



**City of Rockford - Neighborhood Development  
Rehabilitation Standards for the HOME Program  
Revised July 3, 2018**

**PREFACE:**

At *project completion* all existing residential housing rehabilitated with HOME Investment Partnership Program (HOME) funds are required to meet the rehabilitation standards written herein. These standards meet the HOME requirements 24 CFR Part 92.251 and follow the codes and ordinances adopted by the City of Rockford, the International Property Maintenance Code Current Edition, as amended. If these standards conflict with the adopted code and or the HOME regulations, the most stringent standard/code applies.

**For all questions regarding this document contact:**

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**DEFINITIONS:** Below are definitions of *italicized* words found throughout this document.

***Broadband Infrastructure*** defined under 24 CFR 5.100 means cables, fiber optics, wiring, or other permanent (integral to the structure) infrastructure, including wireless infrastructure, that is capable of providing access to Internet connections in individual *housing* units, and that meets the definition of “advanced telecommunications capability” determined by the Federal Communications Commission under section 706 of the Telecommunications Act of 1996 (47 U.S.C. 1302).

***Housing*** includes manufactured housing and manufactured housing lots, permanent housing for disabled homeless persons, transitional housing, single-room occupancy housing, and group homes. Housing also includes elder cottage housing opportunity (ECHO) units that are small, free-standing, barrier-free, energy-efficient, removable, and designed to be installed adjacent to existing single-family dwellings. Housing does not include emergency shelters (including shelters for disaster victims) or facilities such as nursing homes, convalescent homes, hospitals, residential treatment facilities, correctional facilities, halfway houses, housing for students, or dormitories (including farmworker dormitories).

***HUD*** is the Department of Housing and Urban Development.

***Major Systems*** are structural support; roofing; cladding and weatherproofing (e.g., windows, doors, siding, gutters); plumbing; electrical; and heating, ventilation, and air-conditioning.

**Project completion** means that all necessary title transfer requirements and construction work have been performed; the project complies with the HOME requirements (including the property standards under §92.251); the final drawdown of HOME funds has been disbursed for the project; and the project completion information has been entered into the disbursement and information system established by HUD, except that with respect to rental *housing* project completion, for the purposes of §92.502(d) of this part, project completion occurs upon completion of construction and before occupancy.

**Sources & Uses Statement** sometimes called a Line Item Budget is a financial statement that projects and itemizes all of the uses of funds needed to complete a project (development costs) and all of the sources of funds available to cover those costs.

**Substantial Rehabilitation** defined under 24 CFR 5.100 for the purposes of determining when installation of broadband infrastructure is required as part of substantial rehabilitation of multifamily rental *housing*, unless otherwise defined by a program, means work that involves:

1. Significant work on the electrical system of the multifamily rental *housing*. “Significant work” means complete replacement of the electrical system or other work for which the pre-construction cost estimate is equal to or greater than 75 percent of the cost of replacing the entire electrical system. In the case of multifamily rental *housing* with multiple buildings with more than 4 units, “entire system” refers to the electrical system of the building undergoing rehabilitation; or
2. Rehabilitation of the multifamily rental *housing* in which the pre-construction estimated cost of the rehabilitation is equal to or greater than 75 percent of the total estimated cost of replacing the multifamily rental *housing* after the rehabilitation is complete. In the case of multifamily rental *housing* with multiple buildings with more than 4 units, the replacement cost must be the replacement cost of the building undergoing rehabilitation.

