

# **Joseph D. Hiller Engineering, LLC**

## **Structural Engineering**

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# **Building Inspection Report**



## **Admiralty Club Condominium**

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**Inspection Date:**

July 5, 2023

**Prepared By:**

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**Inspector/Structural Engineer:**

Joseph D. Hiller

# Report Overview

## THE BUILDING IN PERSPECTIVE

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Built in 1974, Admiralty Club Condominium is a 8-Story building, with 101 units, located within 3 miles of coastline

## THE SCOPE OF THE INSPECTION

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This building inspection serves as Phase One of the milestone inspection, an inspection of the structural and electrical components of a Florida building, including its load-bearing walls, primary structural members, and primary structural systems. Milestone inspections are performed by licensed architects and engineers authorized to practice in Florida, and investigate the safety and adequacy of a building's structural and electrical systems to determine whether it's suitable for human occupancy. Milestone inspections also determine whether any structural or electrical component requires maintenance, repair, or replacement.

In 2022, Governor DeSantis signed into law Senate Bill 4-D to respond to the Surfside collapse. This law modifies Florida Statutes Chapters 553, 718, 719, and 720.

As explained in Chapter 553.899, Milestone inspections apply to:

Condominium associations and cooperative associations that are three stories or more in height, 25 years old based on the Certificate of Occupancy (CO), and are within 3 miles from the coastline, or 30 years old based on the CO, and are more than 3 miles from the coastline.

After the initial milestone inspection after 25 or 30 years, the relevant associations must coordinate a new one every ten years.

Milestone inspections are divided into two phases. The first one is a general inspection of the building's structural integrity. If "substantial structural deterioration" is found, a second phase follows.

## WEATHER CONDITIONS

Dry weather conditions prevailed at the time of the inspection. The estimated outside temperature was +90 degrees F with 67% humidity.

# Structure

## DESCRIPTION OF STRUCTURE

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|                           |   |
|---------------------------|---|
| <b>Foundation:</b>        | •Concrete Block •No Basement/Parking Garage |
| <b>Columns:</b>           | •Steel                                      |
| <b>Floor Structure:</b>   | •Wood Joists                                |
| <b>Wall Structure:</b>    | •Wood Frame                                 |
| <b>Ceiling Structure:</b> | •Wood Joists                                |
| <b>Roof Structure:</b>    | •Concrete                                   |

## STRUCTURE OBSERVATIONS

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The construction of the condominium is considered to be good quality. The materials and workmanship, where visible, are average. The span of all visible joists appear to be within acceptable limits. The building exhibits no evidence of substantial structural movement. Typical minor flaws were detected. No improvement to structural components is considered necessary at this time. As with most buildings of this age and location, some liberties are taken with good building practice and with the quality of materials employed. This does not represent a major structural concern.

### RECOMMENDATIONS / OBSERVATIONS

- None.

## LIMITATIONS OF STRUCTURE INSPECTION

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As we have discussed and as described in your inspection contract, this is a visual inspection limited in scope by (but not restricted to) the following conditions:

- Structural components concealed behind finished surfaces could not be inspected.
- Only a representative sampling of visible structural components were inspected.
- Denied entry to some units restricted access to some structural components.
- Engineering or architectural services such as calculation of structural capacities, adequacy, or integrity are not part of a home inspection.

Please also refer to the pre-inspection contract for a detailed explanation of the scope of this inspection.

# Roofing

## DESCRIPTION OF ROOFING

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|                              |                  |
|------------------------------|------------------|
| <b>Roof Covering:</b>        | •TPO             |
| <b>Roof Flashings:</b>       | •Metal           |
| <b>Chimneys:</b>             | •Metal           |
| <b>Roof Drainage System:</b> | •Stainless Steel |
| <b>Skylights:</b>            | •None            |
| <b>Method of Inspection:</b> | •Walked Roof     |

## ROOFING OBSERVATIONS

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The thermoplastic polyolefin roofing membrane is considered to be in generally good condition. I estimate that the installation took place in the last 10 years. It should have a remaining lifespan of 10-20 years. Roof flashing details appear to be in good order. The drains appear to be in generally good condition. There also seems to be some sloping issues resulting in mild pooling of water, evident by the residual dirt/mildew left behind, on the west side of the roof.

