



BOROUGH OF LAWNSIDE CONSTRUCTION CODE DEPARTMENT
 MUNICIPAL BUILDING, 4 DOUGLAS AVENUE, LAWNSIDE, NEW JERSEY 08045
 TELEPHONE: 856-573-6208 FAX: 856-546-3232
DUANE J. WALLACE Construction Code Official **RALPH ROBERTS** Fire Sub-Code Official

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UNIFORM INSPECTION REPORTS PRE-INSPECTION CHECKLIST

****AS OF JANUARY, 2016, ALL RENTAL PROPERTIES MUST BE INSPECTED ON AN ANNUAL BASIS****

Below is a listing of the items that will be inspected during your Resale/Rental Housing Inspection. Any violations found will be inspected within **30 DAYS** from the date of the initial inspection to avoid additional fees. All items must be corrected before a Certificate of Occupancy can be issued. **The Inspection Fee is \$100.00.**

Address:		Contact Name:
		Phone Number:
LOCATION/AREA	VIOLATION	
EXTERIOR		
DRIVEWAY	Cracks, sinking and/or raised sections of asphalt or concrete require repair or replacement.	
LAWN/HEDGES/TREE	High grass or weeds, trash, junk and debris must be removed.	
SCREENS (5/1 through 10/1)	Screens must be in windows during inspection.	
FENCE	Fence must be stable and without defects.	
ROOF/SHINGLES	Deteriorated, missing or broken shingles must be replaced. Only 2 layers maximum are allowed. 3 layers or more must be removed. PERMIT REQUIRED	
SIDING VINYL/ALUMINUM SHINGLE	Broken, missing and/or badly damaged siding must be repaired/replaced.	
EXTERIOR PAINT	All peeling paint must be removed from painted surfaces, including window frames and roof trim, repainted & repaired.	
HOUSE NUMBER	6 inch visible numbers must be present. MUST BE ON BUILDING.	
GUTTERS DOWNSPOUTS	Gutters must be free of leaves, properly secured and free from damage. Downspouts must be in place.	
WALKWAY	Walks must be free of cracks, raised or sinking areas.	
LOCATION/AREA	VIOLATION	
ENTRY DOORS	Doors must be operable and free from damage. Double-key dead bolts are not permitted.	
ELECTRICAL A/C	Electrical service cable cannot be frayed or exposed. All wiring must be exterior grade. PERMIT REQUIRED.	
FOUNDATION	Foundations must be free of cracks.	
GARAGE Conversion yes no 1 CAR	<u>Converted garages may require permits.</u> If garage doors remain, drywall and a solid, fire rated door are required to separate the spaces.	
SHED	Must be free of deterioration, rust and decay.	
POOL	Pools must be properly safeguarded; metal parts must be bonded to motor. Gates and fencing must be in good condition.	
WINDOWS	Must not have broken, cracked or missing glass panes. Must be operable and able to stay up when opened.	

******NOTE TO ALL SELLERS, TENANTS AND LANDLORDS:** Failure to meet all of the conditions of this inspection, including all required repairs within 30 days from the date of the initial inspection, will require the applicant to apply for a new inspection, subject to the same requirements stated above. This inspection, conducted by the Borough of Lawnside, is a visual inspection of readily accessible areas of the property, as required by Borough ordinances. This is **not** a private home inspection.