**SCOPE OF WORK GENERAL REQUIREMENTS AND STANDARDS:**

All HOME funded rehabilitation should follow a Scope of Work approved by the City’s Rehabilitation Construction Specialist. Architectural certification or floor plans, bids from no less than two (2) contractors on all subcontracted work, photos of *housing*, etc. provided with the Scope of work clarify specifications and do not supersede them. The Scope of Work should address the following:

1. Life-threatening deficiencies;
  - a. Ensure the structure is safe and sanitary or otherwise fit for human habitation; not condemnable by a City Code Official
  - b. Ensure occupants are not in imminent danger of failure or collapse of a building or structure which endangers life
  - c. Ensure when any structure or part of a structure has fallen that life is not endangered by the occupation of the structure
  - d. Ensure there is not actual or potential danger to the building occupants or those in the proximity of any structure because of explosives, explosive fumes or vapors or the presence of toxic fumes gases or materials, or operation of defective or dangerous equipment
  - e. Ensure occupants have access to water
2. *Major systems;*

3. Lead-based paint;
  - a. Ensure *housing* meets the lead-based paint requirements at 24 CFR part 35 previously known as Title X of the Housing and Community Development Act of 1992.
    - i. Exceptions:
      - A. Housing built since January 1, 1978, when lead paint was banned for residential use;
      - B. Housing exclusively for the elderly or people with disabilities, unless a child under age six (6) is expected to reside there;
      - C. Zero-bedroom dwellings, including efficiency apartments, single-room occupancy housing, dormitories, or military barracks;
      - D. Property that has been found to be free of lead-based paint by a certified lead-based paint inspector;
      - E. Property where all lead-based paint has been removed;
      - F. Unoccupied housing that will remain vacant until it is demolished,
      - G. Non-residential property; or
      - H. Any rehabilitation or housing improvement that does not disturb a painted Surface.
    - ii. Steps for meeting lead-paint paint requirements for Historic properties.
      - A. Identify the historic preservation issues that may be faced when conducting lead-based paint hazard control work;
      - B. Establish priority for intervention;
      - C. Perform a combination risk assessment and paint inspection;
      - D. Negotiate the hazard control strategy with the State Historic Preservation Office,
      - E. Avoid removal of significant historic materials, the use of harsh abrasive cleaners or chemicals that are too strong on historic materials, and covering over historic siding whenever possible and financially feasible;
      - F. Use technically preferred treatments if paint is to be removed; and
      - G. Upon completion of the development, providing educational materials to the owners and/or occupants describing the health hazards of lead-based paint and information on appropriate housing keeping methods to keep the property in a lead-safe condition once lead hazard control work is completed.
  - b. Use an Illinois Licensed Lead Based Paint Abatement Contractor, with Lead Paint Supervisors, and holding Lead Hazard Liability insurance when completing the lead related work.
  - c. Mitigation must occur on lead hazards reaching above the de minimus threshold. Therefore, document the square footage of the lead-based paint hazard and the mitigation process, abatement or interim controls on the Scope of Work.
  - d. Contractors are responsible for following all *HUD* and *IDPH* Lead Based Paint work standards and practices to ensure the safety of occupants and workers.
  - e. Contractors are responsible for removal and transporting of Lead Based Paint waste to a landfill, incinerator, or other waste facility that is permitted by the Illinois Environmental Protection Agency to accept municipal waste.

