MASSACHUSETTS DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT

# National Housing Trust Fund (HTF)

## **ALLOCATION PLAN**

2017

Annual Action Plan 2017

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Annual Action Plan 2017

#### NATIONAL HOUSING TRUST FUND Allocation Plan

#### Massachusetts Department of Housing and Community Development June 2017

#### I. Background and Purpose of the National Housing Trust Fund (HTF)

The National Housing Trust Fund (HTF) is a federal program to support the development of affordable housing for low-income individuals and households. The HTF will be funded annually with certain proceeds available from two government-sponsored entities – the Federal National Mortgage Association (Fannie Mae) and the Federal Home Loan Mortgage Corporation (Freddie Mac). The U.S. Department of Housing and Urban Development (HUD) will administer the HTF at the federal level and will distribute trust funds to participating states in accordance with an established formula. Each participating state must identify one qualified housing agency to allocate the funds made available through HTF. In addition, each state must prepare and submit for HUD approval an allocation plan outlining the process it intends to follow to distribute the HTF monies. The HTF allocation process must be referenced both in the state's Consolidated Plan (within the annual action plan) and in the state's Qualified Allocation Plan (QAP) governing the administration of the Low Income Housing Tax Credit Program (LIHTC). The National Housing Trust Fund Interim Rule can be found at 24 CFR Parts 91 and 93.

In the Commonwealth of Massachusetts, Governor Charles D. Baker has identified the Department of Housing and Community Development (DHCD) as the allocating agency for the HTF. Massachusetts does not intend to appoint subgrantees for HTF and will distribute funds directly to recipients, defined as "organizations, agencies, or other entities that receive HTF funds to undertake an eligible project."

It is DHCD's intent to award HTF funds as rapidly and efficiently as possible. Given the amount of HTF currently available and the critical need in Massachusetts for housing with services, DHCD will continue its practice, established in 2016, of awarding HTF exclusively to housing with services.

#### II. HTF and Supportive Housing in Massachusetts

DHCD has a long and successful history of providing federal and state funds to serviceenriched housing – typically defined as units in multifamily rental projects with appropriate services available to tenants who need them. DHCD is strongly committed to the development of housing with services for special populations, including individuals or households who are either very low-income (VLI) or extremely low-income (ELI). Individuals or households are defined as VLI if their incomes are less than 50% of area median income (AMI). Individuals or households are defined as ELI if their incomes are less than 30% of AMI. VLI and ELI individuals or households often face other life challenges, including difficulty in paying for food, transportation, health care, child care, and other life necessities. Some VLI or ELI individuals or households face further special challenges. Low-income homeless veterans frequently cope with difficult medical challenges, including substance abuse, post-traumatic stress disorder, and difficulty in accessing necessary services. Frail seniors who are VLI or ELI may live in apartments or houses that are not suitable for persons with mobility issues and service needs. At the other end of the age spectrum, young adults who are aging out of state foster care systems often are VLI or ELI and face huge life challenges. Almost by definition, they have very limited support systems and are particularly vulnerable to substance abuse and homelessness.

These highly vulnerable populations clearly need housing they can afford, but they frequently need support services as well. No housing program – federal, state, or local – can ever address all the life challenges encountered by people with very low or extremely low incomes. But the new Housing Trust Fund offers agencies such as DHCD the opportunity to award capital dollars to produce deeply affordable units in combination with other resources to help fund services for new HTF residents. DHCD has the ability to help fund these support services through the state's rental voucher program, known as MRVP (Massachusetts Rental Voucher Program). The Department currently plans to set aside MRVP vouchers in support of HTF units in 2017. Each voucher that DHCD awards will include up to \$1,500 annually in service funding for these units, in order to help provide supportive services including but not limited to:

- Job search and training
- Financial literacy and planning
- Self-sufficiency training and coaching
- Counseling
- Parenting classes
- Early education and childcare services
- Mental health and addiction treatment
- Adult education and GED
- Skills training, etc.

Like in its first HTF allocation, DHCD will prioritize HTF funds for projects that will provide service-enriched housing and housing for homeless families and individuals. The tenant preferences for each project will be evaluated as part of DHCD's competition for HTF funds. As indicated below, in the evaluation process, DHCD will give priority to projects with tenant selection plans that include some of the following criteria:

- Preference for homeless families
- Preference for homeless individuals
- Preference for veterans
- Preference for persons with disabilities
- Preference for other vulnerable populations, such as the frail elderly

Recipients should note that DHCD has certain standards for the support services to be delivered to tenants in supportive housing units. It is the Department's expectation that recipients of projects seeking HTF in Massachusetts will adhere to DHCD's standards and policies for services and service delivery, appended to this document as Attachment A.

## III. Eligibility Requirements

To be eligible for HTF, sponsors must be non-profit entities or developers partnered with non-profit entities that receive support service funds from federal sources, from private foundations or sources, from the Executive Office of Health and Human Services, and/or from the Executive Office of Elder Affairs. Eligible recipients will have the opportunity to apply for HTF, as well as certain state bond funds and MRVPs, through a special competition to be held in 2017. DHCD intends to commit its full allocation of HTF through this competition, however, it may be necessary to make HTF resources available in other rental competitions held by the department throughout the year. DHCD further anticipates allocating at least half of its HTF to units reserved for individuals or households making the transition from homelessness, as reflected in project tenant selection plans and affordable fair housing marketing plans.

Interested sponsors should note that DHCD will award HTF as subordinate debt and will close all HTF assistance through the MassDocs process.

## IV. Application Requirements

The Department will issue a Notice of Funding Availability (NOFA) for the HTF and several additional DHCD resources. Consistent with DHCD's past practice, the NOFA will include the deadlines by which sponsors interested in HTF must submit their pre-applications for DHCD review. The full funding competition for HTF and other DHCD monies will be invitation-only. Those sponsors whose pre-applications are approved by DHCD will be invited to submit full funding applications for HTF and other DHCD resources. The deadline for invitation-only, full funding applications will be included in the NOFA. Both pre-applications and full funding applications (OneStop+ applications) must be submitted through DHCD's online OneStop+ Intelligrants system.

## V. Selection Criteria

In general, the evaluation criteria for all applications will include, but will not be limited to, the following:

- Strength of overall concept
- Percentage of units to be reserved for homeless families or individual
- Strength of development team
- Appropriateness of tenant selection plan
- Evidence of market feasibility
- Demonstrated need for project in the target neighborhood
- Financial viability of the project

- Degree of local support, including local funding commitments
- Degree to which the project maximizes green building standards and sustainable development principles
- Evidence of intent to create units for residents who face multiple barriers to securing and/or maintaining permanent housing
- Demonstrated ability to provide effective stabilization and supportive services to establish and maintain successful tenancies
- Geographic location of project
- Degree to which proposed rents are affordable to ELI/VLI households
- Minimum term of affordability: at least 30 years

It is DHCD's intent to award HTF and state resources to projects that are highly ready to proceed. Further, it is DHCD's intent to award the funds to recipients with extensive experience and strong track records in the development and operation of housing with support services. Sponsor experience and capacity will be critical elements in the DHCD review process. The degree of readiness of a project and its ability to move through the loan closing process to construction also will be critical review components. It is the Department's expectation that projects receiving HTF and/or state resources during the 2017 HTF competition will proceed to construction during 2018.

## VI. Eligible Activities and Certification

In accordance with HUD guidance, the funds available through HTF can only be used to directly support housing units for the target income groups (VLI and ELI individuals or households). HTF units can be included in projects that also serve higher income level tenants, but the HTF monies can only support the HTF-designated units. All HTF-assisted rental housing must meet a 30-year affordability period.

HTF funds may be used for the production or preservation of affordable housing through the acquisition, new construction, reconstruction and/or rehabilitation of non-luxury rental housing with suitable amenities. All HTF applications must include a description of the eligible activities to be conducted with HTF funds. Funds may be used to support:

- Real property acquisition
- Site improvements and development hard costs
- Related soft costs
- Demolition
- Financing costs
- Relocation assistance

Additionally, HTF funds may be used to refinance existing debt secured by rental housing units that are being rehabilitated with HTF funds. Refinancing costs are only permitted when:

• Rehabilitation is the primary eligible activity

- Refinancing is necessary to reduce the overall housing cost and to make the housing more affordable an is proportional to the number of HTFassisted units in the rental project; and
- The rehabilitation cost attributable to the HTF units is greater than the amount of debt to be refinanced that is attributable to the HTF units.

HUD requires that each recipient of an HTF award certify the number of HTF units by income group. In addition, recipients must certify that:

- All tenants in HTF-assisted units meet the income limits as required by program guidelines
- The recipient will comply with rent limits, determined to be no more than 30% of 30% of area median income

#### VII. Maximum Per-Unit Subsidy Amount

The U.S. Department of HUD requires all HTF allocating agencies to establish maximum per-unit subsidy limits for all projects that include HTF assistance. The HUD guidance on establishing per-unit limits gives allocating agencies the option of developing and implementing new per-unit subsidy limits or using per-unit limits established for other federal programs, such as the Low Income Housing Tax Credit program (LIHTC).

The Massachusetts Department of Housing and Community Development has served as the allocating agency for the LIHTC and the federal HOME program for over 24 years and maintains an extensive database of multifamily rental projects funded through federal and state resources. The database currently contains information on more than 5,000 multifamily projects with 40,000 units and is updated with each new DHCD funding award or modification to an existing project. The information contained in the data base has been invaluable to DHCD in the development of numerous affordable housing policies. For example, during the past decade, the Department has been engaged in an ongoing effort to better manage the cost of developing affordable housing in Massachusetts. The information contained in the data base has helped DHCD make various determinations relative to appropriate project costs. Using the database and working with its quasi-public affiliate, the Massachusetts Housing Partnership, DHCD regularly updates statistics on cost. Each year, in DHCD's Qualified Allocation Plan (QAP) for the Low Income Housing Tax Credit (LIHTC), the Department uses the updated data to establish recommended cost limits per unit, based on project type, location, and size. The recommended cost limits per unit that apply to tax credit projects also apply to all other DHCD housing resources, including the HOME program and ten state-funded bond programs. The recommended cost limits per unit also will apply to the new Housing Trust Fund. The current recommended cost limits per unit are included with this document as Attachment C.

As indicated, the recommended cost limits take into account geography as well as other project characteristics, such as construction type and bedroom mix. For example, the

DHCD database confirms what many lenders and developers understand anecdotally: projects located in certain regions of the state – particularly western Massachusetts and northern Worcester County – cost less to build or preserve than projects located within the city of Boston and the immediate metropolitan area. The recommended cost limits reflect these differences. As another example, DHCD maintains different per-unit cost limits depending on the size of the project as defined by the bedroom mix. DHCD categorizes projects that primarily feature studios and one-bedroom units as "smaller" projects. Projects with a significant number of two- and three-bedroom units are characterized as "larger" projects. In every region of the state, recommended cost limits are lower for smaller projects than for larger.

For DHCD, there is a direct correlation between the recommended cost limits per unit and the Department's commitment of subsidy per unit. Historically, DHCD is willing to award subsidy to support approximately 25% of the cost of producing or preserving an affordable unit. It is the Department's long-standing practice to inform recipients that they must obtain the balance of the financing per unit from other private and/or public sources. DHCD intends to follow its long-standing policy on subsidy per-unit in making HTF awards. For example, if a recipient seeks HTF for a "small" production project located in Berkshire County, DHCD typically will hold the recipient to a recommended TDC per unit of \$199,000 and an HTF award, if the project meets all criteria, not to exceed \$49,750. If a recipient seeks HTF for a "larger" production project located in Suffolk County (City of Boston), DHCD typically will hold the recipient to a recommended TDC per unit of \$399,000 and an HTF award not to exceed \$99,750. If a recipient seeks other DHCD resources in addition to HTF, as many are expected to do, the amount of HTF may be reduced below the typical limit as DHCD awards other sources to the project. In general, recipients should assume that DHCD typically will cap all HTF awards at approximately \$50,000 to \$100,000 per unit, depending on project characteristics and at \$500,000 per project.

#### VIII. Additional Information

Sponsors of potential HTF projects for 2017 should note the following:

- In order to fund as many HTF units as possible, DHCD typically will cap the amount of HTF per eligible unit. Details on per-unit caps are included in the previous section of this plan. However, as previously indicated, recipients also may seek certain additional state resources to complete their financing packages. Overall, recipients should assume that DHCD will cap all Department assistance, other than state rental assistance, at \$125,000 per HTF unit, inclusive of the HTF perunit cap.
- In order to support multiple projects with HTF units, DHCD typically will cap the amount of HTF per project at \$500,000.

- Priority will be given to applicants who propose rents that are affordable to ELI households through the use of project-based rental assistance or other means such as cross subsidization of rents within the project. DHCD will set aside MRVP vouchers to be available to HTF applicants in 2017.
- During the HTF competition, DHCD will consider both new construction and preservation/rehabilitation projects for HTF. Design and scope of work standards apply to both types of projects. Sponsors who previously have received DHCD assistance on affordable housing projects are familiar with DHCD's various standards. The design and scope standards are delineated in the Department's annual Qualified Allocation Plan (QAP) for the Low Income Housing Tax Credit. Standards also are delineated in the document entitled, "HTF Rehabilitation Standards" and included within this document as Attachment B. DHCD's architects will review the design and scope components of all applications for HTF and state resources.
- The Department believes that there is a need for supportive housing units in every region of the state. However, in Massachusetts, the number of homeless and extremely low income families and individuals is greatest in the City of Boston and the surrounding metropolitan area. In DHCD's view, this area would be well served by HTF projects. In addition, DHCD always encourages the creation of units for ELI individuals and families in so-called "areas of opportunity." The Department defines an area of opportunity, in part, as a neighborhood or community with a relatively low concentration of poverty based on U.S. Department of HUD data. In addition, DHCD identifies an area of opportunity as a neighborhood or community that offers access to jobs, health care, high performing school systems, higher education, retail and commercial enterprise, and public amenities.

