



Community Development Department  
Building Services Division  
4900 Village Commons  
Matteson, IL 60443  
(708) 481-8313

## THE VILLAGE OF MATTESON

### Residential Existing Structural Inspection (ESI) Checklist

#### C1 EXTERIOR PREMISES

1. Exterior of Property maintained in clean, safe and sanitary condition; trash enclosures properly stored in garage or rear of house
2. Grading and drainage - no soil erosion or stagnant water
3. Sidewalks and driveway in good repair and free of hazardous conditions - No cracks, sinking or weeds growing
4. Weeds not more than 6". Other landscaping properly maintained - Flower beds, around bushes or trees
5. Accessory structures structurally sound and in good repair
6. No vehicles in major state of disrepair, no plates or current tags displayed unregistered
7. Schedule final water meter read and pay final bill
- 8.) Exterior outlets must be GFCI protected with Clear plastic bubble weather resistant covers
- 9.) Mailbox in good repair - no leaning or broken or missing parts
- 10.) Address numbers can be seen from street view or from alley view

#### C2 EXTERIOR STRUCTURE

- 1.) Wood and metal surfaces in good repair/paint acceptable
- 2.) Street numbers attached to structure readable from the public right-of-way minimum 4" Arabic numerals with 1/2" stroke in a color in contrast to the structure
- 3.) Structural members/foundation walls free from deterioration
- 4.) Exterior walls free from deterioration and properly weather coated
- 5.) Roof/flashings sound and whether tight; drain elements are in good repair
- 6.) Stairways, deck, porches, balconies with hand and guard rails in good repair and capable of supporting imposed loads
- 7.) Chimneys and towers in sound condition and good repair
- 8.) Windows and doors sound and hardware in good repair
- 9.) Insect screens required in all openable windows, free from holes and breaks
- 10.) Window wells need to be clean, have covers and 1 metal escape ladder installed from biggest basement window.
- 11.) Gutters and down spouts clean, secured to house and discharging away from foundation

#### C3 INTERIOR STRUCTURE

1. Structural members sound, capable of supporting imposed loads

2. Interior surfaces in clean and sanitary condition; no peeling paint, cracks, holes, etc; no accumulated debris
3. Stairways and walking surfaces with handrails and guards installed where needed in good repair and capable of supporting imposed loads
4. Plumbing fixtures properly installed and maintained; hot or tempered and cold water provided. water heater installed and operating properly, drainage system in good repair
5. Heat provided at or equal to 68 degrees; mechanical equipment properly installed and maintained; clearances to combustibles maintained; combustion air provided
6. Electrical service properly sized and properly fused; electrical equipment properly installed and maintained
7. Means of egress doors readily openable without keys or special knowledge
8. Smoke detectors provided in all bedrooms, in the immediate vicinity (Hallway) of bedrooms and every story of the dwelling unit. Must be interconnected and wireless or hard-wired and battery back up
9. Carbon monoxide detector required within 15 feet of all rooms used for sleeping
10. ) 14 gauge jumper wire needed on water heater supply lines with brass clamps
11. ) All Handrails on stairways are required and railings need to return to wall at both ends
12. ) All closets and storage areas need to have covers on light fixtures - NO BULB CLIP ON COVERS ALLOWED
- 13.) Fireplace chimney inspection for safe operation by certified agent
- 14.) Kitchen counter tops need GFCI outlets
- 15.) All outlets and switches have cover plates and in good working condition
- 16.) Electrical panel is labeled and no open spaces.
- 17.) All interior doors have no holes and are in working condition with proper latches & handles - No key locks on interior doors
- 18.) All vents and grates clean and in place
- 19.) Base boards, door jams and door trim free of cracks or missing
- 20.) All toilets, faucets and sinks are secure and in good repair with no leaks or broken parts

#### **C4 DISCLAIMER**

1. Some repairs or replacement may require a permit - Check with village prior to starting any work
2. When painting interior and replacing floor at same time, a permit is required
3. The Village Inspector may require additional items to be inspected