- f. Lead-based paint clearances are required. The cost of the first clearance may be included with the scope of work. Additional clearances are the responsibility of the contractor.
4. Accessibility;
    - a. Ensure *housing* meets the 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.
    - b. Multi-family buildings: Besides 4.a. above, covered dwelling, as defined at 24 CFR 100.201, must also meet the design and construction requirements at 24 CFR 100.205, which implements the Fair Housing Act (42 U.S.C. 3601-3619).
    - c. It is acceptable to make improvements that are not required by the regulation or statute that permit use by a person with disabilities.
    - d. The State of Illinois Capital Development Board has adopted by State Statute, the 1997 Illinois Accessibility Code, and 2010 ADA Standards for Accessible Design. Follow the more stringent of these two codes as it relates to construction work in alterations, additions, and new construction.
  5. Disaster mitigation;
    - a. Ensure *housing* located in a flood zone meet the Federal Emergency Management Agency (FEMA) regulations and all codes mentioned herein.
  6. State, Federal, local codes, ordinances, and zoning requirements:
    - a. Ensure *housing* meets all applicable State, federal, and local codes, ordinances, and requirements, including Title X referenced herein.
    - b. The City of Rockford adopted the 2015 International Property Maintenance Code with amendments. It references the following, each adopted with local amendments:
      - i. 2014 NFPA 70 National Electrical Code
      - ii. 2014 IDPH Illinois Plumbing Code
      - iii. 2015 ICC International Mechanical Code
      - iv. 2015 ICC International Fuel Gas Code
      - v. 2015 ICC International Energy Conservation Code (with 2015 state amendments)
      - vi. 2015 ICC International Fire Code
      - vii. 2015 ICC International Swimming Pool Code
    - c. Uniform Physical Condition Standards (UPCS), a Federal inspection protocol used to evaluate the condition of housing. Once HUD issues additional guidance on this requirement projects may have to adjust their Scope of Work.
  7. Capital needs assessments (CNA); and
    - a. For rental *housing*, based on the age and condition of the major systems, estimate the remaining useful life upon project completion.
      - i. The replacement reserves included on a *Sources and Uses statement* should include sufficient funding to replace systems upon their expiration.
      - ii. A third party must complete CNAs for structures containing 20 units; regardless the number of HOME assisted units.
    - b. For homeownership *housing*, based on the age and condition of the major systems, estimate the remaining useful life upon project completion.
      - i. At a minimum, the remaining useful life of a major system should be five (5) years, unless otherwise noted herein.

8. *Broadband infrastructure.*
  - a. Ensure *substantial rehabilitation* of buildings with more than four (4) rental units provide for the installation of broadband infrastructure.
  - b. Exceptions:
    - i. The location of the substantial rehabilitation makes installation of broadband infrastructure infeasible;
    - ii. The cost of installing broadband infrastructure would result in a fundamental alteration in the nature of its program or activity or in an undue financial burden; or
    - iii. The structure of the *housing* to be substantially rehabilitated makes installation of broadband infrastructure infeasible.
9. Relocation: In projects involving the acquisition, rehabilitation, or demolition of real property, the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (URA) generally applies. Therefore, prior to submitting an application for assistance, confirm with City what requirements are applicable.
10. Historic Properties: Rockford has a rich history embodied in its historic sites and buildings. The Rockford Historic Preservation Commission (RHPC), a Certified Local Government by the Illinois Historic Preservation Agency, has a desire to see these assets preserved and utilized. They maintain and enforce guidelines on changes made to properties that either are a locally designated landmark, or are located within a locally designated historic district.
  - a. Contact Scott Capovilla, Interim Secretary of the Rockford Historic Preservation Commission at (779) 348-7447 or [scott.capovilla@rockfordil.gov](mailto:scott.capovilla@rockfordil.gov) for guidance on how to ensure Historic properties and/or potential Historic properties meet the local and state requirements.
  - b. See Section 3.a.ii above for additional lead-based paint guidance for Historic properties.
11. Costs to complete work within a specified time; incentives/penalties may be necessary to ensure completion in a timely manner.
  - a. Permits are required for the following:
    - i. Building
    - ii. Electrical
    - iii. Mechanical
    - iv. Plumbing
    - v. Fencing
    - vi. Demolition
  - b. Licensing by the City of Rockford and State of Illinois are required for the following:
    - i. Mechanical work
    - ii. Plumbing work
    - iii. Electrical work
  - c. Contract with qualified contractors, ones with integrity, are compliant with public policy, good record of past performance, has financial and technical resources, and is not debarred or suspended.
  - d. Maintain records sufficient to detail the rationale for the method of procurement, selection of the contract type, contractor selection or rejection, and the basis for the contract price.
  - e. Methods and Materials:
    - i. Use new materials and products, unless otherwise specified