### RECOMMENDATIONS / OBSERVATIONS

- **Monitor/Maintenance:** Corroded A/C anchors should be replaced before failure occurs
- **Improve:** There was a broken electrical box and exposed wires
- **Monitor:** Roof drains might require cleaning. This may help with the pooling taking place in these areas.

## LIMITATIONS OF ROOFING INSPECTION

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As we have discussed and as described in your inspection contract, this is a visual inspection limited in scope by (but not restricted to) the following conditions:

- Evidence of prior leaks may be disguised by interior finishes.
- Estimates of remaining roof life are approximations only and do not preclude the possibility of leakage. Leakage can develop at any time and may depend on rain intensity, wind direction, ice build up, and other factors.
- Roof inspection may be limited by access, condition, weather, or other safety concerns.

Please also refer to the pre-inspection contract for a detailed explanation of the scope of this inspection.

# Exterior

## DESCRIPTION OF EXTERIOR

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|   |                                    |
|---|------------------------------------|
| <b>Wall Covering:</b>                   | •Stucco                            |
| <b>Eaves, Soffits, And Fascias:</b>     | •Aluminum/Vinyl Facias and Soffits |
| <b>Exterior Doors:</b>                  | •Wood •Vinyl Sliding Door          |
| <b>Window/Door Frames and Trim:</b>     | •Metal                             |
| <b>Entry Driveways:</b>                 | •Asphalt                           |
| <b>Entry Walkways And Patios:</b>       | •Concrete                          |
| <b>Porches, Decks, Steps, Railings:</b> | •Concrete                          |
| <b>Surface Drainage:</b>                | •Graded Away From Building         |
| <b>Retaining Walls:</b>                 | •Block                             |
| <b>Fencing:</b>                         | •Vinyl                             |

## EXTERIOR OBSERVATIONS

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The exterior stucco appears to be in generally good conditions. Bubbles in paint were observed in some areas. The window frames are also made from metal and are low maintenance. The aluminum and/or vinyl soffits and fascia are a low-maintenance feature of the exterior of the building. The lot drainage was good, conducting surface water away from the building. The driveway and walkways are in good condition. The exterior of the building is generally in good condition.

### RECOMMENDATIONS / OBSERVATIONS

- **Improve, Repair:** Paint bubbles were observed in some areas, but trapped moisture was not observed. There does not appear to be damage behind the paint in most spots, though this makes this area vulnerable to moisture. At this point, I recommend paint repair to prevent water infiltration and protect the building envelope.
- **Repair:** There is ongoing repair/replacement of railings in effect.

## LIMITATIONS OF EXTERIOR INSPECTION

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As we have discussed and as described in your inspection contract, this is a visual inspection limited in scope by (but not restricted to) the following conditions:

- A representative sample of exterior components was inspected rather than every occurrence of components.
- The inspection does not include an assessment of geological, geotechnical, or hydrological conditions, or environmental hazards.
- Screening, shutters, awnings, or similar seasonal accessories, fences, recreational facilities, outbuildings, seawalls, break-walls, docks, erosion control and earth stabilization measures are not inspected unless specifically agreed-upon and documented in this report.

Please also refer to the pre-inspection contract for a detailed explanation of the scope of this inspection.

# Electrical

## DESCRIPTION OF ELECTRICAL

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|  |  |
|--|--|
| <b>Size of Electrical Service:</b>     | •120/240 Volt Main Service - Service Size: 150 Amp |
| <b>Service Drop:</b>                   | •Underground                                       |
| <b>Service Entrance Conductors:</b>    | •Aluminum  |
| <b>Main Disconnects:</b>               | •Breakers  |
| <b>Panel Rating:</b>                   | •150 Amps  |
| <b>Sub-Panel(s):</b>                   | •None  |
| <b>Grounding:</b>                      | •Aluminum Water Pipe Ground                        |
| <b>Distribution Wiring:</b>            | •Copper •Aluminum                                  |
| <b>Wiring Method:</b>                  | •Non-Metallic Cable "Romex"                        |
| <b>Switches &amp; Receptacles:</b>     | •Grounded  |
| <b>Arc Fault Circuit Interrupters:</b> | •None  |
| <b>Smoke Detectors:</b>                | •Present   |

