

SUMMARY OF HOUSING CHOICE VOUCHER

NATIONAL STANDARDS FOR THE PHYSICAL INSPECTION OF REAL ESTATE

Address and Signage

- Address, signage, or building identification codes must be in working order, legible, and visible.

Bathtub and Shower

- Only 1 bathtub or shower is present and it is inoperable or does not drain.
- A bathtub or shower is inoperable or does not drain and at least 1 bathtub or shower is present elsewhere that is operational.
- Bathtub component or shower component is damaged, inoperable, or missing such that it may limit the resident's ability to maintain personal hygiene.
- Bathtub component or shower component is damaged, inoperable, or missing and it does not limit the resident's ability to maintain personal hygiene.
- Bathtub or shower cannot be used in private.

Cabinet and Storage

- Food storage space is present.
- Storage component is good, working condition

Call-For-Aid System

- System must be accessible, or pull cord is not higher than 6 inches off the floor.
- System must function properly.

Carbon Monoxide

- Carbon monoxide alarm is present and installed in a proper location.
- Carbon monoxide alarm must remain unobstructed.
- Carbon monoxide alarm does not produce an audio or visual alarm when tested.

Ceiling

- Ceiling must be a stable surface, not have any holes, and its component(s) is functionally adequate.

Chimney

- A visually accessible chimney, flue, or firebox connected to a fireplace or wood-burning appliance must be complete and undamaged such that it may safely contain fire and convey smoke and combustion gases to the exterior.
- Chimney must not exhibit signs of structural failure.

Clothes Dryer Exhaust Ventilation

- Electric dryer transition duct must be present and properly attached.
- Gas dryer transition duct must be present and properly attached.
- Electric dryer exhaust ventilation system must have unrestricted airflow.
- Dryer transition duct must be constructed of suitable material.

- Gas dryer exhaust ventilation system must have unrestricted airflow.
- Exterior dryer vent cover, cap, or a component thereof must be present.

Cooking Appliance

- Cooking range, cooktop, or oven must ignite or produce heat.
- Cooking range, cooktop, or oven component must not be damaged and safe for use.
- Primary cooking appliance must be present.
- If a microwave is the primary cooking appliance it must not be damaged.
- At least one burner present on the cooking range or cooktop must produce heat.

Door – Entry

- Entry door must be present, open, close
- Entry door component must not be damaged, inoperable, or missing. Entry door seal, gasket, or stripping must not be damaged or missing.
- Entry door self-closing mechanism is damaged, inoperable, or missing
- Any holes, splits, or cracks present on entry door must not penetrate completely through entry door.
- Entry door surface must not be delaminated or separated
- Entry door must be able to be secured.

Door – Fire

- Fire labeled door must be present and open, close. Latch or self-closing hardware must not be damaged or missing.
- Fire labeled door seal or gasket must be undamaged.
- Fire labeled door assembly must not have a hole of any size or be damaged such that its integrity may be compromised.
- No object should obstruct the fire labeled door from closing and latching or self-closing and latching.

Door – General

- A passage must open and be in working condition door does not open.
- A door that is not intended to permit access between room must not be damaged or inoperable.
- An exterior door component must not be damaged, inoperable, or missing.

Drain

- Drain must not be fully blocked.

Egress

- Means of egress must not be obstructed.
- Sleeping room is located on the 3rd floor or below must have an unobstructed rescue opening.
- Fire escape access must be unobstructed.

Electrical – Conductor, Outlet, and Switch

- Outlet or switch must not be damaged.

- Testing must indicate a three-pronged outlet is properly wired or grounded.
- The electrical conductor must not be exposed or in contact with water.

Electrical – GFI/AFCI

- GFCI outlet or GFCI breaker must not be visibly damaged and the test and the reset button must be operable.
- AFCI outlet or AFCI breaker must not be visibly damaged and the test or reset button is must be operable.
- An unprotected outlet must not be present within six feet of a water source.

Electrical – Service Panel

- Electrical service panel must be readily accessible.
- The overcurrent protection device must not be damaged or contaminated.

Elevator

- Elevator must be operable.
- Elevator door must fully open and close.
- Elevator cab must be level with the floor.
- Safety edge device must not be malfunctioning or inoperable

Exit Sign

- Exit sign must be undamaged, present, unobstructed, and adequately illuminated.

