



City of Collinsville

Occupancy Inspection Program

The City of Collinsville's Occupancy Inspection Program focuses on identifying Life Safety issues in need of correction. The following are the **most common** Life Safety concerns that must be addressed before occupying a space:

1. SMOKE DETECTORS: Smoke detectors are required on every level of the home, within 15 ft. of sleeping areas and inside each sleeping area. All detectors must operate when under a test. Some homes, based on age, may have "interconnected" detectors. These detectors are connected together (hard-wired) and will sound an alarm throughout when activated. Older homes may not have this wiring. If the home is equipped with interconnected detectors, they must function properly. If they do not initiate an alarm throughout when the test button is pushed, consult a qualified electrician.

2. CARBON MONOXIDE DETECTORS: Carbon Monoxide detectors are required within 15 ft. of all sleeping areas if the home has any type of fossil fuel burning appliance or an attached garage. The units can be battery operated, plug-in type or combination smoke/carbon type. There is no height requirement for mounting purposes; consult the manufacturer's specifications. The detector will have a test button which is readily accessible that will be used to test the device to ensure proper operation.

3. INOPERABLE/MISSING GFCIs: Ground Fault Circuit Interrupters or "GFCIs" are required in unfinished basements, at all countertop areas in kitchens, garages, exterior areas of the homes, bathrooms, protecting Jacuzzi tubs and pools, and within 6 ft. of the leading edge of a sink.

4. WIRE COVERAGE/PROTECTION OF WIRES: 120/240 volt wiring located in the "zone" from the spot on the floor that you are standing on to 4 ft. in height must be protected by covering with at least ½" thick drywall. These include wires in garages, basements and other typically unfinished areas.

5. GFCI PROTECTION AT SWIMMING POOLS/HOT TUBS: All 15 and 20 amp, 120/240 volt pool pump motors must have GFCI protection. Underwater luminaires must also have GFCI protection if operating at more than the low voltage contact limit.

6. HEATING UNIT AND WATER HEATING VENTING: Vent pipes are checked for deterioration, blockage or separation of connections. Each connection must have three fasteners (generally self-tapping sheet metal screws). Evidence of decay or rusting may indicate improper draft. Vent pipes are checked to ensure they are not too close to combustibles.

7. WINDOWS/SCREENS: Windows must be in good repair and be weather tight. Glazing must be free from cracks and holes. Must be easily openable and capable of being held in any raised position without assistance. Every door, window, and other outside opening used for ventilation of habitable rooms, kitchens or food storage areas must have tightly fitting insect screens. Screens may not have tears or holes large enough to permit entry of insects.

8. FUSE/CIRCUIT BREAKER PANEL: There may not be any unused openings in the panel and all circuits must be labeled. Circuits may not be rated for more than 20 amps unless dedicated to an appliance requiring higher amps. Panel must have a 30-inch minimum working space in front and a width of not less than the width of the panel from the panel to 36 inches from the panel.

9. FOUNDATION/STRUCTURAL/UNSAFE CONDITIONS The exterior of the home and its surrounding area must be maintained. This includes removal/repair of rotten structural wood members, foundation failure, and any structural issues, as well as broken guard rails, steps, or walkways that create a hazard or are unusable.