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| **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.