|  |
| --- |
| **Project Information** |
| **GLO’s Designated Representative (“GDR”) Name:**  | **Contract No. and/or WO:** |
| **Applicant Name:**  | **Co-Applicant Name:** |
| **Physical Address:** |
| **Building Contractor Name:** | **Floor Plan:** |
| ***\*\*Must Be Completed Immediately Prior to TREC Inspection\*\**** |
| **General Inspection** |
| [ ] Yes [ ] No [ ] N/A | House numbers are installed. |
| [ ] Yes [ ] No [ ] N/A | Driveway pad is size 14’ x 20.’ The connection to street is 9’ wide, where applicable. |
| [ ] Yes [ ] No [ ] N/A | All flatwork (driveway, walks, etc.) are level, not cracked/damaged/irregular, pitting, spalling, expansion joints present. |
| [ ] Yes [ ] No [ ] N/A | Peepholes are on all exterior doors.  |
| [ ] Yes [ ] No [ ] N/A | At least one entrance door with a standard 36” door. |
| [ ] Yes [ ] No [ ] N/A | Exterior door locks are properly adjusted, deadbolt fully extends into jamb. |
| [ ] Yes [ ] No [ ] N/A | Accessible ‘No-step’ entrance threshold is no higher than ½” (measured from porch/deck floor to the top of threshold).  |
| [ ] Yes [ ] No [ ] N/A | Accessible entrance serviced by ramp (if applicable) with slope no greater than 1:12, and two (2) grip rails. |
| [ ] Yes [ ] No [ ] N/A | Top of ramp grip rails are at a consistent height, 34-38” vertically above walking surfaces, stair noses, and rampsurfaces. (ADA 2010, 504.4) |
| [ ] Yes [ ] No [ ] N/A | Maximum 4” opening on all balusters/rail supports (if applicable). |
| [ ] Yes [ ] No [ ] N/A | Accessible route present from street to one entrance door. |
| [ ] Yes [ ] No [ ] N/A | Exterior of site is free of trash, construction materials and debris. |
| [ ] Yes [ ] No [ ] N/A | Foundation cables are properly stressed and secured (if applicable). |
| [ ] Yes [ ] No [ ] N/A | Porch/decks and ramps are clean, and pressure washed. |
| [ ] Yes [ ] No [ ] N/A | Hallways at least 36” wide, level; any change at each door threshold is ramped or beveled. |
| [ ] Yes [ ] No [ ] N/A | Roof is complete with a drip edge, all vent boot/caps, and shingles are straight and level. |
| [ ] Yes [ ] No [ ] N/A | All weatherproofing is installed at exterior doors. |
| [ ] Yes [ ] No [ ] N/A | Building permit, Certificate of Occupancy, Elevation Certificate, and Inspection green tags on site and visible.  |
| [ ] Yes [ ] No [ ] N/A | Termite treatment completed, and certificate on hand.  |
| [ ] Yes [ ] No [ ] N/A | Green (Energy) Standards Certificate on hand.  |
| **Inspector Observation Remarks:** |
| **Exterior Inspection** |
| [ ] Yes [ ] No [ ] N/A | All piping/drain lines are secured to the home, and exposed pipes are properly insulated. |
| [ ] Yes [ ] No [ ] N/A | An appropriate water main cut-off exists. |
| [ ] Yes [ ] No [ ] N/A | Hardie plank installed under house, painted, sealed (on elevated homes where applicable).  |
| [ ] Yes [ ] No [ ] N/A | Two (2) hose bibs with vacuum breakers/anti-siphon devices near front and back of home. |
| [ ] Yes [ ] No [ ] N/A | Check electrostatic grounding of gas lines. |
| [ ] Yes [ ] No [ ] N/A | All Siding is free of blemishes. Note any cracks, dents, bows, chips, or gaps. |
| [ ] Yes [ ] No [ ] N/A | All exposed exterior surfaces painted without visible defects (from 6’ away). |
| [ ] Yes [ ] No [ ] N/A | Silicone caulk is present at exterior doors, sills, and windows. All exterior penetrations are weatherproofed. |
| [ ] Yes [ ] No [ ] N/A | All screens are installed and not damaged or torn. |
| [ ] Yes [ ] No [ ] N/A | All roof jacks are painted to match. |
| [ ] Yes [ ] No [ ] N/A | Gutters, downspouts, diverters, and splash blocks are installed in the required areas. |
| [ ] Yes [ ] No [ ] N/A | Finish grade at foundation provides positive drainage away from structure, starting at a min. of 6” below finish floor (slab on grade), or a min. of 6” below pier footings (elevated homes). |
| [ ] Yes [ ] No [ ] N/A | Trees are trimmed at least 3’ from the structure, roof, and ramp. Sod is in the required area. |
| **Inspector Observation Remarks:** |
| **Interior Inspection** |
| [ ] Yes [ ] No [ ] N/A | Inside of the home is free from debris, swept and clean. |
| [ ] Yes [ ] No [ ] N/A | Wall and ceiling sheetrock is free of deficiencies; ridges, bubbling, cracking at tape joints, corners and lines are straight.  |
| [ ] Yes [ ] No [ ] N/A | Verify all base trim is installed correctly, has matching profile, and appears to be straight. *A bow in the base trim is a visual cue drywall is bowed.* |
| [ ] Yes [ ] No [ ] N/A | Ensure cabinets are secure, straight, and line up properly with the walls. |
| [ ] Yes [ ] No [ ] N/A | Smoke/CO detectors installed in proper locations and operational. |
| [ ] Yes [ ] No [ ] N/A | Ensure interior paint coverage is acceptable, free of flaws visible from 6’ away. |
