



*Housing Trust Fund
Allocation Plan Guide
2016*



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I. GENERAL INFORMATION

HTF Allocation Plan

The Housing Trust Fund (HTF) Interim Rule (24 CFR Part 93) made the consolidated plan regulations at 24 CFR Part 91 applicable to the HTF. As a result, an HTF grantee (i.e., a State) must include HTF in its citizen participation plan (§ 91.115), strategic plan (§ 91.315), and annual action plan (§ 91.320). In addition, the State must submit to HUD for review and approval an HTF allocation plan with its annual action plan (§ 91.320(k)(5)). Also, as required in § 91.10, the HTF program must be administered by the State on the same program year it established for all grant programs covered by the consolidated plan.

The HTF allocation plan is an annual submission to HUD that describes how the State will distribute the HTF funds, including how it will use the funds to address its priority housing needs. The allocation plan also describes what activities may be undertaken with HTF funds and how recipients and projects will be selected.

Submission Requirement

HUD Notice CPD 12-009 requires a State submitting a consolidated plan on or after November 15, 2012 to use the eCon Planning Suite in IDIS to submit this plan and all subsequent consolidated plans, annual action plans, and consolidated annual performance and evaluations reports (CAPERs). However, the eCon Planning Suite does not currently contain the data fields to accommodate the HTF allocation plan. As a result, HUD developed this guide to assist the State in submitting the HTF allocation plan. The State may opt to use this sample form or to submit its allocation plan in a different format, provided that all required elements are addressed. Please visit the HTF website, www.hudexchange.info/htf for more guidance on the HTF program and HUD Notice CPD 16-07 *Guidance for HTF Grantees on Fiscal Year 2016 Housing Trust Fund (HTF) Allocation Plans* for more information on HTF allocation plans. This guide also contains a list of HTF and eCon Planning Suite resources that the State should reference before developing and submitting its HTF allocation plan. The State should also consult the *Con Plan Quick Guide: Amending a Consolidated Plan and Action Plan* for assistance on amending its consolidated plan and action plan.

Deadline

The State must submit an HTF allocation plan and make any amendments to its consolidated plan no later than **August 16, 2016**. Please note that some of the HTF allocation plan requirements will be completed in eCon Planning Suite in IDIS and the rest will be submitted as a Word document or PDF file to HUD. For 2016, the HTF allocation

plan must be submitted to both the local HUD CPD Field Office and to HUD's Office of Affordable Housing Programs at htf@hud.gov.

Review Period

The 45 day review period begins when (a) HUD receives the Standard Form 424 and certifications or email notification that the consolidated plan has been submitted in IDIS (for new action plans) or (b) HUD receives the Standard Form 424 and certifications or email notification that an amended action plan has been submitted in IDIS. The State should also complete and submit a Standard Form 1199A- Direct Deposit Sign up Form for deposit of its HTF grant funds.

Approval Process

The HTF allocation plan will be deemed approved 45 days after HUD receives the plan, unless HUD notifies the State that the plan is disapproved before expiration of the review period. Please note, if a State intends to use HTF funds to assist first-time homebuyers, it must set forth the guidelines for resale and recapture, and obtain HUD's specific, written approval, as required in § 93.304(f), separate and apart from the approval of the HTF allocation plan. The requirements for resale and recapture guidelines are the same as the HOME Program resale and recapture requirements, except for the income targeting requirements.

Need Assistance?

For assistance with the HTF allocation plan, the State should contact the local HUD CPD Field Office and/or send its question(s) to the HTF mailbox at htf@hud.gov. For assistance with the eCon Planning Suite in IDIS, the State should contact Ask A Question on the HUD Exchange website at <https://www.hudexchange.info/get-assistance/my-question/>.

II. GRANTEE INFORMATION

State:

FY 2016 HTF Allocation Amount:

III. CONSOLIDATED PLAN REQUIREMENTS

Citizen Participation Plan

The consolidated plan regulation at § 91.115 requires the State to include HTF in its citizen participation plan. Essentially, before adopting a consolidated plan, the State is required to adopt a citizen participation plan that describes the process for providing and encouraging citizens to participate in the development of the consolidated plan, the amendments to the consolidated plan and the performance report (CAPERS). For the purposes of HTF, the State is required to make the following information available to the public:

- the amount of HTF assistance the State expects to receive,
- the range of activities the State may undertake, including the estimated amount that will benefit extremely low-income households, and
- the State's plans to minimize displacement of persons and to assist any persons displaced.

If the State already conducted its citizen participation and included HTF in any citizen participation it performed for the other HUD formula grant programs, then the State does not need to conduct additional citizen participation for HTF. If the State has not yet conducted citizen participation or did not include HTF in the citizen participation it performed for other HUD formula grant programs, then it must conduct citizen participation to include HTF as part of its consolidated plan.

Consolidated Plan Screen(s) To Revise

The following screen in the eCon Planning Suite consolidated plan template in IDIS must be revised to include HTF.

- ES-05 / AP-05 Executive Summary:** § 91.320(b)- The Executive Summary includes seven narratives: (1) Introduction; (2) Summary of Objectives and Outcomes; (3) Evaluation of Past Performance; (4) Summary of the Citizen Participation and Consultation Process; (5) Summary of Public Comments; (6) Summary of Comments Not Accepted; (7) Summary.

- ❑ **PR-15 Citizen Participation:** § 91.115 and § 91.300(c)- revise this screen to provide a summary of the citizen participation efforts made for HTF, including efforts to broaden public participation, a summary of citizen comments or views on the plan, and a written explanation of comments not accepted and the reasons why these comments were not accepted.

IV. STRATEGIC PLAN REQUIREMENTS

The State must amend the affordable housing section of the strategic plan to include specific objectives that describe proposed accomplishments the State hopes to achieve and must specify the number of extremely low-income families to which the State will provide affordable housing to (homeownership- § 93.302; rental- § 93.304) over a specific period of time. The State can complete this requirement by including HTF on the **SP-45 Goals screen**.

Note: Directions on how to amend a plan are included at the end of this document.

Reminder: 100 percent of FY 2016 HTF funds must benefit extremely low-income households; a minimum of 80 percent must be used for rental housing; up to 10 percent may be used for homeownership housing; up to 10 percent may be used for administrative costs.

Strategic Plan Screen(s) To Revise

In addition to updating the affordable housing section of the strategic plan, the following screens in the eCon Planning Suite consolidated plan template in IDIS must be revised to include HTF.

- ❑ **SP-10 Geographic Priorities:** § 91.315(a)(1)- revise this screen to discuss how investments are allocated geographically.
- ❑ **SP-25 Priority Needs:** § 91.315(a)(2)- revise this screen to indicate the general priorities for allocating investment of available resources among different needs.
- ❑ **SP-30 Influence of Market Conditions:** § 93.315(b)- revise this screen to describe how the characteristics of the housing market influenced the State's decisions regarding allocation priorities among the types of housing assistance.
- ❑ **SP-35 Anticipated Resources:** § 91.315(a)(4); § 91.320(c)(1) and (2)- revise this screen to identify the federal, state, local, and private resources expected to be available to the State to address priority needs and specific objectives identified in the strategic plan. Specifically, the State should add a program to this screen by

selecting “Add” in the *Action* column. This will open the **SP-36 Add Anticipated Resource** screen. The State should select “Other” in the *Anticipated Resource* field and enter “Housing Trust Fund” in the *Other Funding Source* field. The State should also select the “public - federal” radio button in the “Source” field and complete the rest of the fields on this screen for its HTF program.

- ❑ **SP-45 Goals:** § 91.315(a)(4) and § 91.315 (b)(2)- revise this screen to summarize the State’s priorities and the specific goals it intends to initiate and/or complete within the term of the strategic plan. The State must also ensure its five year goals include any accomplishments due to HTF funds and must also enter the number of extremely low-income families to which the State will provide assistance with its HTF funds.

V. ANNUAL ACTION PLAN REQUIREMENTS

The State must include HTF in its annual action plan or amend the plan to include HTF information as required in § 93.320(k)(5). The action plan must include an HTF allocation plan that describes the distribution of HTF funds, and establishes the application requirements and selection criteria of applications submitted by eligible recipients that meet the State’s priority housing needs.

Annual Action Plan Screen(s) To Revise

The following screens in the eCon Planning Suite consolidated plan template in IDIS must be revised to include HTF.

- ❑ **AP-15 Expected Resources:** § 91.320(c)(1) and (2)- revise this screen to provide a concise summary of the federal resources expected to be available. The HTF resources added to the **SP-35 Anticipated Resources** screen will carry over to this screen.
- ❑ **AP-20 Annual Goals and Objectives:** § 91.320(c)(3) and (e)- revise this screen to summarize the specific goals the State intends to initiate and/or complete within the term of the program year. Any HTF related goals and objectives entered on the **SP-45 Goals** screen will carry over to this screen.
- ❑ **AP-25 Allocation Priorities:** § 91.320(d)- revise this screen to describe the reasons for the State’s allocation priorities and how the proposed distribution of funds will address the priority needs and goals of the strategic plan.

- ❑ **AP-30 Method of Distribution:** § 91.320(d) and (k5)- revise this screen to include a description of its method(s) for distribution for the “Other – Housing Trust Fund” selection based on the entry made on the **SP-35 Anticipated Resources** screen.
- ❑ **AP-50 Geographic Distribution:** § 91.320(f)- revise this screen to describe the geographic areas of the state in which it will direct assistance during the ensuing program year and provide rationale for its priorities in allocating investment geographically.
- ❑ **AP-55 Affordable Housing:** § 91.320(g)- revise this screen to specify goals for the number of homeless, non-homeless, and special needs households to be provided affordable housing within the program year.
- ❑ **AP-65 Homeless and Other Special Needs Activities:** § 91.320(h)- revise this screen to describe how HTF will help to address the State’s one-year goals and actions for reducing and ending homelessness, if applicable.
- ❑ **AP-75 Barriers to Affordable Housing:** § 91.320(i)- revise this screen to describe how HTF will help with any actions the State’s will take during the next year to reduce barriers to affordable housing, if applicable.
- ❑ **AP-85 Other Actions:** § 91.320(j)- revise this screen to describe how HTF will help with any actions the State will take during the next year to carry out the following strategies outlined in the consolidated plan:
 - Foster and maintain affordable housing;
 - Evaluate and reduce lead-based paint hazards;
 - Reduce the number of poverty-level families;
 - Develop institutional structure; and
 - Enhance coordination.

In addition, the State must identify obstacles to meeting underserved needs and propose actions to overcome those obstacles using HTF funds, if applicable.

HTF Funding Priorities-§ 91.320(k)(5)(i)

The State is responsible for distributing HTF funds throughout the State according to its housing priority needs. In addition to revising the **AP- 30 Method of Distribution** screen in IDIS, the State must respond to the following questions.

1. Will the State distribute HTF funds through grants to subgrantees? If yes, describe the method for distributing HTF funds through grants to subgrantees and how the State will make those funds available to units of general local governments. If no, state N/A. Please attach response if you need additional space.

2. Will the State distribute HTF funds by selecting applications submitted by eligible recipients? If yes, describe the eligibility requirements for applicants as defined in § 93.2- definition of recipient. If no, state N/A. Please attach response if you need additional space.

3. Will the State distribute HTF funds by selecting application submitted by eligible recipients? If yes, describe all the criteria that will be used to select applications and the relative importance of these criteria. At a minimum, as required in § 91.320(k)(5)(i), the selection criteria must include:
- Priority based upon geographic diversity
 - Applicant's ability to obligate HTF funds
 - Applicant's ability to undertake eligible activities in a timely manner
 - For rental housing, the extent to which the project has Federal, State or local project-based rental assistance so rents are affordable to extremely low-income families
 - For rental housing, the duration of the units' affordability period
 - The merits of the application in meeting the State's priority housing needs (please describe)
 - The extent to which application makes use of non-federal funding sources
 - Other (please describe). Please attach response if you need additional space.

The first and second funding priorities will be given to applications that meet the State's priority housing needs by: 1) providing affordable, community-based supportive housing for people with disabilities or other special needs (e.g. individuals/families exiting homelessness) ("Supportive Housing"); or 2) including 30% AMI units in mixed-income developments that would be infeasible at 30% AMI rents but for HTF funding. The Supportive Housing priority (#1) aligns with Colorado's Priority Need for "Housing and Assistance for the Homeless". Supportive Housing projects should include Federal, State, or local project-based rental assistance to ensure the rents for HTF-assisted units are affordable to extremely low-income families. The 30% AMI units in mixed-income developments priority (#2) aligns with Colorado's Priority Needs for "Additional Affordable Housing" and "Acquire and Preserve Affordable Housing Stock".

The third funding priority will be for applications that contribute to Geographic Diversity (IDIS Con Plan and Action Plan SP-10). Under this criterion, priority for funding will be given to applications for projects that Affirmatively Further Fair Housing and/or are located in rural areas.

The fourth funding priority will be for leveraging. Colorado will consider the extent to which each application includes non-Federal funding sources and local resources and/or concessions. Those with greater local/non-Federal commitment, when resources are available, will receive funding priority.

The fifth funding priority will be based on the duration of the affordability period. All HTF units in rental housing projects are required to remain affordable as HTF units for a minimum of 30 years. Projects for which the underwriting supports financial feasibility beyond the minimum period, and for which the owner is willing to commit to a longer affordability period, will receive funding priority.

HTF Project Selection Process

First, Colorado will provide priority for HTF funding by setting a priority cutoff date for Supportive Housing applications. These projects should include Federal, State, or local project-based rental assistance to ensure the rents for HTF-assisted units are affordable to extremely low-income families. If the Supportive Housing applications that meet Colorado's threshold criteria exceed the HTF amount available, Colorado will prioritize these applications for HTF funding according to the extent to which they meet the third through fifth priority criteria above. Colorado administers multiple funding sources with a preference for Supportive Housing projects. Therefore, some Supportive Housing projects that apply by the HTF priority cutoff date may receive a comparable award of

State funds in lieu of HTF funds.

After applications are selected for the supportive housing priority, Colorado will accept applications for the second funding priority (30% AMI units in mixed-income developments that would be infeasible but for HTF funding) on a rolling basis monthly. Applications that meet Colorado's threshold criteria will be evaluated on the extent to which they meet the third through fifth priority criteria. Funding recommendations will be made by the State Housing Board at regularly scheduled meetings and forwarded to the Department Director for decision.

Recipient Application Requirements- § 91.320(k)(5)(ii)

1. Will the State require that all recipient applications contain a description of the eligible activities to be conducted with HTF funds as required in § 93.200- Eligible activities?

Yes No

2. Will the State require that each eligible recipient certify that housing assisted with HTF funds will comply with HTF requirements?

Yes No

Performance Goals and Benchmarks- § 91.320(k)(5)(iii)

The plan must include performance goals and benchmarks against which the State will measure its progress, consistent with the State’s goals established at § 91.315(b)(2). To comply with this requirement, the State will include HTF housing goals in the housing table on the **SP-45 Goals** and **AP-20 Annual Goals and Objectives** screens in the eCon Planning Suite consolidated plan template in IDIS.

