

BUILDING EXTERIOR: Building exterior must be sound and free from defects that would allow air or water infiltration, or allow other hazardous conditions

Foundation

- Must keep water out of the basement under normal rainfall conditions
- No major settling
- No large cracks or holes
- No severe leaning
- No large sections of crumbling brick, stone, or concrete
- No undermining of footings and walls
- No major deterioration of wood support components due to water damage or termites

Roof

- Must be weather tight
- No serious buckling or sagging
- No large patches of missing shingles

Exterior surfaces

- Must be weather tight
- No buckling, bowing, or leaning
- No large cracks or holes
- No falling or missing pieces of masonry

Chimney

- Must safely carry smoke, fumes, and gases from the unit to the outside
- No serious leaning
- No missing bricks or mortar
- No loose fitting metal chimney parts or parts that are improperly attached to the building

View a Visual Tour of
Housing Quality Standards at:
<http://www.l-housing.com/HQSVirtualTour/index.html>

Lincoln Housing Authority
5700 "R" Street, Lincoln, Nebraska 68505
Inspections Desk 402 434-5522
Fax 402 434-5502
TDD 402 545-1833 Ext. 875
Martha Hakenkamp, Tenant-based Housing Manager
Direct Line 402 434-5505 Email address: Martha@L-Housing.com



This guide highlights the Housing Quality Standards required for your unit to pass LHA inspection

Welcome to the Housing Choice Voucher program administered by the Lincoln Housing Authority. Using Federal funds, this program, in partnership with local property owners like you, helps individuals in our community be able to afford decent, safe and sanitary housing on the private market.

You provide the housing and LHA pays a portion of rent directly to you

Before LHA can pay rent on behalf of a tenant, your rental unit must be inspected by LHA to ensure it meets the required Housing Quality Standards.

Once your unit passes inspection, payments can begin

If your unit does not pass this inspection, you will be given a list of needed repairs. After you make these repairs, you can schedule another inspection.

You can make this process faster by ensuring that prior to LHA inspecting:

- All utilities including gas, electricity, and water are in service in your unit
- The unit is clean
- Any needed painting, repairs or remodeling are complete

As a general rule, everything in your unit should work properly and as it was intended to, but keep reading for more details

LIVING ROOM: There must be at least one habitable room that is not a kitchen or bathroom with

- At least one window
- At least two electrical outlets or one electrical outlet and one permanently installed ceiling or wall light fixture.

KITCHEN: There must be an area for the preparation and storage of food with

- At least one electrical outlet and one permanently installed ceiling or wall light fixture
- A gas stove or electric range with working burners and an oven
- All stove or range and oven knobs present and legible
- A working refrigerator with shelf bars and good door seals
- A permanently installed sink
- Wiring to in-sink disposals secured and protected by conduit

BATHROOM: There must be at least one bathroom with

- At least one openable window or a working exhaust vent system
- At least one permanently installed ceiling or wall light fixture
- A properly working flush toilet that is secured to the floor
- A permanently installed sink that is secured to a cabinet, floor, or wall
- A working bathtub or shower
- Bathroom fixtures must not be broken or have sharp edges
- No health or sanitation problems including clogged toilets or sewer gas

BEDROOM OR SLEEPING ROOM: If present must have

- At least two electrical outlets OR one electrical outlet and one permanently installed ceiling or wall light fixture
- At least one window
- At least 70 square feet for one person OR 120 square feet for two people

A living room can be considered a sleeping room as long as it contains at least

- one window
- two electrical outlets or one electrical outlet and one permanently installed ceiling or wall light fixture

EXITS: There must be an alternate fire exit from the building such as

- A back door opening onto a porch with a stairway leading to the ground
- A fire escape, fire ladder, or fire stairs
- An openable window or door if the unit is on the first or on the second floor if it is easily accessible to the ground
 - o Windows and doors must be operable and not blocked or nailed shut.

GARBAGE: Owners of rental properties are required to provide trash service and

- Must provide adequate covered facilities for temporary storage and disposal of garbage such as trash cans with lids, garbage chutes, or dumpsters
- The unit interior, exterior, and site must not have garbage and debris such as boards and other building materials, sofas and other discarded furniture, unused or non-working appliances, waste oil, tires and motor vehicle parts
- Lawns should be maintained and clear of excessive branches and other yard waste

INFESTATION, MOLD AND AIR POLLUTION:

- No infestation of cockroaches, bedbugs, mice or other vermin
- No excessive mold or mildew
- Must be free from abnormally high levels of air pollution from pet odor, sewer gas, smoke, harmful gases, and noxious pollutants

SITE AND NEIGHBORHOOD CONDITIONS: Site and immediate neighborhood must be free from conditions which would seriously and continuously endanger the health or safety of the residents including:

- Other buildings on or near the property that pose serious hazards like a dilapidated shed or garage with potential for structural collapse
- Evidence of flooding or major drainage problems
- Proximity to open sewage
- Fire hazards
- Abandoned, unlicensed, non-operating, or wrecked vehicles

IN ADDITION TO THE REQUIREMENTS ABOVE, ALL ROOMS MUST ALSO PASS THE FOLLOWING HOUSING QUALITY STANDARDS

WINDOWS & DOORS: Windows and doors are required to have locks if they are accessible from the outside including windows that can be reached from the outside from ground level, a fire escape or porch

Windows

- Must open and close if designed to be openable
- Can have no missing, dangerously loose, cracked, or broken panes
- Must be reasonably weather tight to prevent drafts

