

One Family Dwelling  Two Family Dwelling  Other: \_\_\_\_\_ Is the property occupied?  Yes  No

BBL CAP#: \_\_\_\_\_ Address: \_\_\_\_\_ Unit #: \_\_\_\_\_

Inspection Date: \_\_\_\_\_ Inspector Name: \_\_\_\_\_

WARNING: Do not occupy uninhabitable spaces (e.g. basement, crawlspace, deck, den, garage, sleeping rooms, etc.)

		Passed	Failed
A.	Provide a smoke alarms on every level, vicinity of the sleeping room and every sleeping room Smoke alarms and smoke detectors shall NOT be installed within a 36 in. horizontal path from the tip of the blade of a ceiling-suspended (paddle) fan, horizontal path from a door to bathroom containing a shower or tub & horizontal path from the supply register of a forced air heating or cooling system and shall be installed outside of the direction of the air flow from those registers.		
B.	Carbon monoxide detection shall be provided in Group I-1, I-2, I-4 and R occupancies, in buildings regulated by the Residential Code, and in classrooms in Group E occupancies, where required by and in accordance with Sections 310.1 through 310.7  Dwelling units. Carbon monoxide detection shall be installed in dwelling units outside of each separate sleeping area in the immediate vicinity of the bedrooms. Where a fuel-burning appliance is located within a bedroom or its attached bathroom, carbon monoxide detection shall be installed within the bedroom.		
C.	Every living room shall contain not less than 120 square feet (11.2 m <sup>2</sup> ) and every bedroom shall contain not less than 70 square feet (6.5 m <sup>2</sup> ) and every bedroom occupied by more than one person shall contain not less than 50 square feet (4.6 m <sup>2</sup> ) of floor area for each occupant thereof.		
D.	Does the ceiling height meet minimum requirement in all habitable spaces 7 feet or basement 6'8" and 6'4" under beams?		
E.	Does unit meet light and ventilation requirements and system operational?		
F.	Means of egress doors shall be readily openable from the side from which egress is to be made without the need for keys, special knowledge or effort.		
G.	Required emergency escape openings shall be maintained in accordance with the code in effect at the time of construction and shall conform with the following. Required emergency escape and rescue openings shall be operational from the inside of the room without the use of keys or tools. Bars, grilles, grates or similar devices are permitted to be placed over emergency escape and rescue openings provided the minimum net clear opening size complies with the code that was in effect at the time of construction and such devices shall be releasable or removable from the inside without the use of a key, tool or force greater than that which is required for normal operation of the escape and rescue opening. It shall be the duty of the owner to keep fire escapes, stairways, and other egress facilities in a good state of repair, painted and free from obstruction.  Current building code requirement for emergency escape window opening: <ul style="list-style-type: none"> <li>• A minimum net clear opening of 5.7 sq. ft. (or 5 sq. ft. unit if unit is grade level)</li> <li>• A minimum net clear opening height dimension of 24 inches</li> <li>• A minimum net clear opening width dimension of 20 inches.</li> <li>• A finished sill height of not more than 44 inches above the floor.</li> <li>• Window well shall be 9 sq. feet &amp; 36" wide with fixed ladder</li> </ul>		
H.	Are sleeping rooms free from gas meters and fuel burning appliances or meet exceptions?		
I.	All interior surfaces, including windows and doors, shall be maintained in good, clean, dry and sanitary condition. Peeling, chipping, flaking or abraded paint shall be repaired, removed or covered. Cracked or loose plaster, holes, decayed wood, water damage and other defective surface conditions shall be corrected		

J.	Are windows & doors (including hardware) in good repair, weather tight and are screens provided?		
K.	Every stair, ramp, landing, balcony, porch, deck or other walking surface shall be maintained in sound condition and good repair and maintained free from hazardous conditions.		
L.	Every exterior and interior flight of stairs having more than three risers shall have a handrail on one side of the stair and every open portion of a stair, landing, balcony, porch, deck, ramp or other walking surface which is more than 30 inches (762 mm) above the floor or grade below shall have guards. Handrails shall not be less than 30 inches (762 mm) in height or more than 42 inches (1067 mm) in height measured vertically above the nosing of the tread or above the finished floor of the landing or walking surfaces. Guards shall not be less than 30 inches (762 mm) in height above the floor of the landing, balcony, porch, deck, or ramp or other walking surface.		
M.	Are electrical outlets, switches and fixtures operational?		
N.	Are the required number of receptacles and electrical fixtures present?		
O.	Does dwelling unit contain the required plumbing fixtures and operational?		
P.	Is the heating system operational?		
Q.	Is the AC system operational May 15 and ending no earlier than September 15 & for two pipe system period starting no later than June 1?		
R.	Is the water heating equipment operational and Pressure Relief Valve Pipe installed 6'' from the floor/pan?		
S.	Are installed appliances operational?		
T.	Is the exterior of the property maintained? (Roof, gutters, downspouts, walkways, porches, etc.)		