VI. OTHER REQUIREMENTS

Maximum Per-unit Development Subsidy Amount- § 91.320(k)(5) and § 93.300(a)

The State must establish its own maximum limitations on the total amount of HTF funds that can be invested per-unit for development of non-luxury housing. The limits must be reasonable, based on actual costs, and adjusted for the number of bedrooms and geographic location of the project. The State may choose to develop its own limits or adopt limits used in other federal programs such as HOME or Low-Income Housing Tax Credit and must submit them with its HTF allocation plan. The State must submit a description of how the HTF maximum per-unit development subsidy amounts were established or a description of how existing limits developed for another program and being adopted for HTF meet the HTF requirements.

Indicate below what maximum per-unit development subsidy limits the State will use for its FY 2016 HTF program.

- State developed its own maximum per-unit development subsidy limits and the limits are attached.
- State adopted limits used in other federal programs and the limits are attached.

Rehabilitation Standards - § 91.320(k)(5)(iv) and § 93.301(b)

If the State intends to use its HTF funds for housing being rehabilitated, it must establish rehabilitation standards that all HTF-assisted housing undergoing rehabilitation must meet at the time of project completion in accordance with § 93.301(b). The standards must provide enough details on what work is required, how that work should be performed and what materials should be used. The State's standards may refer to applicable codes or may establish requirements that exceed the minimum requirements of the codes. At a minimum, the rehabilitation standards must address:

- Health and safety;
- Major systems;
- Lead-Based Paint;
- Accessibility;
- Disaster Mitigation;
- State and local Codes, Ordinances, and Zoning Requirements; and
- Inspectable Areas and Observable Deficiencies from HUD's Uniform Physical Condition Standards identified by HUD as applicable to HTF-assisted housing.

Indicate below if the State will use HTF funds for rehabilitation of housing.

- The State plans to use HTF funds for the rehabilitation of housing and has attached its rehabilitation standards.
- The State will not use HTF funds for rehabilitation of housing.

Resale and/or Recapture Provisions- § 91.320(k)(5)(v) and § 93.304(f)

If the State intends to use HTF funds to assist first-time homebuyers, it must set forth the guidelines for resale or recapture and obtain HUD specific, written approval, as required in § 93.304(f). Approval of the consolidated plan or annual action plan under § 91.500 or the failure to disapprove the consolidated plan or annual action plan does not satisfy the requirement for specific HUD approval for resale or recapture guidelines.

Indicate below if the State intends to use HTF funds for first-time homebuyers.

- The State will use HTF funds to assist first-time homebuyers and has attached the applicable resale/recapture provisions.
- The State will not use HTF funds to assist first-time homebuyers.

HTF Affordable Homeownership Limits- § 91.320(k)(5)(vi) and § 93.305

HTF funds may only be invested for the provision of modest housing for homeownership. This means the housing has a purchase price for the type of single family housing that does not exceed 95 percent of the median purchase price for the area for newly constructed or standard housing. If the State plans to use HTF funds for homebuyer assistance, and does not use the HTF affordable homeownership limits established by HUD, it must determine 95 percent of the median purchase price for single family housing for designated areas across the State. If the State will determine its own affordable homeownership limits, it must determine the limits using the methodology described in § 93.305(a)(2).

Indicate below if the State will use HTF funds for homeownership housing and what affordable homeownership limits it will use.

- The State will use HTF funds for homeownership housing and will use the HUD issued limits.
- The State will use HTF funds for homeownership housing and has determined its own affordable homeownership limits and the limits are attached.
- The State will not use HTF funds for homeownership housing.

State Limited Beneficiaries or Preferences- § 91.320(k)(5)(vii)

The State may limit the beneficiaries or give preferences to a particular segment of the extremely low-income population only if described in the action plan. Any limitation or preference must not violate non-discrimination requirements at § 93.350 and the State must not limit or give preferences to students. The State may also allow rental housing owners to limit tenants or give a preference in accordance with § 93.303(d)(3), only if such limitation or preference is described in the action plan.

Indicate below if the State will limit beneficiaries or give preferences to a particular segment of the extremely low-income population.

- The State will limit beneficiaries and/or give preferences to the following segments of the extremely low-income population. The groups listed have also been identified in the action plan.
- The State will not limit beneficiaries and/or give preferences to any segments of the extremely low-income population.

Refinancing of Existing Debt- § 91.320(k)(5)(viii) and § 93.201(b)

If the State will use HTF funds for refinancing of existing debt, it must establish refinancing guidelines and include them in its consolidated plan. The State's refinancing guidelines must describe the conditions under which it will refinance existing debt. At a minimum, the guidelines must demonstrate that rehabilitation is the primary eligible activity and ensure that this requirement is met by establishing a minimum level of rehabilitation per unit or a required ratio between rehabilitation and refinancing. Refinancing of existing debt is only eligible if it is necessary to reduce the overall housing costs and to make the housing more affordable.

Indicate below if the State will permit the refinancing of existing debt.

- The State will permit the refinancing of existing debt and the conditions under which the State will refinance existing debt are attached.
- The State will not permit the refinancing of existing debt.

VII. GRANTEE CERTIFICATIONS

In addition to submitting an HTF allocation plan, the State must submit all the required certifications identified at § 91.225 (for new action plans). If the State is amending the action plan to include HTF, it must resubmit the following certification to include HTF:

- Consistency with plan- The jurisdiction must submit a certification that the housing activities to be undertaken with CDBG, HOME, ESG, and HOPWA funds are consistent with the strategic plan. Where the HOPWA funds are to be received by a city that is the most populous unit of general local government in an EMSA, it must obtain and keep on file certifications of consistency from the authorized public officials for each other locality in the EMSA in which housing assistance is provided. HTF must be included in this certification.

VIII. REQUIRED FORMS

In addition to submitting an HTF allocation plan, the State must submit and/or complete the following standard forms for its HTF program.

- Standard form- 424: [Application for Federal Assistance](#) (§ 91.320(a))
- Standard form- 1199 A : [Direct Deposit Sign up Form](#)

IX. RESOURCES

The following resources should be referenced before developing and submitting the HTF allocation plan.

HTF Resources

- HTF website- www.hudexchange.info/htf
- HTF [Interim Rule](#)
- Notice CPD-16-07: [Guidance for HTF Grantees on FY 2016 HTF Allocation Plans](#)
- HTF [FAQs](#)
 - o HTF Maximum Per-Unit Development Subsidy Amounts
 - o HTF Rehabilitation Standards
- HTF Webcast on [Overview of the HTF program](#)
- HTF Webinar on [Developing HTF Allocation Plans](#)
- HTF [Formula Allocation](#)


Consolidated Plan Resources

- eCon Planning Suite website- <https://www.hudexchange.info/consolidated-plan/econ-planning-suite/>
- Notice CPD-12-009: [Use of IDIS to Submit the Consolidated Plan](#)
- Consolidated Plan in IDIS [Desk Guide](#)
- Con Plan Quick Guide: Amending a Consolidated Plan and Annual Action Plan For State, Entitlement & Regional Grantees.

X. APPENDICES

Appendix A: eCon Planning Suite Editing Options

Narrative Fields and the 4,000 Character Limit

The limit on the amount of text is 4,000 characters per field. The character limit includes white spaces, formatting marks such as new paragraphs, and other hidden characters. For example, the following text “The **quick** brown fox” contains 16 visible characters, but also contains 3 white space characters and additional hidden characters related to the bold and underline formatting. Users can select the  option to display and remove the hidden formatting.

2016 Housing Trust Fund Allocation Plan Supplemental Information

1.) Maximum Per-unit Development Subsidy Amount- § 91.320(k)(5) and § 93.300(a)

The State must establish its own maximum limitations on the total amount of HTF funds that can be invested per-unit for development of non-luxury housing. The limits must be reasonable, based on actual costs, and adjusted for the number of bedrooms and geographic location of the project. The State may choose to develop its own limits or adopt limits used in other federal programs such as HOME or Low-Income Housing Tax Credit and must submit them with its HTF allocation plan.

The State must submit a description of how the HTF maximum per-unit development subsidy amounts were established or a description of how existing limits developed for another program and being adopted for HTF meet the HTF requirements. State adopted limits used in other federal programs and the limits are attached.

DOLA performed an analysis of the cost to replace a unit with the higher of 60% AMI rent or FMR with a unit with 30% AMI rent in various locations across the State. In no area of the State did this cost exceed the HOME maximum per-unit subsidy amount. The 2015 HOME maximum per-unit subsidies are attached.

2.) State Limited Beneficiaries or Preferences- § 91.320(k)(5)(vii)

The State will limit beneficiaries and/or give preferences to the following segments of the extremely low-income population:

- People with disabilities or other special needs (e.g. individuals/families exiting homelessness)

The groups listed have also been identified in the action plan in AP 25-Allocation Priorities.

Maximum HTF Investment Subsidy

State	Multiplier	Max Sub 0 bdr	Max Sub 1 bdr	Max Sub 2 bdr	Max Sub 3 bdr	Max Sub 4 bdr
Colorado	2.40	\$ 140,107	\$ 160,615	\$ 195,305	\$ 252,662	\$ 277,344

ACTION: Notice.

SUMMARY: HUD is seeking approval from the Office of Management and Budget (OMB) for the information collection described below. In accordance with the Paperwork Reduction Act, HUD is requesting comment from all interested parties on the proposed collection of information. The purpose of this notice is to allow for 60 days of public comment.

DATES: *Comments Due Date:* January 19, 2016.

ADDRESSES: Interested persons are invited to submit comments regarding this proposal. Comments should refer to the proposal by name and/or OMB Control Number and should be sent to: Colette Pollard, Reports Management Officer, QDAM, Department of Housing and Urban Development, 451 7th Street SW., Room 4176, Washington, DC 20410–5000; telephone 202–402–3400 (this is not a toll-free number) or email at Colette.Pollard@hud.gov for a copy of the proposed forms or other available information. Persons with hearing or speech impairments may access this number through TTY by calling the toll-free Federal Relay Service at (800) 877–8339.

FOR FURTHER INFORMATION CONTACT:

Thann Young, Office of Rural Housing and Economic Development, Department of Housing and Urban Development, 451 7th Street SW., Room 7240, Washington, DC 20410; email Thann Young at Thann.Young@hud.gov or telephone 202–708–2290. This is not a toll-free number. Persons with hearing or speech impairments may access this number through TTY by calling the toll-free Federal Relay Service at (800) 877–8339. Copies of available documents submitted to OMB may be obtained from Ms. Pollard.

SUPPLEMENTARY INFORMATION: This notice informs the public that HUD is seeking approval from OMB for the information collection described in Section A.

A. Overview of Information Collection

Title of Information Collection: Indian Community Capital Initiative.

OMB Approval Number: 2506—New.

Type of Request: New Collection.

Form Numbers: SF 424; HUD 424CB; HUD 424–CBW; SF–LLL; HUD 2880; HUD 2990; HUD 2991; HUD 2993; HUD 2994A; HUD 27061; and HUD 27300.

Description of the need for the information and proposed use: The Indian Community Capital Initiative

(ICCI) is a collaborative effort among three federal agencies—the Department of Housing and Urban Development (HUD), the Department of the Treasury—Community Development Financial Institutions Fund (CDFI Fund), and the Department of Agriculture—Rural Development (USDA–RD). The ICCI’s goal is to increase access to capital for business lending and economic development and entrepreneurship for Federally recognized Indian tribes.

Federally recognized Indian tribe means any tribal entity eligible to apply for funding and services from the Bureau of Indian Affairs by virtue of its status as an Indian tribe. The list of Federally recognized Indian tribes can be found in the notice published by the Department of the Interior on January 14, 2015 (Federal Register/Vol. 80, No. 9/Wednesday, January 14, 2015/ Notices).

Respondents (i.e. affected public): Public.

Estimated Number of Respondents: 566.

Estimated Number of Responses: 566.

Frequency of Response: 1.

Average Hours per Response: 7211.

Total Estimated Burdens:

	Respondents	Annual responses	Total responses	Burden per response	Total annual hours	Burden cost per instrument
HUD–424CB	566	1	566	3.12	1,766	44,150
HUD–424CBW	566	1	566	3.12	1,766	44,150
HUD–2880	566	1	566	2.0	1,132	28,300
HUD–2990	566	1	566	0	0	0
HUD–2991	566	1	566	0	0	0
HUD–2993	566	1	566	0	0	0
HUD–2994A	566	1	566	.5	283	7,075
HUD–27061	566	1	566	1.0	566	14,150
HUD–27300	566	1	566	3.0	1,698	42,450
Total	5,094	5,094	7,211	180,275

B. Solicitation of Public Comment

This notice is soliciting comments from members of the public and affected parties concerning the collection of information described in Section A on the following:

(1) Whether the proposed collection of information is necessary for the proper performance of the functions of the agency, including whether the information will have practical utility;

(2) The accuracy of the agency’s estimate of the burden of the proposed collection of information;

(3) Ways to enhance the quality, utility, and clarity of the information to be collected; and

(4) Ways to minimize the burden of the collection of information on those who are to respond; including through

the use of appropriate automated collection techniques or other forms of information technology, e.g., permitting electronic submission of responses.

HUD encourages interested parties to submit comment in response to these questions.

Authority: Section 3507 of the Paperwork Reduction Act of 1995, 44 U.S.C. Chapter 35.

Dated: November 4, 2015.

Harriet Tregoning,

Principal Deputy Assistant Secretary for Community Planning and Development.

[FR Doc. 2015–29461 Filed 11–17–15; 8:45 am]

BILLING CODE 4210–67–P

DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

[Docket No. FR–5886–N–01]

Annual Indexing of Basic Statutory Mortgage Limits for Multifamily Housing Programs

AGENCY: Office of the Assistant Secretary for Housing—Federal Housing Commissioner, HUD.

ACTION: Notice.

SUMMARY: In accordance with Section 206A of the National Housing Act, HUD has adjusted the Basic Statutory Mortgage Limits for Multifamily Housing Programs for Calendar Year 2015.

DATES: Effective date: January 1, 2015.

FOR FURTHER INFORMATION CONTACT:

Daniel J. Sullivan, Deputy Director, Office of Multifamily Development, Department of Housing and Urban Development, 451 Seventh Street SW., Washington, DC 20410-8000, telephone (202) 402-6130 (this is not a toll-free number). Hearing or speech-impaired individuals may access this number through TTY by calling the toll-free Federal Information Relay Service at (800) 877-8339.

SUPPLEMENTARY INFORMATION: The FHA Down Payment Simplification Act of 2002 (Pub. L. 107-326, approved December 4, 2002) amended the National Housing Act by adding a new Section 206A (12 U.S.C. 1712a). Under Section 206A, the following are affected:

- I. Section 207(c)(3)(A) (12 U.S.C. 1713(c)(3)(A));
- II. Section 213(b)(2)(A) (12 U.S.C. 1715e (b)(2)(A));
- III. Section 220(d)(3)(B)(iii)(I) (12 U.S.C. 1715k (d)(3)(B)(iii)(I));
- IV. Section 221(d)(4)(ii)(I) (12 U.S.C. 1715l(d)(4)(ii)(I));
- V. Section 231(c)(2)(A) (12 U.S.C. 1715v(c)(2)(A)); and
- VI. Section 234(e)(3)(A) (12 U.S.C. 1715y(e)(3)(A)).

