

Housing Quality Standards Inspection Checklist



As a participant in the Multi-Family Rehabilitation Program, your unit must be inspected to make sure that it meets Housing Quality Standards (HQS). Any HQS violations must be addressed in order for other general repairs and improvements to be approved.

HOUSING QUALITY STANDARDS INSPECTION

In order to ensure the unit meets Housing Quality Standards, you may wish to review the requirements and correct any HQS violations before the inspection. Any violations noted at the inspection must be corrected as part of the rehabilitation project.

Most Common HQS Failed Items

- Non functional smoke detectors
- Missing or cracked electrical outlet cover plates
- Railings not present where required (four or more stairs)
- Peeling exterior and interior paint
- Trip hazards caused by installed floor coverings (carpets/vinyl)
- Cracked or broken window panes
- Inoperable burners on stoves or inoperable range hoods
- Missing burner control knobs
- Inoperable bathroom fan/no ventilation
- Leaking faucets or plumbing
- No temperature/pressure relief valve on water heaters

HQS CHECKLIST



The following is a listing of items inspected to meet Housing Quality Standards:

Bathroom

- The bathroom must be located in a separate room and have a flush toilet.
- The unit must have a fixed basin with a sink trap and hot and cold running water.
- The unit must have a shower or bathtub with hot and cold running water.
- The toilet facilities must utilize an approvable public or private disposal system, including a locally approvable septic system.
- Chips on sinks, basins and tubs must be repaired/sealed.

Kitchen

- The unit must have a cooking stove or range and refrigerator of appropriate size for the unit (i.e., family) all in proper operating condition. Stoves, ovens, and ranges must have all control knobs and handles. Gas stove burners must light by pilot jets without the use of incendiary devices (i.e., matches, lighter, etc.). An overhead exhaust fan is required.
- The unit must have a kitchen sink in proper operating condition with a sink trap and hot and cold running water, which drains into an approvable public or private wastewater system.
- The unit must provide space for the storage, preparation, and serving of food.
- There must be facilities and services for the sanitary disposal of food waste and refuse, including temporary storage facilities where necessary (i.e., garbage containers).

Space and Security

- The unit must have a minimum of a living room, kitchen area, and bathroom.
- The unit must contain at least one sleeping or living/sleeping room for each two persons.
- The unit's windows must operate properly and be lockable. Vertically opening windows must stay up and open without the use of props. Windows designed to open should be in working condition. Screens must be present on all windows designed to open and be in good condition.
- As required by California Law, each entrance door (other than a sliding glass door) must be equipped with a deadbolt lock. Interior doors may only have privacy locks.

Thermal Environment (Heating and Cooling System)

- The unit must contain a safe heating system and cooling system, which is in proper operating condition and can provide adequate heat and cooling, either directly or indirectly, to each room used for living in order to assure a healthy living environment appropriate to the climate.
- The unit must not contain any unvented room heaters, which burn gas, oil, or kerosene. A working radiator would be acceptable.

Illumination and Electricity

- There must be at least one window in the living room and in each sleeping room.
- The kitchen area and the bathroom must have a permanent ceiling or wall- type light fixture in working condition. The kitchen area must also have at least one electrical outlet in operating condition.
- The living room and each bedroom must have at least two electrical outlets in operating condition. Permanently installed overhead or wall-mounted light fixtures may count as one of the required electrical outlets.
- All other rooms used for living require a means of natural or artificial illumination such as a light fixture, a wall outlet to serve a lamp, a window in the room, or adequate light from an adjacent room.
- Each electrical outlet and switch must be permanently installed in the baseboard, wall, or floor and have cover plates.
- Table or floor lamps, ceiling lamps plugged into a socket, or an extension cord plugged into another plug cannot be counted as an outlet for HQS purposes.
- Electrical hazards of any kind, either inside or outside the unit must be repaired.

Structure and Materials

- Interior ceilings, walls, doors and floors must not have any serious defects such as severe bulging or leaning, large holes, loose surface materials, severe buckling, missing parts, or other serious damage.
- The floors must also not have any major movement under walking stress, or tripping hazards presented by the permanent floor coverings.
- The roof must be structurally sound and weather tight.
- The exterior wall structure and surfaces must not have any serious defects such as serious leaning, buckling, sagging, large holes, unfastened and falling components, or defects that would result in air infiltration or vermin infestation.
- The condition and equipment of interior and exterior stairways, halls, porches, walkways, etc. must not present a danger of tripping and falling. Examples include, but are not limited to, broken or missing steps and loose boards.
- Elevators must be working, safe, and compliant with locally enforced codes.

Interior Air Quality

- The unit must be free from dangerous levels of air pollution from carbon monoxide, sewer gas, fuel gas, dust, and other harmful pollutants.
- The unit must have adequate air circulation.
- Bathrooms must have a window that opens properly or a permanently installed exhaust fan.
- Any room used for sleeping must have at least one window that opens properly, if the window was so designed.

Water Supply

- An approvable public or private water supply must serve the unit, which is sanitary and free from contamination.

Lead-Based Paint

- A dwelling unit constructed before 1978 that is occupied by a family that includes a child under the age of six years must include a visual inspection for defective paint surfaces. Defective paint surface is defined as a surface on which the paint is cracking, scaling, chipping, peeling or loose. If defective paint surfaces are found, such surfaces must be treated.

Access

- The unit must have direct access for the tenant to enter and exit, without the unauthorized use of other private properties.
- The building must provide an alternate means of exit in case of fire (such as fire stairs or exit through windows, with the use of a ladder if windows are above the second floor).
- Entry/exits must not be “blocked” by debris, stored items, non-working locks, or doors that have been nailed shut or otherwise obstructed.
- Doors must be securely mounted. All required hardware and trim (locks, molding, etc.) must be present and in proper working order. Locking hardware must correctly engage strike plates.

Site and Neighborhood

- The site and neighborhood must be reasonably free of serious conditions, which would endanger the health and safety of residents.

Infestation

- The unit and its equipment must be free of serious vermin and rodent infestation.

Smoke Detectors

- The unit must have at least one battery operated or hardwired smoke detector that is in proper operating condition on each level of the unit, including basements but excluding crawl spaces and unfinished attics.
- Detectors must be installed in accordance with and meet the requirements of the National Fire Protection Association Standard (NFPA).
- If any hearing-impaired person occupies the unit, smoke detectors must have an alarm system designed for hearing-impaired persons as specified by NFPA.

Utilities

- All utilities (water, electricity, and gas where applicable) must be on before the inspection will be scheduled.
- All gas appliances must have pilots lit before an inspection is scheduled.