

## Building systems and updates

Inspectors will verify the age and condition of major building systems. Be prepared to provide the following information:

- Year the roof was last fully updated
  - Year plumbing was updated
  - Year electrical was updated
  - Year HVAC was updated
  - Brands of electrical panels currently in use
  - Type of heaters installed (gas or electric)
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## Life safety and fire prevention

Ensure all safety equipment is present, functional, and properly documented.

- Verify CO2 detectors are in place and functional
  - Confirm smoke detectors are checked regularly and maintain a log of these checks
  - Ensure fire extinguisher tags show they have been inspected within the last year
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## Exterior and grounds

Walk the property to identify and mitigate potential liability hazards.

- Assess proximity of trees, branches, and leaves to buildings (trim if necessary)
  - Inspect the condition of walkways, balconies, stairs, and railings
  - Identify and resolve any potential slip, trip, and fall hazards
  - Check parking lots for oil stains or deteriorating surfaces
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## Stairs and railings

Strict guidelines apply to fall hazards and railing construction.

- Ensure any stairs with more than 3 steps have sturdy railings
  - Verify vertical railing balusters are no more than 4 inches apart
  - Check that there are no horizontal railings or climbing hazards
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## Amenities and common areas

Recreational and shared spaces carry high liability and will be closely scrutinized.

- **Pools:** Ensure gates are self-latching and a well-maintained life safety ring and hook are present
  - **Water features:** Identify any features deep enough that an infant could drown and secure them
  - **Laundry rooms:** Clearly define and verify who is responsible for maintenance
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## General property and security

Be prepared to discuss overall property management and provide access.

- Detail current security measures and exterior lighting
- Provide current occupancy details
- Prepare at least one unit for the inspector to walk through and view