The Dollar Amounts in these sections are the base per unit statutory limits for FHA's multifamily mortgage programs collectively referred to as the 'Dollar Amounts,' they are adjusted annually (commencing in 2004) on the effective date of the Consumer Financial Protection Bureau's adjustment of the \$400 figure in the Home Ownership and Equity Protection Act of 1994 (HOEPA) (Pub. L. 103-325, approved September 23, 1994). The adjustment of the Dollar Amounts shall be calculated using the percentage change in the Consumer Price Index for All Urban Consumers (CPI-U) as applied by the Bureau of Consumer Financial Protection for purposes of the above-described HOEPA adjustment.

HUD has been notified of the percentage change in the CPI-U used for the HOEPA adjustment and the effective date of the HOEPA adjustment. The percentage change in the CPI-U is 2.0% and the effective date of the HOEPA adjustment is January 1, 2014. The Dollar Amounts have been adjusted correspondingly and have an effective date of January 1, 2015.

The adjusted Dollar Amounts for Calendar Year 2015 are shown below:

BASIC STATUTORY MORTGAGE LIMITS FOR CALENDAR YEAR 2015*Multifamily Loan Program*

- Section 207—Multifamily Housing
- Section 207 pursuant to Section 223(f)—Purchase or Refinance Housing
- Section 220—Housing in Urban Renewal Areas

Bedrooms	Non-Elevator	Elevator
0	\$50,164	\$57,886
1	\$55,569	\$64,832
2	\$66,376	\$79,497
3	\$81,813	\$99,566
4+	\$92,622	\$112,581

- Section 213—Cooperatives

Bedrooms	Non-Elevator	Elevator
0	\$54,364	\$57,886
1	\$62,683	\$65,583
2	\$75,598	\$79,749
3	\$96,766	\$103,170
4+	\$107,803	\$113,251

- Section 234—Condominium Housing

Bedrooms	Non-Elevator	Elevator
0	\$55,474	\$58,378
1	\$63,962	\$66,923
2	\$77,140	\$81,377
3	\$98,742	\$105,276
4+	\$110,002	\$115,560

- Section 221(d)(4)—Moderate Income Housing

Bedrooms	Non-Elevator	Elevator
0	\$49,924	\$53,928
1	\$56,671	\$61,822
2	\$68,501	\$75,176
3	\$85,980	\$97,251
4+	\$97,156	\$106,754

- Section 231—Housing for the Elderly

Bedrooms	Non-Elevator	Elevator
0	\$47,465	\$53,928
1	\$53,062	\$61,822
2	\$63,364	\$75,176
3	\$76,255	\$97,251
4+	\$89,650	\$106,754

- Section 207—Manufactured Home Parks per Space—\$23,030

Dated: November 9, 2015.

Edward L. Golding,

Principal Deputy Assistant Secretary for Housing.

[FR Doc. 2015-29469 Filed 11-17-15; 8:45 am]

BILLING CODE 4210-67-P

DEPARTMENT OF THE INTERIOR**Fish and Wildlife Service**

[FWS-R8-FHC-2015-N217:
FXFR1334088TWG0W4-123-FF08EACT00]

Trinity River Adaptive Management Working Group; Public Meeting

AGENCY: Fish and Wildlife Service, Interior.

ACTION: Notice.

SUMMARY: We, the U.S. Fish and Wildlife Service, announce a public meeting of the Trinity River Adaptive Management Working Group (TAMWG). The TAMWG is a Federal advisory committee that affords stakeholders the opportunity to give policy, management, and technical input concerning Trinity River (California) restoration efforts to the Trinity Management Council (TMC). The TMC interprets and recommends policy, coordinates and reviews management actions, and provides organizational budget oversight.

DATES: *Public meeting:* TAMWG will meet from 9:30 a.m. to 4:30 p.m. Pacific Time on Thursday, December 10, 2015. *Deadlines:* For deadlines on submitting written material, please see "Public Input" under **SUPPLEMENTARY INFORMATION**.

ADDRESSES: The meeting will be held at the Trinity River Restoration Program Office, 1313 South Main Street, Weaverville, CA 96093.

FOR FURTHER INFORMATION CONTACT: Joseph C. Polos, by mail at U.S. Fish and Wildlife Service, 1655 Heindon Road, Arcata, CA 95521; by telephone at 707-822-7201 or by email at joe_polos@fws.gov or Elizabeth W. Hadley, Redding Electric Utility, by mail at 777 Cypress Avenue, Redding, CA 96001; by telephone at 530-339-7308 or by email at ehadley@reupower.com. Individuals with a disability may request an accommodation by sending an email to either point of contact.

SUPPLEMENTARY INFORMATION: In accordance with the requirements of the Federal Advisory Committee Act, 5 U.S.C. App., we announce that the Trinity River Adaptive Management Working Group will hold a meeting.

Background

The TAMWG affords stakeholders the opportunity to give policy, management, and technical input concerning Trinity River (California) restoration efforts to the TMC. The TMC interprets and recommends policy, coordinates and reviews management actions, and provides organizational budget oversight.



U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
WASHINGTON, DC 20410-8000

ASSISTANT SECRETARY FOR HOUSING-
FEDERAL HOUSING COMMISSIONER

November 18, 2015

MORTGAGEE LETTER 2015-28

TO: ALL FHA APPROVED MULTIFAMILY MORTGAGEES

SUBJECT: Annual Base City High Cost Percentage and High Cost Area Revisions
for 2015

Maximum mortgage amounts were revised by the Consolidated Appropriations Act, 2008 (Public Law 110-161, approved December 26, 2007) (FY 2008 Appropriations Act). Section 221 of the General Provisions of Title II of Division K of the FY 2008 Appropriations Act revises the statutory exceptions to maximum mortgage amounts for the FHA Multifamily Housing Programs, listed in Section 221 of the FY 2008 Appropriations Act, by (1) substituting 170 percent for the 140 percent exception of any geographical area, and (2) substituting 215 percent for 170 percent as the maximum exception allowed for a specific project. Accordingly, the statutory revision allows the Secretary to grant exceptions to maximum mortgage limits for certain Multifamily Housing Programs by (1) up to 170 percent, (equivalent to a 270 percent multiplier) in geographical areas where cost levels so require or (2) up to 170 percent, or 215 percent in High Cost Areas, (equivalent to a 315 percent multiplier) where necessary on a project-by-project basis.

The law does not determine which areas are to be considered "High Cost Areas." Accordingly, the Office of Multifamily Production has developed a list of High Cost Areas for 2015. The threshold for a High Cost Area has been set for all areas (Special Limit Areas excepted) with a "calculated" High Cost Percentage (HCP) of 281.70 or greater, but because of the statutory cap of 170% or 270 multiplier, some localities have a higher HCP but still have the 270 multiplier.

The attached designated Annual Base City High Cost Percentages and High Cost Areas are effective January 1, 2015.

SPECIAL LIMIT AREAS

Guam, the U.S. Virgin Islands, and the states of Alaska and Hawaii are Special Limit areas. Care should be taken to ensure that the appropriate limits are used for corresponding programs. The HCP for Special Limit Areas is 405%.

Paperwork Reduction Act

There are no information collection requirements in this Notice and therefore the Paperwork Reduction Act of 1995 (44 U.S.C. 3501-3520) does not apply. In accordance with the Paperwork Reduction Act, an agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless the collection displays a currently valid OMB control number.

Edward L. Golding
Principal Deputy Assistant Secretary

Attachment

FHA MULTIFAMILY STATUTORY MORTGAGE PROGRAMS
BASE CITY HIGH COST PERCENTAGES

Effective January 1, 2015

<u>Boston MA Hub</u>	270%	<u>Detroit MI Hub</u>	270%
Hartford CT	270%	Grand Rapids MI	246%
Bangor ME	270%		
Manchester NH	270%	<u>Minneapolis MN Hub</u>	270%
Providence RI	270%	Milwaukee WI	270%
Burlington VT	270%		
		<u>Fort Worth TX Hub</u>	217%
<u>New York NY Hub</u>	270%	Little Rock AR	217%
Buffalo NY	270%	New Orleans LA	221%
Albany NY	270%	Shreveport LA	216%
		Albuquerque NM	247%
<u>Philadelphia PA Hub</u>	270%	Dallas TX	217%
Charlestown WV	270%	Houston TX	213%
Camden NJ	270%	Lubbock TX	209%
Newark NJ	270%	San Antonio TX	193%
Pittsburg PA	270%		
Wilmington DE	270%	<u>Kansas City MO Hub</u>	270%
		Des Moines IA	217%
<u>Baltimore MD Hub</u>	270%	Topeka KS	238%
Washington DC	270%	St. Louis MO	270%
Richmond VA	265%	Omaha NE	228%
		Oklahoma City OK	230%
<u>Greensboro NC Hub</u>	239%	Tulsa OK	226%
Columbia SC	244%		
		<u>Denver CO Hub</u>	270%
<u>Atlanta GA Hub</u>	258%	Helena MT	251%
Louisville KY	245%	Fargo ND	248%
Knoxville TN	227%	Sioux Falls SD	234%
Memphis TN	219%	Salt Lake City UT	266%
Nashville TN	223%	Casper WY	261%
San Juan PR	270%		
US Virgin Isl. (spec limit)	405%	<u>Los Angeles CA Hub</u>	270%
		Santa Ana CA (LA)	270%
<u>Jacksonville FL Hub</u>	250%	San Diego CA	270%
Birmingham AL	221%		
Jackson MS	217%	<u>San Francisco CA Hub</u>	270%
Miami FL	256%	Phoenix AZ	254%
Tampa FL	268%	Sacramento CA	270%
		Honolulu HI (spec limit)	405%
<u>Chicago IL Hub</u>	270%	Las Vegas NV	270%
Springfield IL	270%		
Indianapolis IN	251%	<u>Seattle WA Hub</u>	270%
		Anchorage AK (spec limit)	405%
<u>Columbus OH Hub</u>	256%	Boise ID	270%
Cleveland OH	270%	Portland OR	270%
Cincinnati OH	245%	Spokane WA	270%

Note: Offices with a “calculated” HCP of 281.70 (before the statutory cap of 270) or higher are designated “High Cost Areas” and are shaded. The Multifamily for Tomorrow (MFT) Transformation will be effective for all Hubs after Wave 5 is complete for the Western Region in approximately Summer of 2016. The next Mortgagee Letter on this topic will reflect the MFT changes with respect to the new organizational structure.



COLORADO

Department of Local Affairs

Division of Housing

Multi-family Housing Rehabilitation Standards

Effective October 2016

Colorado Department of Local Affairs
Division of Housing
1313 Sherman Street, Room 500
Denver, Colorado 80203
(303) 864-7810
<http://dola.colorado.gov/doh>

Alison George, Director

Multi-Family Housing Rehabilitation Standards

Description:

The Division of Housing (DOH) has created these Multi Family Housing Rehabilitation Standards (Rehab Standards) to uniformly provide for safe, decent, durable, high-performing and affordable housing. They apply to multi-family properties rehabilitated with the use of DOH funding. Further, these standards are written to comply with the requirements of the HOME Investment Partnership Program (HOME) and the National Housing Trust Fund (HTF) and address the following:

- Capital Needs Assessment (found on page 3 in Establishing Scope of Work Priorities)
- Accessibility (found on Page 4 in Applicable Laws and Regulations)
- Disaster mitigation (found on Page 5 in Applicable Laws and Regulations)
- State and local codes (found on Page 5 in Applicable Laws and Regulations)
- Uniform Physical Condition Standards (found on Page 5 in Applicable Laws and Regulations)
- Health and safety (Section 1)
- Lead-based paint (Section 1)
- Major systems (Section 2 thru 11)

These standards are designed to be used with multi-family properties with five or more units. The Single-family Housing Rehabilitation Standards apply to one- to four- unit dwellings of three stories or less.

These standards describe the minimum requirements in a variety of ways including:

- These standards are designed to exceed the Uniform Physical Condition Standards (UPCS) and ensure upon completion, the assisted project and units will be decent, safe, sanitary and in good repair as described in 24 CFR 5.703. Appendix A: Uniform Physical Condition Standards for Multifamily Housing Rehabilitation identifies, at a minimum, those items that must be inspected along with the observable deficiency and the type and degree of deficiency that must be addressed. Any deficiency found to exist from Appendix A must be addressed, even if a specific standard for that item is not included in this document. In the event that a specific standard is not included for an observed deficiency, the repair shall be completed in a thorough and workmanlike manner in accordance with industry practice.
- Minimum requirements for the materials and methods used. **All construction materials and methods shall be in compliance with locally adopted building codes.** If there are no local codes, then they shall comply with State Code (the National Electrical Code (NEC), 2014 Edition, as may be amended by the Colorado Electrical Board, the International Plumbing Code (IPC) 2015 and the International Fire/Gas Code (IFGC) as amended in the Colorado Plumbing Code, and the International Existing Building Code of the ICC (IEBC)).

Note: At the time of publication and adoption of these standards, the adopted codes

referenced are believed to be those in force. As standards and codes change and are put into effect by the governing authorities having jurisdiction, the new standards and codes will apply in lieu of those referenced.

- The requirements of regulatory agencies such as the local government’s Building, Housing and Zoning Codes; the Environmental Protection Agency (EPA); federal, state and local Historic Preservation requirements. **These Rehabilitation Standards are not meant to substitute for a thorough understanding of all of the codes and regulations that may apply to your projects.**
- The requirements of funders such as HUD (CDBG, HOME, NSP, HTF, CDBG-DR) or local governments, including the Environmental Review process.

In order to access further and more detailed information, hyperlinks to useful web sites are included in this document. They can serve as a valuable resource.

Establishing Scope of Work Priorities:

For all Rehabilitation Projects, health and safety standards represent the highest priority work to be completed first, especially if they are life threatening. Any and all life threatening health and safety deficiencies shall be corrected in every rehabilitation project, regardless of funding source **and must be addressed immediately if the housing is occupied.** Appendix A identifies life-threatening deficiencies in (****bold italic***) for the property site, building exterior, building systems, common areas, and units.

Another top priority for the scope of work is the remaining useful life of all major building systems, which shall be estimated through a Capital Needs Assessment (CNA) or other means and must cover the period of affordability. Federal funding requirements dictate that if a multifamily housing project consists of 26 units or more, a (CNA) shall be performed to determine the remaining useful life of major systems, and the Division of Housing (DOH) may require a (CNA) regardless of project size. Those systems that are found to be at or near the end of their useful life shall be repaired or replaced as part of the rehabilitation of the project. A replacement reserve shall be established and monthly payments made to the reserve account in an amount adequate to repair or replace systems as needed through the entire period of affordability. Major systems include the structure, roof, cladding, weatherproofing (windows, doors, siding, gutters, etc.), plumbing, electrical, heating, ventilation, and air conditioning, and are identified by the symbol “[MAJOR SYSTEM]”.