Additionally, sponsors interested in seeking HTF to support eligible units within their projects should review all the following materials related to HTF or to DHCD's recent rental rounds:

- The HUD interim rule for HTF at <a href="https://www.gpo.gov/fdsys/pkg/FR-2015-01-30/pdf/2015-01642.pdf">https://www.gpo.gov/fdsys/pkg/FR-2015-01-30/pdf/2015-01642.pdf</a>
- DHCD's Qualified Allocation Plan (QAP) for LIHTC (posted at http://www.mass.gov/hed/docs/dhcd/hd/lihtc/2016draftqap.pdf)
- DHCD's NOFA for the March 2016 rental funding competition (posted at http://www.mass.gov/hed/docs/dhcd/hd/lihtc/winter-2016-rental-fundinground-nofa.pdf)

For additional information on this allocation plan, please contact Catherine Racer or Ayana Gonzalez of DHCD at 617-573-1322 or 617-573-1305, respectively.

## ATTACHMENT A

## **DHCD and Support Services**

## ATTACHMENT A

## DHCD and Support Services

The standards and policies described below apply to services to be funded through the HTF as well as other DHCD sources.

Support services for individuals or families living in service-enriched housing units must be based on an individualized and detailed assessment of the individual or family's strengths and areas of needed support and improvement. In order for the assessments to be effective, the service provider must be experienced at individual or family outreach and engagement. As part of any application to DHCD for supportive housing (SH) funds, the recipient is expected to describe the method to be used to prepare individual or family assessments.

DHCD will give preference in funding decisions to qualified applicants who intend to create SH units for individuals or families who face multiple barriers to securing permanent housing. Multiple barriers may include poor credit, prior evictions, past criminal offenses, poor rental history, and multiple shelter placements.

Effective stabilization and case management should assist an individual or family in maintaining a successful tenancy and increasing self-sufficiency. After an initial assessment of each tenant household, the service provider will develop an individualized service plan with measurable goals and objectives. The service plan should address the following: 1) maintaining a successful tenancy; 2) securing quality childcare, education, healthcare and recreational activities for any children in the household, 3) securing or improving adult education attainment and employment; 4) improving and maintaining behavioral and physical health; 5) improving financial and asset management skills; and 6) improving community connections.

The entity providing stabilization services and case management must document the individual or family's initial assessment and work plan and also must track and document the individual or family's engagement and progress toward the goals and measures outlined in the work plan. The services to be provided as well as the reporting requirements are subject to further DHCD guidance.

If the service provider is a different entity from the owner of the property receiving DHCD funds, the provider and the owner should have a successful record of previous collaboration and should provide DHCD with documentation (such as an MOU) of their previous work together.

Persons with disabilities will not be required to accept any medical or disability related services, although exceptions may apply to treatment for people with addictions.

## ATTACHMENT B

## **HTF REHABILITATION STANDARDS**

## ATTACHMENT B

## HTF REHABILITATION STANDARDS

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## ATTACHMENT B

### **HTF REHABILITATION STANDARDS**

In May 2016, the U.S. Department of HUD issued Frequently Asked Questions (FAQs) on the rehabilitation standards to be established by state allocating agencies for rental or homebuyer housing with HTF assistance. Although the Massachusetts Department of Housing and Community Development (DHCD) has had extensive experience in establishing and implementing rehabilitation standards for programs including HOME and the Low Income Housing Tax Credit, DHCD has modified its existing rehabilitation standards in order to conform as closely as possible to the guidance published by HUD in the May 2016 FAQs.

During the first implementation year for HTF, DHCD will allocate the new funds only to multifamily rental projects. All recipients of multifamily rental projects seeking HTF assistance must ensure that their projects conform to all the rehabilitation standards identified in this memorandum.

#### I. Health and Safety In Occupied Rehabilitation Projects

As part of the funding application to DHCD, each recipient of an occupied project must provide a narrative describing the existing condition of the property and must identify any life-threatening deficiencies and a plan for addressing such deficiencies prior to commencement of renovation activities. The recipient must describe how residents who will remain in structures under renovation will be assured of safe egress, protection from fire hazards, noxious fumes, exposure to hazardous materials, and loss of security for themselves and their possessions. This narrative is a mandatory requirement for occupied rental projects whose recipients are seeking HTF. The narrative will be reviewed by DHCD's architects as well as other Department staff, and DHCD will conduct an inspection of the property prior to making a funding decision.

Certain health and safety issues must be addressed immediately when a unit is already occupied. These items include:

- Air Quality Propane/Natural Gas/Methane Gas Detected
- Blocked Egress/Ladders
- Electrical Hazards Exposed Wires/Open Panels
- Electrical Hazards Water Leaks on/near Electrical Equipment
- Emergency Fire Exits Emergency/Fire Exits Blocked/Unusable
- Missing Outlet Covers
- Missing/Damaged/Expired Extinguishers
- Misaligned Chimney/Ventilation System
- Outlets/Switches/Cover Plates Missing/Broken
- Smoke Detector Missing/Inoperable
- Windows Security Bars Prevent Egress

For a complete list of health and safety requirements, please see Attachment D.

#### II. Major Systems

The HUD FAQs from May 2016 identify major systems as structural support; roofing; cladding and weather proofing (e.g., windows, doors, siding, gutters); plumbing; electrical; heating, ventilation, and air conditioning. As part of the application to DHCD for HTF, each recipient – regardless of the size of the project – must commission a capital needs study to be performed by a third party entity acceptable to DHCD. The capital needs study must address all major systems as defined by HUD as well as other components of the proposed project including fire suppression and/or detection, security, tel/data, stormwater management systems, basic livability requirements mandated by the Massachusetts State Sanitary Code, as well as requirements of the Massachusetts Architectural Access Board and applicable Federal accessibility standards. In addition, each recipient's architect must complete a systems checklist identifying each major system, its current condition, the proposed scope of rehabilitation, and the expected useful life of the system following rehabilitation. DHCD's reviewing architects will evaluate the capital needs assessment as well as the systems checklist and all other components of the recipient's design and scope submission.

The term of affordability for all DHCD-funded HTF projects will be at least 30 years. If DHCD and its reviewing architects conclude that the useful life of one or more major systems in the proposed project does not meet the minimum period of affordability, the Department will require the recipient to establish an appropriately-funded replacement reserve. If the project is funded, the Department will monitor the performance of the various systems over time and the recipient's response to systems deficiencies. Every DHCD-funded HTF project must meet health and safety standards as well as all applicable code requirements throughout the term of HTF affordability.

## III. Energy Conservation and Green Design

DHCD has a long history of encouraging and requiring recipients of affordable housing projects to incorporate energy conservation measures and other thoughtful approaches to green design into their projects. Recipients of rehabilitation projects seeking HTF will be required to provide information on energy efficiency and green design in their applications to DHCD, in particular, aspects of developments that exceed requirements of the base Massachusetts Building Code, or the "Stretch Code" if adopted by the locality

- The project recipient must address how the site layout and site design adequately address environmental issues; vehicular and pedestrian circulation, parking needs; stormwater management; trash management, appropriate open space requirements; landscaping, outdoor amenities appropriate for the target population, accessibility to public ways and common amenities, visitability, etc.
- The project recipient must address whether the project complies with energy efficient building envelope guidelines such as EPA's Energy Star

standards (including regular quality control inspections during construction), for appliance and light fixture selection as well as air sealing and insulation measures.

- The project recipient must address how the project will incorporate materials and equipment consistent with promoting a healthful interior environmental quality, including mechanical ventilation measures to provide fresh air, control humidity, exhaust bathrooms and kitchens, and generally promote good indoor air quality.
- The project recipient must confirm that the project will provide interior CO detectors as mandated by state regulations.
- The project recipient must confirm that the proposed project, at a minimum, will conform to state and local code-mandated regulations for water conservation (low flush volume. toilets, low-flow faucet and showerhead devices, etc.) as well as storm water management. The recipient should identify all water conservation measures that go beyond state/local regulations.
- The project recipient must confirm that there will be sufficient construction oversight, building envelope testing, and building system commissioning to ensure that all systems are properly installed, adjusted, and meet all specified performance criteria.
- The project recipient must confirm that he/she has employed effective cost management techniques in the design process, including but not limited to Integrated Project Delivery methods, and significant involvement by contractors or other cost estimation professionals early on, and throughout the design process. In rehabilitation (as in new construction), DHCD strongly prefers project designs that incorporate site planning, exterior envelope, detailing, and mechanical system technologies to achieve energy efficiency. DHCD strongly encourages demolition and rehabilitation processes that result in waste reduction and conservation of resources. DHCD also encourages the use of building materials that are local in origin and durable and that incorporate recycled context. DHCD also strongly encourages recipients to avoid the use of toxic materials.

#### IV. Lead-Based Paint

Recipients of rehabilitation projects seeking HTF from DHCD must conform to all applicable provisions of 24 CFR Part 35 regarding lead-based paint. Recipients also must conform to all Massachusetts laws and regulations, as well as EPA requirements regarding lead-based paint, including protection of workers who may be exposed to lead paint during the construction process.

## V. Accessibility

Recipients of all rehabilitation projects seeking HTF must conform to all accessibility requirements of 24 CFR Part 8 (<u>http://www.ecfr.gov/cgi-bin/text-idx?rgn=div5&node=</u>24:1.1.1.1.8) implementing Section 504 of the Rehabilitation Act of 1973) and Titles II and III of the Americans with Disabilities Act implemented at 28 CFR Parts 35 and 36)

For "covered multifamily dwellings", as defined at 24 CFR 100.205 (<u>http://www.ecfr.gov/cgi-bin/text-idx?tpl=/ecfrbrowse/Title24/24cfr100\_main\_02.tpl</u>), DHCD will require recipients to meet the design and construction requirements at 24 CFR 100.205.

In addition, recipients must conform to any and all applicable Massachusetts laws and regulations regarding accessibility, including, in renovation projects, obtaining all necessary variances from the Massachusetts Architectural Access Board. Recipients must complete the DHCD accessibility checklist appended to this memorandum.

#### VI. Disaster Mitigation

Recipients must ensure that projects conform or exceed all federal and state requirements and best practices to mitigate the potential impact of disasters or disruptions, such as extended power outages, earthquakes, hurricanes, floods, and wildfires in accordance with state or local codes, ordinances, and requirements. Recipients shall submit a "resiliency narrative" that describes all such measure incorporated into the project.

### VII. State and Local Codes

All recipients seeking HTF from DHCD must meet all applicable Massachusetts state and local codes, ordinances, and requirements including but not limited to the following:

- Local Zoning Ordinances
- Massachusetts State Building Code
- National Electrical Code
- Massachusetts Fuel Gas and Plumbing Code
- Massachusetts Fire Regulations
- Massachusetts Elevator Regulations
- Massachusetts Sanitary Code
- Massachusetts Department of Public Health Requirements
- Massachusetts Historic Commission Regulations
- U.S. Department of Energy Regulations
- Massachusetts Department of Environmental Protection Regulations
- HUD Rehabilitation Guidelines
- HUD Section 8 Housing Quality Standards

- Americans with Disabilities Act
- Massachusetts Architectural Access Board Regulations
- Local, State and Federal Requirements Related to Sewage/Septic Systems
- Requirements for Housing Trust Fund Environmental Provisions

## VIII. Uniform Physical Condition Standards (UPCS)

DHCD will require all recipients to ensure that HTF-assisted housing will be decent, safe, sanitary, and in good repair as described in 24 CFR 5.703 (http://www.ecfr.gov/cgibin/text-idx?rgn=div5&node=24:1.1.1.5). As it monitors HTF-assisted projects, DHCD will include the UPCS inspectable items and observable deficiencies for the site, building exterior, building systems (multifamily housing only), common areas (multifamily housing only), and units identified on the following. Recipients should review the HTF FAQ appendices: Uniform Physical Condition Standards for Multifamily and Single Family Housing Rehabilitation (/onecpd/assets/File/HTF-FAQ-Appendices-UPCS-for-Multifamily-and-Single-Family-Housing-Rehabilitation.pdf) as well as Attachment E to the HTF Allocation Plan, Uniform Physical Condition Standards for Multifamily Housing Rehabilitation - August 2016.

## IX. Additional DHCD Standards for Multifamily Rehabilitation Projects

As indicated, the Department has maintained design and scope standards for multifamily rental rehabilitation projects for many years. DHCD encourages recipients of multifamily rental projects to follow its standards as closely as possible and to discuss their projects -- prior to submission -- with Department staff.

### **Overall Unit Size:**

- SRO: 120 square feet (sf)
- Enhanced SRO: 175 sf (includes food preparation area and bathroom)
- One-bedroom unit: 600 sf (or applicable HUD program standards; for example for Section 202)
- Two-bedroom unit: 850 sf
- Three-bedroom unit: 950 sf
- Four- or more bedroom unit: 1,100 sf

### Minimum Room Size:

Rooms in rehabilitation projects shall meet the following minimums (including a dimensional minimum):

- Primary bedrooms: 120 sf (10.5 ft.)
- Secondary bedrooms: 100 sf (9.5 ft.)
- Living room: 150 sf (12 ft.)
- Dining room: 100 sf (10 ft.)
- Living/dining room combo: 200 sf (12 ft.)

• Full bathroom: 40 sf (5 ft.)

If a room has a sloped ceiling, any portion of the room measuring less than 5 feet from the finished floor to the finished ceiling shall not be included in the measurements of the floor area.

Closets and storage cannot be included in the measurement of the floor area.

#### Kitchen:

The size of the unit should determine the amount of counter space to be provided:

		counter space length	minimum circulation width
•	One-bedroom unit	6 linear feet	4 feet
٠	Two-bedroom unit	8 linear feet	4 feet
•	Three or more bedroom unit	10 linear feet	4 feet

The minimum total linear feet of counter cannot include the space occupied by the sink, stove, and refrigerator.

