective gutters and downspouts.
9. Repair/replace defective roof coverings.
10. Guardrails are required at porches, balconies and open side of stairways, guardrails shall be vertical rails spaced no more than 4" apart.
11. Carbon Monoxide alarms in basement area, and outside upstairs sleeping area.
12. Smoke detectors are required in all sleeping rooms, and on each floor of dwelling unit, including basement.
13. Doors separating integral garages and habitable spaces must be 1 3/8" solid core wood or steel doors.
14. Garage ceilings must be one-hour fire rated assemblies (5/8' Type X, drywall), taped and sealed.
15. Garage door opener must retract; if not, repair/replace or remove.
16. Proper venting required for water heater. Water release pipe must not be higher than 12" off ground.
17. Fire extinguishers are required in S.F.D. rental units. Must be mounted in kitchen area.
18. Repair/replace all missing receptacle covers, all outlets, fixtures and switches must be operable. Light fixtures located in closets must be covered or fluorescents fixture.
19. Electrical inspections required by third party inspection agency.
20. G.F.C.I. outlets will be required at kitchen counter areas, bathrooms unfinished basements, garages, and outdoor locations.
21. Heating systems must be properly vented.
22. All plumbing fixtures shall be maintained in a safe and usable condition. Also, must be properly connected to public sewer or properly functioning septic unit.
23. All accessory structures, garages, fences, walls, shall be maintained in a structurally sound condition.
24. All areas must be free of garbage and rubbish. Grass must be cut.

Other Considerations

An inspector will look for other common zoning violations such as junk cars, rubbish and debris, business activity, and setbacks.

Inflow and Infiltration- a dye test may be required. Any possibility or suspicion of the inflow of storm water from downspouts, driveway drains, waterproofing systems, or wet basements into the sanitary system will trigger an independent dye test from a qualified inspector at the owner's expense.

This list is not all-inclusive. It was prepared to generally assist homeowners, real estate agents and other parties in understanding the occupancy permit process. Codes and ordinances change periodically. Please contact the Borough of Munhall Code Enforcement Department with specific questions (412-464-7310).