

A guide to **LOCAL INSPECTION STANDARDS**

The following is intended as a guide only. HUD's Housing Choice Voucher Program Guidebook, Chapter 10, (50 pages) and all federal regulations, including those for Lead Based Paint, can be viewed or downloaded from HUD's web page accessible through FirstGov.gov.

GENERAL

- The previous occupant of the unit must be moved out and the unit ready for new move-in prior to an inspection.
- All utilities must be on for the inspection.
- There must be a living room.
- There must be a kitchen area with;
 - a sink with hot and cold running water,
 - space for storage, preparation and serving,
 - disposal facilities,
 - a clean and working stove/oven (tenant can supply), and
 - a clean and working refrigerator (tenant can supply).
- There must be a bathroom with
 - a door for privacy,
 - an indoor toilet, a bathtub and/or shower and a fixed basin (both with hot and cold running water).
 - ventilation provided by a screened window or an electric exhaust fan.
- There must be one sleeping room for each two persons with a permanently installed closet. The living room can be used for a sleeping room to satisfy the occupancy limits, but will not be counted as a bedroom when comparing to similar units for rental amount approval.
- There must be at least one window (or skylight) in each sleeping room to provide outside illumination.
- There must be a finished floor covering (no bare concrete or wood subfloors) in safe, clean and presentable condition.
- The unit must be structurally sound with no severe defects. There should be no holes in the walls. The roof should be free of leaks and any gutters and downspouts should be in good condition and secure.
- The unit must be free of infestation by roaches, rodents and other vermin or insects. Documentation of professional extermination should be available for inspection.
- Mobile homes must be properly placed and tied down in high wind areas.

DEFECTIVE PAINT

- Any defective (chipped, peeling, etc.) paint inside or outside of the unit must be corrected.
- The owner must inform the tenant if the unit was constructed prior to 1978 and of potential lead-based paint hazards and contamination as per Federal regulations.
- **Lead Based Paint (LPB)** regulations apply to homes built before 1978 occupied (or may be occupied) by a child under six years old.

- The Inspectors will conduct visual LBP assessments during the unit inspection.
- Potential LPB hazards will be identified and must be corrected and certified per Federal regulations. An information sheet is available at HACSB.com

SECURITY, ENTRANCES & EXITS

- All windows (in any room) must be lockable, in good repair and must operate as designed. Window coverings are not required.
- All exterior doors must be secure, designed for exterior use, lockable and have an adequate weather seal. Doors intended solely for interior use are not acceptable.
- All exterior door and window locks must be operable by hand (must not require a key to exit).
- Access to the unit must not be solely through another unit or other private property.

PLUMBING

- The water system must provide safe, drinkable water free of serious levels of contamination (including rust).
- There must be an approved sewer or septic system free from back-ups.
- There must be no serious leaks in any of the plumbing systems.
- The hot water heater must be equipped with a properly installed Temperature and Pressure Relief system. A handout showing approved installations is available at HACSB.com.
- Hot water heater tanks must have two (2) approved earthquake straps (one at upper third and one at lower third of tank).

HEATING & VENTILATION

- There must be an source of heat capable of providing adequate heat to the entire residence. Unvented gas heaters or any type of portable heaters are not acceptable.
- There must be adequate ventilation by means of a screened window in each room or a working cooling system.

ELECTRICAL

- Each room must have at least two electrical outlets with covers (or one outlet and one switched light fixture).
- Kitchens and bathrooms must have one wall or ceiling mount light fixture and at least one electrical outlet with cover.
- Exterior electrical outlets and switches must have weather resistant covers.

EXTERIOR

- The approach(s) to the unit must be free of trip hazards and the yard should be
- free of large holes or other hazards (i.e. rotted, leaning fences).
- Foundations, stairs, rails and porches must be sound and safe. A handrail is required where there are four or more continuous steps.
- The site and neighborhood must not be subject to serious environmental problems (i.e. trash accumulation, hazardous buildings, sewage hazards, etc.)
- There must be a space to store garbage (covered tightly) until pick-up.
- Front yards must have appropriate landscaping.

SMOKE DETECTORS & FIRE SAFETY

- All units must have at least one battery-operated or hard-wired smoke detector, in proper working condition, on each level of the unit. Smoke detectors must be testable, or they must be replaced.
- If the unit is occupied by a person with profound hearing loss, there must be a detector designed for hearing-impaired persons installed in that person's sleeping room and it must be wired in tandem with another detector installed in a common area of the unit.
- In attached garages; the common wall (or ceiling) separating the garage from the house must be completely sealed on the garage side with 5/8" or thicker drywall and all seams and corners must be taped and sealed with joint compound.
- If the garage to residence wall is penetrated by a door, the door must;

- Be self-closing, must close completely and latch by itself.
- Be solid core wood or insulated steel. Any other type of door is only acceptable if it is clearly labeled to have a minimum 20 minute fire rating. Doors intended solely for interior use are not acceptable.
- Be sealed around all four edges to prevent airflow. Normal weather stripping is acceptable.
- Not be penetrated by any openings such as windows, pet doors, etc.
- Security bars on bedroom windows must be equipped with a quick release mechanism.

CARBON MONOXIDE DETECTORS

- Any unit having a fossil fuel burning heater or appliance, fireplace, or an attached garage must have a carbon monoxide detection device installed. Placement of the device should be as follows;
 - There must be one centrally located outside of **each** separate sleeping area in the immediate vicinity of the bedrooms, and each detector shall be located on the wall or ceiling. Any other location is only acceptable if specified in the installation instructions that accompany the device. *If there are distinctly separate sleeping areas in the unit, there must be a detector for each sleeping area.*
 - There must be at least one Carbon Monoxide detector on each level of the unit.
 - Carbon Monoxide detectors cannot be installed directly above, or next to a fuel burning appliance.
 - If the device is a combination carbon monoxide device and smoke detector, then the combined device must emit an alarm or voice warning in a manner that clearly differentiates between a carbon monoxide alarm warning and a smoke detector warning.

POOLS

Pools filled for use;

- An automatic alarm must be in place on any door that opens directly from the unit into the pool area (can be battery or hardwired).
- Pools must be fenced from the street area.
- Fences should be of a type that is essentially free of hand or footholds for climbing by children under the age of five, and must have no gaps or voids greater than 4 inches (do not fail chain link, if in good repair).
- Gates to the pool area must be self-closing and self-latching and open away from the pool area.
 - Latches on the exterior of the gate must be no lower than 60 inches above the ground.
 - Latches on the interior of the gate, if lower than 60 inches, must be surrounded by a barrier at least 18 inches in all directions to prevent reaching through.

Pools empty or not in use;

- The pool must be fenced separately **and locked**.
- The fence should be constructed as described above.
- An unused pool must be kept from having standing water for prolonged periods.

ALL REPAIRS, PAINTING, CLEANING AND YARD CARE MUST BE COMPLETED BEFORE THE INSPECTION DATE OR THE UNIT WILL NOT PASS INSPECTION.

Note: Local, state and national fire, safety and building codes are more comprehensive than HACSB's Local Inspection Standards and are not the primary standards we enforce. However, under HUD regulations, any condition found to be hazardous by our Inspectors will require correction regardless of the absence of a specific mention in the Local Inspection Standards.

Additional information is available at HACSB.com