

HOMEOWNER CHECKLIST

General Maintenance

- Visually inspect electrical service to ensure no exposed wires, wire covering is in good condition, and the copper wire is secured to the ground rod
- Periodically inspect plumbing fixtures/lines to ensure working properly/no leaks/rotted pipes
- Periodically open clean out to ensure water is flowing smooth and pipe is not full
- Inspect roof to ensure secure/no loose shingles/rot/holes
- Inspect shed/carport to ensure no loose or worn material that could cause a safety issue
- Ensure fences are stable and safe
- Ensure grass/landscaping is maintained
 - *This includes shared alley responsibilities with other homeowners (neighbors)*
- Ensure property is free of debris to include vehicles/boats that are not inspected or registered.

Permitting Requirements

Permits are required by homeowner or authorized agent; such as contractor who intends to construct, enlarge, alter, repair, move, demolish, or install, enlarge, alter, repair, remove, convert or replace any electrical, gas, mechanical, or plumbing system, the installation of which is regulated by the Building Code. This includes roofing, fences, signage and storage buildings/workshops.

- *Homeowners with homestead exemptions are permitted to do their own repair/remodel; however, permits and inspections are required and must be done per Building Code*
 - *Some exemptions to permits are allowed for minimal, cosmetic repairs; however, these require Building Official approval*