- ii. Apply or install materials in accordance with the manufacturer’s specifications, accepted carpentry standards and local requirements.
  - iii. Use materials for the development of non-luxury *housing*
  - iv. It will be interpreted that references to any article, device, products, material, or fixture by name, make, or catalogue number as establishing a standard or quality.
  - v. Cost Reasonableness:
    - A. Analyze each item or task (value engineering) in contracts for construction projects of sufficient size to ensure the provision of essential functions are at the overall lower cost.
    - B. Obtain competitive bids and compare to current market pricing.
  - f. Labor
    - i. Davis-Bacon Act as amended (40 USCS 276 (a)-7) may be applicable
    - ii. Copeland “Anti-Kickback” Act (18 USCS 874) is applicable
    - iii. Section 3 of the Housing and Urban Development Act of 1968 may be applicable
    - iv. Equal Employment Opportunity (EEO) is applicable
  - g. Equipment
  - h. Services to perform all work
  - i. Performance Bonds are required for 100% of the total development cost
  - j. 24 CFR Part 92.358 Consultant activities: No person providing consultant services in an employer-employee type relationship shall receive more than a reasonable rate of compensation for personal services paid with HOME funds. Such compensation should not exceed the limits in effect under the provisions of any applicable statute (e.g., annual HUD appropriations acts that have set the limit at the equivalent of the daily rate paid for Level IV of the Executive Schedule, see the Departments of Veterans Affairs and Housing and Urban Development, and Independent Agencies Appropriations Act, 1997, Pub. L. 104-204 (September 26, 1996)). Evidence such services by written agreements between the parties, which detail the responsibilities, standards, and compensation. Consultant services provided under an independent contractor relationship are not subject to the compensation limitation of Level IV of the Executive Schedule.
12. Qualifications for all parties receiving any monetary benefit from the HOME funded development are as follows:
- a. The City reserves the right to deny if not in good standing with City of Rockford based on the following:
    - i. No code violations on other developments and/or buildings owned by the entity;
    - ii. Developments and/or buildings owned by the entity, must be compliant and current with taxes and other financial requirements;
    - iii. Not on City Finance Department debarred list;
    - iv. No adverse liens or other claims exist against other properties owned;
    - v. Must be 3 years since repayment of a defaulted development, i.e. City repayment to *HUD* for homebuyer or rental development not meeting terms of affordability requirements;

- vi. In the event of default on previous obligations, the City reserves the right to deny funding for up to 3 years. Default defined as failure to perform any of the provisions of the agreement(s) in accordance with its terms.
  - b. Good standing State
    - i. Entities must be active and in good standing with the State of Illinois
  - c. Good standing with *HUD*
    - i. Not debarred on the System for Award Management (SAM) and Federal Awardee Performance and Integrity Information System (FAPIS)
- 13. Warranties and guarantees: Transfer all guarantees and manufacturer’s warranties on equipment and materials such as water heaters, furnace, appliances, siding, shingles, etc. to the owners of the rehabilitated *housing*.
- 14. 24 CFR Part 92.356 Conflict of Interest: Conflicts of interest arise when officials, City staff, Owners, or Owners staff stand to benefit either directly themselves or indirectly through business partners or relatives from the awarding or contracting of grant funds. Owners are encouraged to avoid conflicts of interest to the extent possible.
  - a. Contact the City immediately when a conflict or potential conflict arises. Upon receipt of written notification, the City will identify, disclose, and manage the conflict.
  - b. Soliciting or accepting gratuities, favors, or anything of monetary value is not acceptable.

Below are some basic standards. The Scope of Work submitted for funding should be very detailed, easy to follow. It should include the construction costs associated with completing each line item. Although not required, following the format below for developing a Scope of Work is preferred.