The next priority for inclusion in the scope of work is any violation of locally adopted building code, housing code, zoning ordinance, and/or disaster mitigation standards. It is important for Grantees and their Contractors/Subcontractors to be knowledgeable about their local codes, and to communicate freely with local code officials if their code requirements are unclear. If there are no locally adopted building codes, then State Code (the National Electrical Code (NEC), 2014 Edition, as may be amended by the Colorado Electrical Board, the International Plumbing Code (IPC) 2015 and the International Fire/Gas Code (IFGC) as amended in the

Colorado Plumbing Code, and the International Existing Building Code of the ICC (IEBC)).

Most building codes, including the International Existing Building Code of the ICC (IEBC), allow for building components that were constructed in compliance with the building code that was in effect at the time, and that do not pose a health or safety threat, to remain as is. Generally, they do not need to be improved to meet current code unless they are a threat to health or safety. The same applies to these Rehab Standards – if a building component is not a threat to health or safety, and if it complies with the building code that was in effect when it was built, then the component does not need to be brought into compliance with these standards.

Grantees may choose to implement “Green Standards,” identified by this symbol - **[GREEN STANDARD]**, unless a deficiency is listed in the Health and Safety section beginning on Page 8, in which case it **MUST** be corrected to the GREEN STANDARD. These standards accomplish one or more of the following:

- Conserve water
- Conserve energy
- Provide residents with a healthier living environment
- Reduce impact on the natural environment
- Create a more sustainable product lifetime

In areas where the **[GREEN STANDARD]** is optional and a Grantee chooses not to implement the GREEN STANDARD, the repair or replacement shall be completed according to applicable codes and in accordance with industry standards.

Source Documents:

The standards in this document were adapted from a template used by Livable Housing, Inc., a consulting and training firm, and were based on a number of similar documents used in various housing rehabilitation programs. The standards with the label **[GREEN STANDARD]** were added with the assistance of Enterprise Community Partners and intended to be used for including green rehabilitation improvements that follow accepted national green building standards such as LEED and the Green Communities Criteria.

Applicable Laws and Regulations

These Rehabilitation Standards are not meant to substitute for a thorough understanding of all of the regulations that may apply to your projects.

The following statutory and regulatory requirements are applicable to projects funded with federal funds:

- HUD – HOME, HTF or CDBG regulations (depending on the funding source used)
- Accessibility Requirements in 24 CFR part 8, which implements Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), and Titles II and III of the Americans with

Disabilities Act (42 U.S.C. 12131 – 12189) Implemented at 28 CFR parts 35 and 36, as applicable. Covered multifamily dwellings, as defined at 24 CFR 100.201 shall also meet the construction requirements at 24 CFR 100.205.

- NEPA Environmental Review
- Local Code: Current locally adopted Building, Housing and Zoning Codes, including any local Disaster Mitigation Standards.
- If no local Building Code: State Code (the National Electrical Code (NEC), 2014 Edition, as may be amended by the Colorado Electrical Board, the International Plumbing Code (IPC) 2015 and the International Fire/Gas Code (IFGC) as amended in the Colorado Plumbing Code, and the International Existing Building Code of the ICC (IEBC)).
- Federal Code: For programs funded with HOME or HTF funds after January 24, 2014, HUD will adapt the Uniform Physical Condition Standards (UPCS) inspection protocol for housing rehabilitation.
- Environmental Protection Agency (EPA) regulations including the RRP regulations for Lead Based Paint
- EPA regulations for the Resource Conservation and Recovery Act (RCRA), dealing with hazardous materials.
- If the building is over 50 years old, then the Colorado State Historic Preservation Office (SHPO) requirements as well as any federal or local Historic Preservation requirements.
- Life Safety Code – NFPA 101 as published by the National Fire Protection Association.

The following are additional guidelines and codes that may apply:

- Energy: A locally adopted energy code, 2009 (or newer) International Energy Conservation Code (IECC).
- Accessibility: ANSI standards for accessibility by disabled residents
- HAZMAT: HUD Guidelines for the Evaluation and Control of Lead-Based Paint Hazards in Housing

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Appendix A: Uniform Physical Condition Standards for Multifamily Housing

1) Health and Safety

[GREEN STANDARD] is mandatory in this section

Contaminants [GREEN STANDARD]	
Repair Standard	
N/A	
Replacement Standard	
<p>All materials installed shall meet the following standards to minimize the presence of Volatile Organic Compounds (VOC) and Formaldehyde:</p> <ul style="list-style-type: none"> • All paints and primers should meet the most recent Green Seal G-11 Environmental Standard. http://www.greenseal.org/Home.aspx • All particleboard components shall meet ANSI A208.1 for formaldehyde emission limits, or all exposed particleboard edges shall be sealed with a low-VOC sealant or have a factory-applied, low-VOC sealant prior to installation. All MDF edges shall meet ANSI A208.2 for formaldehyde emission limits, or all exposed MDF edges shall be sealed with a low-VOC sealant or have a factory-applied, low-VOC sealant prior to installation. 	

Lead-Based Paint (LBP) [GREEN STANDARD]	
Repair Standard (“Interim Controls”)	
<p>All housing units constructed prior to 1978 must meet the lead-based paint requirements at 24 CFR part 35 and must follow HUD LBP Guidelines including testing for LBP and Lead-safe work practices. Only EPA-certified Renovation, Repair and Painting (RRP) contractors may perform the work. See: http://www.hud.gov/offices/lead/lbp/hudguidelines/</p> <p>All interim controls shall be performed as follows and by properly trained workers:</p> <ul style="list-style-type: none"> • When any LBP-coated surfaces are disturbed, the work area shall be sealed and tenants of occupied buildings shall be adequately protected from LBP hazards. • Occupants may be temporarily relocated as required by the regulations. • All surfaces coated with LBP shall be properly maintained over the life of the program covenants. • Tenants living in buildings constructed prior to 1978 that are not certified as being “lead free” shall be provided with the “Protect Your Family from Lead in Your Home” pamphlet, the location and condition of known LBP, and advance written notice prior to any lead-hazard reduction activity. 	
Replacement Standard (“Abatement”)	
<p>When Interim Control is impractical, the most affordable solution for abatement of the component shall be chosen. For example, walls containing LBP may be covered with drywall or</p>	

guttered and replaced with drywall. Trim and other wood or metal components containing LBP may be removed and replaced with similar materials.

All work must meet the lead-based paint requirement at 24 CFR part 35 and must follow HUD LBP Guidelines including Lead-safe work practices, and only use EPA-certified abatement contractors to perform the work. See: <http://www.hud.gov/offices/lead/lbp/hudguidelines/>

Asbestos [GREEN STANDARD]

Repair Standard

Asbestos can be found in these and many other common building materials: Ceiling textures, vinyl floor coverings and mastic, boiler and pipe insulation, heating and cooling duct insulation, ceiling tile, roofing products, clapboard shingles, etc. An asbestos inspection by a certified asbestos building inspector is required in Colorado if the trigger level of suspect materials to be disturbed is exceeded. An exemption is possible only if it can be shown that the building was constructed after October 12, 1988 **and** either no asbestos containing material (ACM) was specified in any construction document for the building OR no ACMs were used in the building.

For more information and repair requirements, see the Colorado Dept. of Public Health and Environment’s Asbestos website at: <http://www.colorado.gov/cs/Satellite/CDPHE-AP/CBON/1251594599613>

Replacement Standard

Abatement of friable asbestos-containing materials in Colorado shall be performed by a General Abatement Contractor, certified by the Colorado Dept. of Public Health and Environment’s Air Pollution Control Division.

For more information and abatement requirements, see the Colorado Dept. of Public Health and Environment’s Asbestos website at: <http://www.colorado.gov/cs/Satellite/CDPHE-AP/CBON/1251594599613>

Radon [GREEN STANDARD]

Repair Standard

All residential buildings shall be subject to a “Short Term” Radon Test. If the result is a reading of 4 pCi/L or higher, then perform a follow-up “Short Term” test and average the results. If the average is above 4 pCi/L, remediation shall be required.

Radon test kits may be purchased from your local home improvement store. Be sure the kit says "certified by the [National Radon Proficiency Program](#)." Individuals can also get coupons for mail-order test kits on the Colorado Dept. of Public Health and Environment's website: <http://www.colorado.gov/cs/Satellite/CDPHE-HM/CBON/1251617274212>

Replacement Standard

If, as a result of the testing above, there is a presence of Radon at or above the 4 pCi/L level, remediation shall be undertaken per the EPA guidance in their Consumer's Guide to Radon Reduction: <Http://www.epa.gov/radon/pubs/consguid.html>.

If the home's water comes from a private well, the water should also be tested. Water testing is available from the [Colorado Department of Public Health and Environment's Laboratory Services Division](#).

Mold [GREEN STANDARD]

Repair Standard

Any presence of mold is unacceptable and shall be addressed per the National Center for Healthy Housing protocol "Creating a Healthy Home." Once the source of the mold causing moisture has been identified and repaired, All carpeting, drywall or other gypsum-based wall coverings or any other non-structural components with mold present shall be removed and replaced.

Replacement Standard

U.S. Environmental Protection Agency (EPA) and the U.S. Centers for Disease Control and Prevention (CDC) recommend that trained mold remediation professionals do the mold clean up if mold growth covers more than 100 square feet, or a 10 foot by 10 foot area.

All carpeting, drywall or other gypsum-based wall coverings or any other non-structural components with mold present shall be removed and replaced. The National Center for Healthy Housing protocol "Creating a Healthy Home" shall be followed for remediation of structural components:

[http://www.nchh.org/Portals/0/Contents/FloodCleanupGuide_screen .pdf](http://www.nchh.org/Portals/0/Contents/FloodCleanupGuide_screen.pdf)

Fire Safety - Egress	
Repair Standard	
N/A	
Replacement Standard	
Egress windows are required in all new sleeping and living areas unless other secondary means of escape requirements are met, in accordance with local building codes or the IEBC. No bedrooms shall be created in attics or basements unless Life Safety Code (NFPA 101) egress requirements are met.	

Fire and CO Alarms [GREEN STANDARD]	
Repair Standard	
Existing fire and smoke, carbon monoxide and security systems that meet current local code (or the IEBC) and Colorado State Statute, shall be repaired to operating condition. If hard wiring of smoke detectors is not feasible, then detectors with 10 year lithium batteries may be used.	
Replacement Standard	
Smoke and carbon monoxide detectors shall be installed to meet current local code (or the IEBC) and in accordance with Colorado Statute. If hard wiring of smoke detectors is not feasible, then detectors with 10 year lithium batteries may be used.	

2) Site

Drainage [GREEN STANDARD]	
Repair Standard	
All grading or impervious surfaces adjacent to the building and for a distance of at least 10 feet away from the building shall slope away from the structure at a pitch of at least 1 inch per foot. Sidewalks used for access cannot have a cross slope more than ¼” per foot. Holes or depressions of more than six inches (6”) in diameter should be filled to correct drainage problems and remove safety hazards. All bare earth within three feet of the foundation shall be planted with low-water landscaping. Bare earth more than three feet from the foundation may be reseeded with grass or planted with low-water landscaping. For more information, see Denver Water’s website at: http://www.denverwater.org/Conservation/Xeriscape/	
Replacement Standard	N/A
N/A	

Outbuildings	
Repair Standard	
<p>Unsafe and blighted structures, including outbuildings, may be removed if it is not financially feasible to complete the repairs required to make them structurally sound, leak-free, with any health or safety hazards stabilized. Detached garages should have operable and lockable doors and windows.</p>	
Replacement Standard	N/A
<p>DOH rehabilitation funds may not be used to replace outbuildings.</p>	

Fencing and Gates	
Repair Standard	
<p>Existing fences shall be in good repair. Holes, broken pickets, torn chain-link fabric, missing top-rails, defective posts or supports, broken or missing masonry units, peeling paint, wobbly gate posts, gates which don't open and close properly, etc. shall be repaired.</p>	
Replacement Standard	
<p>DOH rehabilitation funds may not be used to replace fencing.</p>	

Paving And Walks	
Repair Standard	
<p>Sidewalks, driveways, and concrete or asphalt paved pads or parking areas shall be free of trip hazards. Any such surfaces that are excessively cracked, crumbling, irregular, or uneven shall be repaired or replaced. All existing driveways and automobile parking areas which are deteriorated or consist of materials unable to support vehicle traffic shall be removed, improved, or replaced.</p>	
Replacement Standard	
<p>Un-repairable essential walks and driveways shall be replaced with permeable paving, if financially feasible [GREEN STANDARD], or with concrete per local codes (or IEBC). All concrete in public right of way areas shall conform to the local permitting jurisdiction's Building and Planning Department's requirements. Walkways and areas subject to pedestrian traffic shall be finished in such manner as to minimize slip hazards when wet.</p>	

Trees and Shrubbery	
Repair Standard	
<p>Trees that are dead, dying, or hazardous may be removed or trimmed, if that removes the hazard. Trees that could damage the structural integrity of an adjoining building above or below the foundation shall be removed. Removal shall include cutting close to the ground, and should also include grinding of the stump to 12 inches below the finished grade, installation of topsoil and re-seeding.</p>	
Replacement Standard [GREEN STANDARD]	
<p>Replacement trees and shrubs are permitted if economically feasible and shall be selected from the State Extension Service list of local, drought-resistant and non-invasive plant materials. In placement of trees, attention should be paid to shading the building to reduce air conditioning costs. Also, trees should be located a sufficient distance from foundations, sidewalks, walkways, driveways, patios and sidewalks in order to avoid future damage from root growth, branches brushing against the structure, and fire. Setbacks from structures should typically exceed half of the canopy diameter of a full-grown example of the species.</p>	

Lawn [GREEN STANDARD]	
Repair Standard	
<p>Bare section of lawn may be reseeded with drought-resistant grasses or plantings. For more information, see Denver Water’s website at: http://www.denverwater.org/Conservation/Xeriscape/</p>	
Replacement Standard	
<p>Over-seeding is permitted with drought-resistant varieties. If lawn grasses do not exist at property, drought-resistant sod can be used for renovation if existing vegetation is removed and the underlying soil is tilled or core cultivated (aerified).</p>	

3) Building Exterior

NOTE: Any exterior work on a building that is historic shall follow the Colorado State Historic Preservation Office guidelines and any applicable local or federal regulations on historic properties.

Exterior Cladding [MAJOR SYSTEM] [GREEN STANDARD]	
Repair Standard	
Siding and trim shall be intact and weather tight and shall not permit the entry of water, snow, wind, or rodents into the interior. They shall be free of holes and broken or rotted finish materials and shall be capable of being kept in a clean and sanitary condition. All painted exterior components shall have a minimum of one continuous coat of paint, and no exterior painted surface shall have any deteriorated paint. Buildings designated as historic shall have existing siding repaired to blend with existing and shall be spot-primed and top-coated in a lead-safe manner.	
Replacement Standard	
Buildings may have siding replaced with wood, vinyl or cementitious siding to match the existing configuration. New wood components shall be FSC certified: http://www.fsc.org/ . All new surfaces that will receive paint shall be primed prior to painting.	