## ELECTRICAL OBSERVATIONS

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The size of the electrical service is sufficient for typical needs. The electrical panel is well arranged and all fuses/breakers are properly sized. Generally speaking, the electrical system is in good order. All outlets and light fixtures that were tested operated satisfactorily except as noted below. The distribution of electricity within the home is good. Ground fault circuit interrupter (GFCI) devices have been provided in some areas of the home. These devices are extremely valuable, as they offer an extra level of shock protection. All GFCI's that were tested responded properly except as noted below. Dedicated 220 volt circuits have been provided for all 220 volt appliances within the home. I recommend that any electrical repairs or improvements be conducted by a qualified electrician.

### RECOMMENDATIONS / OBSERVATIONS

- **Safety Issue:** The older wiring noted in the main panel is aluminum and as such represents a *potential* fire hazard. The newer circuits were copper. Aluminum wire was used commonly 30-40 years ago as an alternative to copper. **It should be pointed out that the aluminum wiring itself is a perfectly acceptable electrical conductor.** However, the connection points can experience overheating or become loose due to the properties of aluminum wiring. The best solution is to have special crimp connectors, produced by AMP, Corp. and approved by the Consumer Product Safety Commission, installed by a qualified installer to ensure safe operation of these circuits. During installation of this special hardware, all connections should be checked for signs of damage or overheating. Upon fitting the wiring with the special connectors, the wiring is considered to be safe. Many homeowners choose to have an electrician perform a similar type of upgrade using traditional wire nuts with anti-oxidant grease rather than the crimp connectors. While this is a common upgrade, and undoubtedly reduces the risk, it is my understanding that it is not as effective as the crimp connectors described above. A third alternative frequently used by homeowners is to install COLAR (COpper/ALuminum-Revised) outlets and switches which are rated for use with aluminum wire. I was unable to determine to what extent any upgrades have been accomplished during the inspection. Be advised that some insurance companies will not insure homes that have aluminum wire. Since this home has aluminum wire, I recommend checking with your insurance company.
- **Safety Issue:** Studies have shown that smoke detectors do not typically last longer than about 10 years. Some of the detectors in this home appear to be original and I recommend immediate replacement (some have been upgraded). Electrically powered detectors with a battery backup are the safest.
- **Repair:** The light in various locations are inoperative (e.g. exterior, lamppost, foyer fan). If the bulbs are not blown, the circuit should be repaired.
- **Repair, Safety Issue:** Ground fault circuit interrupter (GFCI) outlets observed on some units' balconies were inoperative, or not present. These outlets should be replaced.
- **Repair, Safety Issue:** Outdoor ground fault circuit interrupter (GFCI) outlets require covers. Replace any that are missing.
- **Repair, Safety Issue:** The installation of a ground fault circuit interrupter (GFCI) is recommended for the bathrooms and outside locations.
- **Repair, Safety Issue:** Improperly wired outlet(s) were observed on some balconies and should be investigated by a qualified electrician and repaired as necessary.

## **LIMITATIONS OF ELECTRICAL INSPECTION**

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As we have discussed and as described in your inspection contract, this is a visual inspection limited in scope by (but not restricted to) the following conditions:

- Electrical components concealed behind finished surfaces are not inspected.
- Only a representative sampling of outlets and light fixtures were tested.
- Furniture and/or storage restricted access to some electrical components which may not be inspected.
- The inspection does not include remote control devices, alarm systems and components, low voltage wiring, systems, and components, ancillary wiring, systems, and other components which are not part of the primary electrical power distribution system.

Please also refer to the pre-inspection contract for a detailed explanation of the scope of this inspection.

