



South St. Paul TIME-OF-SALE

Housing Evaluation Report

(Carefully read this entire report)

Office Use, ONLY

Date Received _____

Payment Ref. _____

THIS REPORT IS NOT A WARRANTY, BY THE CITY OF SOUTH ST. PAUL OR EVALUATOR OF THE FUTURE USEFUL LIFE, OR FUTURE CONDITION OF ANY BUILDING COMPONENT OR FIXTURE.

Address of Evaluated Dwelling: _____
Addresses without the correct street type and/or direction may be returned and may incur a late fee.

Owner's Name: _____

Owner's Address: _____

Include City, State and Zip Code, EVEN IF South St. Paul

Type of Dwelling or Current Usage: Single Family Townhouse Condo
 Duplex Apartment **Number of Units:** _____

Office Use Only **POSSIBLE PROPERTY USE RESTRICTION INFORMATION**

HAS Open permits. Completion and/or occupancy restrictions or requirements may apply.
 HAS Open Code Compliance Notices

ELECTRICAL SERVICE(S) # of Services _____ **FIREPLACES/WOOD STOVES** # of _____
Service size:
Amps: 30 ___ 60 ___ 100 ___ 150 ___ Other _____
Volts: 115 ___ 115/230 ___

Supplemental Information (Y/N, NA, NV, only)
No determination made whether items meet minimum standards

HEATING SYSTEM(S)	# of _____	INSULATION	Y/N	Type	Depth
Heating plant(s) Type: _____		Attic	_____	_____	_____
Fuel: _____		Foundation	_____	_____	_____
Additional Type: _____		Knee Wall	_____	_____	_____
Heating Units Fuel: _____		Rim Joist	_____	_____	_____

RATING KEY:

"M" = Meets minimum standards - the item conforms to minimum standards of maintenance
"B" = Below minimum standards - the item is below minimum standards
"C" = Comments - the item cannot be adequately evaluated or it has some deficiency, but the deficiency is insufficient to make the item below minimum standards
"H" = Hazardous - the item in its present condition may endanger the health and safety of the occupant
Any item marked "B", "C", or "H" must have a written comment about the item.
Additional comment sheets may be attached if needed.
"Y" = Yes "N" = No "NV" = Not Visible/Viewed "NA" = Not Applicable

This Report:

- is based on the current South St. Paul Evaluator Guidelines. All areas are evaluated. Only deficiencies or comments are listed on report.
- is not warranted, by the City of South St. Paul, or by the evaluator, for the condition of the building component, nor of the accuracy of this report.
- covers only the items listed on the form and only those items *visible at the time of the evaluation.* The Evaluator is not required to ignite the heating plant (except during the heating season), use a ladder to observe the condition of the roofing, disassemble items or evaluate inaccessible areas.
- may be based upon different standards than a lender, Federal Housing Administration (FHA) or Veterans Administration (VA).
- is valid for one year from the date of issue and only for the owner named on this report except for rental housing program.
- ALL HAZARDOUS items must be corrected and re-inspected by any SSP licensed evaluator to verify corrections are completed.
- Final must be submitted to the City for required approval letter.

- Questions regarding this report should be directed to the evaluator.
- Complaints regarding this report should be directed to:

**Building Inspections Department, 125 3rd Ave. North,
South Saint Paul, MN 55075 Phone No. (651) 554-3220**

EVALUATOR: _____

DATE: _____

Rev 1/2022

Common Areas

BASEMENT/CELLAR

1. Stairs and handrails
2. Basement/cellar floor
3. Foundation
4. Evidence of dampness or staining
5. First floor, floor system
6. Beams and columns

ELECTRICAL SERVICE(S)

7. Electrical service
8. Electrical service installation/grounding
9. Electrical wiring, outlets and fixtures

PLUMBING SYSTEM

10. Floor drain(s)
11. Waste and vent piping (all floors)
12. Water piping (all floors)
13. Gas piping (all floors)
14. Water heater(s) installation
15. Water heater(s) venting and combustion air supply
16. Plumbing fixtures

HEATING SYSTEM(S)

17. Heating plant(s)
- 17.a) Heat plant: Installation and visible condition
- 17.b) Heat plant: Viewed in operation
- 17.c) Heat plant: Combustion venting
18. Addit. heat unit(s)
- 18.a) Add. heat: Installation and visible condition
- 18.b) Add. heat: Viewed in operation
- 18.c) Add. heat: Combustion venting
19. ADDITIONAL COMMENTS