Passed   
 Failed   
Inspector Signature: \_\_\_\_\_   
Badge#: \_\_\_\_\_

Received \_\_\_\_\_  
By:                      (Owner/Agent Name)                      (Owner/Agent Signature)                      (Owner/Agent Phone)

Correct the failed items and call (202) 442-9557, Option '6' to schedule a re-inspection. **A \$90.00 fee will be charged for all re-inspections.** The landlord/operator is required to be aware of the Lead Based Paint notification requirements. Go to [www.wpa.gov/lead](http://www.wpa.gov/lead) & [www.hud.gov/offices/lead](http://www.hud.gov/offices/lead) for more information. Violations that are not listed on this checklist are subject to be cited per the current **codes** shall be abated prior to issuing of the Basic Business License. All repairs must be abated in a workmanship manner section 102.5 per 2015 International Property Maintenance Code (IPMC).



## **BBL PROCESSORS**

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### **DCRA INSPECTION CHECKLIST (ADDITIONAL INFORMATION)**

1. Smoke/carbon monoxide detector on each level (if there is a gas or wood burning appliance, ie fireplace, gas stove, gas water heater, gas furnace, gas meter in property) – at least 36” away from fan or vent
2. Handrails for all steps over 3 risers (interior & exterior). Guardrails required for areas with more than 30” drop.
3. Gutter Downspouts directed away from property or terminating into drain
4. Window equipment (locks, sash cords, framing) in good working order
5. No evidence of water damage (stains, bubbling from old leaks, or evidence of mold throughout entire property to include basement walls, if applicable)
6. No accordion or flexible style traps under sink
7. Property is required to be rodent-proof (seal all gaps and openings under sinks, cabinets, corners of baseboards - throughout property)
8. All toilets secured at base (no rocking)
9. No combustibles in utility room or utility closet
10. Fire separation between units with proper fire-rated caulk or foam (no gaps on utility room walls or ceilings)
11. Fire extinguisher in all properties
12. Two (2) stoves are not allowed unless owner has in possession documentation showing property is in compliance with ADU (Accessory Dwelling Unit) requirements or Certificate of Occupancy
13. Expansion tank required for water heater
14. Water Heater Pressure Relief Valve pipe to extend maximum of 6" from floor
15. Water heater pan required if there are units or habitable areas below water heater or adjacent to living space
16. No cracks over 1/2" or loose masonry on exterior of property
18. All decking & fencing materials need to be in proper working order



19. No loose handrails or guardrails (interior & exterior)
20. Window screens required (unless window is fixed)
21. No evidence of peeling, chipped paint or settlement cracks throughout property
22. Smoke detector in each sleeping room (at least 36" away from fan or vent)
23. All appliances are required to be in proper working order
24. All circuits are required to be labeled in circuit panel box
25. Dryer vent is required to vent outside of property (metal flexible duct to be used from dryer to wall and is required to terminate into a solid duct pipe at wall with fire-rated seal around penetration) or install a ventless dryer
26. No dual-keyed locks on doors
27. No keyed locks on bedroom doors
27. Security gates in bedrooms are required to open in case of emergency
27. Electric water heaters and HVAC systems require a disconnect switch in the vicinity of the equipment
28. GFCI outlets are required at kitchen countertops adjacent to sink, stove, bathrooms and powder rooms

**Note: This list is not all inclusive of the District of Columbia's Housing Code Requirements**

**PROPERTIES THAT DO NOT PASS THE INITIAL INSPECTION WILL BE SUBJECT TO THE FOLLOWING  
REINSPECTION FEES:  
CONDO OR COOP (\$400), SINGLE FAMILY OR ROWHOUSE (\$500), TWO FAMILY (\$575)**

