TOWNSHIP OF WINSLOW
OFFICE OF CONSTRUCTION INSPECTIONS
125 South Route 73
BRADDOCK, NEW JERSEY 08037
609-567-0700 Opt 5

CCO / RENTAL PRE-INSPECTION CHECKLIST

Exterior:

- ☐ House Number – Four inch Arabic Numerals, Contrasting to house color, on the house.
- ☐ Gutters and downspouts – Secured properly to house, Splash bock at each downspout.
- ☐ Guard rails – Secure, study, not missing any spindles – on Porches, decks, landing, steps more than thirty (30) inches above ground level.
- ☐ Hand rails – Secure, sturdy, steps with four or more rises, $1^1/_4$ to $2^5/_8$ inches in diameter, 30 to 38 inches high. No less than $1^1/_2$ inches between the handrail and the wall.
- ☐ Sidewalk, Driveway, apron – Kept in a proper state of repair, and maintained free from hazardous conditions.
- ☐ Ground Fault Receptacles (GFCIs) – Test and insure they trip and loose power.
- ☐ Paint – Good condition, not peeling, no untreated wood exposed.
- ☐ Siding – Secure, and painted if not aluminum or vinyl, no missing pieces.
- ☐ Yard – Free of trash, grass cut, brush/weeds not over grown.
- ☐ Soffit / Fascia – Secure, not falling.
- ☐ Exterior Doors – Open and close with ease, Proper weather stripping.

Interior:

- ☐ Receptacles – Secure in electrical boxes, plates in place, working properly.
- ☐ Switches – Secure in electrical boxes, plates in place, working properly.
- ☐ Electrical connections – In junction boxes with plates in place.
- ☐ Ground Fault Receptacles (GFCIs) – Test and insure they trip and loose power.
- ☐ Electrical Panel – Cover on the panel, No missing blanks
- ☐ Faucets – Work and do not drip.
- ☐ Drain Pipes – Must be Rigid Pipe - No Flex Pipe
- ☐ Kitchen Sink – Strainers in drains (even if garbage disposal is place), garbage disposal functioning properly if present.
- ☐ Kitchen Stove – Anti-tip Brackets
- ☐ Bathroom / Powder Room Sink – Pop-up in drain.
- ☐ Tub / Shower Drain – Strainer in place.
- ☐ Attached Garage – Wall(s) that touch living areas must be sheet rocked and taped, if wall(s) not rocked to roof line or room above, ceiling must be rocked and taped.
- ☐ Heater / Water Heater Venting – Inclined towards the vent stack (N/A to forced vented units, plastic vent piped). 40,000 BTU Heaters require 4 inch pipe.
- ☐ Gas Pipe – Rigid pipe into the appliances, drip lag before each appliance.
- ☐ Heater Emergency Shut Off Switch – Must have RED plate Labeled “Burner Emergency Shut Off Switch”.
- ☐ Dryer Vent – Flex pipe Secured to dryer and rigid pipe exhaust to exterior.
- ☐ Carbon Monoxide Detector – With in ten (10) feet of all sleeping areas.
- ☐ Smoke Detectors – At least one (1) on each level of the house, NOT including attic, one within ten (10) feet of all sleeping areas.

- ☐ Interior Doors – Open and Close with ease.
- ☐ Window – Must operate and lock, stay in place when opened, glass not broken or cracked
- ☐ Bathroom Ventilation – Must have working window and/or vent fan. Guard rails – Secure, study, not missing any spindles – on Porches, decks, landing, steps more than thirty (30) inches above ground level.
- ☐ Hand rails – Secure, sturdy, steps with four or more rises, $1^1/_4$ to $2^5/_8$ inches in diameter, 30 to 38 inches high. No less than $1^1/_2$ inches between the handrail and the wall
- ☐ Exterior Door Deadbolt - shall be operated only by the turning of a knob

Other:

- ☐ Permitted Work – Any work requiring a permit, had a permit, was complete and final inspections had been completed with a Certificate of Approval issued. (i.e. Heater, Water Heater, Finished Basement, Garage conversion, roof, siding, deck)
- ☐ Pool – maintained in a clean and sanitary condition, barriers maintained in good shall be self-closing, and self-latching
- ☐ Accessory Structures – Detached garages, sheds, walls and fences must be kept in good state of repair and maintained.

This partial checklist is to be used as a convenience list, and is not all inclusive of all failure points. It covers the most commonly appearing failure points. If you have any questions or concerns about failure points please contact the Housing Inspector.