#### Bathrooms:

The number of bedrooms within the unit determines the number of bathrooms:

٠	One-bedroom unit	One bathroom
•	Two-bedroom unit	One bathroom
٠	Three bedroom unit	One-and-a-half bathrooms (minimum)
•	Four or more bedroom units	Two bathrooms

### Reusable and Sustainable Material Use:

Recipients are asked to:

- Use fewer building materials thorough advanced framing techniques or other systems approach to building construction.
- Use recycled content such as:
  - High fly ash content concrete in foundations, wall systems and finish floors.
  - Cementitious siding or stucco with high fly ash content.
- Composite framing such as engineered joists instead of dimensional lumber:
  - Light-gauge steel in whole house or interior walls. (Verify that thermal bridging is avoided if steel is used in exterior walls.)
  - Rapidly renewable resource materials for flooring and finishes, such as wheat straw board.

- Insulation made of renewable, easily recyclable material or recycled content such as recycled newspaper (cellulose), soy-based foam, cotton fiber, or other when appropriate.
- Use locally available building materials, such as:
  - Locally produced masonry
  - Recycled lumber or locally milled timber or Forest Stewardship Council (FSC) certified lumber or other recycled materials.
  - Recycled aggregate from demolition of existing site work or structure or nearby source.

## Energy Efficiency:

Recipients are asked to:

- Use properly sized and designed sealed combustion boilers or furnaces and distribution systems or other low-energy use heating.
- Use tankless water heaters, indirect water heaters, sealed combustion water heaters, or solar hot water heaters.
- Specify LED fixtures.
- Specify insulation as required by Energy Star standards and above code where feasible and contributing to significant energy savings.
- If possible, avoid or minimize air-conditioning with natural ventilation or other passive cooling strategy. Ensure that adequate cooling is included in all elderly developments.
- Consider renewable energy sources such as solar thermal collectors, photovoltaics (or pre-wire and provide adequate roof structure so that systems can be added when feasible), or wind turbines, using research grants and rebates when possible.

### Indoor Environmental Quality – Healthy Buildings:

Recipients are asked to:

- Detail building envelope to shed water with adequate flashing and a continuous drainage plane (rain-screen). Design walls to be able to dry to the interior, exterior, or both as appropriate.
- Provide operable windows with screens to take advantage of natural crossventilation when possible.
- Provide continuously running, dual-speed exhaust fans in all bathrooms.
- Provide kitchen range hoods that are ducted to the outdoors, preferably exhausted at roof level.
- Use air sealing techniques during construction to compartmentalize units to minimize unwanted air transmission.

- Provide mechanical ventilation to remove excess moisture and indoor pollutants from living spaces and to provide an adequate amount of outside air, preferably individually supplied to each dwelling unit.
- Specify sealed combustion boilers, furnaces, and water heaters.
- Use only low volatile organic compound (VOC) paints, sealants, and finishes.
- Use paperless gypsum board or cement board substrates at all damp areas.
- Install flooring with low or no off-gassing such as concrete, ceramic tile, FSC certified wood flooring, linseed-oil based resilient flooring, or bamboo with low urea formaldehyde content. If wood flooring is finished on site, use low VOC water-based polyurethane finish.
- Minimize the use of carpeting, which can hold dirt, mold, and other allergens. If carpeting is necessary, specify carpet with low VOCs recyclable fiber and backing content. If available, install carpeting that can be recycled.
- Install carbon monoxide detectors in living areas as well as garages.
- Perform fresh air flushing before occupancy.
- Educate tenants or owners by providing user manuals on use of systems, their required maintenance such as changing of filters and batteries. Use filters that remove allergens in forced-air units.
- Protect onsite building materials from rain during construction to prevent mold growth.
- Design wall and ceiling assemblies to mitigate impact sound and air-borne sound transmission between units, preferably at a level that exceeds building code requirements.

### Additional Design Considerations for Multifamily Rehabilitation Projects:

Recipients should note:

- Rehabilitation projects funded with federal funds must be demonstrably improved in order to mitigate the impact of potential natural disasters or service disruptions (e.g., significant power outages, earthquakes, hurricanes, floods) in accordance with applicable state and local ordinances.
- Kitchens must be designed with a pantry or broom closet.
- All applicable appliances must be Energy Star\* rated.
- Range hood vented to outdoors.
- Garbage disposal, <sup>3</sup>/<sub>4</sub> HP minimum.
- 30" range with self-cleaning oven.
- Dishwasher, if the unit includes a full kitchen and is larger than onebedroom.
- Refrigerator sized for maximum energy savings.
- Storage space within units or in central storage spaces should be provided wherever possible.

- The design should optimize the use of space. Unit size and layout should maximize efficiency and minimize circulation (hallways), provide spacious furnishable main living areas and provide adequate storage.
- For all buildings under rehabilitation, designs shall include durable, low maintenance, energy efficient systems and materials. Electric heat is not acceptable.
- Cementitious siding materials, such as Hardi-plank or Cem-plank is the preferred exterior siding, as opposed to vinyl cladding for residential buildings.
- Specifications should include fiberglass/asphalt roofing shingles with a minimum of a 25-year warranty or light-colored TPO membrane for flat roofs. All pitched roofs must have a ridge and soffit venting system when appropriate.
- Window guards, window sash limiters, and heavyweight screening must be installed in windows of housing units where a child age 6 or under may live or regularly visit.
- Painted finishes should have a one-coat primer and two finish coats.
- Bathroom floors must be tiled with a floor grade, non-slip glazed or unglazed ceramic tile or sheet vinyl. VCT is not approved for bathrooms. If carpeting is installed, 26 oz. minimum fabric face weight per square yard is the standard. Specify carpet with low VOCs and recyclable fiber and backing content. If available, install carpeting that can be recycled.
- Stacked plumbing with suitable shut-offs to facilitate maintenance is strongly recommended in order to reduce material and construction costs, centralize water supply and drain lines.
- All outdoor mechanical equipment should be located and installed so that it cannot be seen from the surrounding street. Special attention must be given to adhere to all standards promulgated to prevent excessive noise or other kinds of annoyance from any mechanical equipment.
- As previously indicated, if the useful life of one or more major systems (including structural support, roofing, cladding, weatherproofing, plumbing, electrical and HVAC) is less than the applicable period of affordability, the recipient must ensure that a replacement reserve is established to replace systems as needed.

Any proposed deviations from design recommendations should include a narrative describing why an alternative approach/material is preferred.

## X. Required Architectural Submission (Multifamily Rental Rehabilitation Projects)

This section outlines the type of drawings and other documentation that recipients must submit for rehabilitation projects that fall within these guidelines. DHCD requires that an architect and/or construction cost estimator prepare the plans and construction budgets for each project.

**Site Plan:** Indicate the location of the building, property lines, access to the building from the street, landscape, curb cuts, driveways, orientation (north arrow), at an appropriate scale.

**Existing Floor Plan:** Include plans for each floor, including basement and roof. Drawings should be drawn at an appropriate scale. The existing floor plans should include the following information:

- Structural elements such as existing bearing walls, columns (indicate this with a note or graphically, e.g.: shade in the structural walls).
- Direction of floor joists if structural changes are being made.
- Existing plumbing, ventilation chase, fireplaces and any other information that affects design.

**Proposed Floor Plans:** Drawings should address changes of layout, removal of walls or structural elements, or any other changes. The proposed floor plans should include the following information:

- Unit Floor Area (i.e., the total area within the unit exterior walls).
- Room Areas (i.e., the area within the perimeter wall of the room excluding storage and closet space).
- Critical overall and interior dimensions.
- Vertical structural elements.
- Wall thickness to scale.
- Location and size of windows, indicating the window-sill height (measured from the finished floor).
- Ceiling heights.
- Location of mechanical equipment, meters, and electric service panels.
- Location of water, gas, sewer, and electric services.
- In the case of attic renovation, drawings should be provided indicating ceiling heights, knee wall heights, dormers location, etc.
- All units should be built with internet connectivity, COAX cable for TV and CAT5e or better for tel/data.

Elevations: Drawings should include all elevations impacted by the scope of work. .

#### XI. Landscaping Guidelines

This section outlines suggestions for site improvements and landscaping for projects that all under these guidelines.

### Site Design:

- Where possible and feasible, provide usable areas such as the following where the community can meet and gather:
  - Safe play areas for children in multifamily developments.

- Community garden areas, including planters for vegetables, herbs, flowers. .
- Semi-public open spaces.
- Patios, front yards, porches, or balconies to encourage community interaction and provide eyes-on-the-street surveillance.
- Provide for alternative transportation, e.g., bike paths and storage, pedestrian links, car shares.
- Provide all required accessible routes of travel, and in general, avoid use of stairs, wherever the terrain permits.

Prioritize pedestrian over vehicular traffic and use traffic calming devices. Incorporate attractive well-lit pedestrian paths wherever possible

## Site Demolition and Clearing:

- Remediate all hazardous materials such as asbestos (ACMs), lead (LCMs), PCB's, VOC's, Arsenic, etc. carried out in accordance with all applicable local, state and federal regulations.
- Provide a summary and accurate estimate of the site remediation plan, if applicable, along with grading plans.

## Tree/Shrub Pruning and Removal:

- Remove trees that originate at foundation wall of building or present a hazard to the structure.
- Remove dead trees.
- Trim stump to below grade.
- Prune back branches that overhang roof or brush walls of building.
- Prune branches that may threaten utility connections.
- Clean up and properly dispose of brush and wood.
- Remove shrubs that are diseased, those that obstruct walkways, drives and pathways, and those that obstruct windows.

**Grading:** Restore grade to include, when appropriate, a 6" minimum deep planting bed of clean loam/topsoil. New grade should slope away from buildings and fit the existing neighboring grades, particularly at street or sidewalk. Grades for usable lawn areas should not exceed twenty percent. The grade across paved areas should not exceed four percent, or any applicable maximum slope required by accessibility or applicable site engineering standards.

### Paving, Fencing and Walls:

- Restore walks and driveways to good condition.
- Fences should generally never exceed a height of 6 feet. Material and style should be appropriate to surrounding neighborhood.

Lawns:

- Sod or seed new lawns. If seeded, pegged cloth or salt hay should be used to prevent erosion on slopes in excess of six percent. If lawn area is shady, seed or sod should include appropriate mix of fescues or other low-maintenance grasses, which will tolerate shade.
- Require general contractor to maintain all lawns throughout applicable warranty periods.

**Plantings:** Select hardy, maintainable, regional stock. All plantings should be placed in a manner that enhances the appearance of the property and is in keeping with the surrounding neighborhood.

All recipients and/or other development team members should contact DHCD staff in advance of submitting applications for HTF assistance. DHCD staff members are available to answer questions on rehabilitation standards as well as other aspects of HTF.

## ATTACHMENT C

## Recommended Cost Limits for Massachusetts Multifamily Rental Projects With DHCD Assistance

## ATTACHMENT C

#### Recommended Cost Limits for Massachusetts Multifamily Rental Projects with DHCD Assistance

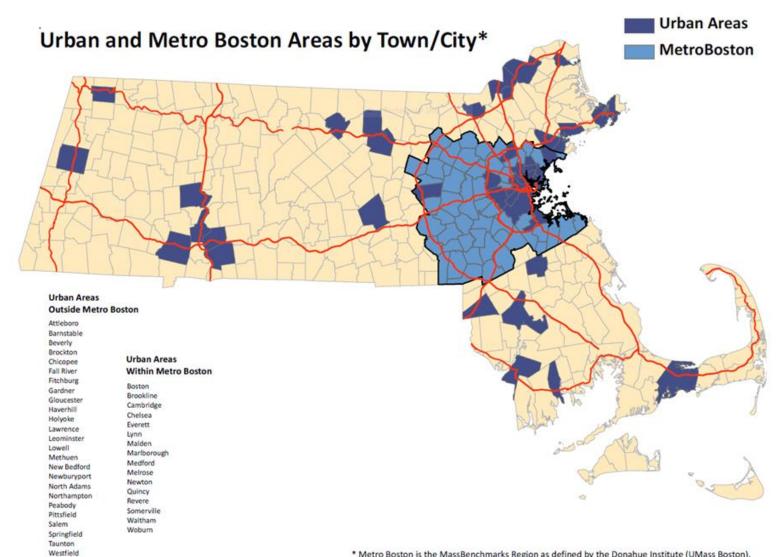
The Massachusetts Department of Housing and Community Development has implemented recommended cost limits per unit for multifamily rental projects, based on extensive data analysis, project location, and bedroom configuration. These limits typically are updated annually and will apply to HTF projects.

Production Project	(Residential TDC/Unit)
Outside Metro Boston*	
Single Room Occupancy/Group	
Homes/Assisted	
Living/Small Unit** Supportive Housing	\$199,000
Suburban/Rural Area with Small Units	\$279,000
Suburban/Rural Area* with Large** Units	\$319,000
Urban* Area with Small Units	\$359,000
Urban Area with Large Units	\$379,000
Within Metro Boston*	
Single Room Occupancy/Group	
Homes/Assisted	
Living/Small Unit Supportive Housing	\$259,000
Suburban Area with Small Units	\$329,000
Suburban Area with Large Units	\$349,000
Urban Area with Small Units	\$379,000
Urban Area with Large Units	\$399,000
Preservation Project	(Residential TDC/Unit)
Outside Metro Boston*	
Single Room Occupancy/Group	
Homes/Assisted	
Living/Small Unit Supportive Housing	\$139,000
Suburban/Rural Area, All Unit Sizes	\$199,000
Urban Area with Small Units	\$209,000
Urban Area with Large Units	\$219,000

## Within Metro Boston\*

\$189,000
\$229,000
\$299,000
\$299,000

\*See the map below to determine the proper geographic category for each project based on its location. \*\*Large Unit projects must have an average of at least two bedrooms per unit or consist of at least 65% two or more bedroom units and 10% three or more bedroom units. All other projects are considered Small Unit projects.



Worcester

\* Metro Boston is the MassBenchmarks Region as defined by the Donahue Institute (UMass Boston).

