

Mt. Oliver Borough Pre-Inspection Checklist

The purpose of an occupancy or rental inspection ensure that Mt. Oliver Borough's housing stock is held to a minimum code standard of safety and to ensure the proper working order of all home systems and fire safety. This Pre-Inspection Checklist is merely a guide and should not be construed as an exhaustive list of property maintenance and building codes.

Alterations & Repairs

- **All structural renovations and/or alterations require stamped drawings from a design professional and a building permit.**
- **All renovations and/or alterations to the home's plumbing system must be handled by a registered and certified master plumber who will be responsible for communications with Allegheny County Plumbing Division for submitting a Plan to ACPD and arranging plumbing inspections.**
- **All renovations and/or alterations to the home's electrical system must be handled by a journeyman or master electrician who may use the electrical inspector of choice to inspect work.**
- **Remember not to conceal work until you call for rough-in and final inspections.**

Exterior of Structure

- Sidewalks, walkways, and stairs must be in good condition without any tripping hazards
- Siding, regardless of type, must be in good condition with no holes, cracks or missing parts.
- Stairs must be in good condition and have graspable, continuous handrails on at least one side on stairways with 4 or more treads.
- Roof should have no missing shingles or holes
- Chimney must be intact and structurally sound
- Gutters and downspouts must be working properly, in good condition and not channeling water onto the neighboring property
- Electric service entrance cable and meter box must be in good condition and sealed
- Exterior doors and windows must be in good condition and have operable locks

Interior of Structure – General

- Interior of structure must be clean and sanitary, including free from signs of vermin or insect infestation
- Ceilings, walls, and floors must be free of damage or deterioration
- There must be a means of illumination for each room, including hallways, and all switches must be functioning
- Windows must be free from cracks and broken panes, must open and function correctly, and have insect screens
- Each room must have a minimum of 2 working receptacles (except the bathroom, which only requires 1 and must be GFCI)

Entry and Hallways

- A smoke detector must be present and functional in each hallway
- A carbon monoxide detector must be present and functional in each hallway
- Wall switches (3-way switches) that control lighting for stairways between floors must function properly.
- Stairways must be in sound condition and in good repair
 - Every exterior or interior flight of stairs having four or more stairs must have a handrail on one side with guards. Handrails must be between 30 inches and 42 inches in height and be graspable. Guards may be not more than 4 inches apart.
 - **If repairing existing or building new stairs, please contact the Code Enforcement Office for a detailed stair guide.**

Kitchen

- Appliances to store, prepare, and serve food in a sanitary manner must be present and in working order
- If there is a gas stove, a gas valve must be installed above the floor
- If there is a range vent hood, it must be in working order
- There must be a permanently installed sink that functions properly is free from leaks
- The left side of the faucet must represent hot water and the right side cold water
- A minimum of two 20-amp receptacles must be present and outlets located within 6 feet from a water source must be GFCI
- A fire extinguisher must be mounted in the kitchen in a conspicuous location and be in working order
- **If the kitchen has been or will be altered/remodeled, all new plumbing work must be installed in accordance with the 2022 Chapter 1XV Allegheny County Plumbing Code and inspected by County Plumbing Inspector. All wiring must also be installed in accordance with the 2020 National Electrical Code and inspected.**

Bedrooms

- A smoke detector must be present and functional in each bedroom

Bathrooms

- There must be a permanently installed sink that functions properly is free from leaks
- The left side of the faucet must represent hot water and the right side cold water
- A minimum of one 20-amp receptacle must be present and located within 3 feet of vanity; Outlets located within 6 feet from a water source must be GFCI
- There must be a working ventilation system vented to the outdoors or functional, easily openable window
- **If a bathroom has been or will be altered/remodeled, all new plumbing work must be installed in accordance with the 2022 Chapter 1XV Allegheny County Plumbing Code and inspected by County Plumbing Inspector. All wiring must also be installed in accordance with the 2020 National Electrical Code and inspected.**

Attic & Basement

- A smoke detector must be present and functional on each floor
- A carbon monoxide detector must be present and functional on each floor
- Attics must be accessible via a hatch or attic access door/scuttle hole to inspect the underside of the roof.
- If basement egress door and/or outer hatchway are present, a clear and unobstructed path to both is required.
- Doors shall be readily openable without the need for keys, special knowledge or effort.
- **Attics and basements *are not habitable* spaces and thus may be used as a storage area only. If the owner plans to alter/remodel the attic or basement to a sleeping quarter or other habitable space, a Building Permit application and architectural drawings must be submitted to the Mt. Oliver Building Inspector**

Electrical

- Entire property and dwelling unit (all floors, basement, and exterior) must be free of electrical hazards and/or violations (e.g. no open junction boxes, wire splices, etc)
- Water meter must be bonded

Furnace

- Furnace must be clean and free of debris
- Natural gas black pipe, CSST, or electrical supply line must be properly installed and secured. If CSST, a bond must be installed
- If forced-air heating system, all duct work seams must be properly sealed with foil HVAC tape.

Water Heater

- Hot water heater must be present and in working order
- Water heater must have a temperature pressure relief (TPR) valve
- Water heater discharge pipe must be installed with correct pipe and air-gap
- Water heater must be vented properly and sealed with foil HVAC tape

Laundry Area

- There must be a GFCI protected receptacle installed to serve the laundry area
- The washing machine discharge hose must be properly connected to an operable laundry tub or properly sized standpipe for gray water discharge
- Dryer vent pipe must be a 4" smooth interior metal vent correctly installed and vented to the outdoors, and be in clean and operable condition
- If a gas dryer, the supply pipe must be properly sized, installed with an NG rated valve and sediment trap prior to flex pipe