**REHABILITATION CONSTRUCTION BASIC STANDARDS:**

**SITE IMPROVEMENTS**

- 1. Site
  - a. Remove all rubbish, garbage, debris, or inoperable motor vehicles
  - b. Remove weeds (maximum allowable height 10”); i.e. all grasses, annual plants, vegetation, overgrowth, and underbrush other than trees or shrubs. Weeds do not include cultivated crops, flowers, and gardens.
  - c. Trim and/or remove trees within 3’ of the eaves and siding, and within 10’ of the roof

- d. Landscape to ensure drainage flows away from the house and/or prevents stagnant water from accumulating
2. GARAGES, OUTBUILDINGS, FENCES AND OTHER STRUCTURES
- a. Remove unsafe and blighted structures, including outbuildings, sheds, and barns if not financially feasible to complete the repairs required to make them structurally sound and leak free with lead hazards stabilized.
  - b. Replace garage if not financially feasible to complete the repairs required to make it structurally sound and leak free with lead hazards stabilized.
  - c. All garages where a garage door was intended or installed must be provided with a functioning garage door.
3. PAVING AND WALK
- a. Repair badly deteriorated, essential paving, such as front sidewalks and driveways to match existing.
  - b. Remove and landscape non-essential deteriorated paving such as sidewalks that are unnecessary.

## **EXTERIOR**

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1. EXTERIOR HARDWARE
- a. Ensure every dwelling unit has a mailbox or mail slot
  - b. Ensure premises identification is clear.
    - i. Minimum of 4" high address numbers when located less than 100 feet from the street.
    - ii. Minimum of 5" (128 mm) high address numbers when located between 100 feet & 200 feet from the street
    - iii. Minimum of 7" (179 mm) high address numbers when located over 200 feet from the street.
    - iv. If primary entry doors are visible from the street, display numbers above, on or adjacent to the primary entry doors.
2. STEPS AND PORCH DECKS
- a. Secure steps and porch decks. They should be structurally sound, reasonably level, with smooth and even surfaces.
  - b. Use treated lumber in conformance with local building codes for all newly constructed steps and porch decks.
3. RAILINGS
- a. Ensure handrails are present on one side of all exterior and interior steps and stairways with more the two (2) risers.



- b. Ensure guardrails and/or balustrades meeting local codes are present on portions of stairs or platforms over 42" above grade or above another floor.
4. SIDING
- a. Ensure siding and trim are intact and weatherproofed. Remove all deteriorated paint. Use at a minimum, two continuous coats of paint on exterior surfaces.
  - b. If not financially feasible to repair siding, replace with vinyl siding.
5. PORCHES
- a. When financially feasible, remove and replace unsound, unsafe, or unsightly porches that are unwanted with uncovered decks using treated lumber.
  - b. When repairing porch, ensure the porch is structurally sound, with smooth and even decking surfaces.

## **FOUNDATIONS AND STRUCTURE** \_\_\_\_\_

1. Foundations
- a. Ensure all foundation walls are sound, reasonably level, and free from open cracks and breaks to prevent the entry of animals.
  - b. Address foundation in the scope of work, however, the City reserves the right to adjust based on feasibility, habitability, etc.
2. Structural Members
- a. Ensure structural framing and masonry appear free from deterioration, rot, or serious termite damage.
  - b. Ensure structural framing and masonry are adequately sized for current loads.
  - c. Correct significant structural damage of all sagging floor joists or rafters and its cause.

## **WINDOWS AND DOORS** \_\_\_\_\_

1. Exterior Doors
- a. Ensure doors and hardware are solid weather striped, and operate correctly. Ensure deadbolt locks designed to be readily openable from the side that egress is to be made without the need for keys, special knowledge, or effort are used. Locks should have a lock throw of not less than 1 inch (25mm) on all exterior doors.
    - i. A sliding bolt does not meet this requirement.
  - b. When required to meet ventilation standards, install screen doors on one or two doors per dwelling unit.
2. Windows

- a. Ensure each habitable room, excluding the kitchen area or bathroom, have at least one operable window with an operable sash and working device to hold it open. Ensure working locks are on all windows accessible from the ground or porches.
  - b. Ensure single-glazed windows have outside storm windows in good condition.
  - c. Ensure habitable rooms with windows and/or doors have at least one window or door screen not less than 16 mesh per inch (16 mesh per 25 mm).
3. Interior Doors
- a. Replace unrepairable doors. Slide bolts are allowed. Ensure all bedrooms and bathroom doors are lockable.