## ATTACHMENT D

## MA DHCD HTF

## Uniform Physical Condition Standards for Multifamily Housing Rehabilitation August 2016

Immediately, if the housing s Detected s ical Equipment ical Equipment			ards Appendix E: Uniform Physical Condition Standards for Multitramily Housing Rehabilitation - August 2016
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Hazards - Tripping       Infestation Insects       Infestation Insects       Infestation Insects       Infestation Flack/Mice/Netmin       Infestation - Rack/Mice/Netmin       Infestation - Rack/Mice/Netmin       Infestation - Rack/Mice/Netmin       Infestation - Rack/Mice/Netmin       Signs Mailbox Missing/Damaged       Casto       Pondues/Loose Material       Pondick       Pondick/Loose Material       Pondick       Damaged/Broken Equipment       Deteriorated Play Area Surface       Broken/Damaged Enclosure-Inadequate Outside Storage Space       Damaged/Settling/Leaning       Damaged/Falling/Leaning       Damaged/Falling/Leaning       Broken/Using Hand Railing       Cracks/Settlement/Heaving       Damaged Frames/Threshold/Lintels/Trim       Damaged Frames/Threshold/Lintels/Trim       Damaged Frames/Threshold/Lintels/Trim       Damaged Grames/Threshold/Lintels/Trim       Damaged Surface       Damaged Strates/Threshold/Lintels/Trim		Hazards - Sharp Edges	Any physical defect that could cause cutting or breaking of human skin or other bodily harm
Infestation - Insects     Infestation - Insects       Infestation - Rats/Mice/Vermin     Infestation - Rats/Mice/Vermin       tSigns     Mailbox Missing/Damaged       Signs Damaged     Signs Damaged       Ponding     Portholes/Loose Material       Portholes/Loose Material     Portholes/Loose Material       Portholes/Loose Material     Portholes/Loose Material       Damaged/Broken Equipment     Damaged/Shorken Equipment       Damaged/Falling/Leaning     Damaged/Challing/Leaning       Broken/Missing Hand Railing     Damaged/Notsing Hand Railing       Broken/Missing Hand Railing     Cracks/Settlement/Heaving       Damaged Frames/Threshold/Lintels/Trim     Damaged Frames/Threshold/Lintels/Trim       Damaged Surface     Damaged Surface       Broken/Missing Hand Railing     Damaged Frames/Threshold/Lintels/Trim       Damaged Frames/Threshold/Lintels/Trim     Damaged Surface       Damaged Voissing Steren/Storn/Storn/Soor     Damaged Surface			Any physical defect in walkways or other travelled area that poses a tripping risk
Infestation - Insects       Infestation - Rats/Mice/Vermin       tSigns     Mailbox Mice/Vermin       Signs Damaged     Signs Damaged       eways/Roads     Signs Damaged       Externent/Heaving     Ponding       Ponding     Portoles/Loose Material       Portoling     Portoling       Portoling     Detertionated Flay Area Surgues       Barnaged/Forbar     Bercken/Damaged Enclosure-Inadequate Outside Storage Space       Barnaged/Falling/Leaning     Damaged/Falling/Leaning       Broken/Missing Hand Railing     Cracks/Settlement/Heaving       Broken/Missing Hand Railing     Damaged Frames/Threshold/Lintels/Trim       Damaged Frames/Threshold/Lintels/Trim     Damaged Surface       Damaged Missing Kenored     Damaged Screen/Storn/Storn/Scority Door			Evidence of infestation of insects-including roaches and ants-throughout a unit or room, food preperation or storage area or ather area of building
Infestation - hars/Mice/Vermin           t.Signs         Infestation - hars/Mice/Vermin           Aliellox Missing/Damaged         Signs Damaged           eways/Roads         Cracks           Pontoles/Loose Material         Pontoles/Loose Material           Pontoles/Loose Material         Pontoles/Loose Material           Pontoles/Loose Material         Pontoles/Loose Material           Pontoles/Loose Material         Pontoles/Loose Material           Pontorited Play Area Surface         Banaged/Falling/Leaning           Baroken/Damaged Enclosure-Inadequate Outside Storage Space         Baroken/Missing Hand Railing           Damaged/Falling/Leaning         Damaged/Falling/Leaning           Baroken/Missing Hand Railing         Cracks/Settlement/Heaving           Spailing/Exposed rebar         Damaged framest/Threshold/Lintels/Trim           Damaged framest/Threshold/Lintels/Trim         Damaged Surface (Holes/Paint/Rusting/Glass)			substantial enough to present a health and safety risk
t Signs Mailbox Missing/Damaged evays/Roads Sign Damaged Everys/Roads Cistors Damaged Portholes/Lucose Material Petholes/Lucose Material Petholes/Lucose Material Petholes/Lucose Material Petholes/Lucose Material Petholes/Ineshole Broken/Damaged/Reaving Broken/Damaged Finclosure-Inadequate Outside Storage Space Broken/Damaged Finclosure-Inadequate Outside Storage Space Broken/Damaged Finclosure-Inadequate Outside Storage Space Broken/Damaged Finclosure-Inadequate Outside Storage Space Broken/Statiting/Leaning Cracks/Settlement/Heaving Spalling/Exposed rebar Broken/Missing And Railing Cracks/Settlement/Heaving Broken/Missing Hand Railing Cracks/Settlement/Heaving Broken/Missing Scener/Storm/Security Door Damaged Missing Screen/Storm/Security Door			Evidence of rats or micesightings, rat or mouse holes, or droppings substantial enough to present a health and safety risk
Signs Damaged       eways/Roads     Signs Damaged       Fonding     Ponding       Ponding     Ponding       Settlement/Heaving     Damaged/Broken Equipment       Uipment     Damaged/Broken Equipment       Damaged/Broken Equipment     Damaged/Broken Equipment       Damaged/Falling/Leaning     Damaged/Falling/Leaning       Broken/Damaged/Falling/Leaning     Damaged/Falling/Leaning       Broken/Missing Hand Railing     Crack/Settlement/Heaving       Broken/Missing Hand Railing     Damaged Frames/Threshold/Lintels/Trim       Broken/Missing Hand Railing     Damaged Frames/Threshold/Lintels/Trim       Damaged Frames/Threshold/Lintels/Trim     Damaged Frames/Threshold/Lintels/Trim       Damaged Missing Screen/Storn	ilboxes/Project Signs	Mailbox Missing/Damaged	Mailbox cannot be locked or is missing
eways/Roads         Cracks           Ponding         Ponding           Ponding         Potholes/Loose Material           Portionent         Determined           Demaged/Broken Europhenent         Demaged/Broken Europhenent           Determinent         Determinent           Determined/Filmg/Leaning         Demaged/Filmg/Leaning           Damaged/Filmg/Leaning         Demaged/Filmg/Leaning           Broken/Missing Hand Railing         Cracks/Settlement/Heaving           Spalling/Exposed rebar         Damaged Frames/Threshold/Lintels/Trim           Damaged Missing Stereir/Ox         Deservable Deficiency           Damaged Surface         Damaged Strangs/Stern		29	The project sign is not legible or readable because of deterioration or damage
Ponding     Pontholes/Loose Material       Settlement/Heaving     Settlement/Heaving       Luipment     Damaged/Broken Equipment       Deteriorated Play Area Surface     Broken/Damaged Enclosure-Inadequate Outside Storage Space       Broken/Damaged Falling/Leaning     Damaged/Falling/Leaning       Damaged/Missing Hand Railing     Cracks/Settlement/Heaving       Spailing/Exposed rebar     Damaged Anticency       Bunder/Descruted     Damaged Anticency       Broken/Missing Hand Railing     Damaged Anticency       Damaged Anticency     Damaged Anticency	<pre>cing Lots/Driveways/Roads</pre>		Cracks that are large enough to affect traffic ability over more than 5% of the property's parking lots/driveways/roads or pose a safety hazard
Potholes/Looce Material       Settlement/Heaving       Settlement/Heaving       Damaged/Broken Equipment       Deteriorated Play Area Surface       Broken/Damaged Enclosure-Inadequate Outside Storage Space       Broken/Missing Hand Railing       Cracks/Settlement/Heaving       Spalling/Exposed rebar       Building Exterior       Damaged Frames/Threshold/Lintels/Trim       Damaged Surface (Holes/Paint/Rusting/Glass)       Damaged Missing Screen/Xtorn/S			3 inches or more of water has accumulated making 5% or more of a parking lot/driveway unusable or unsafe
Pointeent     Pointeent       Damaged/Brokening       Duipment       Damaged/Brokening       Broken/Damaged Enclosure-Inadequate Outside Storage Space       Damaged/Falling/Leaning       Damaged/Falling/Leaning       Broken/Missing Hand Railing       Cracks/Settlement/Heaving       Spalling/Exposed rebar       Building Exterior       Damaged Frames/Threshold/Lintels/Trim       Damaged Falling/Leaning       Broken/Missing Hand Railing       Cracks/Settlement/Heaving       Damaged Frames/Threshold/Lintels/Trim       Damaged Falling/Leaning       Damaged Frames/Threshold/Lintels/Trim       Damaged Surface       Damaged Strates/Threshold/Lintels/Trim			outholes or loose material that have made a parking lot/driveway unusable/unpassbale for vehicles and/or pedestrians or could cause tripping or
Building Exterior       Damaged File Network       Unipment       Detertionated Play Areas durate       Detertionated Play Areas Surface       Broken/Damaged Findexue-Inadequate Outside Storage Space       Damaged/Filing/Leaning       Damaged/Filing/Leaning       Damaged/Filing/Leaning       Broken/Missing Hand Ralling       Cracks/Settlement/Heaving       Spalling/Exposed rebar       Damaged Frames/Threshold/Lintels/Trim       Damaged Antace (Holes/Paint/Rusting/Glass)       Damaged Missing Screen/Storn/Security Door			
Uutpment     Damaged/Broken Equipment       Deteriorated Play Area Surface     Deteriorated Play Area Surface       Broken/Damaged Enclosure-Inadequate Outside Storage Space     Damaged/Falling/Leaning       Damaged/Falling/Leaning     Damaged/Falling/Leaning       Encken/Missing Hand Railing     Ercacks/Settlement/Heaving       Spalling/Exposed rebar     Damaged/Falling/Leaning       Broken/Missing Hand Railing     Damaged /Falling/Leaning       Broken/Missing Hand Railing     Damaged Areaving       Damaged Areavole Deficiency     Damaged Areavole Deficiency       Damaged Arraver/Locks     Damaged Antackting/Glass)       Damaged Antace Ktorn/Storn/			settiement/neaving has made a parking lot/driveway unusable/unpassable or creates unsafe conditions for pedestrians and vehicles
Detection actor Pray Artea Surface       Brocken/Damaged Enclosure-Inadequate Outside Storage Space       Barnaged/Falling/Leaning       Damaged/Falling/Leaning       Damaged/Obstructed       Brocken/Missing Hand Railing       Cracks/Settlement/Heaving       Spalling/Exposed rebar       Building Exterior       Damaged Frames/Threshold/Lintels/Trim       Damaged Frames/Threshold/Lintels/Trim       Damaged Missing Screen/Storn/Security Door	Areas and Equipment		More tran 2.0% of the equipment is broken or does not operate as it should or any item that poses a safety risk 
Broken/Damaged Enclosure-Inadequate Outside Storage Space       Damaged/Falling/Leaning       Damaged/Colstructed       Broken/Missing Hand Railing       Cracks/Settlement/Heaving       Spalling/Exposed rebar       Spalling/Exposed rebar       Building Exterior       Damaged Frames/Threshold/Lintels/Trim       Damaged And Railing       Damaged Frames/Threshold/Lintels/Trim       Damaged Surface (Holes/Paint/Rusting/Glass)       Damaged Missing Screen/Stornt/Scourt/Door			לומה המות בסיגים הראש המוקד המשמש המשמש המות המשמש המות המשמש המשמש המשמש המשמש המשמש המשמש המשמש המשמש המשמש ה אומר המות בסיגים הראש המשמש המשמש המשמש המות המשמש ה
Damaged/Falling/Leaning       Damaged/Falling/Leaning       Damaged/Nising Hand Railing       Eroken/Missing Hand Railing       Exclose/Settlement/Heaving       Cracks/Settlement/Heaving       Spalling/Exposed rebar       Spalling/Exposed rebar       Damaged Frames/Threshold/Lintels/Trim       Damaged Avriace (Holes/Paint/Rusting/Glass)       Damaged Missing Screen/Storn/Security Door	ise Disnosal	Outside Storage Space	s single wui in guer to jure entrovare nas conapsed or is reuning ana un aanger oj falimg or traon cannot be storea in tre aesignatea area because i no os anali to store refuse until discosal
Damaged/Obstructed       Broken/Missing Hand Railing       Broken/Missing Hand Railing       Cracks/Settlement/Heaving       Cracks/Settlement/Heaving       Spalling/Exposed rebar       Building Exterior       Observable Deficiency       Damaged Frames/Threshold/Lintels/Trim       Damaged Visione Screen/Stornt/Security Door       Damaged Missine Screen/Stornt/Security Door	aining Walls	•	t retaining wall is damaged and does not function as it should or is a safety risk
Damaged/Obstructed       Broken/Missing Hand Railing       Cracks/Settlement/Heaving       Spalling/Exposed rebar       Spalling/Exposed rebar       Damaged Framest/Threshold/Lintels/Trim       Damaged Hardware/Locks       Damaged Missing Screen/Storn/Security Door	D		The sytem is partially or fully blocked by a large quantity of debris , causing backup into adjacent areas or runoffs into areas where runoff is not
Broken/Missing Hand Railing       Cracks/Settlement/Heaving       Cracks/Settlement/Heaving       Spalling/Exposed rebar       Spalling/Exposed rebar       Building Exterior       Damaged Frames/Threshold/Lintels/Trim       Damaged Hardware/Locks       Damaged Surface (Holes/Paint/Rusting/Glass)       Damaged Missing Screen/Stornt/Security Door	m Drainage		ntended
Cracks/Settlement/Heaving Spalling/Exposed rebar Building Exterior Building Exterior Damaged Frames/Threshold/Lintels/Trim Damaged Frames/Threshold/Lintels/Trim Damaged Surface (Holes/Paint/Rusting/Glass) Damaged Missing Screen/Stornt/Security Door	kways/Steps		the hand rail is missing, damaged, loose or otherwise unusable
Cracks/Settlement/Heaving Spalling/Exposed rebar Damaged Frames/Threshold/Lintels/Trim Damaged Burdware/Locks Damaged Surface (Holes/Paint/Rusting/Glass) Damaged Missine Screen/Storm/Security Door			Cracks, hinging/tilting or missing sections that affect traffic ability over more than 5% of the property's walkways/steps or any defect that creates (
Spalling/Exposed rebar Observable Deficiency Damaged Hardware/Locks Damaged Surface (Holes/Paint/Rusting/Glass) Damaged Surface (Holes/Paint/Rusting/Glass) Damaged Surface Screen/Storm/Security Door			ripping or falling hazard
Observable Deficiency Observable Deficiency Damaged Frames/Threshold/Lintels/Trim Damaged Hardware/Locks Damaged Surface (Holes/Paint/Rusting/Glass) Damaged/Missing Screen/Storm/Security Door			Vore than 5% of walkways have large areas of spalling–larger than 4 inches by 4 inches-thay affects traffic ability
Observable Deficiency Damaged Frames/Threshold/Lintels/Trim Damaged Hardware/Locks Damaged Surface (Holes/Paint/Rusting/Glass) Damaged/Missing Screen/Storm/Security Door	from the for Building President		
teene teene Danaser dure zohnen Danased Handware/Threeks/Three	unements for bunding Exterior	Obcommetela Daticioneu	
Damaged Mardware/Locks Damaged Surface (Holes/Paint/Rusting/Glass) Damaged Surface (Holes/Paint/Rusting/Glass) Damaged/Missing Screen/Storm/Security Door			buildoor that is not functionian accounts to lacked because of domana to the forme-threehold linked or trim
	51		ring adde that carries functioned as it should do cannot be locked because of dominance to the door's hirdware Alav door that doos not function as it should do cannat be lacked because of domane to the door's hirdware.
14			av door that has a hole or holes areater than 1 inch in diameter significant peeling/carcking/no mint or rust that affects the intensity of the door
2 2 2			יוק הראש האוריק היו איז
		~	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
		urity Door	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		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