# Cooling / Heat Pumps

## DESCRIPTION OF COOLING / HEAT PUMPS

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|                             |   |
|-----------------------------|---|
| <b>Energy Source:</b>       | •Electricity  |
| <b>Central System Type:</b> | •Air Cooled Central Air Conditioning •Size: Not Recorded •Age: Varies |
| <b>Other Components:</b>    | •Electronic Air Cleaner   |

## COOLING / HEAT PUMPS OBSERVATIONS

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The capacity and configuration of the system should be sufficient for each unit.

### RECOMMENDATIONS / OBSERVATIONS

- **Monitor/Maintenance:** When the air conditioning system is older, it will require a higher level of maintenance, and may be more prone to major component breakdown. Predicting the frequency or time frame for repairs on any mechanical device is virtually impossible. If the compressor fails, or if breakdowns become chronic, replacing the entire system may be more cost-effective than continuing to undertake repairs.

## LIMITATIONS OF COOLING / HEAT PUMPS INSPECTION

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As we have discussed and as described in your inspection contract, this is a visual inspection limited in scope by (but not restricted to) the following conditions:

- Window mounted air conditioning units are not inspected.
- The cooling supply adequacy or distribution balance are not inspected.

Please also refer to the pre-inspection contract for a detailed explanation of the scope of this inspection.



# Plumbing

## DESCRIPTION OF PLUMBING

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|                                   |                      |
|-----------------------------------|----------------------|
| <b>Water Supply Source:</b>       | •Public Water Supply |
| <b>Service Pipe to Building:</b>  | •PVC                 |
| <b>Main Water Valve Location:</b> | •NE                  |
| <b>Interior Supply Piping:</b>    | •PVC                 |
| <b>Waste and Vent System:</b>     | •PVC                 |
| <b>Fuel Shut-Off Valves:</b>      | •Exterior at Meter   |

## PLUMBING OBSERVATIONS

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The piping system within the building, for both supply and waste, is a good quality system, but updating the system will be required over time. The water pressure supplied to the fixtures is average. I recommend that all plumbing repairs be conducted by a qualified plumber.

### RECOMMENDATIONS / OBSERVATIONS

- **Monitor:** I was unable to confirm that the waste piping for the bathroom is properly vented. I recommend having these items checked and repaired by a qualified plumber.
- **Monitor:** The main drain line leading from the building to the city sewer line, which is beneath the yard can not be evaluated during the inspection. Although no clogs were evident at the time of the inspection, it must be assumed that the drain line is original which means it should be considered to be near the end of its useful life. The main drain line can fail because of crushing, clogging or tree roots.
- **Monitor:** Water heaters may be older and approaching the end of its useful life. One cannot predict with certainty when replacement will become necessary.
- **Monitor, Safety Issue:** *The water heater temperature should be kept at a setting such that accidental scalding is minimized. Families with small children should be especially aware of this.*

## LIMITATIONS OF PLUMBING INSPECTION

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As we have discussed and as described in your inspection contract, this is a visual inspection limited in scope by (but not restricted to) the following conditions:

- Portions of the plumbing system concealed by finishes and/or storage (below sinks, etc.), below the structure, or beneath the ground surface are not inspected.
- Water quantity and water quality are not tested unless explicitly contracted-for and discussed in this or a separate report.
- Clothes washing machine connections are not inspected.
- Water conditioning systems, solar water heaters, fire and lawn sprinkler systems, and private waste disposal systems are not inspected unless explicitly contracted-for and discussed in this or a separate report.

Please also refer to the pre-inspection contract for a detailed explanation of the scope of this inspection.



# General Advice

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## ROOFING AND EXTERIOR

- **Gutter Guards:** If not already done, covering the gutters with a high quality gutter cover would help to avoid congestion with leaves and debris.
- **Painting and Caulking:** Be advised that it is essential to keep any wood trim well painted to prevent rot. In addition, the caulking at the windows and doors should be kept in good condition to keep water out of the structure. To reduce long term maintenance and improve appearance, it may be advantageous to install aluminum soffit and fascia (if not already done). Any penetrations of the exterior walls should also be kept well sealed. Penetrations typically occur at the main electric line leading into the structure, the gas line, the hose bibs, the telephone and cable connections, etc.
- **Bushes:** Bushes should be kept pruned back to keep them away from the structure.