Exterior Porches	
Repair Standard	
Deteriorated concrete porches shall be repaired when possible. Unsafe wood porch components shall be repaired when possible. Porch repairs shall be structurally sound, with smooth and even decking surfaces. Deteriorated wood structural components shall be replaced with preservative-treated wood.	
Replacement Standard	
Decks and railings on porches shall be replaced in accordance with local codes (or IEBC). Replaced wood structural components shall be preservative-treated. New porches on historic buildings shall be historically sensitive.	

Exterior/Interior Railings	
Repair Standard	
Existing handrails and railings shall be structurally sound and meet local codes (or IEBC). Guard rails are required on any accessible area, including stairs, with a walking surface over 30" above the adjacent ground level. Structurally sound railings may be repaired if it is possible to maintain the existing style. On historic structures, railing repairs shall be historically sensitive.	
Replacement Standard	
Handrails shall be present on one side of all interior and exterior steps or stairways with more than two risers and around steps, porches or platforms over 30" above the adjacent ground level, and shall meet local codes (or IEBC). On historic structures new exterior railings shall be historically sensitive.	

Exterior Decks and Exterior/Interior Steps	
Repair Standard	
Steps, stairways, and porch decks shall be structurally sound, reasonably level, with smooth and even surfaces. Repairs shall match existing materials.	
Replacement Standard	
Decks and steps shall be constructed to meet local codes (or IEBC). Replaced wood structural components shall be preservative-treated. On historic structures new wood decking shall be structurally sound and historically sensitive.	

4) Foundations and Structure

Firewalls [MAJOR SYSTEM]	
Repair Standard	
Firewalls (between separate dwelling units and between dwelling units and attached garages) shall be maintained without cracks and plaster deterioration and covered with 5/8" type X gypsum, glued and screwed to structure.	
Replacement Standard	
When frame walls and floors adjoining other dwellings or attached garages are gutted, new wall finish installations shall conform to local codes (or IEBC) for fire ratings.	

Foundations [MAJOR SYSTEM]	
Repair Standard	
Foundations shall be repaired to be sound, reasonably level, free from movement, and prevent the entrance of water or moisture. Cracks in foundation walls shall be effectively sealed and loose or defective mortar joints shall be replaced. All foundations that show evidence of leakage from the outside require appropriate and effective waterproofing. All earth-to-wood contact shall be eliminated.	
Replacement Standard	
Foundation replacements shall be completed to meet local codes (or IEBC).	

Structural Walls [MAJOR SYSTEM]	
Repair Standard	
Structural framing and masonry shall be free from visible deterioration, rot, or serious termite damage, and be adequately sized for current loads. Prior to rehab, all sagging rafters shall be visually inspected, and significant structural damage and its cause shall be corrected.	
Replacement Standard	
New structural walls shall be constructed to meet local codes or (IEBC). All exterior walls that are part of the building envelope (the air barrier and thermal barrier separating the conditioned space from the non-conditioned space) shall be insulated to meet local codes (or IEBC).	

5) Windows and Doors

Interior Doors	
Repair Standard	
Interior door, frames, jambs and casings shall be in good condition and free of excessive scratches, gouges, chipping, peeling, or other unsightly damage or wear and in good working order. Doors shall be free of holes, delaminating skins, broken stiles or rails. Gaps should be sufficient to prevent rubbing but no larger than ¼". Baths and occupied bedrooms shall have operating doors and lock sets.	
Replacement Standard	
Hollow-core, pressed-wood product consistent with the style of existing doors including latch-sets. Baths and occupied bedrooms shall have lock sets.	

Exterior Doors [MAJOR SYSTEM]	
Repair Standard	
<p>Exterior door, frames, jambs and trim shall be in good condition and free of excessive scratches, gouges, chipping, peeling, or other unsightly damage or wear and in good working order. Doors shall be free of holes, delaminating skins, broken stiles or rails. Exterior doors shall be solid, weather-stripped to be air tight and shall operate smoothly. They shall include a peep sight, an entrance lock set and a deadbolt that is operable from the interior side without the use of a key, tool or special knowledge. Security or screen doors shall be in good working condition, including any latches and locks, and no broken glass and ripped or torn screens should be present.</p>	
Replacement Standard	
<p>Replacement doors at the front of historic buildings shall be historically sensitive. Steel, insulated doors may be installed at entrances not visible from the front street and on the front of the property for buildings that are not historic. Dead bolt locks that are operable from the interior side without the use of a key, tool or special knowledge shall be installed on all exterior doors and keyed to match the entrance lock set. All new doors shall be weather-stripped to be air tight. Security or Screen doors may be replaced if repairs are not feasible.</p>	

Windows [MAJOR SYSTEM] [GREEN STANDARD]	
Repair Standard	
<p>Other than fixed windows, all windows shall be capable or being easily opened and closed, remain in an open position when placed there by window hardware, not sticks or other such items. Windows shall lock when closed and the open section shall be covered with a screen. Glass shall be free of open holes or cracks and secured with an adequate amount of putty. Windows shall be weather-stripped to be air tight when closed.</p>	
Replacement Standard	
<p>Windows that are not repairable shall be replaced. New windows shall meet all requirements of current local building codes or (IEBC) and shall meet the ENERGY STAR standard for this geographic region. For more information: http://www.energystar.gov/index.cfm?c=windows doors.pr anat window Windows on key façades of historically sensitive properties shall be wood of the style original to the building. New windows on other properties may be vinyl and double-glazed.</p>	

Basement Windows and Ventilation [MAJOR SYSTEM]	
Repair Standard	
If feasible, two basement windows on opposite sides of the building should be operable for ventilation, in good working order, and lockable.	
Replacement Standard	
Basement windows may be replaced with glass block, so long as a minimum of two glass block windows on opposite sides of the building have operable and lockable center vents. If the basement is used as a sleeping or living area, please refer to Section 1 for Fire Safety – Egress requirements.	

6) Roofing

Flat and Low-Slope Roofing [MAJOR SYSTEM]	
Repair Standard	
Built-up roofing that is leak-free may be repaired so that the roof is free of peeling, shipping, sloughing, fissures, cracks, lifting seams, excessive bubbles or excessive alligating in coatings or asphalt flood coats. Roof coatings shall be in good condition and consist of compatible materials. Gravel roofs shall have gravel present in sufficient quantity and proper distribution. Flashing and accessories shall be repaired and properly sealed. Asphalt shingles or cold-application rolled roofing shall be replaced if the roof slope is less than 2:12.	
Replacement Standard	
The most cost-effective roof shall be installed to the manufacturer’s specifications and in accordance with local codes (or IEBC).	

Pitched Roofs [MAJOR SYSTEM]	
Repair Standard	
Missing and leaking shingles and flashing shall be repaired on otherwise functional roofs provided there are no excessive lumps, breaks, tears, inconsistent birdsmouths, and the shingle roof has substantial well adhered mineral surface covering the tabs and grooves. Shingle roofs with loose minerals surface, sparsely covered surfaces, excessive curling, cupping, breakage or brittleness should be replaced. Slate, metal and tile roofs shall be repaired when feasible.	

Replacement Standard	
The most cost-effective roof shall be installed except that roofing may be installed to match other structures in the complex, or to preserve other architectural elements. On historic structures new roofing shall be historically sensitive. All roofing shall be installed to the manufacturer's specifications and in accordance with local codes (or IEBC).	

Gutters and Downspouts [MAJOR SYSTEM] [GREEN STANDARD]	
Repair Standard	
Gutters and downspouts shall be in good repair, leak free and collect storm water from all lower roof edges. Concrete splash blocks shall be installed to move water away from the foundation. The system shall move all storm water away from the building and prevent water from entering the structure. In addition to positive drainage away from the building, outlets shall be a minimum of 3 feet away from the foundation.	
Replacement Standard	
Gutters and downspouts shall be installed and collect storm water from all lower roof edges. Concrete splash blocks shall be installed to move water away from the foundation. The system shall move all storm water away from the building and prevent water from entering the structure. In addition to positive drainage away from the building, outlets shall be a minimum of 3 feet away from the foundation.	

7) Insulation and Ventilation

Infiltration [GREEN STANDARD]	
Repair Standard	
Any unit receiving energy-efficiency improvements shall be tested with a Blower Door and existing air sealing shall be repaired to attain a maximum 0.35 Air Changes per Hour at 50 Pascal pressure (0.35 ACH50).	
Replacement Standard	
All units shall be air sealed to meet the minimum Blower Door test requirements of 0.35 Air Changes per Hour at 50 Pascal pressure (0.35 ACH50).	

Insulation [GREEN STANDARD]	
Repair Standard	
<p>If being added, insulation shall be installed per the manufacturer’s instructions and at the recommended R-value for the dimensional lumber used in the wall construction. All exposed heat ducts and hot water or steam heat distribution piping along with general use hot water piping which are located in unheated spaces shall be insulated or otherwise protected from heat loss. All water distribution piping shall be protected from freezing.</p>	
Replacement Standard	
<p>When siding is being replaced and/or interior wall finishes of exterior walls are being replaced in a building, such exterior walls are to be provided with insulation and at the recommended R-value for the dimensional lumber used to construct walls. The ENERGY STAR Thermal Bypass Inspection Checklist should be completed, found at: http://www.energystar.gov/ia/partners/bldrs_lenders_raters/downloads/Thermal_Bypass_Inspection_Checklist.pdf</p>	

Bath Ventilation [MAJOR SYSTEM] [GREEN STANDARD]	
Repair Standard	
<p>All bathroom ventilation shall meet the local building code (or IEBC) for bath ventilation that was in effect at the time of their construction.</p>	
Replacement Standard	
<p>All bathrooms shall be mechanically vented to the ≥ 80 CFM creating ≤ 0.3 Sones of fan noise and shall be on the same switch as the bathroom light. Fans shall be installed according to manufacturer’s specifications and shall meet the local building code (or IEBC).</p>	

Kitchen Ventilation [MAJOR SYSTEM] [GREEN STANDARD]	
Repair Standard	
<p>All kitchen ventilation shall be functional and meet the local building code (or IEBC) for kitchen ventilation that was in effect at the time of their construction.</p>	
Replacement Standard	
<p>All kitchens shall have functional mechanical ventilation operating at a minimum 150 CFM. Any new ventilation system shall meet current local code requirements (or IEBC).</p>	

Roof Ventilation [MAJOR SYSTEM] [GREEN STANDARD]	
Repair Standard	
All structures shall meet the local building code (or IEBC) for roof ventilation that was in effect at the time of their construction.	
Replacement Standard	
All new roofing systems shall meet current local code requirements (or IEBC) for ventilation.	

8 - Interior Standards

Interior Walls and Ceilings	
Repair Standard	
Walls should be smooth wood, plywood, plaster or sheetrock/drywall. All interior walls shall be finished without noticeable irregularities, be free of exposed wiring, have a hard waterproof surface in areas subject to moisture, shall not allow significant entry of air in the unit, and shall be durably painted or otherwise appropriately finished. Holes, cracks and deteriorated and un-keyed plaster shall be repaired to match the surrounding surfaces. All visual painted surfaces shall be stabilized to minimize lead paint hazards using premium vinyl acrylic paint.	
Replacement Standard	
All walls, in areas not subject to moisture, shall be replaced with ½" sheetrock/drywall. All replaced sheetrock/drywall shall be taped, floated, sanded, textured to match other wall areas, primed and painted. Moisture resistant materials shall be used in areas subject to moisture. All Fire-rated assemblies shall be specified on a project-by-project basis as required by local codes (or IEBC).	

Flooring	
Repair Standard	
Floor framing shall be capable of supporting existing dead load and anticipated live loads as appropriate for type of structure and class of occupancy. All subfloors should be solid and continuous, without liberal movement or bounce, and free from rot and deterioration. Bathroom, kitchen and other water-susceptible floor areas shall be covered with water-resistant flooring that is free from tears or tripping hazards. Wood floors shall be in sound	

condition without excessive gouges, breakage, lifting, curling, buckling, or shrinking. Carpet shall be clean and in safe and sanitary condition free of excessive wear, tears, soil, folds, and shall be properly attached. Tile floors shall be free of cracked, broken, loose or missing tiles with grout intact.

[GREEN STANDARD] Damaged wood floor shall be repaired when possible. When existing deteriorated carpet is installed over hardwood floors, the hardwood may be refinished whenever practical, taking into account the relative cost of replacing carpet and the needs of the residents.

Replacement Standard

Floor framing shall meet local code requirements (or IEBC). Subfloors shall be a minimum of ¾ inch plywood. Kitchens, baths, and other water-susceptible area shall receive resilient sheet goods.

[GREEN STANDARD] Whenever practical, rooms other than kitchens and baths with existing wood flooring shall be maintained as wood floors and refinished when appropriate. Rooms other than kitchens or baths without usable wood floors may be finished with carpet and associated products that are Carpet and Rug Institute’s Green Label certified. For more information: <http://www.carpet-rug.org/residential-customers/selecting-the-right-carpet-or-rug/green-label.cfm>

All new flooring shall be installed in accordance with manufacturer’s recommendations.

New basement slabs shall be installed to local codes (or IEBC).

Closets

Repair Standard

Existing closets shall be maintained in good repair and have a shelf and clothes rod.

Replacement Standard

New closets may be created if there is a significant lack of storage space and the budget permits. New closets shall have a minimum depth of 2 feet and include a shelf and clothes rod.

Cabinets and Countertop	
Repair Standard	
Kitchens shall have countertop and storage space adequate for the preparation and storage of food. Countertops shall free of wear, water damage, and uplifting of surface material. Existing cabinets with hardwood doors and face frames may be repaired if in good condition. All cabinets shall be sound and cleanable with no missing doors, drawers or hardware. All doors and drawers shall operate properly.	
Replacement Standard	
Kitchens shall have countertop and storage space adequate for the preparation and storage of food. Countertops shall be of water-proof material and backsplashes shall be provided. Replacement cabinets shall be factory-finished builders-grade or better with hardwood doors and face frames.	

Appliances	
Repair Standard	
All appliances in units shall be in proper working order and in clean and sanitary condition.	

Replacement Standard	
All new appliances shall be “Energy Star” rated.	

9) Electric

Note: If there is no local building code, then all electrical work shall comply with the State Code (the National Electrical Code, 2011 Edition, as may be amended by the Colorado Electrical Board).

Lighting	
Repair Standard	
All halls, stairs and rooms necessary to cross to other rooms and stairways shall be well lit. All lights and switches in hallways, stairs and other passages shall be operable and safe.	
[GREEN STANDARD] Existing fixtures with incandescent lamp fittings shall have CFL replacement lamps installed.	