fire escapeone section of a ladder or railing, for exampleare missing
curse crows in jouriaution more than 3/8 inches wae by 5/8 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 anart
Significant spalled areas affecting more than 10% of any foundation well or non-superior appendix.
Any exposed bare wires or openings in electrical panels (capped wires do not pose a risk)
y electrical apparatus that could pose a risk of fire, electrocution or explosion
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
contractors processos. Socialistos fant rientivistical lenetrancu exite are miscina ex heava la en illuminanta - la externa externa e Anterna socialista estas estas estas area miscina ex heava la en illuminanta - la externa estas - la externa est
ere is no manningtion in the area of the sign risk of fire or evolosion
Too much garbage has gathered-more than the planned storage come of pro an optioned has addressed in an area not sonctioned for storain or storain
Any physical defect that could cause cutting or breaking of human skin or other bodily harm
a tripping risk
Evidence of infestation of insect-including roaches and ants-throughout a unit or room, food preperation or storage area or other area of building
revolence of rate of the inter-experiment of or mouse, or droppings substantial enough to present a health and safety risk 10% or more of the inter-experiment of the extensioned healther and the set of the set of the set of the set of
začeno mone o primera na serveje a ne overeje a ne overeje ne overeje ne overeje ne overeje ne overeje ne overe Date ne foreka na serveje na serveje a ne overeje ne overeje ne overeje na serveje ne overeje na serveje na serv
at water penetration is visibly possible
vents are missing or so visibly damaged that further roof damage is possible
ine drain is admaged or partially cloged with debris or the drain no longer functions
amage to the roof membrane that may result in water penetration
Uralingge system components are missing or damaged causing visibile damage to the roof, structure, exterior wall surface, or interior
rao <u>ona sumges one nassang on ennagea envential o vice</u> te a risk og water penetratoon Vivigene of standina water on roof cuvision notexatil or vicete a risk og water penetratoon
Anv larde cack or dao that is more than 3/8 inches wide or deen and 5, correct any or the correct or macrimum macrimum Anv larde cack or dao that is more than 3/8 inches wide or deen and 5, inches view of the correct or more income
ים כי וויבורבי וכיוום ניומי הובכרונים מ המסומוב סומוו הן סבווהמס סוו מרוח וה החובווו הו
Part or all of the chimney has visibly seperated 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 sofety hazard
isk of water pentration or risk of structural damage
sk of water penetration or risk of structural damage
More than 20% of the exterior paint is peeling or paint is missing and siding surface is exposed thereby exposing siding to water penetration and
Any missing panes of glass or cracked panes of glass where the crack is either greater than 4" and/or substantial enough to impact the structural
integrity of the window pane
nside of the surrounding walls and compromising its weather tightness
Missing screens or screens with holes greater than 1 inch by 1 inch or tears greater than 2 inches in length
There are missing or deteriorated caulk or sealswith evidence of leaks or damage to the window or surrounding structure
More than 20% of the exterior window paint is peeling or paint is missing and window frame surface is exposed thereby exposing window frame to
the ability to exit through egress window is limited by security bars that do not function properly and, therefore, pose safety risks
There is no pressure relief valve or pressure relief valve does not drain down to the floor
The water heater chimney shows evidence of flaking, discoloration, pitting, or crevices that may create holes that could allow toxic gases to leak from
ould be
Une or more typed these or terms of sufficient size and weight impede access to the building system's electrical panel during an emergency
the chimney There is no running water in any area of the building where there should be One or more fixed items or items of sufficient size and weight impede access to th Carbon residue, melted breakers or arcing scars are evident

