



GEORGETOWN HOUSING AUTHORITY

HOUSING QUALITY STANDARDS CHECKLIST

Landlords or tenants can use the following list as a checklist to assess whether a unit will pass the HUD-established Housing Quality Standards inspection for the Housing Choice Voucher Program. This list is not all-inclusive, but is intended to be used as a general guide. It will help you determine any necessary repairs *before* the Section 8 HQS inspector conducts the inspection on your unit. Doing so will speed up the processing of the case for Housing Choice Voucher Assistance by eliminating the need for re-inspection. Thank you for your cooperation.

EXTERIOR CHECKLIST

	1. Is the site reasonably free from disturbing noises, health and safety hazards?
	2. Is there a private entrance and alternate means of egress (i.e. another way to get out in case of a fire)?
	3. Is every exterior door substantially <u>weather-tight and rodent proof</u> , with proper hardware, and maintained in sound working condition?
	4. Is the roof free of sagging, buckling, leaking and holes?
	5. Are the roof shingles in good condition?
	6. Is the roof free of leaves and tree limbs?
	7. Are the gutters and down spouts (if present) sound and free from hazards?
	8. Are the roof overhangs (eaves) and eave vent screens in good condition?
	9. Is the exterior of the building free of missing siding or large areas of broken siding?
	10. Is the exterior of the building free of broken or loose bricks and mortar?
	11. Is all siding weather-resistant and water-tight?
	12. Are all exterior wood surfaces protected from the elements and decay by painting or other protective covering?
	13. Are all exterior surfaces free from cracking, scaling, peeling, chipping and loose paint?
	14. Are all windows free of signs of severe deterioration or broken glass panes?
	15. Are all windows substantially weather-tight?
	16. Are there screens on all windows?
	17. If there is no central A/C, are there screens on all exterior doors?
	a) Is the porch free of any loose, weak, rotted or deteriorated areas?
	b) If the porch is over thirty (30) inches from the ground level, are guard rails present?
	c) Are railings and supports in good condition?
	19. Steps:
	a) Are the steps in good condition?
	b) If the steps contain four (4) or more risers (steps), is there a handrail present?
	c) Are handrails and supports in good condition?
	20. Is the foundation system maintained in good condition?
	21. Is the unit in compliance with HUD Lead-Based Paint Regulations?
	22. Is the yard free of trash and debris?
	23. If there is a fence, is it in reasonably good condition?
	24. Are all accessory buildings in reasonably good condition and free of health and safety hazards?



GEORGETOWN HOUSING AUTHORITY

	25. Are there address numbers on the house that can be read easily from the street?
	26. Are there provisions for trash and garbage pick-up?
	27. Is there adequate off-street parking provided?
	28. Is the immediate neighborhood free from conditions which would seriously endanger the health or safety of residents?
	29. Is the exterior of the building free from openings through which rodents could enter?
	30. Are there no problems with poor drainage, septic tank back-ups or sewer hazards?

INTERIOR CHECKLIST

	1. Are interior walls and ceilings in sound condition without holes, large cracks, loose or broken plaster or sagging ceiling tiles?
	2. Is there at least one exterior door (door leading to the outside) that cannot be locked from the inside by a removable key (double cylinder deadbolt)?
	3. Do all doors open and close easily and have properly operating locksets?
	4. Is there an operable smoke detector next to every bedroom? (<i>Note: one smoke detector may be adequate to cover all bedrooms; however, it must be located within six (6) feet of each bedroom door.</i>)
	5. Is there an operable smoke detector on every floor of the unit?
	6. Do all rooms have a ceiling height of not less than seven (7) feet?
	7. Are interior walls, ceilings, floors and cabinets substantially rodent-proof?
	8. Are all interior surfaces free from cracking, peeling, chipping and loose paint?
	9. Is there at least one window per room?
	10. Are all windows easily opened and do they stay up when opened?
	11. Are all windows properly fitted and weather-tight within the window frames?
	12. Are all windows easily locked in position by window sash locks?
	13. Are there doorstops installed, where needed, to prevent doorknobs from hitting walls?
	14. Is there a door for each bedroom?
	15. Do all bedrooms have an exterior door or window, and one that can be easily opened?
	16. Is there a lock on the bathroom door that can be locked from the inside?
	17. Do all exterior doors have properly installed key locks in good working condition?
	18. Are floors in good condition and good repair?
	19. Can floors be easily kept in a clean and sanitary condition?
	20. If interior stairs are present, are handrails installed?
	21. Are stairs and handrails in good condition?
	a) Is the bathroom separate and private?
	b) Is there a tub or shower with cold and hot water?
	c) Is there a sink with cold and hot water?
	d) Is there a toilet in operating condition?
	e) If the bathroom has a shower, is there a shower curtain rod or shower door installed?
	f) Is there a toilet paper holder and a towel bar in all bathrooms?
	g) Does the bathroom have a window that opens or a powered exhaust fan?
	h) Are the bathrooms free from leaks, odors or cracked fixtures?
	22. Does kitchen have proper cabinet space?



GEORGETOWN HOUSING AUTHORITY

	a) Does kitchen have proper counter space?
	b) Is there a sink with hot and cold water?
	23. Is there at least one easily accessible wall outlet near the counter and an additional outlet for the refrigerator?
	24. Is there a stove present in good working condition?
	25. Is there a refrigerator present on good operating condition?
	26. Are bathroom and kitchen floors impervious to water? (i.e. waterproof)
	27. Is the heating equipment capable of providing adequate heat to all rooms used for living?
	28. If gas space heaters or water heaters are used, are they located in rooms other than the bathroom?
	29. Are all heater units properly installed, including the required safety devices?
	30. Do all central heat and A/C units have properly installed return air that provides for convenient filter change?
	31. Are all gas heaters equipped with a safety shut-off device? (Automatic gas cut-off valve if for any reason the pilot light should go off.)
	32. Are vented gas space heaters listed for vented use? (<i>The appliance must bear an approved label from the American Gas Association.</i>) Un-vented space heaters are not acceptable.
	33. If gas space heaters are present in bedrooms, are they vented to outdoors?
	34. Is the water heater located, equipped and installed in a safe manner including all required safety devices?
	35. Is there a temperature-pressure relief valve and discharge line installed on the water heater?
	36. Is there a shut-off valve on the water supply line for the water heater?
	37. Is the water in the unit from an approved public water system?
	38. Does the wastewater empty into an approved septic system or public sewer system?
	39. Is the plumbing system in good operating condition?
	40. Is the electrical wiring in good condition?
	41. Are there at least two (2) electric wall outlets per bedroom and living room?
	42. Does every room have a light fixture controlled by a wall switch?
	43. Are all electrical switches and receptacle plates in good condition and properly installed?
	44. Is the unit free from rats or severe infestation by mice or vermin?
	45. Is there adequate air circulation?
	46. Do all Ground Fault Interrupter duplex receptacles and/or Ground Fault Interrupter circuit breakers operate properly? Are they wired correctly?