| [ ] Yes [ ] No [ ] N/A | Ensure interior doors are at least a standard 32” door, unless the door provides access only to closet of less than 15 square feet in area. |
| [ ] Yes [ ] No [ ] N/A | Check vinyl flooring is installed with no deficiencies such as peeling/lifting, visible gaps/seams, ridges/depressions, scratches, or overall poor workmanship. |
| [ ] Yes [ ] No [ ] N/A | Check ceramic/porcelain tile - all joints perpendicular & parallel to walls. Ensure that plates/escutcheons/collars installed around outlets/fixtures/pipes cover any tile cuts. |
| [ ] Yes [ ] No [ ] N/A | Check for Hot-Cold control reversal in all showers, tubs, and sinks.  |
| [ ] Yes [ ] No [ ] N/A | Check for leaks in supply and drain lines under sinks. |
| [ ] Yes [ ] No [ ] N/A | Toilets flush properly and are firmly seated in place (no movement). |
| [ ] Yes [ ] No [ ] N/A | AC & Heat; check for cold and hot air movement; system in good working order; check thermostat functions. |
| [ ] Yes [ ] No [ ] N/A | AC filter in place; filter panel easily removable. |
| [ ] Yes [ ] No [ ] N/A | AC registers are properly installed (no gaps, all screws in place) and level. |
| [ ] Yes [ ] No [ ] N/A | Septic system is installed and operational (if applicable). |
| [ ] Yes [ ] No [ ] N/A | Well water system is installed and operational (if applicable). |
| [ ] Yes [ ] No [ ] N/A | Water heater is installed and operational. (If located on the it main floor in construction plans, must be in designated and properly ventilated closet.) |
| [ ] Yes [ ] No [ ] N/A | Appliances are installed and operational. |
| [ ] Yes [ ] No [ ] N/A | Anti-tip device is installed for the stove/oven range. |
| [ ] Yes [ ] No [ ] N/A | Washing machine outlet box, ice maker outlet box, and dryer vent box (or trim) are present. |
| [ ] Yes [ ] No [ ] N/A | Sufficient attic insulation is installed, with a stop, and an insulated access door is present. |
| [ ] Yes [ ] No [ ] N/A | Windows & doors operate smoothly (hinge screws installed, locks & hardware). |
| **Inspector Observation Remarks:** |
| **Electrical Inspection** |
| [ ] Yes [ ] No [ ] N/A | Air Conditioner breaker properly sized. |
| [ ] Yes [ ] No [ ] N/A | AC Condenser located on concrete pad or deck. A roof water diverter is over the AC unit. |
| [ ] Yes [ ] No [ ] N/A | Operable switches, circuit breakers & thermostat no higher than 48” above floor. |
| [ ] Yes [ ] No [ ] N/A | Each electrical receptacle/plug is at least 15” above the floor. Check ground and polarity of all receptacles. |
| [ ] Yes [ ] No [ ] N/A | All switches and receptacles are properly installed and operable; switch cover plates are level, flush, and without defects.  |
| [ ] Yes [ ] No [ ] N/A | All exhaust fans and ceiling fans are operational, no excessive noise or vibration. |
| [ ] Yes [ ] No [ ] N/A | Breaker box located on 1st floor, with operational parts are no higher than 48” from floor.  |
| [ ] Yes [ ] No [ ] N/A | Check that all required GFCI circuits are present and operating properly. |
| [ ] Yes [ ] No [ ] N/A | Check that all required AFCI circuits are present and operating properly. |
| [ ] Yes [ ] No [ ] N/A | All circuit breakers clearly labeled. |
| **Inspector Observation Remarks:** |
| **Accessibility Inspection (when applicable)** |
| [ ] Yes [ ] No [ ] N/A | If a lift is present, it is operable, and that lift gates fasten securely. |
| [ ] Yes [ ] No [ ] N/A | Roll-in or low-step shower. |
| [ ] Yes [ ] No [ ] N/A | Grab bars are installed properly. |
| [ ] Yes [ ] No [ ] N/A | Toilets installed exactly at 18” (on center) from finished side wall. |
| [ ] Yes [ ] No [ ] N/A | Toilet seat height is 17–19” from the floor. |
| [ ] Yes [ ] No [ ] N/A | ADA-accessible vanity installed. |
| **Inspector Observation Remarks:** |
| **Signatures** |
| Under penalties of perjury, I certify that the information presented in this document is true and accurate to the best of my knowledge and belief. I further understand that providing false representations herein constitutes an act of fraud. False, misleading, or incomplete information may result in my ineligibility to participate in Programs that will accept this document. **Warning: Any person who knowingly makes a false claim or statement to HUD may be subject to civil or criminal penalties under 18 U.S.C. 287, 1001 and 31 U.S.C. 3729.** |
| **Inspector’s Printed Name:** | **Date:** |
| **Inspector’s Signature:** |
| **Superintendent’s Printed Name:** | **Date:** |
| **Superintendent’s Signature:** |
| **Applicant’s Printed Name:** | **Date:** |
| **Applicant’s Signature:** |
| **Co-Applicant’s Printed Name:** | **Date:** |
| **Co-Applicant’s Signature:** |

\*\*Based upon IRC 2012, ADA 2010, HUD Housing Quality Standards and CDR Design Standards.