Iff aptituable] Iff aptituable] Iff aptituable] Iff aptituable] Iff aptituable Idex Observed Idex Observed Idex Observed Idex Observed Idex Observed Idex Observed Idex Observed Idex Observed In In In In In In In In In In		Evidence of Leaks/Corrosion	Any 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
Musising Breakers/Fuess           Missing Dutlet Covers:           Not Operable           Not Operable           Not Operable           Missing Springthy Inperable (if applicable)           Missing Springthy Fload           Air Quality - Fromost Materials Statis Blocked/Unusable           Electrical Hazards - Eposed Wires/Open Parels           Electrical Hazards - Eposed Wires/Spen Parels           Electrical Hazards - Entergenoy File Exits Missing Exit Signs           Flaamable Materials - Improperly Stored           Imards - Univ           Hazards - Other           Hazards - Entergenoy File Exits - Missing Exit Signs           Imards - Other           Imards - Entergenoy File Exits - Missing Exit Signs           Imards - Tripping Hazards           Imards - Entergenoy Insects           Imards - Entergenoy V		:d Wiring	Any nicks, obrasion, or fraying of the insulation that exposes any conducting wire
Mussing Not Operating Not Cognition Y Lighting Inoperable (If applicable)         Mussing Sprinkler Head Auxiliany Lighting Inoperable (If applicable)           Auxiliany Lighting Inoperable (If applicable)         Mussing Sprinkler Head Mussing Damaged Exhinguishers         Mussing Sprinkler Aur Quality - Sword Codr Detected Aur Quality - Sword Codr Detected Electrical Haards - Under Haards - Improperly Stored           Electrical Haards - Sword Codr Detected In Could Part Codr Detected Electrical Haards - Improperly Stored         Improperly Stored           Electrical Haards - Sword Codr Detected In Could Part Codr Detected Electrical Haards - Improperly Stored         Improperly Stored           Electrical Haards - Sword Codr Detected Interstation - Insects         Haards - Sharp Edes         Improperly Stored           Interstation - Insects         Interstation - Insects         Interstation - Insects         Interstation - Insects           Interstation - Insects         Interstation - Insects         Interstation - Insects         Interstation - Insects           Interstation - Insects         Interstation - Insects         Interstation - Insects         Interstation - Insects           Interstation - Insects         Interstation - Insects         Interstation - State         Interstation - Insects           Interstation - Insects         Interstation - State         Interstation - State         Interstation - Insects           Int		ng Breakers/Fuses	Any open and/or exposed breaker port
Met Operation         And Calify - Florid and/or Midder (fragility - Florid and/or Midder Observed           Air Quality - Florid and/or Midder Observed         Air Quality - Florid and/or Midder Observed           Air Quality - Florid and/or Midder Observed         Air Quality - Florid and/or Midder Observed           Air Quality - Florid and/or Midder Observed         Air Quality - Florid and/or Midder Observed           Electrical Haards - Water Leaks on/near Electrical Equipment         Electrical Haards - Water Leaks on/near Electrical Equipment           Electrical Haards - Floridors         Electrical Haards - Missing Exit (5 proved)         Air Quality - Floridors           Electrical Haards - Sharp Edges         Haards - Sharp Edges         Air Quality - Floridors           Electrical Haards - Sharp Edges         Haards - Ching         Haards - Ching           Immable Materials - Improperly Stored         Carbage and Debris - Indoors         Air Quality           Immable Materials - Improperly Stored         Carbage and Electrical Haards - Other         Air Carbage State           Immable Materials - Improperly Stored         Missing Florid Common Areas         Missing Conteger Ploridor           Material Californey/Manhole Covers         Missing Conteger Ploridor         Air Carbage State           Material Californey/Manhole Covers         Missing Conteger Ploridor         Air Califor Air Carbage State           Material Californey/Carbage Ploridor		ng Outlet Covers	A cover is missing, which results in exposed visible electrical connections
Missing Sprinker repeated in apprusing           Missing Sprinker repeated in apprusing           Air Quality - Fropancy/Farting motpended           Air Quality - Fropancy/Farting motpended           Air Quality - Fropancy/Farting motpended           Electrical Haards - Sever Odor Detected           Air Quality - Fropancy/Farting functions           Electrical Haards - Sever Odor Detected           Energency Fire Exits - Emergency/Fire Exits - Emergency/Fire Exits - Finder Parelis           Energency Fire Exits - Indoors           Energency Fire Exits - Emergency Fire Exits - Indoors           Haards - Sharp Edges           Haards - Sharp Edges           Haards - Sharp Edges           Haards - Other           Missing Drain/Clogged Pipes or Drains           Bolier/Plump Leaks           Schord Baluer/Ober Perfection           Missing Drain/Clogged Pipes or Drains		Jperable	The elevator does not function at all or the elevator doors open when the cab is not there
Missing brandser neso           Air Quality - Houd and/or Midew Observed         Air Quality - Houd and/or Midew Observed           Air Quality - Foromer/Anternation         Air Quality - Sever Open/Paratel Gas Detected           Air Quality - Sever Color Detected         Air Quality - Sever Color Detected           Electrical Hazards - Exposed Wires/Open Parels         Electrical Hazards - Stops ed Wires/Open Parels           Electrical Hazards - Stops ed Wires/Open Parels         Electrical Hazards - Masing Exit Signs           Electron - Tripping         Electron - Master Leaks on/Ineast Electron - Master Leaks on/Ineast Electron - Filts Biocked/Unusable           Emergency File Exit - Encipency File Exit - Improperly Stored         Bazards - Shap Edges           Emergency File Exit - Tripping Hazards         Hazards - Tripping Hazards           Interstation - Insects         Hazards - Tripping Hazards           Interstation - Insects         Interstation - Insects           Interstation - Insects         Missing Drain/Cleanout/Manhole Covers           Missing Drain/Cleanout/Manhole Covers         Districe/Claanout/Manhole Covers           Missing Drain/Cleanout/Manhole Covers         Districe/Cleanout/Manhole Covers           Missing Drain/Cleanout/Manhole Covers         Districe/Cleanout/Manhole Covers           Missing Drain/Cleanout/Manhole Covers         Districe/Cleanout/Manhole Covers           Missing Drain/Cleanout/Manhole Covers		lary ugnung moperapie (ir appricable) og Sorinklar Haad	Auxaniah juguad persistan di akan di ak Auxaniah juguad persistan di akan di aka
& Safety     Air Quality - Mold and/or Mildew Observed       Air Quality - Propaney/area     Air Quality - Propaney/area       Air Cuality - Frograme/area     Air Cuality - Mold and/or Milew Observed       Air Cuality - Frograme/area     Electrical Hazards - Exposed Wires/Open Panets       Electrical Hazards - Supced Wires/Open Panets     Electrical Hazards - Imponenty Stored       Electrical Hazards - Supcest Wires/Open Panets     Energency Fire Exits - Imponenty Stored       Energency Fire Exits - Imponenty Stored     Energency Fire Exits - Missing Exit Signs       Energency Fire Exits - Missing Exit Signs     Energency Fire Exits - Missing Exit Signs       Energency Fire Exits - Missing Exit Signs     Energency Fire Exits - Missing Exit Signs       Energency Fire Exits - Missing Exit Signs     Energency Fire Exits - Missing Exit Signs       Hazards - Tripping Hazards     Hazards - Cripping Hazards       Hazards - Tripping Hazards     Hazards - Cripping Hazards       Missing Exit Signs     Missing Exit Signs       Missing Exit Signs     Missing E		ng Jonniko (1980) ng/Damaged/Expired Extinguishers	They purmer near as many, many analone purmer or net, notkey, no capter They family and dimaned net vertified file extinuities or net, to capter
Air Quality Propane/Natural Gas/Methane Gas Detected         Air Quality Sever Odor Detected           Electrical Hazards - Water Leaks on/near Electrical Equipment         Electrical Hazards - Water Leaks on/near Electrical Equipment           Electrical Hazards - Water Leaks on/near Electrical Equipment         Electrical Hazards - Water Leaks on/near Electrical Equipment           Electrical Hazards - Water Leaks on/near Electrical Equipment         Electrical Hazards - Water Leaks on/near Electrical Equipment           Electrical Hazards - Materials - Improperty Stored         Electrical Equipment           Energency fire Edits - Emergency fire Edits - Mastrids - Improperty Stored         Electrical Equipment           Energency fire Edits - Mastrids - Improperty Stored         Electrical Equipment           Hazards - Sinhy Eleges         Hazards - Chhen           Hazards - Sinhy Eleges         Hazards - Materials - Improperty Stored           Infertation - Insect         Hazards - Materials - Improperable           Infertation - Insect         Missing Drain/Clennour/Manhole Covers           Missing Drain/Clennour/Manhole Covers         Missing Drain/Clennour/Manhole Covers           Missing Drain/Clennour/Manhole Covers         Missing Drain/Clennour/Manhole           Missing Drain/Clennour/Manhole Covers         Missing Drain/Clennour/Manhole           Missing Drain/Clennour/Manhole         Ceners           Missing Drain/Clennour/Manhole         Distres </td <td></td> <td>uality - Mold and/or Mildew Observed</td> <td>Evidence of moil or mildew is observed that is substantial enough to nose of and a milet of processing and or mildew is observed that is substantial enough th nose.</td>		uality - Mold and/or Mildew Observed	Evidence of moil or mildew is observed that is substantial enough to nose of and a milet of processing and or mildew is observed that is substantial enough th nose.
Air Cluality - Sever Odor Detected           Air Cluality - Sever Odor Detected           Reterrical Hazards - Expessed Wires/Open Panels           Electrical Hazards - Water Leaks on/Inear Electrical Equipment           Electrical Hazards - Stopen - Water Leaks on/Inear Electrical Equipment           Elevator - Tripping           Energency Fire Exits - Improperty Stored           Isaards - Other           Hazards - Tripping Hazards           Interstation - Insect           Interstat	Air Q Elect	uality - Propane/Natural Gas/Methane Gas Detected	Strong propone, natural gas or methane adors that could pose of six provident in and/or pose a health risk if inhaled
Electrical Hazards - Exposed Wires/Open Panels           Electrical Hazards - Empereny/Fire Exits - Erinegency/Fire Exits - Marer Leaks on/hear Electrical Equipment           Electrical Terriprice           Energency Fire Exits - Erinegency/Fire Exits - Masing Exits Biots/ed/Unusable           Energency Fire Exits - Inducors           Flazards - Other           Hazards - Sharp Edges           Hazards - Tripping Hazards           Mising Drain/Cleanout/Manhole Corers           Mising Drain/Cleanout/Manhole Corers           Mising Drain/Cleanout/Manhole Corers           Mising Drain/Solution System           Hazards - Dinoses - Damaged Hardware/Loaks           Hards - Hausster/State Railings - Damaged           Mising Drain/Solution System           Bioker/Drassion	Electr	uality - Sewer Odor Detected	Sewer odors that could pose a health risk if inhaled for prolonged periods
Electrical Hazards - Water Leaks on/Inear Electrical Equipment           Elevator - Tripping           Energenory Fire Exits - Missing Exit Signs           Emergenory Fire Exits - Missing Exit Signs           Famable Matards           Anards - Other           Hazards - Tripping Hazards           Infestation - Insection           Missing Drain/Cleanout/Mamble Covers           Missing Drain/Cleanout/Mamble Covers           Missing Drain/Cleanout/Mamble Covers           Infestation           Eleners - Missing Drain/Cleanout/Mamble Covers           Infestation           Energenory Frank           Room           Celling - Holes/Missing Inter/Parels/Cracks           Energenory Missing Inter/Parels/Crack	Electr	rical Hazards - Exposed Wires/Open Panels	Any exposed bare wires or openings in electrical panels (capped wires do not pose a risk)
Elevator - Tripping         Elevator - Tripping           Emergency Fire Exits - Missing Exit Signs         Energency Fire Exits - Missing Exit Signs           Energency Fire Exits - Missing Exit Signs         Energency Fire Exits - Missing Exit Signs           Energency Fire Exits - Missing Exit Signs         Energency Fire Exits - Missing Exit Signs           Energency Fire Exits - Missing Exit Signs         Energency Fire Exits - Missing Exit Signs           Interaction - Insect         Hazards - Tripping Hazards           Interstation - Insect         Hazards - Tripping Hazards           Infertation - Tasky Missing Exit Signs         Energency Fire Exits - Missing Exit Signs           Bollier/Primp Lexits         Field Signply Lexits           Stystem         Missing Exit Signply Lexits           Missing Drain/Cleanout/Manhole Covers         Missing Drain/Cleanout/Manhole Covers           Missing Drain/Cleanout/Manhole Covers         Missing Drain/Cleanout/Manhole </td <td></td> <td>ical Hazards - Water Leaks on/near Electrical Equipment</td> <td>Any water leaking, pudding or ponding on or immediately near any electrical apparatus that could pose a risk of fire, electrocution or explosion</td>		ical Hazards - Water Leaks on/near Electrical Equipment	Any water leaking, pudding or ponding on or immediately near any electrical apparatus that could pose a risk of fire, electrocution or explosion
Energency, Fire Exits - Ernergency/Fire Exits Blocked/Unusable           Energency, Fire Exits - Missing Exit Signs           Energency Fire Exits - Improperly Stored           Energency Fire Exits Blocked/Unusable           Energency Fire Exits Blocked/Unusable           Energency Fire Exits Blocked/Unusable           Fazards - Other           Hazards - Sharp Exits Blocked/Unusable           Interstation - Instands           Hazards - Sharp Exits           Interstation - Instands           Interstation - Basic	Eleva	tor - Tripping	An elevator is misaligned with the floor by more than 3/4 of an inch. The elevatordoes not level as it should, which causes a tripping hazard
Imagenov Fire cons ramegenovy Fire cons ramegenovy fire cons.     Imamable Materials - Improperly Stored       Energegrony Fire Cons ramegenovy fire cons.     Energegrony fire cons ramegenovy fire cons.       Energegrony fire Cons.     Imazerds - Other       Imazerds - Sharp Edges     Hazards - Tripping Hazards       Infestation - Insects     Infestation - Insects       Infestation - Insects     Missing Definit/Ornsion       Reade Supply Leaks     Common Areas       Ceneral Rust/Cornsion     Missing Drain/Cleanout/Manhole Covers       Missing Drain/Cleanout/Manhole Covers     Infestation - Insects       Missing Drain/Cleanout/Manhole Covers     Infestation - Insects       Missing Drain/Cleanout/Manhole Covers     Infestation - Insect       Infestation     Infest			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 or a statement of the storage or or a storage.
Ramable Materials - Improperly Stored       Farmable Materials - Improperly Stored       Farmable Materials - Improperly Stored       Garge and Debris - Incorperly Stored       Hazards - Sharp Edges       Infestation - Insects       Missing Drainy/Corrosion       Missing Drainy/Cleanout/Manhole Corers       Missing Drain/Cleanout/Manhole Corers       Diff Rame       Celling - Water Stanins/Water Damage/Mold/Mildew       D	Emer	gency Fire Exits - Emergency/Fire Exits outkeu/ unusaure gencu Fire Exits - Missing Exit Signs	contractors back such the effect of the effective of the second of the second of the second
Garbage and Debris - Indoors     Garbage and Debris - Indoors       Hazards - Other     Hazards - Tripping Hazards       Hazards - Tripping Hazards     Hazards - Tripping Hazards       Infestation - Insect     Infestation - Insect       Infestation - Rask/Mice/Nermin     Infestation - Insect       Infestation - Rask/Mice/Nermin     Infestation - Rask/Mice/Nermin       Infestation - Rask/Mice/Nermin     Infestation - Rask/Mice/Nermin       Infestation - Rask/Mice/Nermin     Infestation - Rask/Mice/Nermin       Infestation     Rask/Mice/Nermin       Round     K-uel Supply Leaks       System     Misaligned Chimney/Ventilation System       Misaligned Chimney/Ventilation     Misaligned Chimney/Ventilation       Mice/Nethanical     Inconstruction       Missing Drain/Cleanous/Mamhole Covers     Missing Drain/Cleanous/Mamhole Covers       Mity Room     Callifor Ald - Inoperable       Mity Room     Callifor Ald - Inoperable       Mity Room     Callifor Ald - Inoperable       Mity Room     Disservable Deficiency       Mity Room     Callifor Ald - Inoperable       Mity Room     Callifor Ald - Inoperable       Mity Room     Callifor Ald - Inoperable       Mity Room     Contractors Statins/Waster Damage/Mold/Mildew       Contractors     Disservable Deficiency       Mity Room     Distrecend/Statins/S	Flam	mable Materials - Improperly Stored	Flammable materials are improperly stored, customer manager of the or explosion Flammable materials are improperly stored, customer manager of the or explosion
Garbage and Debris - Incoors     Garbage and Debris - Incoors       Hazards - Other     Hazards - Other       Hazards - Shand Folges     Hazards - Shand Folges       Hazards - Shand Folges     Hazards - Shand Folges       Hazards - Shand Folges     Hazards - Shand Folges       Infestation - Insects     Infestation - Insects       Infestation - Rask/Mice/Vermin     Bolf Snyby Leaks       Infestation - Rask/Mice/Vermin     Bolf Snyby Leaks       System     Missingred Chinney/Verntation System       Rock Fuhaust Folged Pipes or Drains     Missingred Chinney/Verntation       Missing Drain/Cleanout/Manhole Covers     Missing Drain/Cleanout/Manhole Covers       Missing Drain/Cleanout/Manhole Covers     Distervable Deficiency       Missing Drain/Cleanout/Manhole Covers     Distruster Cleanout/Manhole Covers       Distruster Cleanout/Manhole Covers     Distruster Cleanout/Manhole Covers       Dintron     Distruster Cleanout/Manhole Covers <td></td> <td></td> <td>Too much garbage has gathered-more than the planned storage capacity or garbage has gathered in an area not sactioned for staging or storing</td>			Too much garbage has gathered-more than the planned storage capacity or garbage has gathered in an area not sactioned for staging or storing
Interated:     - Other       Hazards - Shone Field     Hazards - Shone Field       Hetards - Shone Field     Hetards - Shone Field       Inrestation - Insects     Inrestation - Insects       Inrestation - Rats/Mice/Vermin     Inrestation - Rats/Mice/Vermin       Inrestation - Rats/     Inrestation - Rats/Mice/Vermin       Bublic/Promote Rats     Field Rust/Corrosion       Austrophysic     General Rust/Corrosion       Missing Drain/Cleanout/Manhole Covers     Missing Drain/Cleanout/Manhole Covers       Missing Drain/Statis     Observable Deficiency       Missing Drain/Statis     Baluster/Statis       Doom     Celling - Holes/Missing Tiles/Panels/Cracks       Missing Drain/Statis     Bantset/Statis       Doom     Doors - Damaged Missing Science/Statis       Doors - Damaged Missing Science/Inscription     Doors       Doors - Damaged Missing Science/Inscription     Doors       Doors - Damaged Missing Science/Inscription     Doors	Garba	age and Debris - Indoors	garbage or debris
Instanto     - Tripping Hazards       Instanto     - Tripping Hazards       Instanto     - Tripping Hazards       Inferstation     - RastyMice/Vermin       Inferstation     RastyMice/Vermin       Inferstation     RastyMice/Vermin       Boller/Pump Leaks     Inferstation       Read Supply Leaks     Genen/Supply Leaks       Genen/Supply Leaks     Misaligned Chimney/Verntlation System       Missing Drain/Cleanout/Manhole Covers     Information       Differ Ream     Bluster/Statis     Celling - Metal Statis       Differ Ream     Celling - Metal Statis     Damaged       Differ Ream     Celling - Metal Statis     Information       Differ Ream     Distances/Inters/Mister Damaged     Interstatis       Differ Ream     Celling - Metal Stater     Interstatis       Differ Ream     Distances/Interstatis     Interstatis       Distances     Distances/Interstatinterstatinterstatis     Interstatis	Hazar	ds - Other	Any general defects for nazords that pose tisk of bodily injury Any benchmisted defects for nazords that pose tisk of bodily injury
Infestation - Insects     Infestation - Insects       Infestation - Insects     Infestation - Insects       Infestation - Baller/Pump Leaks     Infestation - Baller/Pump Leaks       Reveal Bust/Corrosion     Molier/Pump Leaks       System     Rolf Editancy Floring Locals       Missing Drain/Cleanour/Manhole Covers     Missing Drain/Cleanour/Manhole Covers       Missing Drain/Cleanour/Manhole Covers     Missing Drain/Cleanour/Manhole Covers       Dide fram     Missing Drain/Cleanour/Manhole Covers       Missing Drain/Cleanour/Manhole Covers     Missing Drain/Cleanour/Manhole Covers       Dide fram     Distriction       Dide fram     Missing Drain/Cleanour/Manhole Covers       Dide fram     Distriction       Distriction     Celling - Missing/Damaged       Dinty Room     Celling - Water Stains/Mater Damaged/Misling Screer/States       Distriction     Distriction       Distriction     Dist		us - Jilar p cuges ds – Triboine Hazards	<u>rvn proposor address tints contrador address contragon mentano skin or anter boung narim</u> Anv bivisital defect in walkwavis or other travelled area that booss a stringing risk.
