



## **Housing Quality Standard** **Inspection Information Form**

Listed below are the most common reasons that properties fail the Housing Quality Standards (HQS) Inspection.

**Please walk through the unit and**  
**pre-inspect with your owner !**

MPHA will not enter into a HAP contract with you until the unit passes the HQS Inspection. No move-in inspection will be conducted without the presence of the owner or owner's representative OR if the unit is occupied by someone other than the participant who will be assisted by MPHA. The participant may not "act" as the "owner's rep".

\* Please pre-inspect your property carefully before the scheduled inspection date.

The areas that will be inspected to insure that HQS are met are;

- Living Room
- Kitchen
- Bathroom(s)
- Other Rooms Used for Living.
- All Secondary Rooms (not used for living).
- Building Exterior (including yard and areas that are serviceable to the property).
- (Including interior/exterior paint condition)& garage.
- Heating and Plumbing components.
- General Sanitary, Health and Safety conditions.
- Basement and all common areas or the property.

### **BEDROOM SPACE CODE STANDARDS**

Room dimensions must be at least 70 sq. feet for one person and 90 sq. ft for two persons occupying the room, and not less than 7 ft in any one direction. – City Code

The Ceiling height in all bedrooms must be at least seven (7) feet high to qualify as a bedroom. – City Code

### **LEAD PAINT**

**MPHA will require a Risk Assessment for any unit where a child under the age of 6 will live if the inspector identifies any defective paint.** The Inspector will STOP the inspection and notify the landlord that a Risk Assessment will be required.

## CARBON MONOXIDE ALARMS

Every single-family dwelling and every multifamily dwelling unit shall be provided with a minimum of one UL (Underwriters Laboratories) approved and fully operational Carbon Monoxide (CO) alarm installed within ten (10) feet of each room lawfully used for sleeping purposes. If bedrooms are located on separate floors additional CO alarms would be necessary within ten feet of these areas. If bedrooms are located in separate areas (on the same level), additional CO alarms in the hallway, a separate CO alarm could be installed inside each sleeping room.

It is important that these carbon monoxide detectors be installed in accordance with the manufacturer's installation instructions and not be placed in "dead" air pockets such as the corners of rooms, at the junctions of walls and ceilings or within thirty-six (36) inches of ventilation ducts.

(Minneapolis Code of Ordinances 244.2100, Minnesota Statute 299F.50 to 299F.51)

***Everything must function the way it was designed to function. There must be no hazards that would cause the owner liability or cause harm to the tenant.***

- ✓ All ceiling, walls and floors must be strong, sturdy and in their permanent position.
- ✓ A working smoke detector with a live battery must be installed on every level of the unit, including the basement and outside of sleeping rooms. If any family member has hearing loss, a smoke detector for the hearing impaired must be installed.
- ✓ The entire unit – inside and outside, including window frames – must be free of cracking, scaling, peeling, chipping and loose paint. If walls are badly yellowed/stained they must be repainted.
- ✓ Every room used for living must have either two working outlets or one working outlet and a permanently installed light fixture. At minimum, each bathroom must have a permanently installed light fixture.
- ✓ All light switches and outlets must have secured plate covers installed.
- ✓ All electrical boxes must have proper covers.
- ✓ Main fuse of breaker panels must not have any accessible electrically live parts.
- ✓ Light fixtures must be secure with no hanging or exposed wiring or accessible electrically live parts.
- ✓ All windows and doors must be weather-tight and secured when closed.
  - Weather tight windows in Minnesota means complete with storm panels or double pane glass.
  - All windows must be provided with screens in the summer and storm windows in the winter.
  - All damaged or broken glass must be replaced. Small corner cracks can be repaired, typically with silicone type sealant.
- ✓ All windows must have window locks and doors that are accessible from outside must have turn-style deadbolt locks. No double keyed deadbolts are permitted.
- ✓ All windows must have a mechanism to secure them when open and lock them securely when closed. If the window was designed to be opened it must open. Do not nail windows shut! Windows must stay open without a prop.
- ✓ The Living Room, Bedroom and Bathroom areas must have operable windows for ventilation. Or, an exhaust system in the case of bathroom areas.
- ✓ There must be a permanently installed (hardwired) heat source to all sleeping rooms. The only exception is when the room next to the room (without heat) provides adequate heat to the room.

- ✓ If the unit has third floor sleeping rooms, and if the family is eligible to use this area for sleeping, the owner must provide a safe method of escape in the case of fire. (ex – chain ladder)
- ✓ If there is a room with toilet that is not hooked up to water or sewer lines, it must be repaired or removed prior to occupancy. If the toilet is removed, the drain must be sealed and capped off to prevent rodents and sewer gasses from escaping into the unit.
- ✓ The room with a toilet must have either an operable window or a working exhaust fan for ventilation not going to exterior hallway.
- ✓ Toilets should be securely fastened to the floor.
- ✓ The hot water tanks/boiler pressure release valve must have a full sized discharge line extending down to within eighteen to six inches from the floor.
- ✓ The flue pipes leading from the furnace and hot water tank must be sealed where they enter the chimney. Also, check to ensure that the flue pipes connected to the furnace and the hot water tank are properly installed.
- ✓ Every room used for living must have an adequate heat source. If the source is gas, it must be vented to the outside. If the source is electric, it must be permanently installed and controlled by a separate thermostat.
- ✓ The unit must be free from any accumulation of garbage and debris, both inside and outside.
- ✓ Unit must be free of peeling, cracking, chipping or chalking paint on interior or exterior.
- ✓ Refrigerator must be in serviceable condition, plugged in and cooling.
- ✓ All top burners on gas range must ignite by use of control knobs. All burner control knobs must be in place, readable, and work properly. ALL ovens must have an automatic pilot; tenants can not light the pilot for the stove or oven to work.
- ✓ Inoperable appliances must not be stored in the property.
- ✓ Handrails are required when there are four (4) or more consecutive steps. Handrails should be secure and located to be useful.
- ✓ Railings for porches, decks and stairs must be in place to protect from falling for all heights greater than 30 inches.
- ✓ Plumbing systems must be free of leaks and have all needed traps and plugs in place. Flexible piping is not acceptable.
- ✓ Romex or electrical wiring must be secured every 3 ft. If wiring is located less than 7 ft from the floor and running vertically it must be covered with drywall or encased with conduit or wire molding to prevent the potential for electric shock.
- ✓ The dwelling must be free of vermin or rodent infestation. If infestation is identified documentation from a certified pest control contractor for 1-yr service will be required.
- ✓ Floor coverings should not have holes, tears, or loose edges that could cause a tripping hazard or unsanitary condition. All floors must be in finished condition.
- ✓ Room dimensions must be at least 70 sq. feet for one person and 90 sq ft for two persons occupying the room. The ceiling height in all bedrooms must be at least seven feet high to qualify as a bedroom.
- ✓ An egress window must have a ladder or stair steps to facilitate safe exit.
- ✓ In cases where plumbing, roofing, electrical or heating system work is needed certification of safe operation by a licensed contractor may be required at the Inspectors discretion.
- ✓ In cases where pest infestation is determined to be present certification of treatment by a licensed contractor may be required at the Inspectors discretion.

**ADDITIONAL INFORMATION FOR OWNER**

IF CERTIFIED DOCUMENTATION FROM A LICENSED CONTRACTOR HAS BEEN REQUIRED BY THE INSPECTOR, IT MUST BE MAILED OR FAXED TO THE INSPECTOR PRIOR TO THE RE-INSPECTION DATE OR THE PROPERTY MAY BE ABATED AND/OR CANCELLED.