## ELECTRICAL

- **GFCI's:** The use of ground fault circuit interrupter (GFCI) outlets has expanded over the years to the point where they are currently recommended in the bathrooms in the kitchen and laundry rooms (within 6 feet of the sinks), at whirlpools, hot tubs and or swimming pool equipment, and all garage outlets (unless they serve a dedicated purpose such as for a freezer). A GFCI offers increased protection from shock or electrocution. I recommend adding GFCI's where they are currently not installed.
- **AFCI's:** Arc fault circuit interrupter (AFCI) circuit breakers have been in use since 2005 in new construction. They are used for bedroom circuits and have the capability of detecting an arc fault, which can lead to a fire, in a circuit. When detected, the AFCI will trip and cut off power to that circuit.

## HEATING AND COOLING

- **Humidifier Maintenance:** An improperly maintained humidifier can represent a health risk. The humidifier should be properly secured and cleaned after each heating season. The water should be turned off at the source, the damper shut (to eliminate air flow through the unit), and the water panel or drum removed and cleaned or replaced.
- **AC's and Heat Pumps:** An air conditioner or heat pump relies upon good air flow through both the indoor and outdoor units. The filter in the indoor unit should be replaced at least quarterly or as recommended by the installation instructions (some filters can stay in place longer). The coil in the outdoor unit should be checked periodically and cleaned as necessary. This is particularly important if the dryer exhaust is nearby. Bushes and grass should be kept clear of the outdoor unit to provide unobstructed air flow. Systems can experience a leak-down of the refrigerant charge over time. This can result in less than optimum performance of the system. It is advisable to have the systems routinely serviced to maximize efficiency.

## PLUMBING

- **Water Heater Temperature:** *The water heater temperature should be kept at a setting such that accidental scalding is minimized. Families with small children should be especially aware of this.*
- **Backflow Prevention Devices:** These devices, also known as vacuum breakers and anti-siphon devices are designed to reduce the potential of a backflow of tainted water into a potable water supply. They are usually installed at laundry tubs with garden hose connections, and at exterior hose bibs. These devices are now required on all new homes and are regarded as an important upgrade on older homes. I recommend the addition of backflow prevention devices at the exterior hose bibs, and at the laundry tub unless the devices are already present at these fixtures. The devices are available at home centers or plumbing supply stores and can easily be installed by the homeowner since they screw-on and are secured with a set screw.
- **Bathtub Overflow Devices:** The seals for the bathtub overflow piping will typically deteriorate and become prone to leakage within about 7 years from the time of installation. The seals are not tested as part of this inspection because of the high potential for leakage and potential damage to interior surfaces. Damaged or deteriorated seals should be replaced. Be aware that the overflow is purely a safety drain in case a tub is left on, and is not part of the everyday drains of the plumbing system.

## WELLS AND SEPTICS (IF APPLICABLE)

- **Acidic Well Water:** Well water is normally acidic which can eventually result in pin-hole leaks in copper piping or premature wear of the metal components in the fixtures if left untreated. It is strongly recommended that the water be tested and that consideration be given to the installation of a water neutralizer if there is not one installed. If there is a water neutralizer it should be properly maintained on a regular basis.
- **Well Yield:** Please be aware that while the well was vigorously exercised during the inspection this is not the same as a yield test. A yield test is the only way to determine the capacity of a well. There are three main factors that determine a well's yield. One is the amount of reserve water that is in the well under quiescent conditions when there are no demands on it. The second is the recovery rate of the well once the reserve water has been pumped out. The third is the flow rate from the pump with two or more fixture running simultaneously. The minimum acceptable yield of a well is normally 1 gallon per minute. If any of the factors mentioned above are not considered acceptable, a larger submersible pump and/or a larger cold water storage tank may be necessary. If there are any concerns about the well, it is recommended that a yield test be conducted.
- **Septic Tank:** The private sewer system which is beneath the yard cannot be thoroughly evaluated during an inspection. Although no clogs were evident at the time of the inspection, it must be assumed that the drain line and system are original. They typically last in excess of 30 years, but the proximity of tree roots in the vicinity of the drainage pipes can result in premature failure. It would be wise to consider removal of trees in close proximity to the septic system.