EXTERIOR

63. Foundation
64. Basement/cellar windows
65. Drainage (grade)
66. Exterior walls
67. Doors (frames/storms/screens)
68. Windows (frames/storms/screens)
69. Open porches, stairways and decks
70. Cornice and trim
71. Roof structure and covering
72. Gutters and downspouts
73. Chimneys
74. Outlets, fixtures, service entrance

GARAGE(S)/ACCESSORY STRUCTURE

75. Roof structure and covering
76. Wall structure and covering
77. Slab condition
78. Garage door(s)
79. Garage opener
80. Electrical
81. ADDITIONAL COMMENTS

FIREPLACES/WOODSTOVES

82. Damper installed in fireplace

- 83. Installation
- 84. Condition

ENERGY INFORMATION

- 85. Attic Insulation
- 86. Foundation Insulation
- 87. Knee Wall Insulation
- 88. Rim Joist Insulation

89. ADDITIONAL COMMENTS

Unit: **Unit Name:**

KITCHEN

- 20. Walls and ceiling
- 21. Floor condition and ceiling height
- 22. Evidence of dampness or staining
- 23. Electrical outlets and fixtures
- 24. Plumbing fixtures
- 25. Water flow
- 26. Window size/openable area/mech exhaust
- 27. Condition of windows/mechanical exhaust/doors

LIVING AND DINING ROOM(S)

- 28. Walls and ceiling
- 29. Floor condition and ceiling height
- 30. Evidence of dampness or staining
- 31. Electrical outlets and fixtures
- 32. Window size and openable area
- 33. Window and door condition

HALLWAYS, STAIRS AND ENTRIES

- 34. Walls, ceilings, and floors
- 35. Evidence of dampness or staining
- 36. Stairs and handrails to upper floors
- 37. Electrical outlets and fixtures
- 38. Window and door condition
- 39. Smoke detector(s)
 - Properly located
 - Hard-wired

BATHROOM(S)

- 40. Walls and ceiling
- 41. Floor condition
- 42. Evidence of dampness or staining
- 43. Electrical outlets and fixtures
- 44. Plumbing fixtures
- 45. Water flow
- 46. Window size/openable area/mechanical exhaust
- 47. Condition of windows/mechanical exhaust/doors

SLEEPING ROOM(S)

- 48. Walls and ceiling
- 49. Floor condition and ceiling height
- 50. Evidence of dampness or staining
- 51. Electrical outlets and fixtures
- 52. Window size and openable area
- 53. Window and door condition

OTHER ROOMS

- 54. Walls, ceiling, and floor condition
- 55. Evidence of dampness or staining

56. Electrical outlets and fixtures

57. Window and door condition

ATTIC SPACE (VISIBLE AREAS)

58. Roof boards and rafters

59. Evidence of dampness or staining

60. Electrical outlets/wiring/fixtures

61. Ventilation

62. ADDITIONAL COMMENTS

IMPORTANT NOTICES

- 1. Rain leaders connected to the sanitary sewer system must be disconnected. For more information call Engineering (651) 554-3210.
- 2. Neither the City of South Saint Paul nor the Evaluator is responsible for the determination of the presence of airborne particles such as asbestos, noxious gases such as radon, or other conditions of air quality that may be present, nor the conditions which may cause the above.
- 3. If this building is used for any purpose other than a single family dwelling, it may be illegally zoned. To help you determine legal uses under the zoning ordinance, contact the Zoning Administrator at (651) 554-3217.
- 4. Automatic garage doors should reverse upon striking an object. If it does not reverse, it poses a serious hazard and should be repaired or replaced immediately.

I hereby certify I prepared this report in compliance with the South Saint Paul Evaluator Guidelines and City Code and that I have utilized reasonable and ordinary care and diligence and that I have noted all conditions found that do not conform to the minimum standards of maintenance.

Evaluator Signature _____ Phone Number _____ Date _____

Printed Name: _____

I hereby certify that I have re-inspected all hazardous items as shown on this evaluation report and found these items have been corrected. (Initial by each corrected item.)

Evaluator's printed name _____ Issue date: _____

Evaluator's signature _____ Phone No. _____