Replacement Standard	
All halls, stairs and rooms necessary to cross to other rooms and stairways shall be well lit. Attics, basements and crawl spaces shall have utility fixtures. All new light fixtures shall be ENERGY STAR labeled.	

Interior Electric Distribution [MAJOR SYSTEM]	
Repair Standard	
Exposed knob and tube shall be replaced. Every room shall have a minimum of two duplex receptacles, placed on separate walls and one light fixture or receptacle switched at each room entrance. All electrical outlets used in bathrooms and toilet rooms, kitchens, all outlets within six feet (6') of a water source (excluding washing machines and sump pumps), outlets located on open porches or breezeways, exterior outlets, outlets located in garages and in non-habitable basements, except those outlets that are dedicated appliance outlets, shall be Ground-Fault Circuit Interrupter (GFCI) protected. Where the source wiring circuit is accessible (e.g. first floor above basements, in gutted rooms, etc.), receptacles shall be grounded. Permanently installed or proposed stoves, refrigerators, freezers, dishwashers and disposals, microwaves, washers and dryers shall have separate circuits sized to meet local codes (or State Electrical code). All switch, receptacle, and junction boxes shall have appropriate cover plates. Wiring shall be free from hazard, and all circuits shall be properly protected at the panel. Exposed conduit is allowed.	
Replacement Standard	
If wall finishes are removed, those areas shall be wired to the latest version of local codes (or State Electrical Code).	

Service and Panel [MAJOR SYSTEM]	
Repair Standard	
Each units electrical service shall be circuit breaker type. Service panels shall have a main disconnect, at least 10 circuit-breaker-protected circuits, a 100-amp minimum capacity and be adequate to safely supply existing and proposed devices. If a working central air conditioning system is present, the minimum service shall be 150 amp.	
Replacement Standard	
Electrical service with a main disconnect panel shall be installed according to local code (or State Electrical Code).	

10) Plumbing

Note: If there is no local building code, then all plumbing work shall comply with the Colorado Plumbing Code.

Drain, Waste, Vent Lines [MAJOR SYSTEM]	
Repair Standard	
<p>The plumbing system shall be vented in a manner that allows the wastewater system to function properly. The waste system shall operate free from fouling, clogging and leaking and shall be capable of safely disposing of wastewater for all plumbing fixtures. All fixtures that discharge wastewater shall contain or be discharged through a trap that prevents the entry of sewer gas into the dwelling. Waste and vent lines shall function without losing the trap seal.</p>	
Replacement Standard	
<p>If walls are removed exposing vent and waste lines, those lines shall be reworked or replaced to the current mechanical code.</p>	

Plumbing Fixtures	
Repair Standard	
<p>All plumbing fixtures shall be free of cracks and defects, and be capable of being used for the purpose in which they were intended. All fixtures and faucets shall have working, drip-free components.</p>	
Replacement Standard	
<p>Replace fixtures with single lever, metal faucets and shower diverters with 15-year, drip-free warranties. Sinks should be replaced with stainless steel sinks, and new tub surrounds should be of fiberglass.</p> <p>[GREEN STANDARD] Toilets with greater than a 1.6 GPF rating shall be replaced with a 1.3 GPF model. Faucets and shower diverters should have a maximum 2.0 GPM flow.</p>	

Plumbing Minimum Equipment [MAJOR SYSTEM]	
Repair Standard	
All existing equipment shall be operational and leak free.	
Minimum Standard	
All existing equipment shall be operational and leak free. Every dwelling unit shall have a minimum of one single bowl sink with hot and cold running water in the kitchen and at least one bathroom containing a vanity with a sink (or pedestal sink), and a shower/tub unit, both with hot and cold running water, and a toilet. An operable water shut off valve, that completely stops the flow of water, shall be present at each water supply line to sinks/lavatories, toilets, washing machines and water heaters. Each unit shall have an adequate continuous supply of hot water either through a minimum 40 gallon water heater or on demand water heater in the unit or through a common boiler or hot water supply for the building. Each building shall have installed at least one exterior freeze protected faucet.	

Water Heaters [MAJOR SYSTEM]	
Repair Standard	
Each housing unit shall be supplied with hot water either from a common source such as building-wide boiler system or from per-unit water heating equipment. Hot water supply lines shall be free of leaks and all water heating equipment shall be safe, of adequate capacity, free of corrosion and water damage, faulty operation, fire, carbon monoxide leakage and other hazards.	
Replacement Standard	
Hot water systems that are replaced shall be of adequate capacity, be installed per manufacturer's specifications and meet local codes (or IEBC).	
[GREEN STANDARD] High efficiency power-vented or sealed combustion tankless models are allowed.	

Water Supply [MAJOR SYSTEM]	
Repair Standard	
<p>The main shut off valve shall be operable and completely stop the flow of water to the house. If there is no existing shut-off valve, then one shall be installed. All fixtures shall be leak-free and deliver sufficient cold water and, where applicable, hot water. All lead supply pipes present shall be completely removed and replaced.</p>	
Replacement Standard	
<p>The main shut off valve shall be operable and completely stop the flow of water to the house, and should be replaced if it does not. Lead and galvanized pipe that is part of the water service or the distribution system shall be replaced with copper, PEX or other plastic approved for distribution of domestic water. All fixtures shall have brass shut off valves.</p>	

11) HVAC

Air Conditioning [MAJOR SYSTEM] [GREEN STANDARD]	
Repair Standard	
<p>Existing air conditioners and evaporative coolers shall be inspected, serviced and refurbished to operate safely. Non-functioning, non-repairable air conditioners and evaporative coolers shall be removed and drained of all CFCs.</p>	
Replacement Standard	
<p>New air conditioning or evaporative cooling units shall be of adequate capacity, and reasonably durable and economical to operate. Any air conditioning or evaporative cooling systems shall be installed in accordance with manufacturer's installation specifications.</p>	

Chimney [MAJOR SYSTEM]	
Repair Standard	
<p>Unused chimneys shall be removed to below the roof line wherever roofing is replaced. Chimneys shall be in good repair and high enough to induce a draft that shall keep smoke from being allowed into the dwelling. Existing unlined masonry chimneys used for combustion ventilation shall be lined or corrosion resistant pipe shall be added to the interior of the chimney.</p>	

Replacement Standard	
The creation of new flues is not recommended - the use of high efficiency closed combustion appliances is recommended to avoid the need for new flues. Replacement flues, when required, shall be installed according to the fuel burning unit manufacturer's installation specifications.	

Distribution System [MAJOR SYSTEM]	
Repair Standard	
Duct work and radiator piping shall be well supported, insulated in unconditioned space and adequate to maintain a comfortable temperature in all habitable and essential rooms.	
[GREEN STANDARD] All duct work in unconditioned space should be insulated to R-7, sealed at all seams with mastic (not tape) and pressure tested to eliminate leakage.	
Replacement Standard	
All duct work in unconditioned space shall be insulated to R-7, sealed at all seams with mastic (not tape), pressure tested to eliminate leakage and run in concealed space.	

Heating [MAJOR SYSTEM]	
Repair Standard	
All heating equipment shall be safe, of adequate capacity, free of corrosion and water damage, faulty operation, fire, carbon dioxide leakage and other hazards. Filters shall be secure, clean and large enough to pass sufficient recirculated air to make the unit operate properly. Equipment housings and access panels shall be intact and properly secured/installed with no exposed electrical connections, belts, pulleys, or blowers.	
Replacement Standard	
Gas-fired heating plants shall be rated at $\geq 92\%$ AFUE or better, to the extent possible. Heat pumps shall be rated at ≥ 15 SEER. No Oil fired heating plants shall be installed and the oil heating system, including tanks and fuel lines, shall be completely removed before being replaced with new gas or electric systems. Setback thermostats may be installed. When electric resistance heating systems are replaced, soffits for ductwork and/or new distribution pipes for hot water heating systems shall be provided. Up to 4 lineal feet of resistance electric heating strips per 1000 square feet of floor area may be retained or installed in areas that are not cost effective to heat via ductwork or hot water distribution systems. All heating equipment shall be installed as per manufacturer' installation specifications and local codes (or IEBC).	

Multifamily Rehabilitation Standards Appendix A: Uniform Physical Condition Standards for Multifamily Housing Rehabilitation		
NOTE: Observable Deficiencies in <i>*Bold Italic</i> are considered life-threatening and must be addressed immediately, if the housing is occupied.		
Requirements for Site		
Inspectible Item	Observable Deficiency	Type and Degree of Deficiency that must be addressed
Fencing and Gates	Damaged/Falling/Leaning	Fence or gate is so damaged that it does not function as it should
	Holes	Hole in fence or gate is larger than 6 inches by 6 inches
	Missing Sections	An exterior fence, security fence or gate is missing a section which could threaten safety or security
Grounds	Erosion/Rutting Areas	Runoff has extensively displaced soils which has caused visible damage or potential failure to adjoining structures or systems and potentially threatens the safety of pedestrians
	Overgrown/Penetrating Vegetation	Plants have visibly damaged a component, area or system of the property or has made them unusable or unpassable
	Ponding/Site Drainage	There is an accumulation of more than 5 inches deep or a large section of the grounds-more than 20%-is unusable for it's intended purpose
Health & Safety	Air Quality - Sewer Odor Detected	Detectable sewer odors that could pose a health risk if inhaled for prolonged periods
	<i>*Air Quality - Propane/Natural Gas/Methane Gas Detected</i>	Detectable strong propane, natural gas or methane gas odors that could pose a risk of explosion/ fire and/or pose a health risk if inhaled
	<i>*Electrical Hazards - Exposed Wires/Open Panels</i>	Exposed bare wires or openings in electrical panels (capped wires do not pose a risk)
	<i>*Electrical Hazards - Water Leaks on/near Electrical Equipment</i>	Water leaking, puddling or ponding on or immediately near any electrical apparatus that could pose a risk of fire, electrocution or explosion
	<i>*Flammable Materials - Improperly Stored</i>	Flammable materials are improperly stored, causing the potential risk of fire or explosion
	Garbage and Debris - Outdoors	Too much garbage has gathered-more than the planned storage capacity, or garbage has gathered in an area not sanctioned for staging or storing garbage or debris
	Hazards - Other	General defects or hazards that pose risk of bodily injury
	Hazards - Sharp Edges	Physical defects that could cause cutting or breaking of human skin or other bodily harm
	Hazards - Tripping	Physical defects in walkways or other travelled area that poses a tripping risk
	Infestation - Insects	Evidence of infestation of insects-including roaches and ants-throughout a unit or room, especially in food preparation and storage areas
	Infestation - Rats/Mice/Vermin	Evidence of rats or mice--sightings, rat or mouse holes, or droppings
Mailboxes/Project Signs	Mailbox Missing/Damaged	The U.S. Postal Service resident/unit mailbox cannot be locked or is missing
	Signs Damaged	The sign is damaged, vandalized, or deteriorated, and cannot be read from a reasonable distance
Parking Lots/Driveways/Roads	Cracks	Cracks greater than ¼ inch, hinging/tilting, or missing section(s) that affect traffic ability over more than 5% of the property's parking lots/driveways/roads or if a height differential could cause a tripping or falling hazard
	Ponding	3 inches or more of water has accumulated making 5% or more of a parking lot/driveway unusable or unsafe
	Potholes/Loose Material	Potholes or loose material that have made a parking lot/driveway unusable/unpassable for vehicles and/or pedestrians or could cause tripping or falling
	Settlement/Heaving	Settlement/heaving has made a parking lot/driveway unusable/unpassable or creates unsafe conditions for pedestrians and vehicles
Play Areas and Equipment	Damaged/Broken Equipment	More than 20% of the equipment does not operate as it should or equipment that poses a threat to safety and could cause injury
	Deteriorated Play Area Surface	More than 20% of the play surface area shows deterioration or the play surface area could cause tripping or falling and thus poses a safety risk
Refuse Disposal	Broken/Damaged Enclosure-Inadequate Outside Storage Space	A single wall or gate of the enclosure has collapsed or is leaning and in danger of falling or trash cannot be stored in the designated area because it is too small to store refuse until disposal
Retaining Walls	Damaged/Falling/Leaning	A retaining wall is damaged and does not function as it should or is a safety risk
Storm Drainage	Damaged/Obstructed	The sytem is partially or completely blocked by a large quantity of debris , causing backup into adjacent areas or runoffs into areas where runoff is not intended
Walkways/Steps	Broken/Missing Hand Railing	The hand rail is missing, damaged, loose or otherwise unusable
	Cracks/Settlement/Heaving	Cracks greater than 3/4", hinging/tilting or missing sections that affect traffic ability over more than 5% of the property's walkways/steps or any defect that creates a tripping or falling hazard

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Requirements for Site		
Inspectable Item	Observable Deficiency	Type and Degree of Deficiency that must be addressed
	Spalling/Exposed rebar	More than 5% of walkways have large areas of spalling--larger than 4 inches by 4 inches--and this affects traffic ability
Requirements for Building Exterior		
Inspectable Item	Observable Deficiency	Type and Degree of Deficiency that must be addressed
Doors	Damaged Frames/Threshold/Lintels/Trim	Any door that is not functioning or cannot be locked because of damage to the frame, threshold, lintel or trim
	Damaged Hardware/Locks	Any door that does not function as it should or cannot be locked because of damage to the door's hardware
	Damaged Surface (Holes/Paint/Rusting/Glass)	Any door that has a hole or holes larger than 1 inch in diameter, significant peeling/cracking/no paint or rust that affects the integrity of the door surface, or broken/missing glass
	Damaged/Missing Screen/Storm/Security Door	Any screen door or storm door that is damaged or is missing screens or glass--shown by an empty frame or frames or any security door that is not functioning or is missing
	Deteriorated/Missing Caulking/Seals	The seals/caulking is missing on any entry door, or they are so damaged that they do not function as they should
	Missing Door	Any exterior door that is missing
Fire Escapes	*Blocked Egress/Ladders	Stored items or other barriers restrict or block people from exiting
	Visibly Missing Components	Any of the functional components that affect the function of the fire escape--one section of a ladder or railing, for example--are missing
Foundations	Cracks/Gaps	Large cracks or gaps in foundation more than 3/8 inches wide by 3/8 inches deep by 6 inches long that present a possible sign of a serious structural problem, or opportunity for water penetration or sections of wall or floor that are broken apart
	Spalling/Exposed Rebar	Significant spalled areas affecting more than 10% of any foundation wall or any exposed reinforcing material--rebar or other
Health and Safety	*Electrical Hazards - Exposed Wires/Open Panels	Exposed bare wires or openings in electrical panels (capped wires do not pose a risk)
	*Electrical Hazards - Water Leaks on/near Electrical Equipment	Water leaking, puddling or ponding on or immediately near any electrical apparatus that could pose a risk of fire, electrocution or explosion
	*Emergency Fire Exits - Emergency/Fire Exits Blocked/Unusable	The exit cannot be used or exit is limited because a door or window is nailed shut, a lock is broken, panic hardware is chained, debris, storage, or other conditions block exit
	*Emergency Fire Exits - Missing Exit Signs	Exit signs that clearly identify all emergency exits are missing or there is no illumination in the area of the sign
	*Flammable/Combustible Materials - Improperly Stored	Flammable materials are improperly stored, causing the potential risk of fire or explosion
	Garbage and Debris - Outdoors	Too much garbage has gathered--more than the planned storage capacity or garbage has gathered in an area not sanctioned for staging or storing garbage or debris
	Hazards - Other	General defects or hazards that pose risk of bodily injury
	Hazards - Sharp Edges	Physical defects that could cause cutting or breaking of human skin or other bodily harm
	Hazards - Tripping	Physical defects in walkways or other travelled area that poses a tripping risk
	Infestation - Insects	Evidence of infestation of insects--including roaches and ants--throughout a unit or room, especially in food preparation and storage areas
	Infestation - Rats/Mice/Vermin	Evidence of rats or mice--sightings, rat or mouse holes, or droppings
Lighting	Broken Fixtures/Bulbs	Lighting fixtures and bulbs are broken or missing
Roofs	Damaged Soffits/Fascia	Soffits or fascia that should be there are missing or so damaged that water penetration is visibly possible
	Damaged Vents	Vents are missing or so visibly damaged that further roof damage is possible
	Damaged/Clogged Drains	The drain is so damaged or clogged with debris that the drain no longer functions--as shown by ponding
	Damaged/Torn Membrane/Missing Ballast	Ballast has shifted and no longer functions as it should or there is damage to the roof membrane that may result in water penetration
	Missing/Damaged Components from Downspout/Gutter	Drainage system components are missing or damaged causing visible damage to the roof, structure, exterior wall surface, or interior
	Missing/Damaged Shingles	Shingles are missing or damaged, including cracking, warping, cupping, and other deterioration
	Ponding	Evidence of standing water on roof, causing potential or visible damage to roof surface or underlying materials
Walls	Cracks/Gaps	Large cracks or gaps that are more than 3/8 inches wide or deep and 6 inches long that presents a possible sign of serious structural problem or opportunity for water penetration