## APPLIANCES

- **Dryer Ducting:** White flexible plastic dryer ducting does not hold up well under higher temperatures and should not be used. They also usually develop sags which can collect lint thereby becoming a fire hazard. Any plastic ducting should be replaced with rigid or flexible metal ducting.
- **Washing Machine Hoses:** Rubber washing machine hoses should be monitored for deterioration. At the first sign of cracking or deterioration, they should be replaced. Stainless steel hoses are a good upgrade since they are stronger.

## HEALTH AND SAFETY ISSUES

- **Water Heater Temperature:** *The water heater temperature should be kept at a setting such that accidental scalding is minimized. Families with small children should be especially aware of this.*
- **Smoke and Carbon Monoxide (CO) Detectors:** Smoke and CO detectors save lives. At least one working smoke detector should be installed on each level of the home. Ideally, a smoke detector should be installed in each bedroom. Studies have shown that smoke detectors do not typically last longer than about 10 years. Replacement is recommended at that age. Electrically powered detectors with a battery backup are the safest. These units should be tested, maintained, and replaced according to the manufacturer's recommendations. CO gases distribute evenly and fairly quickly throughout the structure; therefore, a CO detector should be installed on the wall or ceiling in sleeping area/s but outside individual bedrooms to alert occupants who are sleeping.
- **Carbon Monoxide:** Concern about carbon monoxide (CO) has increased in recent years. Carbon monoxide is the by-product of incomplete combustion from furnaces, stoves, ovens and water heaters that burn natural gas, and from blocked fireplace chimney flues. The best way to avoid carbon monoxide poisoning is to have fuel burning appliances (such as the furnace and water heater) inspected annually by a qualified technician. Installation of UL listed carbon monoxide detectors outside sleeping areas and near fuel burning appliances are also strongly recommended. Danger signs to watch for include:
  - streaks of carbon or soot around the access door for the furnace or water heater;
  - the lack of a draft in the chimney;
  - excessive rusting on flue pipes;
  - moisture collecting on the windows and walls of the utility room;
  - small amounts of water leaking from the base of the chimney or flue pipe;
  - rust on the exterior parts of the vent pipe.
- **Asbestos:** Asbestos is a mineral fiber that has been used commonly in a variety of building construction materials for insulation and as a fire-retardant. Asbestos is most commonly found in older homes, in pipe and furnace insulation materials, asbestos shingles, millboard, textured paints and other coating materials, and floor tiles. *The Environmental Protection Agency (E.P.A.) reports that asbestos represents a health hazard if "friable" (damaged, crumbling, or in any state that allows the release of fibers).* If replacement of equipment or remodeling necessitates the removal of the asbestos containing insulation, an asbestos removal specialist should be engaged. If any sections of this insulation are indeed friable, or become friable over time, a specialist should also be engaged. There may be materials within the home that contain asbestos but are not identified by this inspection report. Identification of asbestos requires laboratory testing that is not part of a home inspection. For more information see the EPA website: <http://www.epa.gov/asbestos/>, and the CPSC website: <http://www.cpsc.gov/CPSC/PUBS/453.html>.
- **Lead Paint:** Lead based paint was in use until approximately 1978. According to the Federal Department of Housing and Urban Development, a lead hazard can be present in a structure of this age. This can only be confirmed by laboratory analysis. An evaluation of lead in paint is beyond the scope of this inspection. For more information, consult the Environmental Protection Agency (E.P.A.) for further guidance and a list of testing labs in your area. See the EPA website: <http://www.epa.gov/lead/>, and the CPSC website: <http://www.cpsc.gov/CPSC/PUBS/5054.html>.
- **Folding Stairs:** Folding stairs used for access to an attic are rarely installed properly and as such can represent a significant safety hazard. Generally, sixteen 16D sized nails should be used in the perimeter of the frame to secure it to the rafters/trusses. Four of the nails are supposed to go through the empty holes in the spring plates and the hinge plates. Drywall screws, while often used, are not rated for this application because they are brittle and have little shear strength. See the manufacturer's installation guidelines for confirmation of the specific installation instructions. *Any folding stair should be checked periodically to ensure that all of the screws are secure and that the hinges are working properly. An improperly maintained folding stair represents a significant safety hazard.*