Fence and Gate

- Gate must open, close, latch, or lock.
- Fence must not demonstrate signs of collapse.

Fire Escape

- Fire escape component must be in working order.

Fire Extinguisher

- Fire extinguisher pressure gauge must not read over or under-charged.
- Fire extinguisher service tag is legible and valid.
- Fire extinguisher is undamaged.

Flammable and Combustible Item

- Flammable or combustible item must not be on or within 3 feet of an appliance that provides heat for thermal comfort or a fuel-burning water heater. OR Improperly stored chemicals.

Floor

- Floor substrate must not be exposed.
- Floor component(s) must be functionally adequate.

Food Preparation

- Food preparation area must be present, undamaged, and functionally adequate.

Foundation

- Foundation must not be cracked, infiltrated by water, or has exposed rebar, or spalling, flaking, or chipping.
- Foundation support post, column, beam, or girder is in working order.
- Foundation vent cover must be present and undamaged.

Garage Door

- Garage door must be in working order, undamaged, and open and closes properly.

Guardrail

- Grab bar must be installed properly and is functionally adequate.

Handrail

- Handrail must be present, secure, functionally adequate, and installed where required.

HVAC

- The inspection date is on or between October 1 and March 31 and the permanently installed heating source must be working or the permanently installed heating source is working and the interior temperature must be above 64 degrees Fahrenheit.
- If present: air conditioning system or device must be operational.
- Unvented space heater that burns gas, oil, or kerosene must not be present.
- A fuel burning heating appliance must have a combustion chamber cover or gas shutoff valve.
- Heating system or device safety shield is must be undamaged and present.
- The inspection date is on or between April 1 and September 30 and a permanently installed heating source must be undamaged and operable.
- Fuel burning heating system or device exhaust vent must not be misaligned, blocked, disconnected, improperly connected, damaged, or missing.

Infestation

There must not be:

- Evidence of cockroaches.
- Extensive cockroach infestation.
- Evidence of bedbugs.
- Extensive bedbug infestation.
- Evidence of mice.
- Extensive mouse infestation.
- Evidence of rats.
- Extensive rat infestation.
- Evidence of other pests.

Leak – Gas/Oil

- There must not be any sign of natural gas, propane, or oil leak.

Leak – Sewage

- Sewage system must remain unblocked and there must not be any leaks.
- Cap to the cleanout or pump cover must be attached.
- Cleanout cap or riser must be undamaged.

Leak – Water

There must not be:

- Environmental water intrusion.
- Plumbing leak.
- Fluid is leaking from the sprinkler assembly.

Lighting – Auxiliary

- Auxiliary lighting is undamaged and illuminates when tested.

Lighting – Exterior

- A permanently installed light fixture must be undamaged, operable, and secure.

Lighting – Interior

- A permanently installed light fixture must be operable and secure.
- At least one (1) permanently installed light fixture must be present in the kitchen and bathroom.

Litter

- Litter must not accumulate in an undesignated area.

Minimum Electrical and Lighting

- At least two (2) working outlets must be within each habitable room. OR At least one (1) working outlet and one (1) permanently installed light fixture must be present within each habitable room.

Mold-Like Substance

Inspector will look for:

- Presence of mold-like substance at moderate levels is observed visually.
- Presence of mold-like substance at high levels is observed visually.
- Presence of mold-like substance at extremely high levels is observed visually.
- Elevated moisture level.

Parking Lot

- Parking lot must not have any one pothole that is 4 inches deep and 1 square foot or greater.
- Parking lot must not have ponding.

Potential Lead-Based Paint Hazards – Visual Assessment

Areas of concern the inspector will note:

- Paint in a Unit or Inside the target property is deteriorated – below the level required for lead-safe work practices by a lead-certified firm or for passing clearance.
- Paint in a Unit or Inside the target property is deteriorated – above the level required for lead-safe work practices by a lead-certified firm and passing clearance
- Paint Outside on a target property is deteriorated – below the level required for lead-safe work practices by a lead-certified firm or for passing clearance.
- Paint Outside on a target property is deteriorated – above the level required for lead-safe work practices by a lead-certified firm and passing clearance

Private Roads and Driveways

- Road or driveway access to the property must not be blocked or impassable for vehicles.
- Road or driveway must not have any one pothole that is 4 inches deep and 1 square foot or greater

Refrigerator

- Refrigerator is must not be inoperable such that it may be unable to safely and adequately store food.
- All refrigerator components must be present and the appliance must function correctly.
- Refrigerator must be present.