Infestation - Insects       Infestation - Rast/Mice/Nermin       Biolin/Urbmr Bank       Biolin/Urbmr Bank       Biolin/Urbmr Bank       Biolin/Urbmr Bank       Biolin/Urbmr Bank       Misaligned Chimmey/Ventilation System       Missing Drain/Cleanout/Mamhole Covers       Missing Drain       Celling - Water Sains/Water Damage/Mold/Mildew       Doors - Damaged Hardware/Locks       Doors - Damaged Missing Screen/Storm/Sccurthy Door       Doors - Damaged Missing Screen/Storm/Sccurthy Doo			Evidence of infestation of insects-including roaches and ants-throughout a unit or room, food preperation or storage area or other area of building
Infestation - Rash/Mice/Nermin       Boiler/Pump Leaks       Fuel Supply Leaks       Fuel Supply Leaks       General Rust/corrosion       General Rust/corrosion       General Rust/corrosion       General Rust/corrosion       System       Boiler/Pump Leaks       System       Defector       Rent Classing Dramged       District/Stalis       Caling: - Hones/Missing Tiles/Panels/Cracks       District/Stalis       Caling: - Nater Stans/Varer Damge/Mid/Midew       Countertops - Mising/Damged       District/Stalis       Door       Caling: - Peter/Stalis       Caling: - Peter/Stalis       Caling: - Peter/Stalis       Caling: - Peter/Missing Tiles/Panels/Cracks       Inty/Methanical       Caling: - Prost/Missing Tiles/Panels/Cracks       Caling: - Peter/Stalis       Caling: - Peter/Missing Tiles/Panels/Cracks       Inty/Methanical	Infest	ation - Insects	substantial enough to present a health and safety risk
Boller/Pump Leaks       Fuel Supply Leaks       Teuel Supply Leaks       General Rusk/Conscion       General Rusk/Conscion       System       Roof Enhancer Fanily Inoperable       System       Roof Enhancer Fanily Inoperable       System       Roof Enhancer Fanily Cleanout/Marthole Covers       Missing Drain/Cleanout/Marthole Covers       Meter       Missing Drain/Cleanout/Marthole Covers       Meter       Missing Drain/Cleanout/Marthole Covers       Missing Drain/Cleanout/Marthole Covers       Missing Drain/Cleanout/Marthole Covers       Meter       Missing Drain/Cleanout/Marthole Covers       Meter       Missing Drain/Cleanout/Marthole Covers       Missing Drain/Titels/Trim       Room     Celling - Holes/Missing Screen/Storm/Security Door       Doors - Damaged Marthole Covers       Marth		ation - Rats/Mice/Vermin	Evidence of rats or mice-sightings, rat or mouse holes, or droppings substantial enough to present a health and safety risk
Tetel Supply Leaks       General Rust/Corrosion       General Rust/Corrosion       Missing Ed Chinney/Ventitation System       Aust System       Rout Schaust Fan(s)       Missing Drain/Cleanout/Manhole Covers       Celling - Inoperable       Celling - Inoperable       Celling - Mater Sains/Water Damaged       Doom       Celling - Water Sains/Water Damaged/Missing Saces       Dornmunity Spaces       Doors - Damaged Hardware/Locks       Doors - Damaged Hardware/Locks       Doors - Damaged Surface (Holes/Paint/Rust/Glass)       Doors - Damaged Surface (Holes/Paint/Rust/Glass)       Doors - Damaged Surface (Holes/Paint/Rust/Glass)       Do		/Pump Leaks	Evidenceol water or steam lecking in piping or pump packing
Annue of control of control           Bust System         Misaligeed Chimnery/Fentilation System           System         Rode Chaust Fan(s) Inoperated           System         Rode Chaust Fan(s) Inoperated           System         Broker/Leaking/Cleanour/Manhole Corers           Missing Drain/Cleanour/Manhole Corers         Missing Drain/Cleanour/Manhole Corers           Missing Drain/Cleanour/Manhole Corers         Missing Drain/Cleanour/Manhole Corers           Dole frem         Observable Deficiency           Dole frem         Observable Deficiency           Dility/Actionical         Observable Deficiency           Dility/Banged         Observable Deficiency           Dility/Rochanical         Califor Aid - Inoperable           Inity Room         Califor Aid - Inoperable           Inity Room         Califor - Inoperable           Inity Room         Califor - Inoperable           Inity Room         Celling - Vater Stains/Water Damaged           Doron         Distrater Damaged Frames/Threshold/Mildew           Room         Celling - Vater Stains/Water Damaged/Mildew           Distrater         Distraters/Stains Ecling - Water Stains/Maler           Boom         Celling - Vater Stains/Maler           Doror - Damaged Hardware/Locks         Distrater           Doror - Damaged S	FuelS	upply Leaks al Bust (Corrosion	truence of any mount of the leading form the supply tark or planing Evanities of any former the second fraction the supply tark or planing Stanificant former theorem of the planing field on the development of a noticoble of a consistence
Misaligneed Chimmey/Ventritation System           "aust System         Roof Exhaust Fan(s) Inoperable           "System         Roof Exhaust Fan(s) Inoperable           "System         Roof Exhaust Fan(s) Inoperable           Missing Drain/Cleanout/Manhole Covers         Missing Drain/Cleanout/Manhole Covers           ments for Common Areas         Missing Drain/Cleanout/Manhole Covers           ments for Common Areas         Observable Deficiency           nt/Garage/carport         Baluster/Sitans           observable Deficiency         Clabinets - Nissing/Damaged           nt/Rom         Calling - Holes/Missing Tier/Panels/Cracks           nt/Rom         Calling - Holes/Missing Tier/Panels/Cracks           nt/Rom         Calling - Holes/Missing Tier/Panels/Cracks           ntrol Room         Calling - Holes/Missing Tier/Panels/Cracks           ntrol Root         Doors - Damaged Hard/Wark/Locks           ntrol Root         Doors - Damaged Surface (Holes/Pain/Rust/Glass) <td></td> <td></td> <td>A mission processor of a new system on a combustion fuel first on the accessor processor for a track of the pro- definition of the system of a combustion fuel first on the constraint of a processor of a processor of the pro-</td>			A mission processor of a new system on a combustion fuel first on the accessor processor for a track of the pro- definition of the system of a combustion fuel first on the constraint of a processor of a processor of the pro-
aust System     Roof Enhaust Fan(s) Inoperable       System     Bioken/Leahing/Claenout/Manhole Covers       Missing Drain/Cleanout/Manhole Covers     Missing Drain/Cleanout/Manhole Covers       Missing Drain/Cleanout/Manhole Covers     Missing Drain/Cleanout/Manhole Covers       Missing Drain/Cleanout/Manhole Covers     Missing Drain/Cleanout/Manhole Covers       Method     Observable Deficiency       Missing Drain/Cleanout/Manhole Covers     Calings - Jamaged       Mith/Method     Calings - Jamaged       Mith/Method     Calings - Vasing/Damaged       Mith/Method     Calings - Missing/Damaged       Room     Caling - Vasing/Damaged       Room     Constretoss - Missing	Misal	igned Chimney/Ventilation System	dangerous verting of gases
System Broken/Leafung/Cleanout/Manhole Covers metrs for Common Areas Missing Drain/Cleanout/Manhole Covers metrs for Common Areas Missing Drain/Cleanout/Manhole Covers metrs for Common Areas I dispersive and the term officing Carlot and the term of the term of the term officing Carlot and the term of the term of the term the term of the term of the term of the term of the term officing Carlot and the term of the term of the term of the term and officing Carlot and the term of term		Exhaust Fan(s) Inoperable	The roof exhaust fan unit does not function
Missing Drain/Cleanout/Manhole Covers           ments for Common Areas         Missing Drain/Cleanout/Manhole Covers           oble term         Observable Deficiency           Mole term         Baluster/Side Railings. Damaged           Mole term         Baluster/Side Railings. Damaged           Milty Noom         Caling - Hoservable Deficiency           Introdors/Stairs         Caling - Hoservable           Celling - Hoservable         Diserval           Room         Caling - Hoservable           Room         Caling - Peteing/Muster Damaged           Boom         Caling - Peteing/Muster Damaged           Room         Caling - Peteing/Muster Damaged           Donn - Damaged Frames/Threshold/Unitels/Trim           nr         Doors - Damaged Varce (Lock/Paint/Rust/Glass)           ms         Doors - Damaged Varce (Holes/Paint/Rust/Glass)           Doors - Damaged Varce (Holes/Paint/Rust/Glass)         Door           Doors - Damaged Varce (Holes/Paint/Rustry Dor           Doors - Damaged Vinop		n/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
ments for Common Areas         Image: Common Areas           bit Rtm         Observable Deficiency           observable Deficiency         Observable Deficiency           Int/Garage/(Earport         Bauststry/Damaged           Int/Garage/(Earport         Cabinets - Missing/Damaged           Inty Roum         Call for Aid - Inoperable           rinto Roum         Calling - Inoperable           Celling - Water Stains/Water Damage/Mold/Mildew         Celling - Vater Stains/Water Damage/Mold/Mildew           Room         Celling - Water Stains/Vater Damage/Mold/Mildew           Room         Celling - Vater Stains/Vater Damage/Mold/Mildew           Domors - Damaged Frames/Threshold/Untels/Trim         Doors - Damaged Hardware/Locks           ms         Doors - Damaged Surface (Holes/Painty/Rust/Glass)           ms         Doors - Damaged Streen/Strom/Security Door           Doors - Damaged Missing Scaen/Storm/Security Door         Doors - Deteriorated/Missing Seals (Entry Only)           Doors - Damaged Missing Security Door         Doors - Doors - Damaged/Inoperable           Doors - Damaged Missing Security Door	Missir	ng Drain/Cleanout/Manhole Covers	A protective cover is missing
Differ         Differ         Differ           Internation         Observable Deficiency         Distraction         Distraction           Intliny/Mechanical         Cabinest - Missing/Damaged         Distraction         Cabinest - Missing/Damaged           Intliny/Mechanical         Cabinest - Missing/Damaged         Distraction         Cabinest - Missing/Damaged           Intliny/Mechanical         Cabinest - Holes/Missing Tiles/Parents/Cracks         Cabinest - Missing/Damaged           Room         Caling - Holes/Missing Tiles/Parents/Cracks         Caling - Peeling/Meckets Paint           Room         Caling - Water Stame/Varen Damage/Miol/Mildew         Caling - Water Stame/Varen Damage/Miol/Mildew           Room         Caling - Water Stame/Varen Damage/Miol/Mildew         Distrusterloss - Missing/Damaged           Room         Countertops - Missing/Damaged         Incourse - Damaged/Missing East           Instruct/Spaces         Doors - Damaged Hardware/Locks         Doors - Damaged Missing Scaren/Storm/Security Door           Instruction         Doors - Damaged Missing Scaren/Storm/Security Door         Doors - Damaged Missing Scaren/Storm/Security Door           Doors - Damaged Missing Scaren/Storm/Security Door         Doors - Damaged Missing Scaren/Storm/Security Door         Doors - Missing Door           Doors - Damaged Missing Scaren/Storm/Security Door         Doors - Missing/Damaged/Inoperable         Door <td></td> <td></td> <td></td>			
Mode     Docs		ample Deficience	
Mithy Acanance     canneeser       Mithy Room     califiers - Missing/Damaged       Califier - Missing/Damaged     califier - Missing/Damaged       Finders/Stairs     Celling - Hooperable       Frieders/Stairs     Celling - Hooperable       Comm     Celling - Meeting/Meeting       Room     Celling - Meeting/Meeting       Room     Celling - Meeting/Meeting       Room     Celling - Meeting/Meeting       Room     Celling - Meeting/Meeting       Doors - Damaged Frames/Threshold/Unitels/Trim       Doors - Damaged Hardware/Locks       ms     Doors - Damaged Missing Screen/Storm/Security Door       Doors - Damaged/Missing Screen/Storm/Security Door       Doors - Damaged/Missing Screen/Storm/Security Door		vadie Dejitare - Demarad	Any domonand or mission bulieters or side rails that limit the sofe use of an area
Annumetric     Califics     Califics       Indiract     Califics     Holes/Missing       Indors/Stairs     Celling     Holes/Missing       Celling     Pelles/Missing     Iles/Missing       Room     Celling     Pelles/Missing       Room     Celling     Pelles/Missing       Room     Celling     Pelles/Missing       Dom     Celling     Pelles/Missing       Dishwashed     Stataged Flarmes/Threshold/Mildew       Countertops - Missing/Damaged       Dishwashed     Stataged Flarmes/Threshold/Mildew       Countertops - Missing/Damaged     Dismashed       Dishwashed     Dismashed       Doors - Damaged Hardware/Locks     Dismashed       Ins     Doors - Damaged Missing Scales (Entry Don'       Doors - Damaged Missing Scales (Entry Only)     Doors - Damaged Missing Scales (Entry Only)       Doors - Damaged Missing Scales (Entry Only)     Doors - Damaged/Missing Scales (Entry Only)       Doors - Damaged/Missing Scales (Incoreable     Doors - Damaged/Missing Scales (Incoreable       Doors - Damaged/Missing Scales (Incoreable     Doors - Damaged/Missing Scales (Incoreable		ter/side hailings - bailiaged	Pring variance or missing orandeers or sider can't net mine sayle case of an area 10% or more of rabinet donce, or shelves are mission or the laminet is searching
Tridors/Stats     Ceiling - Holes/Missing Tiles/Panels/Cracks       Tridors/Stats     Ceiling - Preling/Wresh Plant       Room     Ceiling - Preling/Water Damage/Mold/Mildew       Community     Ceiling - Presing/Water Damage/Mold/Mildew       Distwasher/Garbage Disposal - Inoperable     Distwasher/Garbage Disposal - Inoperable       mmunity Spaces     Doors - Damaged Harmes/Threshold/Lintels/Trim       Doors - Damaged Harmes/Threshold/Lintels/Trim     Doors - Damaged Vision Screen/Storm/Security Door       Doors - Damaged Surface (Holes/Paint/Rust/Glass)     Doors - Damaged Missing Screen/Storm/Security Door       Doors - Damaged Missing Screen/Storm/Security Door     Doors - Damaged/Missing Screen/Storm/Security Door       Doors - Missing/Damaged/Inoperable     Doors - Damaged/Missing Screen/Storm/Security Door       Doors - Damaged Missing Screen/Storm/Security Door     Doors - Damaged/Missing Screen/Storm/Security Door       Doors - Damaged/Missing Screen/Storm/Security Door     Doors - Damaged/Missing Screen/Storm/Security Door		ets - Initianing/Damaged nr Aid - Inonerable	The system does not function as it should
Ceiling - Peeling/Needs Paint           Room         Ceiling - Peeling/Needs Paint           Room         Ceiling - Veeling/Neare Stains/Water Damage/Mold/Mildew           Connactors - Missing/Damage/Mold/Mildew         Countertops - Missing/Damage/Mold/Mildew           Domunity Spaces         Dishwasher/Garbage Disposal - Inoperable           mmunity Spaces         Doors - Damaged Frames/Threshold/Lintels/Trim           ms         Doors - Damaged Hardware/Locks           ms         Doors - Damaged Surface (Holes/Paint/Rust/Glass)           ms         Doors - Damaged Missing Screen/Storm/Security Door           Doors - Damaged Missing Screen/Storm/Security Door         Doors - Damaged/Missing Screen/Storm/Security Door           Doors - Damaged Jourde         Doors - Damaged/Missing Screen/Storm/Security Door           Doors - Damaged Jourde         Doors - Natsing Door           Doors - Damaged/Missing Screen/Storm/Security Door         Doors - Natsing Door           Doors - Damaged/Missing Screen/Storm/Security Door         Doors - Natsing Door           Doors - Damaged/Indexing Screen/Storm/Security Door         Doors - Veent-Missing Door	airs	g - Holes/Missing Tiles/Panels/Cracks	Any holes in ceiling, missing tiles or large cracks wider than 1/4 of an inch and greater than 11 inches long
Room         Ceiling - Water Stains/Water Damage/Mold/Mildew           Counterfore:         Insinverter Jamaged           Distwaterlop:         Mising Data           Distwaterlop:         Distwaterlop:           Distwaterlop:         Distwaterlop:           Distwaterlop:         Distwaterlop:           Distwaterlop:         Distwaterlop:           Distwaterlop:         Distwaterlop:           Doors - Damaged Frames/Threshold/Lintels/Trim           ms         Doors - Damaged Hardware/Locks           ms         Doors - Damaged Missing Screen/Storm/Security Door           Doors - Damaged Missing Screen/Storm/Security Door         Doors - Damaged Missing Screen/Storm/Security Door           Doors - Damaged Missing Screen/Storm/Security Door         Doors - Damaged/Missing Screen/Storm/Security Door           Doors - Damaged Missing Screen/Storm/Security Door         Doors - Damaged/Missing Screen/Storm/Security Door           Doors - Damaged/Missing Screen/Storm/Security Door         Doors - Missing Door           Doors - Missing Door         Doors - Missing Door           Doors - Vent - Missing/Damaged/Inoperable         Door - Missing/Damaged/Inoperable		g - Peeling/Needs Paint	More than 10% of ceiling has peeling paint or is missing paint
Countertops - Missing/Damaged       Dishwashord     Dishwashord       Dishwashord     Dishwashord       Domes - Damaged Frances     Doors - Damaged Frances       Doors - Damaged Hardware/Locks     Doors - Damaged Surface (Holes/Paint/Rust/Glass)       ms     Doors - Damaged Missing Screen/Storm/Security Door       Doors - Damaged Missing Screen/Storm/Security Door     Doors - Damaged/Missing Screen/Storm/Security Door       Doors - Missing/Damaged/Incerable     Doors - Missing/Damaged/Incerable	Room	g - Water Stains/Water Damage/Mold/Mildew	Evidence of a leak, mold or mildewsuch as a darkened areaover a ceiling area greater than 1 foot square
Dishwasher/Garbage Disposal - Inoperable           Ommunity Spaces         Doors - Damaged Frames/Threshold/Lintels/Trim           orch/Balcony         Doors - Damaged Hardware/Locks           ms         Doors - Damaged Surface (Holes/Paint/Rust/Glass)           Doors - Damaged Missing Screen/Storm/Security Door         Doors - Damaged/Missing Screen/Storm/Security Door           Doors - Deteriorated/Missing Screen/Storm/Security Door         Doors - Leteriorated/Missing Screen/Storm/Security Door           Doors - Missing/Damaged/Inoperable         Doors - Missing/Damaged/Inoperable		certops - Missing/Damaged	10% or more of the countertop working surface is missing, deteriorated, or damaged below the laminate
ommurity Spaces Doors - Damaged Frames/Threshold/Lintels/Trim orch/Balcony Doors - Damaged Hardware/Locks ms Doors - Damaged Surface (Holes/Pank/Rust/Glass) Doors - Damaged/Missing Screen/Storm/Security Door Doors - Deteriorated/Missing Screen/Storm/Security Door Doors - Deteriorated/Missing Screen/Storm/Security Door Doors - Witsing/Damaged/Inoperable	fice Dishw	asher/Garbage Disposal - Inoperable	The dishwasher or garbage disposal does not operate as it should
orch/Balcony Doors - Damaged Hardware/Locks ms Doors - Damaged Surface (Holes/Paint/Rust/Glass) Doors - Damaged/Missing Screen/Storm/Security Door Doors - Damaged/Missing Screen/Storm/Security Door Doors - Missing Door Doors - Missing/Damaged/Inoperable		<ul> <li>Damaged Frames/Threshold/Lintels/Trim</li> </ul>	Any door that is not functioning or cannot be locked because of damage to the frame, threshold, lintel or trim
ms Doors - Damaged Surface (Holes/Paint/Rust/Glass) Doors - Damaged/Missing Screen/Storm/Security Door Doors - Deteriorated/Missing Scals (Entry Only) Doors - Missing Door Dover Vent - Missing/Damaged/Inoperable		- Damaged Hardware/Locks	Any door that does not function as it should or cannot be locked because of damage to the door's hardware
ms Doors - Damaged Surface (Holes/PanryRust/Glass) Doors - Damaged/Missing Screen/Scorm/Security Door Doors - Deteriorated/Missing Scals (Entry Only) Doors - Missing/Damaged/Inoperable Dryer Vent - Missing/Damaged/Inoperable			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 doo
Doors - Damged/Missing Screen/Scom/Security Door Doors - Deteriorated/Missing Scals (Entry Only) Doors - Missing Door Dryer Vent - Missing/Damaged/Inoperable		<ul> <li>Damaged Surface (Holes/Paint/Rust/Glass)</li> </ul>	surjace, or broken/missing glass
Doors - Deteriorated/Missing Scientry-outin- Doors - Deteriorated/Missing Seals (Entry Only) Doors - Missing Doarmaged/Inoperable Dryer Vent -Missing/Damaged/Inoperable			Any screen door or prometer of a damaged or is missing screens or glass-shown by an empty frame or frames or any security door that is not
ig-seas tran y om y ged/inoperable		- Damageo/ Missing Screen/Storm/Security Door	Justicularity in insuita Justicularity in insuita
ed/inoperable	Doors	- Deterior ateu/ Ivrissing Sears (critity Oriny)	tur doorstautumis a musaug on any tany aou, na ney au so admagea maa manany ana jana any ana ana any ana any a Anu doorstatatan'i any ana amina dia tang baon, na ney are so admagea maa maa any any ana any any any any any a
	Drver		The driver semiantime is not functioning because it is blocked. Driver schnitch is not effectively vented to the outside
	54 5		and the second states of second states of the second states are second as the second states are states and the second states are second s