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Requirements for Site		
Inspectable Item	Observable Deficiency	Type and Degree of Deficiency that must be addressed
	Damaged Chimneys	Part or all of the chimney has visibly separated from the adjacent wall or there are cracked or missing pieces large enough to present a sign of chimney failure or there is a risk of falling pieces that could create a safety hazard
	Missing/Damaged Caulking/Mortar	Caulking or glazing compound that resists weather is missing or deteriorated
	Missing Pieces/Holes/Spalling	Exterior wall deterioration or holes of any size that present a risk of water penetration or risk of structural damage
	Stained/Peeling/Needs Paint	Paint is cracking, flaking, or otherwise deteriorated. Water damage or related problems have stained the paint
Windows	Broken/Missing/Cracked Panes	Missing or cracked panes of glass
	Damaged Sills/Frames/Lintels/Trim	Window sills, frames, sash lintels, or trim are damaged by decay, rust, rot, corrosion, or other deterioration
	Damaged/Missing Screens	Missing screens or screens are punctured, torn or otherwise damaged
	Missing/Deteriorated Caulking/Seals/Glazing Compound	Caulking or seals that resists weather is missing or deteriorated
	Peeling/Needs Paint	Paint covering the window assembly or trim is cracking, flaking, or otherwise failing
	<i>*Security Bars Prevent Egress</i>	The ability to exit through egress window is limited by security bars that do not function properly and, therefore, pose safety risks
Requirements for Building Systems		
Inspectable Item	Observable Deficiency	Type and Degree of Deficiency that must be addressed
Domestic Water	Leaking Central Water Supply	Leaking water from water supply line is observed
	Missing Pressure Relief Valve	No pressure relief valve or pressure relief valve does not drain down to the floor
	Rust/Corrosion on Heater Chimney	Water heater chimney shows evidence of flaking, discoloration, pitting, or crevices that may create holes that could allow toxic gases to leak from the chimney
	Water Supply Inoperable	No running water in any area of the building where there should be
Electrical System	Blocked Access/Improper Storage	One or more fixed items or items of sufficient size and weight impede access to the building system's electrical panel during an emergency
	Burnt Breakers	Carbon residue, melted breakers or arcing scars are evident
	Evidence of Leaks/Corrosion	Corrosion that affects the condition of the components that carry current or any stains or rust on the interior of electrical enclosures, or any evidence of water leaks in the enclosure or hardware
	Frayed Wiring	Nicks, abrasion, or fraying of the insulation that exposes any conducting wire
	Missing Breakers/Fuses	Open and/or exposed breaker port
	<i>*Missing Outlet Covers</i>	A cover is missing, which results in exposed visible electrical connections
Elevators	Not Operable	Elevator does not function at all or the elevator doors open when the cab is not there
Emergency Power	Auxiliary Lighting Inoperable (if applicable)	Auxiliary lighting does not function
Fire Protection	Missing Sprinkler Head	Any sprinkler head is missing, visibly disabled, painted over, blocked, or capped
	<i>*Missing/Damaged/Expired Extinguishers</i>	Missing, damaged or expired fire extinguisher in any area of the building where a fire extinguisher is required
Health & Safety	Air Quality - Mold and/or Mildew Observed	Evidence of mold or mildew is observed that is substantial enough to pose a health risk
	<i>*Air Quality - Propane/Natural Gas/Methane Gas Detected</i>	Detectable strong propane, natural gas or methane gas odors that could pose a risk of explosion/ fire and/or pose a health risk if inhaled
	Air Quality - Sewer Odor Detected	Detectable sewer odors that could pose a health risk if inhaled for prolonged periods
	<i>Electrical Hazards - Exposed Wires/Open Panels</i>	Exposed bare wires or openings in electrical panels (capped wires do not pose a risk)
	<i>*Electrical Hazards - Water Leaks on/near Electrical Equipment</i>	Water leaking, puddling or ponding on or immediately near any electrical apparatus that could pose a risk of fire, electrocution or explosion
	Elevator - Tripping	Elevator is misaligned with the floor by more than 3/4 of an inch. The elevator does not level as it should, which causes a tripping hazard
	<i>*Emergency Fire Exits - Emergency/Fire Exits Blocked/Unusable</i>	The exit cannot be used or exit is limited because a door or window is nailed shut, a lock is broken, panic hardware is chained, debris, storage, or other conditions block exit
	<i>*Emergency Fire Exits - Missing Exit Signs</i>	Exit signs that clearly identify all emergency exits are missing or there is no illumination in the area of the sign
	<i>*Flammable Materials - Improperly Stored</i>	Flammable materials are improperly stored, causing the potential risk of fire or explosion

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Requirements for Site		
Inspectable Item	Observable Deficiency	Type and Degree of Deficiency that must be addressed
	Garbage and Debris - Indoors	Too much garbage has gathered--more than the planned storage capacity or garbage has gathered in an area not sanctioned for staging or storing garbage or debris
	Hazards - Other	General defects or hazards that pose risk of bodily injury
	Hazards - Sharp Edges	Physical defects that could cause cutting or breaking of human skin or other bodily harm
	Hazards – Tripping Hazards	Physical defects in walkways or other travelled area that poses a tripping risk
	Infestation - Insects	Evidence of infestation of insects--including roaches and ants--throughout a unit or room, especially in food preparation and storage areas
	Infestation - Rats/Mice/Vermin	Evidence of rats or mice--sightings, rat or mouse holes, or droppings
HVAC	Boiler/Pump Leaks	Evidence of water or steam leaking in piping or pump packing
	Fuel Supply Leaks	Evidence of any amount of fuel leaking from the supply tank or piping
	General Rust/Corrosion	Significant formations of metal oxides, significant flaking, discoloration, or the development of a noticeable pit or crevice
	<i>*Misaligned Chimney/Ventilation System</i>	A misalignment of an exhaust system on a combustion fuel-fired unit (oil, natural gas, propane, wood pellets etc.) that causes improper or dangerous venting of gases
Roof Exhaust System	Roof Exhaust Fan(s) Inoperable	Roof exhaust fan unit does not function
Sanitary System	Broken/Leaking/Clogged Pipes or Drains	Evidence of active leaks in or around the system components or evidence of standing water, puddles or ponding--a sign of leaks or clogged drains
	Missing Drain/Cleanout/Manhole Covers	A protective cover is missing
Requirements for Common Areas		
Inspectable Item	Observable Deficiency	Type and Degree of Deficiency that must be addressed
Basement/Garage/Carport	Baluster/Side Railings - Damaged	Damaged or missing balusters or side rails that limit the safe use of an area
Closet/Utility/Mechanical	Cabinets - Missing/Damaged	Cabinets are missing or the laminate is separating. This includes cases, boxes, or pieces of furniture with drawers, shelves, or doors--primarily used for storage--mounted on walls or floors
Community Room	Call for Aid - Inoperable	The system does not function as it should
Halls/Corridors/Stairs	Ceiling - Holes/Missing Tiles/Panels/Cracks	Ceiling surface has punctures that may or may not penetrate completely or panels or tiles are missing
Kitchen	Ceiling - Peeling/Needs Paint	Paint is peeling, cracking, flaking, or otherwise deteriorated on ceilings in common areas
Laundry Room	Ceiling - Water Stains/Water Damage/Mold/Mildew	Evidence of water infiltration, mold, or mildew that may have been caused by saturation or surface failure
Lobby	Countertops - Missing/Damaged	Flat work surface in a kitchen often integral to lower cabinet space is missing or deteriorated or damaged below the laminate
Office	Dishwasher/Garbage Disposal - Inoperable	Dishwasher or garbage disposal does not operate as it should
Other Community Spaces	Doors - Damaged Frames/Threshold/Lintels/Trim	Any door that is not functioning or cannot be locked because of damage to the frame, threshold, lintel or trim
Patio/Porch/Balcony	Doors - Damaged Hardware/Locks	Any door that does not function as it should or cannot be locked because of damage to the door's hardware
Restrooms	Doors - Damaged Surface (Holes/Paint/Rust/Glass)	Any door that has a hole or holes greater than 1 inch in diameter, significant peeling/cracking/no paint or rust that affects the integrity of the door surface, or broken/missing glass
Storage	Doors - Damaged/Missing Screen/Storm/Security Door	Any screen door or storm door that is damaged or is missing screens or glass--shown by an empty frame or frames or any security door that is not functioning or is missing
	Doors - Deteriorated/Missing Seals (Entry Only)	The seals/caulking is missing on any entry door, or they are so damaged that they do not function as they should
	Doors - Missing Door	Any door that is missing that is required for the functional use of the space
	Dryer Vent -Missing/Damaged/Inoperable	Dryer vent is missing or it is not functioning because it is blocked. Dryer exhaust is not effectively vented to the outside
	Electrical - Blocked Access to Electrical Panel	One or more fixed items or items of sufficient size and weight impede access to the building system's electrical panel during an emergency
	Electrical - Burnt Breakers	Carbon residue, melted breakers or arcing scars are evident
	Electrical - Evidence of Leaks/Corrosion	Corrosion that affects the condition of the components that carry current or any stains or rust on the interior of electrical enclosures or any evidence of water leaks in the enclosure or hardware
	Electrical - Frayed Wiring	Nicks, abrasion, or fraying of the insulation that exposes any conducting wire
	Electrical - Missing Breakers	Open and/or exposed breaker port
	<i>*Electrical - Missing Covers</i>	A cover is missing, which results in exposed visible electrical connections

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Requirements for Site		
Inspectable Item	Observable Deficiency	Type and Degree of Deficiency that must be addressed
	Floors - Bulging/Buckling	Flooring that is bulging, buckling or sagging or a problem with alignment between flooring types
	Floors - Floor Covering Damaged	Floor covering has stains, surface burns, cuts, holes, tears, loose areas or exposed seams
	Floors - Missing Floor/Tiles	Flooring or tile flooring that is missing
	Floors - Peeling/Needs Paint	Painted flooring that has peeling or missing paint
	Floors - Rot/Deteriorated Subfloor	Rotted or deteriorated subflooring
	Floors - Water Stains/Water Damage/Mold/Mildew	Evidence of water infiltration, mold, or mildew that may have been caused by saturation or surface failure
	GFI - Inoperable	The GFI does not function
	Graffiti	Graffiti on any exposed surface greater than 6 inches by 6 inches
	HVAC - Convection/Radiant Heat System Covers Missing/Damaged	Cover is missing or substantially damaged, allowing contact with heating/surface elements or associated fans
	HVAC - General Rust/Corrosion	Significant formations of metal oxides, flaking, or discoloration--or a pit or crevice
	HVAC - Inoperable	HVAC does not function. It does not provide the heating and cooling it should. The system does not respond when the controls are engaged
	<i>*HVAC - Misaligned Chimney/Ventilation System</i>	Any misalignment that may cause improper or dangerous venting of gases
	HVAC - Noisy/Vibrating/Leaking	HVAC system shows signs of abnormal vibrations, other noise, or leaks when engaged
	Lavatory Sink - Damaged/Missing	Sink, faucet, or accessories are missing, damaged, or not functioning
	Lighting - Missing/Damaged/Inoperable Fixture	Permanent light fixtures are missing or not functioning, and no other switched light source is functioning in the room
	Mailbox - Missing/Damaged	The U.S Postal Service mailbox cannot be locked or is missing
	<i>*Outlets/Switches/Cover Plates - Missing/Broken</i>	Outlet or switch is missing or a cover plate is missing or broken, resulting in exposed wiring
	Pedestrian/Wheelchair Ramp	Walkway or ramp is damaged and cannot be used by people on foot, in wheelchair, or using walkers
	Plumbing - Clogged Drains	Drain is substantially or completely clogged or has suffered extensive deterioration
	Plumbing - Leaking Faucet/Pipes	A steady leak that is adversely affecting the surrounding area
	Range Hood /Exhaust Fans - Excessive Grease/Inoperable	Apparatus that draws out cooking exhaust does not function as it should and/or accumulation of dirt threatens the free passage of air
	Range/Stove - Missing/Damaged/Inoperable	One or more burners are not functioning or doors or drawers are impeded or on gas ranges pilot is out and/or flames are not distributed equally or oven not functioning
	Refrigerator - Damaged/Inoperable	Refrigerator is missing or does not cool adequately for the safe storage of food
	Restroom Cabinet - Damaged/Missing	Damaged or missing shelves, vanity top, drawers, or doors that are not functioning as they should for storage or their intended purpose
	Shower/Tub - Damaged/Missing	Shower, tub, or components are damaged or missing
	Sink - Missing/Damaged	Sink, faucet, or accessories are missing, damaged, or not functioning
	<i>*Smoke Detector - Missing/Inoperable</i>	Smoke detector is missing or does not function as it should
	Stairs - Broken/Damaged/Missing Steps	A step is missing or broken
	Stairs - Broken/Missing Hand Railing	Hand rail is missing, damaged, loose or otherwise unusable
	Ventilation/Exhaust System - Inoperable	Exhaust fan is not functioning or window designed for ventilation does not open
	Walls - Bulging/Buckling	Bulging, buckling or sagging walls or a lack of horizontal alignment
	Walls - Damaged	Punctures in the wall surface that may or may not penetrate completely
	Walls - Damaged/Deteriorated Trim	Cove molding, chair rail, base molding, or other decorative trim is damaged or has decayed
	Walls - Peeling/Needs Paint	Paint is peeling, cracking, flaking, or otherwise deteriorated
	Walls - Water Stains/Water Damage/Mold/Mildew	Evidence of water infiltration, mold, or mildew--or damage caused by saturation or surface failure
	Water Closet/Toilet - Damaged/Clogged/Missing	Fixture elements--seat, flush handle, cover etc.--are missing or damaged or the toilet seat is cracked or has a broken hinge or toilet cannot be flushed
	Windows - Cracked/Broken/Missing Panes	Missing or cracked panes of glass
	Windows - Damaged Window Sill	Sill is damaged enough to expose the inside of the surrounding walls and compromise its weather tightness
	Windows - Inoperable/Not Lockable	Window that is not functioning or cannot be secured because lock is broken
	Windows - Missing/Deteriorated Caulking/Seals/Glazing Compound	Caulking or seals that resists weather is missing or deteriorated
	Windows - Peeling/Needs Paint	Paint covering the window assembly or trim is cracking, flaking, or otherwise failing
	<i>*Windows - Security Bars Prevent Egress</i>	The ability to exit through the window is limited by security bars that do not function properly and, therefore, pose safety risks