Retaining Wall

- Retaining wall must not be leaning away from the fill side.
- Retaining wall must not be partially or completely collapsed.

Roof Assembly

- Flow of water from a roof drain, gutter, or downspout must not be restricted.
- Gutter component must not be damaged, missing, or unfixd.
- Roof surface must not have standing water.
- Substrate must not be exposed.
- Roof assembly have a hole or be damaged.

Sharp Edges

- A sharp edge that can result in a cut or puncture hazard must not be present.

Sidewalk, Walkway, Ramp

- Sidewalk, walkway, or ramp must not be blocked or impassable.
- Sidewalk, walkway, or ramp must be functionally adequate.

Sink

- Sink or sink component must not be damaged or missing and the sink must be functionally adequate.
- Water should not be directed outside of the basin.
- Sink should drain properly.
- Sink must be properly installed, and not be pulling away from the wall, leaning, or have gaps between the sink and wall

- Sink component must not be damaged or missing and the sink is functionally adequately.
- Must be able to activate or deactivate hot and cold water.
- Sink is must be installed within the primary kitchen.

Site Drainage

- Water runoff must be able to flow through the site drainage system.
- Erosion must not be present.
- Grate must be secure or does not cover the site drainage system's collection point

Smoke Alarm

- Smoke alarm must be installed where required.
- Smoke alarm must be unobstructed.
- Smoke alarm must produce an audio or visual alarm when tested.

Sprinkler Assembly

- Sprinkler head assembly must not be encased or obstructed by an item or object that is within 18 inches of the sprinkler head.
- Sprinkler assembly component must not be damaged, inoperable, or missing and it is detrimental to performance.
- Sprinkler assembly not have evidence of corrosion or foreign material that is detrimental to performance.

Stairs

- Tread must not be missing or damaged.
- Stringer should not be damaged.

Steps and Stairs

- Step or stair must be functionally adequate.

Structure

- Structural system must not exhibit signs of serious failure.

Toilet

Inspector will make note of the following:

- Only 1 toilet was installed, and it is missing.
- A toilet is missing and at least 1 toilet is installed elsewhere that is operational.
- Only 1 toilet was installed, and it is damaged or inoperable
- A toilet is damaged or inoperable and at least 1 toilet is installed elsewhere that is operational.
- Toilet component is damaged, inoperable, or missing such that it may limit the resident's ability to safely discharge human waste.
- Toilet is not secured at the base.
- Toilet component is damaged, inoperable, or missing and it does not limit the resident's ability to discharge human waste.
- Toilet cannot be used in private.

Trash Chute

- Chute door must open or self-close and latch.
- Chute must not be clogged.

Trip Hazard

- Trip hazard on walking surface should not be present.

Ventilation

- Exhaust system must respond to the control switch.
- Exhaust system must not have restricted airflow or a missing/damaged component.
- Bathroom must have proper ventilation or dehumidification.

Wall – Exterior

- Exterior wall covering must not have missing sections of at least 1 square foot per wall.
- Exterior wall must not have peeling paint of 10 square feet or more.
- Exterior wall component(s) must be functionally adequate.

Wall – Interior

- Interior wall must not have a loose or detached surface covering.
- Interior wall component(s) must be functionally adequate.
- Interior wall must not have a hole that is greater than 2 inches in diameter or have an accumulation of holes that are cumulatively greater than 6 inches by 6 inches.

Water Heater

Inspector will make note of:

- Temperature pressure relief (TPR) valve has an active leak or is obstructed or relief valve discharge piping is damaged, capped, has an upward slope, or is constructed of unsuitable material.
- No hot water.
- The relief valve discharge piping is missing or terminates greater than 6 inches or less than 2 inches from waste receptor flood-level.
- Chimney or flue piping is blocked, misaligned, or missing.
- Gas shutoff valve is damaged, missing, or not installed.

Window

- Window must be able to open or stay open.
- Window must be securable and be able to close.
- Window component must not be damaged or missing and the window must be functionally adequate.