# Maintenance Advice

## PREVENTION IS THE BEST APPROACH

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Although we've heard it many times, nothing could be more true than the old cliché "an ounce of prevention is worth a pound of cure." Preventative maintenance is the best way to keep your structure in great shape. It also reduces the risk of unexpected repairs and improves the odds of selling your structure at fair market value, when the time comes.

Please feel free to contact our office should you have any questions regarding the operation or maintenance of your home. Enjoy your home!

## UPON TAKING OWNERSHIP

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After taking possession of a new home, there are some maintenance and safety issues that should be addressed immediately. The following checklist should help you undertake these improvements:

- Change the locks on all exterior entrances, for improved security.
- Check that all windows and doors are secure. Improve window hardware as necessary. Security rods can be added to sliding windows and doors. Consideration could also be given to a security system.
- Install smoke detectors on each level of the home. Ensure that there is a smoke detector outside all sleeping areas. Replace batteries on any existing smoke detectors and test them. Make a note to replace batteries again in one year.
- Create a plan of action in the event of a fire in your home. Ensure that there is an operable window or door in every room of the structure. Consult with your local fire department regarding fire safety issues and what to do in the event of fire.
- Locate the main shut-offs for the plumbing, heating and electrical systems. If you attended the home inspection, these items would have been pointed out to you. If you cannot find them, call us.

## REGULAR MAINTENANCE

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### EVERY MONTH

- Check that fire extinguisher(s) are fully charged. Re-charge if necessary.
- Examine heating/cooling air filters and replace or clean as necessary.
- Ensure that gutters and downspouts are working properly.

### SPRING AND FALL

- Examine the roof from the exterior for evidence of damage to roof coverings, flashings and chimneys.
- Look in the attic (if accessible) to check for evidence of leakage, condensation or vermin activity.
- Trim back tree branches and shrubs to ensure that they are not in contact with the structure or roof.
- Inspect the exterior walls and foundation for evidence of damage, cracking or movement.
- Survey the basement and/or crawl space walls for evidence of moisture seepage.
- Look at any overhead wires coming to the structure. They should be secure and clear of trees or other obstructions.
- Ensure that the grade of the land around the structure encourages water to flow away from the foundation.
- Test all ground fault circuit interrupter (GFCI) devices, as identified in the inspection report.
- Shut off isolating valves for exterior hose bibs in the fall, if below freezing temperatures are anticipated.
- Inspect for evidence of wood boring insect activity. Eliminate any wood/soil contact around the perimeter of the home.
- Test the overhead garage door opener, to ensure that the auto-reverse mechanism is responding properly. Clean and lubricate hinges, rollers and tracks on overhead doors.

### ANNUALLY

- Replace smoke detector batteries.

- Have the heating, cooling and water heater systems cleaned and serviced.
- Have chimneys inspected and cleaned if they are used. Ensure that rain caps and vermin screens are secure.
- If the property has a septic system, have the tank inspected (and pumped as needed – typically every 3-4 years).
- If your home is in an area prone to wood destroying insects (termites, carpenter ants, etc.), have the home inspected by a licensed specialist. Preventative treatments may be recommended in some cases.

# Photo Summary

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Improperly Wired



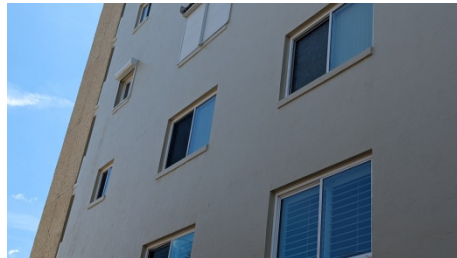
Paint Bubbles



Corrosion on Anchors



Individual Unit Systems



Windows Good Condition



Maintenance Rooftop Drains