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Requirements for Site		
Inspectable Item	Observable Deficiency	Type and Degree of Deficiency that must be addressed
Health & Safety	Air Quality - Mold and/or Mildew Observed	Evidence of mold or mildew is observed that is substantial enough to pose a health risk
	<i>*Air Quality - Propane/Natural Gas/Methane Gas Detected</i>	Detectable strong propane, natural gas or methane gas odors that could pose a risk of explosion/ fire and/or pose a health risk if inhaled
	Air Quality - Sewer Odor Detected	Detectable sewer odors that could pose a health risk if inhaled for prolonged periods
	<i>*Electrical Hazards - Exposed Wires/Open Panels</i>	Exposed bare wires or openings in electrical panels (capped wires do not pose a risk)
	<i>*Electrical Hazards - Water Leaks on/near Electrical Equipment</i>	Water leaking, puddling or ponding on or immediately near any electrical apparatus that could pose a risk of fire, electrocution or explosion
	<i>*Emergency Fire Exits - Emergency/Fire Exits Blocked/Unusable</i>	The exit cannot be used or exit is limited because a door or window is nailed shut, a lock is broken, panic hardware is chained, debris, storage, or other conditions block exit
	<i>*Emergency Fire Exits - Missing Exit Signs</i>	Exit signs that clearly identify all emergency exits are missing or there is no illumination in the area of the sign
	<i>*Flammable/Combustible Materials - Improperly Stored</i>	Flammable or combustible materials are improperly stored, causing the potential risk of fire or explosion
	Garbage and Debris - Indoors	Too much garbage has gathered-more than the planned storage capacity or garbage has gathered in an area not sanctioned for staging or storing garbage or debris
	Garbage and Debris - Outdoors	Too much garbage has gathered-more than the planned storage capacity or garbage has gathered in an area not sanctioned for staging or storing garbage or debris
	Hazards - Other	General defects or hazards that pose risk of bodily injury
	Hazards - Sharp Edges	Physical defects that could cause cutting or breaking of human skin or other bodily harm
	Hazards - Tripping	Physical defects in walkways or other travelled area that poses a tripping risk
	Infestation - Insects	Evidence of infestation of insects-including roaches and ants-throughout a unit or room, especially in food preparation and storage areas
	Infestation - Rats/Mice/Vermin	Evidence of rats or mice--sightings, rat or mouse holes, or droppings
Pools and Related Structures	Fencing - Damaged/Not Intact	Damage that could compromise the integrity of the fence
Trash Collection Areas	Chutes - Damaged/Missing Components	Garbage has backed up into chutes, because the collection structure is missing or broken or compactors or components--chute, chute door, and other components--have failed
Requirements for Unit		
Inspectable Item	Observable Deficiency	Type and Degree of Deficiency that must be addressed
Bathroom	Bathroom Cabinets - Damaged/Missing	Damaged or missing shelves, vanity tops, drawers, or doors that are not functioning as they should for storage or their intended purpose
	Lavatory Sink - Damaged/Missing	Sink, faucet, or accessories are missing, damaged, or not functioning
	Plumbing - Clogged Drains, Faucets	Drain or faucet is substantially or completely clogged or has suffered extensive deterioration
	Plumbing - Leaking Faucet/Pipes	A steady leak that is adversely affecting the surrounding area
	Shower/Tub - Damaged/Missing	Shower, tub, or components are damaged or missing
	Ventilation/Exhaust System – Absent/Inoperable	Exhaust fan is not functioning or window designed for ventilation does not open
	Water Closet/Toilet - Damaged/Clogged/Missing	Fixture elements--seat, flush handle, cover etc.--are missing or damaged or the toilet seat is cracked or has a broken hinge or toilet cannot be flushed
Call-for-Aid (if applicable)	Inoperable	The system does not function as it should
Ceiling	Bulging/Buckling/Leaking	Ceiling is bowed, deflected, sagging, or is no longer aligned horizontally
	Holes/Missing Tiles/Panels/Cracks	Ceiling surface has punctures that may or may not penetrate completely or panels or tiles are missing
	Peeling/Needs Paint	Paint is peeling, cracking, flaking, or otherwise deteriorated on ceilings in common areas
	Water Stains/Water Damage/Mold/Mildew	Evidence of water infiltration, mold, or mildew that may have been caused by saturation or surface failure
Doors	Damaged Frames/Threshold/Lintels/Trim	Any door that is not functioning or cannot be locked because of damage to the frame, threshold, lintel or trim
	Damaged Hardware/Locks	Any door that does not function as it should or cannot be locked because of damage to the door's hardware
	Damaged/Missing Screen/Storm/Security Door	Any screen door or storm door that is damaged or is missing screens or glass--shown by an empty frame or frames or any security door that is not functioning or is missing

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Requirements for Site		
Inspectable Item	Observable Deficiency	Type and Degree of Deficiency that must be addressed
	Damaged Surface - Holes/Paint/Rusting/Glass/Rotting	Any door that has a hole or holes greater than 1 inch in diameter, significant peeling/cracking/no paint or rust that affects the integrity of the door surface, or broken/missing glass
	Deteriorated/Missing Seals (Entry Only)	The seals/caulking is missing on any entry door, or they are so damaged that they do not function as they should
	Missing Door	Any door that is required for security (entry) or privacy (Bathroom) that is missing or any other unit door that is missing and is required for proper unit functionality
Electrical System	Blocked Access to Electrical Panel	One or more fixed items or items of sufficient size and weight impede access to the building system's electrical panel during an emergency
	Burnt Breakers	Carbon residue, melted breakers or arcing scars are evident
	Evidence of Leaks/Corrosion	Corrosion that affects the condition of the components that carry current or any stains or rust on the interior of electrical enclosures or any evidence of water leaks in the enclosure or hardware
	Frayed Wiring	Nicks, abrasion, or fraying of the insulation that exposes any conducting wire
	GFI - Inoperable	The GFI does not function
	Missing Breakers/Fuses	Open and/or exposed breaker port
	<i>*Missing Covers</i>	A cover is missing, which results in exposed visible electrical connections
Floors	Bulging/Buckling	Flooring that is bulging, buckling or sagging or a problem with alignment between flooring types
	Floor Covering Damage	Floor covering has stains, surface burns, cuts, holes, tears, loose areas or exposed seams
	Missing Flooring Tiles	Flooring or tile flooring that is missing
	Peeling/Needs Paint	Painted flooring that has peeling or missing paint
	Rot/Deteriorated Subfloor	Rotted or deteriorated subflooring
	Water Stains/Water Damage/Mold/Mildew	Evidence of water infiltration, mold, or mildew that may have been caused by saturation or surface failure
Health & Safety	Air Quality - Mold and/or Mildew Observed	Evidence of mold or mildew is observed that is substantial enough to pose a health risk
	Air Quality - Sewer Odor Detected	Detectable sewer odors that could pose a health risk if inhaled for prolonged periods
	<i>*Air Quality - Propane/Natural Gas/Methane Gas Detected</i>	Detectable strong propane, natural gas or methane gas odors that could pose a risk of explosion/ fire and/or pose a health risk if inhaled
	<i>*Electrical Hazards - Exposed Wires/Open Panels</i>	Exposed bare wires or openings in electrical panels (capped wires do not pose a risk)
	<i>*Electrical Hazards - Water Leaks on/near Electrical Equipment</i>	Water leaking, puddling or ponding on or immediately near any electrical apparatus that could pose a risk of fire, electrocution or explosion
	<i>*Emergency Fire Exits - Emergency/Fire Exits Blocked/Unusable</i>	The exit cannot be used or exit is limited because a door or window is nailed shut, a lock is broken, panic hardware is chained, debris, storage, or other conditions block exit
	<i>*Emergency Fire Exits - Missing Exit Signs</i>	Exit signs that clearly identify all emergency exits are missing or there is no illumination in the area of the sign
	<i>*Flammable Materials - Improperly Stored</i>	Flammable materials are improperly stored, causing the potential risk of fire or explosion
	Garbage and Debris - Indoors	Too much garbage has gathered-more than the planned storage capacity or garbage has gathered in an area not sanctioned for staging or storing garbage or debris
	Garbage and Debris - Outdoors	Too much garbage has gathered-more than the planned storage capacity or garbage has gathered in an area not sanctioned for staging or storing garbage or debris
Hazards - Other	General defects or hazards that pose risk of bodily injury	
Hazards - Sharp Edges	Physical defects that could cause cutting or breaking of human skin or other bodily harm	
Hazards - Tripping	Physical defects in walkways or other travelled area that poses a tripping risk	
Infestation - Insects	Evidence of infestation of insects-including roaches and ants-throughout a unit or room, especially in food preparation and storage areas	
Infestation - Rats/Mice/Vermin	Evidence of rats or mice--sightings, rat or mouse holes, or droppings	
Hot Water Heater	<i>*Misaligned Chimney/Ventilation System</i>	Misalignment that may cause improper or dangerous venting of gases
	Inoperable Unit/Components	Hot water from hot water taps is no warmer than room temperature indicating hot water heater is not functioning properly
	Leaking Valves/Tanks/Pipes	Evidence of active water leaks from hot water heater or related components

Multifamily Rehabilitation Standards Appendix A: Uniform Physical Condition Standards for Multifamily Housing Rehabilitation		
NOTE: Observable Deficiencies in <i>*Bold Italic</i> are considered life-threatening and must be addressed immediately, if the housing is occupied.		
Requirements for Site		
Inspectable Item	Observable Deficiency	Type and Degree of Deficiency that must be addressed
	Pressure Relief Valve Missing	There is no pressure relief valve or pressure relief valve does not drain down to the floor
	Rust/Corrosion	Significant formations of metal oxides, flaking, or discoloration--or a pit or crevice
HVAC System	Convection/Radiant Heat System Covers Missing/Damaged	Cover is missing or substantially damaged, allowing contact with heating/surface elements or associated fans
	Inoperable	HVAC does not function. It does not provide the heating and cooling it should. The system does not respond when the controls are engaged
	Misaligned Chimney/Ventilation System	Misalignment that may cause improper or dangerous venting of gases
	Noisy/Vibrating/Leaking	HVAC system shows signs of abnormal vibrations, other noise, or leaks when engaged
	Rust/Corrosion	Deterioration from rust or corrosion on the HVAC system in the dwelling unit
Kitchen	Cabinets - Missing/Damaged	Cabinets are missing or the laminate is separating. This includes cases, boxes, or pieces of furniture with drawers, shelves, or doors--primarily used for storage--mounted on walls or floors
	Countertops - Missing/Damaged	Flat work surface in a kitchen often integral to lower cabinet space is missing or deteriorated or damaged below the laminate
	Dishwasher/Garbage Disposal - Inoperable	Dishwasher or garbage disposal does not operate as it should
	Plumbing - Clogged Drains	Drain is substantially or completely clogged or has suffered extensive deterioration
	Plumbing - Leaking Faucet/Pipes	A steady leak that is adversely affecting the surrounding area
	Range Hood/Exhaust Fans - Excessive Grease/Inoperable	Apparatus that draws out cooking exhaust does not function as it should and/or accumulation of dirt threatens the free passage of air
	Range/Stove - Missing/Damaged/Inoperable	One or more burners are not functioning or doors or drawers are impeded or on gas ranges pilot is out and/or flames are not distributed equally or oven not functioning
	Refrigerator-Missing/Damaged/Inoperable	Refrigerator is missing or does not cool adequately for the safe storage of food
	Sink - Damaged/Missing	Sink, faucet, or accessories are missing, damaged, or not functioning
Laundry Area (Room)	Dryer Vent - Missing/Damaged/Inoperable	Dryer vent is missing or it is not functioning because it is blocked. Dryer exhaust is not effectively vented to the outside
Lighting	Missing/Inoperable Fixture	Permanent light fixtures are missing or not functioning, and no other switched light source is functioning in the room
Outlets/Switches	Missing	An outlet or switch is missing
	<i>*Missing/Broken Cover Plates</i>	An outlet or switch has a broken cover plate over a junction box or the cover plate is missing
Patio/Porch/Balcony	Baluster/Side Railings Damaged	Damaged or missing balusters or side rails that limit the safe use of an area
Smoke Detector	<i>*Missing/Inoperable</i>	Smoke detector is missing or does not function as it should
Stairs	Broken/Damaged/Missing Steps	A step is missing or broken
	Broken/Missing Hand Railing	Hand rail is missing, damaged, loose or otherwise unusable
Walls	Bulging/Buckling	Wall is bowed, deflected, sagged, or is no longer vertically aligned
	Damaged	Punctures in the wall surface that may or may not penetrate completely
	Damaged/Deteriorated Trim	Cove molding, chair rail, base molding, or other decorative trim is damaged or has decayed
	Peeling/Needs Paint	Paint is peeling, cracking, flaking, or otherwise deteriorated
	Water Stains/Water Damage/Mold/Mildew	Evidence of water infiltration, mold, or mildew--or damage caused by saturation or surface failure
Windows	Cracked/Broken/Missing Panes	Missing or cracked panes of glass
	Damaged Window Sill	Sill is damaged enough to expose the inside of the surrounding walls and compromise its weather tightness
	Missing/Deteriorated Caulking/Seals/Glazing Compound	Caulking or seals that resists weather is missing or deteriorated
	Inoperable/Not Lockable	Window that is not functioning or cannot be secured because lock is broken
	Peeling/Needs Paint	Paint covering the window assembly or trim is cracking, flaking, or otherwise failing
	<i>*Security Bars Prevent Egress</i>	The ability to exit through the window is limited by security bars that do not function properly and, therefore, pose safety risks