## **ROOFING AND CHIMNEYS**

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1. Roofs
  - a. Replace blistered or substantially deteriorated roof covering.
  - b. Repair missing or leaking shingles and flashing on functional roofs.
  - c. Remove broken antennas.
  - d. Roofs must have a useful life of 10 years or be replaced.
2. Chimneys and towers
  - a. Repair or remove unsafe, unsound chimneys, cooling towers, smoke stacks and similar appurtenances
  - b. Ensure there are no metal or wood surfaces
  - c. Ensure unlined masonry chimneys have a cleanout (sealed tight with a noncombustible material cover) near the bottom of the chimney.
  - d. Restore chimneys used for venting.

## **INSULATION AND VENTILATION**

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1. Insulation
  - a. Insulate attic areas and floors over cold crawl spaces.
  - b. Insulate walls only if the plaster or wallboard is removed.
  - c. Place plastic ground covers in crawl spaces under insulated floors. Cover recessed ceiling light fixtures, leaving an air space, before insulation is placed over them.
  - d. Whenever possible insulate attics to R-38, wall to R-25, and crawl spaces to R-19.
2. Attic and Crawl Space Ventilation

- a. Ventilate attics and crawl spaces to remove excess moisture; at a minimum ratio of one square foot of vent for each 300 square feet of enclosed space.
- 3. Bathroom and Kitchen Ventilation
  - a. Ensure a working window or vent fan is present in all bathrooms and the kitchen.
  - b. Ensure windows used for ventilation have an insect screen.

## **INTERIOR STANDARDS**\_\_\_\_\_

- 1. Floors
  - a. Ensure bathroom and kitchen floors are water-resistant and have an easily cleanable surface.
  - b. Repair damaged wood floors.
  - c. Replace tile or vinyl floors damaged beyond repair with vinyl.
- 2. Walls and Ceilings
  - a. Ensure all walls, ceilings, and woodwork are free of peeling paint and/or loose or cracked plaster/drywall.
  - b. Repaint deteriorated, stained, or wallpapered rooms.
  - c. It is acceptable to leave solid plaster or wallboard that is uneven.
- 3. Room Sizes, Layouts, Fire Ratings and Fire Exits
  - a. Seek waiver for unusual conditions that keep the *housing* from meeting local code.
- 4. Hazardous Materials
  - a. Address positively identified asbestos, radon and lead paint.

## **ELECTRICAL SYSTEM STANDARDS**\_\_\_\_\_

- 1. Electrical Service Entrance
  - a. The service entrance (whether new or pre-existing) shall be in good condition and sized to safely service all outlets, fixtures, and appliances proposed to remain or be newly installed during the rehab. Minimum capacity is 100 amperes.
- 2. Electrical Wiring
  - a. Ensure two (2) separate and remote duplex receptacles are in all habitable rooms.
  - b. Large rooms or those with heavy current electrical loads may require three or more outlets, as determined by the program inspector.
  - c. Kitchens:
    - i. Ground electrical outlets within six feet of the kitchen sink.

- ii. Provide safe electrical outlets for all existing appliances or those planned for after rehab.
      - iii. Ensure a minimum of two wall receptacles for appliance use.
      - iv. Appliances requiring 120 volts may be on a circuit with other outlets so long as there is not obvious evidence of circuit overload. Only essential motors requiring 240 volts must have a separate, dedicated circuit and outlet.
    - d. Ensure laundry areas contain at least grounded outlet
- 3. Ground Fault Interrupters (GFI)
  - a. Ensure at least one wall mounted GFI receptacle is adjacent to the sink in each bathroom.
  - b. Do not install outlets near the shower or tub space.
- 4. Light Fixtures
  - a. Ensure a permanent electric lighting fixture with wall switches are located in every public hall, interior stairway, bathroom, kitchen, dining room, bedroom, laundry room, boiler room, area of electrical panels, exterior exit discharge door and furnace room.
    - i. Lighting in living rooms and bedrooms may have an outlet controlled by a switch.
  - b. Ensure interior stairways with six (6) or more risers have a three-way switch at the top and bottom of the stairs.
  - c. Ensure there is a wall switch inside the door or an automatic means for light activation at all exterior exit doorways where there is an exterior light.
- 5. Smoke Detectors & Carbon Monoxide Detectors
  - a. Ensure smoke detectors are on ceiling or wall outside of each separate sleeping area in the immediate vicinity of bedrooms and one on every story, including basement.
  - b. Ensure carbon monoxide detectors are within 15 feet of every sleeping area and on every story of a dwelling unit including the basement.

