

Housing Inspections Quick Reference

Occupancy permits are required by the City of Bel-Nor. A residence cannot be occupied without passing a Housing Inspection and obtaining an Occupancy Permit.

Occupancy permit applications and Housing Inspection Applications can be filled out and paid online on the Bel-Nor website. An inspector will be in contact with you to schedule the inspection.

What should I expect during the inspection?

The typical inspection will take 30 minutes to 2 hours depending on the size and condition of the property. Please confine your pet(s) during the inspection. You are welcome to go with the inspector if you wish. The inspector will be happy to answer your questions, time permitting. A detailed verbal or written report cannot be issued at the time of inspection. A written report will be mailed or emailed to the person requesting the inspection in a few days. Anyone can obtain a copy of the report at City Hall in the City Clerk's office after the report is ready.

What if there are code deficiencies?

A few days after the inspection, the City will issue a report listing the results to the person who requested the inspection. In accordance with Missouri Law, the inspection report becomes public record and will be provided to the public upon request. When the problems are remedied, you will need to contact the city clerk or the inspector for a re-inspection.

Some of the corrective work which is required as a result of the Code Enforcement inspection may require building, electrical, mechanical, or plumbing permits. These are separate permits, and this work must be performed by Licensed Contractors. The Building Inspector may not approve such corrective work until it is inspected and approved, in accordance with the type of permit that was issued.

What about private inspectors?

It is recommended that home buyers have an inspection from a private inspection company. Private inspectors can give the buyer a detailed report of the home's physical and operational condition and can help the buyer reach an informed opinion on the value and condition of the property.

The inspector will look for the following building code standards:

Exterior Premises

- General Sanitation: no accumulation of rubbish, garbage, tree limbs, or yard waste
- Drainage: no stagnant water or blocking of drainage course
- Driveways and sidewalks in good repair
- Weed, dead trees, dead and dangerous limbs: cut and remove
- Rodent infestation: remove
- Exhaust vents outside: good repair
- Sheds, garages, fences, retaining walls, swimming pools: good repair, safe condition, unlicensed motor vehicles & trailers: license or remove

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Exterior Structure

- House numbers: if missing, must be replaced and 4" high. All street numbers must be visible from the street
- Foundation walls: Plumb, fill or repair cracks and breaks
- Exterior walls: no holes, breaks, loose or rotting material; weather-proofed and properly coated
- Roof exterior structure: good repair, structurally sound, sanitary
- Exterior painting: no peeling flaking, or chipped paint
- Roof: tight, sound, does not admit rain, clear of limbs, branches
- Decorative features: good repair/safe condition
- Overhangs (canopies, awnings, etc.): good repair, safe condition
- Chimneys: good repair, safe condition
- Handrails: firmly fastened, good condition
- Windows and door frames: good repair, weather tight glazing, crack and hold free, operable windows capable of holding in an open position with provided hardware
- Inspect screens: properly maintained
- Doors and hardware: good repair, operable and fit to frame

Interior Structure

- Interior structure: good repair, structurally sound, sanitary condition
- Structural integrity: all structural members
- Interior surfaces: good, clean, sanitary condition, no peeling paint, cracked or loose plaster, damaged wood, etc.
- Stairs and railings: good repair
- Rubbish and garbage: no accumulation
- Insect and rodent infestation: extermination required if found
- Bathroom ventilation: all bathrooms shall have openable windows or a mechanical ventilation system

Plumbing

- Plumbing fixtures: pipes and systems: in working order, free from leaks or defects, maintained as safe, sanitary and functional, properly installed and maintained (properly trapped and vented)
- Backflow preventor and vacuum breaker is required for lawn sprinkler systems and swimming pool hose bibs

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Electrical and Mechanical

- Heat supply: required in good repair, safe condition
- Mechanical equipment and fireplace: properly installed and in safe condition
- Fuel Burning Equipment: good repair, safe condition, properly connected to chimney or vent
- Garage Installation: Require proper fire protection and adequate combustion air

Electrical Service and Systems

Hazardous conditions must be corrected, such as:

- Low hanging electrical wires-when grade has been elevated or structure (fence, pool, shed) is under wire, then wire must be raised or relocated
- Improper wiring or installation
- Deterioration or damage to wiring, fuses, panels, etc.
- Flush or semi-flush mounted floor receptacle outlets, unless provided with an approved listed cover
- Extension cords for other than short term, temporary use
- Lamp cord used as permanent wiring
- Conductor supported pendant switches or conductor supported pendant lighting fixture
- Loose or hanging wires, frayed or bare wires
- Open terminal fixtures are prohibited
- Outlets used by washing machines, dryers, sump pumps must be grounded three wire circuit within four feet of the appliance (no extension cords or plug adaptors)
- Grounded-type receptables which are improperly or inadequately grounded
- Garage doors openers must have receptacles within three feet, no extension cords or plug adaptors and properly hard-wired.

Mechanical Safety Controls

- Working condition, gas shut-off adjacent to appliances

Minimal Electrical Services:

- 100 amps, 3 wire
- Inadequate height of service entrance must be raised to meet necessary ground clearances, raise mast/weather head 3-5 feet above roof
- Minimum of two electrical outlets required in each habitable room
- Minimum of 1 electrical outlet required in every bathroom
- Light fixture required in halls, stairways, water closets, bathrooms, laundry rooms, and furnace rooms
- GFCI outlet required on all receptacles within 6 feet of water source, in garage, on exterior, and in unfinished basement, except those for dedicated appliances

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Smoke Detectors

- In each bedroom, in the hall of each of the bedrooms, and on each level, including the basement, at the landing

Carbon Monoxide Detectors

- Required at/or near gas furnace installed in accordance with manufacturer's instructions

Safety Items

- Graspable handrails: a flight of stairs with more than 4 risers shall have a graspable handrail on one side, 30"-42" above the treads (except in yard areas which are not part of the egress to a structure)
- Guardrails: stairs, landings, decks, balconies, or any walking surface over 30" above grade shall have guardrails with intermediates.
- Swimming Pools: guards and fences
 - Fence and gate: good repair and working order, minimum 48" fence height
 - self-latching, self-closing with latch 48" above ground or pool side at highest point on gate
 - no electrical wires over pool or within 10' of outer edge unless 22.5' or more above wire surface
 - doors: lock must be operable from egress side without key or special knowledge
- Emergency escape: sleeping rooms must have operable windows or exterior door or 2 means of approved egress from room
- Fire resistance ratings: must be maintained, no penetration in fire rated walls unless penetration is fire rated
- Attached garages:
 - Beneath dwelling – 5/8" gypsum board on garage side, on all ceilings, partition, wall between house and garage and structural members, no penetrations unless fire rated 1 3/4" solid core door
 - Attached to dwelling 1/2" gypsum board on garage side between house and garage; 1 3/4" solid core door. No penetrations greater than 4" diameter and no more than 3 penetrations

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