Screens

- If present, must be in good condition without any cut hazards

Doors

- Doors must open, close, and latch properly
- Closet doors must be secure and pose no hazard of falling

INTERIOR STAIRS & COMMON HALLS:

- Must not have any accumulation of objects, garbage, or other debris
- Must have adequate lighting such that all steps are illuminated
- No ripped, torn, frayed carpets or rubber mats

STAIRS, RAILS & PORCHES:

Stairs

- Present no tripping hazards such as ripped, torn, or frayed stair coverings
- Have no protruding nails or screws
- Have no loose, broken, rotting, or missing steps

Rails

- Are required when there are 4 or more consecutive interior or exterior steps
- Are required around porches and balconies 30 inches or more above ground
- Are required for steps leading to the unit which are not attached to the building, like steps up a steep lawn from the public sidewalk
- Must not be missing balusters

Porches

- Must not have any loose, broken, rotting, or missing boards

ELECTRICAL: The unit or building can have no electrical hazards including:

- Broken, frayed, or non-insulated wiring
- Improper wire connections or splicing of wires
- Exposed wiring in an area where it may be broken, cut, or damaged
- Electric cords under rugs or other floor coverings

Circuit breaker panels and fuse boxes

- No overloaded or overfused circuits
- No exposed fuse box connections or missing knock-outs

Cover Plates

- Cover plates are required on light switches and electrical outlets
- Cover plates must not be missing, cracked, or broken

Light Fixtures

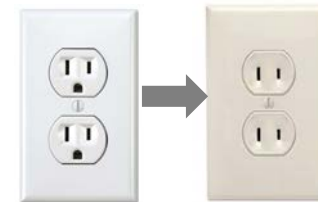
- Light fixtures must be permanently installed and must not be hanging by electrical wiring
- All lights must have working light bulbs

Outlets

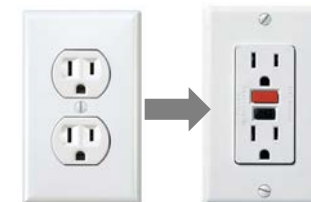
- Electrical outlets must be permanently installed and must not be cracked or broken
- Three-prong outlets must be properly grounded

**THE FOLLOWING EXAMPLES ILLUSTRATE THE MOST COMMON WAYS
UNGROUNDED THREE-PRONG OUTLETS ARE CORRECTED**

The ungrounded three-prong outlet is replaced with a two-prong outlet.



The ungrounded three-prong outlet is replaced with a ground fault circuit interrupter (GFCI) outlet.



HEATING & PLUMBING: There must be adequate heat to all rooms used for living and the unit must have hot water

- No fuel burning space heaters or other types of unsafe heating conditions
- No improperly vented exhaust gases
- No fire hazards or combustible material around the furnace or water heater
- Water heater discharge pipe diameter must not be reduced
- The end of water heater discharge pipe must not be threaded and should end between 6 and 24 inches from the floor
- No water leaks from pipes or faucets
- Kitchen and bathroom faucets must provide hot and cold running water
- When turning a faucet, hot water must be to the left and cold water to the right
- Sinks, bathtubs, and showers must have gas traps
- Water should drain properly from sinks, bathtubs, and showers
- If a cooling system is present, it must be safe and properly operating

SMOKE DETECTORS: Each unit must have at least one battery-operated or hardwired smoke detector in operating condition

- If unit is multi-leveled, each level must have a smoke detector including basements but excluding crawl spaces and unfinished attics
- All smoke detectors must be installed outside of each separate sleeping area in the immediate vicinity of the bedrooms
- If the unit is new construction, there must be a smoke detector in each sleeping room
- If unit is occupied by a hearing impaired tenant, a smoke detector with a visible signal must be installed in the bedroom
- For rooms with flat ceilings and walls, smoke detectors must be mounted on the ceiling at least 4 inches from a wall or on a wall with the top of the detector not less than 4 inches nor more than 12 inches below the ceiling

If installed in an area with an open-joisted ceiling such as an unfinished basement, the smoke detector must be installed on the bottom of the joist

CEILINGS, WALLS & FLOORS: Must be in good condition with no hazardous defects such as trip hazards or cut hazards such as protruding nails or other sharp objects

- Must be free from defects that present a potential for structural collapse including damaged or loose structural components

Ceilings & Walls

- No large cracks or holes that allow drafts to enter the unit
- No severe bulging, buckling, or leaning
- No surface materials that are in danger of falling
- No signs of water damage as a result of a leaking roof or exterior
- No unpainted surfaces (all interior living area walls must be painted)
- No missing parts such as ceiling tiles or paneling

Floors

- No large cracks or holes
- No missing or damaged parts such as floor boards
- No major movement under walking stress
- No deteriorated carpet or vinyl which could cause a tenant to trip
- No obvious health or safety hazards created by tenant housekeeping
- All floors in rooms used for living must have cleanable and finished floor coverings

LEAD PAINT: If the unit was built before 1978 and the tenants include children under the age of six, all interior and exterior surfaces must be free from cracking, scaling, peeling, chipping, and loose paint

- Rules apply to all interior and exterior painted surfaces including walls, stairs, decks, porches, railings, common areas, doors, door trim, baseboard, windows, and window components such as a window sill or window trough
- Paint stabilization and clearance is not required if disturbed painted surfaces do not exceed
 - o 20 sq. ft. on exterior surfaces
 - o 2 square feet in any one interior room or
 - o 10% of the total surface of an interior or exterior-type component with a small surface area (e.g. window sill)