## **PLUMBING SYSTEM STANDARDS**

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- 1. General
  - a. Ensure all plumbing systems and their fixtures are free of leaks, obstructions, and defects.
  - b. Replace when repair costs exceed 50 percent of new fixture costs.
  - c. When replacing plumbing lines and fixtures in a room or entire dwelling unit, observe new construction codes to the extent practicable.
- 2. Water Supply Lines

- a. All hot and cold water lines must have a useful life of 15-year after rehab, without major leaks and maintain a three gallon per minute flow.
  - b. Ensure pressure regulators are located in areas where street pressures may exceed 100 p.s.i. Exposed piping is allowed.
- 3. Kitchen Plumbing
  - a. Ensure every dwelling unit has at a minimum, a single bowl kitchen sink with hot and cold water.
- 4. Bathroom Plumbing
  - A. Ensure every dwelling unit has an attached bathroom containing a lavatory (basin) where space permits, a toilet, and a shower or tub.
- 5. Water Shutoffs
  - A. Repair malfunctioning existing shutoffs.
  - B. Ensure there is at least one accessible main shutoff interior to the structure for each dwelling unit.
- 6. Water Waste Lines
  - A. Ensure existing drain lines are safe and adequately carry away waste water.
  - B. Ensure adequate ventilation to prevent significant breaks of the water seal in fixture traps. It is acceptable to leave existing S-traps or drum traps. Replace broken existing traps with similar devices unless the entire waste water system replaced during rehab.
  - C. It is acceptable to leave exposed piping, PVC and ABS.
- 7. Wells
  - A. Connect the *housing* to the public water system if there is not a minimum of 20 pounds of pressure at each faucet and/or is providing unsafe water.
  - B. Cap off well according to Winnebago County Health Department requirements.
- 8. Hot Water Heaters
  - A. Ensure each dwelling unit has a minimum of one (1) 30-gallon hot water heater (or a shared water heater with similar capacity) producing at least 120 degrees F of water at all taps.
  - B. Ensure there are relief valves and overflow pipes.
- 9. Showers
  - A. Dwelling units are not required to have a shower.
  - B. Ensure showers in operation have a watertight wall, or an enclosing circular shower curtain/rod apparatus.

**HEATING SYSTEM STANDARDS** \_\_\_\_\_

1. HVAC
  - A. Replace inoperative, hazardous or inefficient (under 60 percent efficiency per test) heating systems if unable to repair to perform at 78 percent or better efficiency.
  - B. Ensure fuel tanks are located in fire resistant areas. Remove abandoned or inactive fuel tanks by a certified contractor.
  - C. Ensure systems provide habitable rooms, bathrooms, and toilet rooms with 68 degree Fahrenheit. (20 degree Celsius) heat when the outside temperature is at the average yearly minimum for the locale.

## **CLEANING**

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1. HEPA – WET CLEAN/HEPA
  - A. Once rehabilitation is 100% complete, HEPA vacuum all visible surfaces including furniture, walls, floors, and ceilings.
  - B. Once ALL visible surfaces are dry from wet wiping with a 5% solution of TSP or other lead specific detergent and rinsing, HEPA vacuum them (exclude the ceiling).
  - C. Exterior applications for clearance include mulching/black dirt & seed, straw to treat any bare soil conditions along drip lines.