



Single Family UAD 3.6 Property Inspection Checklist

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Property:

Date:

Appraiser:

File #:

1. SUBJECT PROPERTY IDENTIFICATION

☐ Verify physical address matches assignment	☐ Verify property rights (Fee Simple, etc.)
☐ Confirm county/jurisdiction	☐ Confirm attachment type (Detached/Attached)
☐ Document neighborhood name	☐ Document units (excluding ADUs)
☐ Check for PUD/Condo/Co-op status	☐ Count Accessory Dwelling Units (ADUs)
☐ Verify if new construction	

2. SITE INSPECTION

Site Characteristics

☐ Count number of parcels	☐ Check drainage conditions
☐ Document topography (level, rolling, steep)	☐ Identify any easements visible
☐ Note site shape (regular, irregular)	☐ Note any encroachments
☐ Document landscaping condition	

Zoning, Access & Utilities

☐ Check for non-residential uses	☐ Electricity (public/private)
☐ Confirm highest and best use	☐ Gas (public/private/none)
☐ Verify primary access type (public/private)	☐ Water (public/private/well)
☐ Document street type and surface	☐ Sanitary sewer (public/private/septic)
☐ Check flood zone / hazard status	☐ Broadband internet availability

Site Influences & Views

☐ Document adjacent land uses	☐ Note range of view (full/partial/limited)
☐ Note proximity to adverse influences	☐ Assess view impact on value
☐ Rate impact (beneficial/neutral/adverse)	☐ Property access/street scene photo
☐ Document view type	☐ Any adverse conditions photos

3. DWELLING EXTERIOR

General & Structure

☐ Confirm dwelling style (Colonial, etc.)	☐ Document exterior wall material
☐ Document construction method	☐ Assess exterior wall condition
☐ Note units in structure	☐ Note cracks, damage, deterioration
☐ Measure front door elevation	☐ Document foundation type
☐ Check for converted areas	☐ Check for visible foundation issues
☐ Note settlement or structural concerns	

Roof, Windows & Mechanical			
☐ Document roof material		☐ Document heating type & fuel	
☐ Estimate roof age		☐ Document cooling system	
☐ Assess roof condition		☐ Check if heating below grade	
☐ Check for missing/damaged shingles		☐ Note other mechanical systems	
☐ Inspect visible flashing		☐ Assign Exterior Quality (Q1-Q6)	
☐ Note signs of leaks/water damage		☐ Assign Exterior Condition (C1-C6)	
☐ Check gutters and downspouts		☐ Dwelling front photo	
☐ Document window type & glazing		☐ Dwelling rear photo	
☐ Assess window condition		☐ Photos of any exterior defects	
☐ Check exterior doors condition			
4. UNIT INTERIOR			
Area & Room Count			
☐ Measure finished above grade area		☐ Compare below grade finish to above	
☐ Measure unfinished above grade area		☐ Count total bedrooms	
☐ Measure finished below grade area		☐ Count full bathrooms	
☐ Measure unfinished below grade area		☐ Count half bathrooms	
☐ Verify measurement standard (ANSI)		☐ Document room layout by level	
☐ Count levels in unit			
Kitchen & Bathrooms			
☐ Document kitchen location (level)		☐ Inspect each bathroom by level	
☐ Note countertop material		☐ Document fixtures (sink, tub/shower)	
☐ Document appliance condition		☐ Note bathroom flooring condition	
☐ Check cabinet condition		☐ Check for water damage/mold	
☐ Note kitchen flooring type/condition		☐ Assess update status each bathroom	
☐ Assess kitchen update status		☐ Document overall bathroom update status	
Interior Features & Quality			
☐ Document flooring types throughout		☐ Assign Interior Quality (Q1-Q6)	
☐ Assess flooring condition (each type)		☐ Assign Interior Condition (C1-C6)	
☐ Note wall and ceiling heights		☐ Kitchen photo	
☐ Document ceiling types		☐ All bathroom photos	
☐ Check for water stains		☐ Living area photos	
☐ Note overall flooring update status		☐ Basement/below grade photos	
☐ Note accessibility modifications		☐ Photos of any interior defects	
☐ Document wheelchair ramps/grab bars			
5. BELOW GRADE AREAS			
☐ Document grade level detail		☐ List rooms in below grade area	
☐ Note access type (interior/exterior)		☐ Check for moisture/water intrusion	
☐ Document walk-out or walk-up status		☐ Inspect sump pump if present	
☐ Measure finished area		☐ Check for structural issues	
☐ Measure unfinished area		☐ Note any odors or mold presence	
6. VEHICLE STORAGE			
☐ Document driveway type and surface		☐ Check garage door condition	
☐ Count driveway parking spaces		☐ Note carport if present	
☐ Document garage type		☐ Document any vehicle storage defects	
☐ Count garage spaces		☐ Driveway/garage exterior photo	
☐ Measure garage square footage		☐ Garage interior photo	

7. SUBJECT PROPERTY AMENITIES

☐ Document fencing (type, condition)		☐ Note spa/hot tub	
☐ Note storage buildings/sheds		☐ Count indoor fireplaces	
☐ Measure deck (material, sq. ft.)		☐ Note fireplace types	
☐ Measure patio (material, sq. ft.)		☐ Document media room	
☐ Measure porch (material, sq. ft.)		☐ Note wet bar	
☐ Document screened porch/sunroom		☐ Document other special features	
☐ Document pool type & condition			

8. ENERGY EFFICIENT & GREEN FEATURES

☐ Document renewable energy (solar, etc.)		☐ Note other green ratings/scores	
☐ Note solar panel ownership		☐ Document energy efficient features	
☐ Document building certifications		☐ Assess impact to value/marketability	
☐ Record HERS Index score if available		☐ Photo of certificates/solar panels	

9. APPARENT DEFECTS, DAMAGES, DEFICIENCIES

☐ Document each defect location		☐ Estimate cost to repair	
☐ Describe defect in detail		☐ Determine As-Is Condition Rating	
☐ Affects soundness/structural integrity?		☐ Document if subject to repair	
☐ Recommend action (repair/replace/none)		☐ Photo of each noted defect	

10. OVERALL QUALITY & CONDITION

☐ Reconcile Exterior with Interior Quality		☐ Assign Overall Condition Rating (C1-C6)	
☐ Assign Overall Quality Rating (Q1-Q6)		☐ Document reconciliation rationale	
☐ Reconcile Exterior with Interior Condition			

11. FUNCTIONAL OBSOLESCENCE

☐ Check bedroom/bathroom imbalance		☐ Check for super-adequacy	
☐ Note inadequate closet/storage		☐ Note traffic flow issues	
☐ Document outdated floor plan		☐ Document any functional issues	

12. SKETCH & MEASUREMENTS

☐ Complete exterior measurements		☐ Measure garage/carport area	
☐ Document all levels (floor by floor)		☐ Measure basement/below grade area	
☐ Calculate living area by level		☐ Verify calculations are accurate	
☐ Calculate total living area (above grade)		☐ Note measurement standard (ANSI)	
☐ Measure non-living areas			

13. PUD/CONDO/CO-OP (If Applicable)

☐ Document project information source		☐ Check if developer/sponsor in control	
☐ Note monthly HOA/PUD fees		☐ Note any known legal actions	
☐ List common amenities/services		☐ Document special assessments	
☐ List utilities included in fees		☐ Note tax abatements/exemptions	

INSPECTION NOTES

[illegible]

