

PUTNAM COUNTY MINIMUM HABITABILITY INSPECTION CHECKLIST

Planning & Development Services, P.O. Box 1486, Palatka, FL 32178 Phone: (386) 329 – 0307

ACCEPTED – Meets Minimum Requirements or approved to move.

NOT APPROVED - Meets Minimum Requirements or approved to move. Alteration permit required at new site.

NO INSP. – In accessible for inspection, approved to move, may require additional permit at new site.

UNSAFE – Is not approved or not approved to move.

Owner Name: _____
 Site Address: _____
 Reason For Inspection: _____

Year Built: _____
 ID# _____
 ID# _____
 Size _____ (W) _____ (L)
 SQ. Foot Area _____

EXTERIOR STRUCTURE		ACCEPTED	NOT APPROVED	NO INSP.	UN-SAFE
1	Foundation – Structurally Sound (drainage & skirting)				
2	Exterior Walls – structurally sound and weather-tight				
3	Floor System – structurally sound				
4	Roof – structurally sound and weather-tight (no interior leaks)				
5	Underside of Floor Joist – insulated, covered & sealed				
6	Exterior Door Frames – structurally sound & weather-tight				
7	Exterior Doors – structurally sound with operable locks				
8	Means of Egress/Stairs/Guardrails/Handrails/Decks				
9	Windows – good working condition and weather-tight				
10	Screens – provided on operable windows & good condition				
INTERIOR SPACE		ACCEPTED	NOT APPROVED	NO INSP.	UN-SAFE
11	Interior Doors – (bedrooms) working condition w/ hardware				
12	Bathroom Doors – privacy provided by doors w/ hardware				
13	Sleeping Room Egress – operable escape window/door				
14	Int. Floors, Walls, Ceiling – rodent proof & good condition				
15	Ceiling Height – minimum 7' or as manufactured				
16	Interior Stairs/Guardrails/Handrails/Landings				
17	Smoke & CO Detectors – installed in required areas				
FACILITIES		ACCEPTED	NOT APPROVED	NO INSP.	UN-SAFE
18	Bathroom – water closet, shower or tub, lavatory				
19	Water Heater – connected & operable w/ relief valve to ext.				
20	Kitchen – cook stove, sink				
21	Potable Water – connected to approved water system				

ELECTRICAL, PLUMBING, HEAT		ACCEPTED	NOT APPROVED	NO INSP.	UN-SAFE
22	Electrical Panel(s) – safe working condition				
23	Electrical Fixtures – safe and properly installed				
24	Electrical Receptacles – safe condition w/ covers & GFCI				
25	Plumbing Fixtures – good conditions (traps, vents, AAV)				
26	Water Piping – good condition, complete & supported				
27	DWV Piping – good condition, complete & supported				
28	Septic/Sewer – system appears to be properly working				
29	Heating Appliance – good working condition & maintained				
30	Duct System – good condition w/ registers in place/ operable				
31	Exhaust Vents/Flues – installed, secured, in good condition				
32	Bath Exhaust Fan or Window – good working condition				
33	Gas Appliances – good working condition w/ shut-off valve				
34	Gas Piping – properly supported, good condition, no leaks				

INSPECTOR COMMENTS:

STATUS: (circle all that apply)

Approved to reconnect power

Approved to occupy

Approved to move

Unsafe/Vacate

Disconnect utilities

Alteration permit required

Alteration permit required at new location

Non-Habitable

Signature of Inspector

Date