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	Any corrosion that affects the condition of the components that carry current or any stains or rust on the interior of electrical enclosures or any evidencerf writer lenks in the anchorus or budwine.
1.5	Any nicks, abrasion, or fraving of the insulation that exposes any conducting wire
Electrical - Missing Breakers	Any open and/or exposed breaker port
Electrical - Missing Covers	A cover is missing, which results in exposed visible electrical connections
Floors - Burging/ Buckning Floors - Floor Covering Damaged	Any proving tracts subging, bucking or sogging or a problem with alignment between flooring types. More proving tracts covering these statics sogging or a problem with a lignment between flooring types.
Floors - Missing Floor/Tiles	into can surve any provincentry na starting survey and a primer and start notes, tears, loose areas or exposed seams. More than 5% of the flooring or tile flooring sinsism
Floors - Peeling/Needs Paint	Any painted flooring that has peeling or missing paint on more than 10% of the surface
	Any rotted or deteriorated subflooring greater than 6 inches by 6 inches
Floors - Water Stains/Water Damage/Mold/Mildew	Evidence of a leak, mold or mildewsuch as a darkened areacovering a flooring area greater than 1 foot square
GFI - Inoperable	The GFI does not function
oraniu HVAC - Convection/Radiant Heat System Covers Missing/Damaged	An enter supervised and the second second An enter second secon
HVAC - General Rust/Corrosion	Significant formations of metal oxides, flaking, or discoloration-or a pix or revice
HVAC - Inoperable	HVAC does not function. It does not provide the heating and coolingit should. The system does not respond when the controls are engaged
	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
l avatoris Cink - Damagod (Miccing	Sink has extensive discoloration or cracks in over 50% of the basin or the the sink or associated hardware have failed or are missing and the sink con't he used
Lavatory 31in Danageo/ Missing I jehtine - Missing/Damaged/Innnerable Fixture	the ost of the second
	inter contractors de la primera ingrande de la missing en dantagee se triep de la primerion. The U.S. Postole mailbox cannat bie Jocked a is missing
Outlets/Switches/Cover Plates - Missing/Broken	Outlet or switch is missing or a cover plate is missing or brows.
Pedestrian/Wheelchair Ramp	A walkway or ramp is damaged and cannat be used by people on foot, in wheelchair, or using walkers
	Drain is substantially or completely clogged or has suffered extensive deterioration
Plumbing - Leaking Faucet/Pipes	A steady leak that is advecting the surrounding area A substantial community or self the ensure that the other surrounding area
	A sussiant accountation of the functionism or determine the free passage of an and the frames are not distributed actually are the provident of the functionism or determined actually are
Range/Stove - Missing/Damaged/Inoperable	
	The refrigerator has an extensive accumilation of ice or the seals around the doors are deteriorated or is damaged in any work which substantially
Refrigerator - Damaged/Inoperable	impacts its performance
Kestroom Labinet - Damageo/Missing	Damaged or missing snerves, varinty top, arawers, or abors that are not junctioning as they should for storage or their intended purpose Any cracks in tub or shower through which water can pass or extensive discoloration over more than 20% of tub or shower surfare or tub or shower is
Shower/Tub - Damaged/Missing	missing
Sink - Missing/Damaged	Any cracks in sink through which water can pass or extensive discoloration over more than 10% of the sink surface or sink is missing
Smoke Detector - Missing/Inoperable	Smoke detector is missing or does not function as it should
Stairs - Broken/Danaged/Missing Steps Stairs - Broken/Missing Hand Railing	re steep an instanting of the interview interview interview. The burnd roll's mission dramoned loves or otherwise nursehle
Ventilation/Exhaust System - Inoperable	incrimentario anternativa de anternativa de anternational de anternational de anternational de anternational de exhaust fois tant functioning or vinidow designed for ventifición dose not none
Walls - Bulging/Buckling	Bulging, buckling or sagging walls or a lack of horizontal alignment
Walls - Damaged	Any hole in wall greater than 2 inches by 2 inches
Walls - Damaged/Deteriorated Trim	10% or more of the wall trim is damaged
Walls - Peeling/Needs Paint	10% or more of interior wall point is peeling or missing
Walls - Water Stains/Water Damage/Mold/Mildew	Evidence of a leak, mold or mildew-such as a common area-covering a wall area greater than 1 foot square
Water Closet/ Lollet - Damagea/Cloggea/Missing	Fixure tenencs—set, juur nanae, cover etc.—rer missio or annue tenence set is cracked or nas a proken mug or contract cannot be juured An unician market process of aloc cracked and a characteristic advances and the advances of nas a proken mug or o
Windows - Crarked/Broken/Missing Panes	היוד הוומיווק שוובים אין קומט מי ביטאבט שוווזי טן קוטטא שווביב נווב רוטבה זה פוגוופין קרפובר הווטון 4 שהטיט אט הוודמיווידט ורויד שהטיט המחובים היו מיטא שוווידט אווביב נווב רוטבה זה פוגוופין קרפובר הווטון 4 שהטיט אטמצטוהוט פ
Windows - Damaged Window Sill	The stills damaged eroup parts. The stills damaged eroup to expose the inside of the surrounding walk and compromise its weather tightness.
Windows - Inoperable/Not Lockable	Any window that is not functioning or cannot be secured because look is brocken
Windows - Missing/Deteriorated Caulking/Seals/Glazing Compound	There are missing or deteriorated caulk or seals-with evidence of leaks or damage to the window or surrounding structure
Windows - Peeling/Needs Paint	More than 10% of interior window paint is peeling or missing
Windows - Security Bars Prevent Egress	The ability to exit through the window is limited by security bars that do not function properly and, therefore, pose safety risks
Air Quality - Mold and/or Mildew Ubserved	Evidence of mold or mildew is observed that is substantial enough to pose a health risk

		מנימום היסטום היסטורי וותנתיהו את הי וווירווותור התהום הותר בהתוח ההזב ח וושע הן בשהוהמותו לווב תווחל הו ההזב ח וובתורוו נושע ול ווווומופת
	Air Quality - Sewer Odor Detected	Sewer adors that could pose a health risk if inhaled for prolonged periods
	Electrical Hazards - Exposed Wires/Upen Panels	Any exposed bare writes or openings in electrical panels (capped writes do not pose a risk)
	Electrical hazaros - Water Leaks on/near Electrical Equipment	Any water leaking, pudaling or ponding on or immediately near any electrical apparatus that could pose a risk of fire, electrocution or explosion
	Emergency Fire Evits - Emergency/Fire Evits Rlocked/I Inveshle	Tre sur connor de used or exit is limited because a door or window is nalied shut, a lock is broken, panic hardware is chained, debris, storage, or ot conditione hour evit
	Emergency Fire Exits - Missing Exit Signs	evinantiation de la construction de Estis claracteristica de la construction evite area miseira ar there is an illuminantian in the area of the size
	Flammable/Combustible Materials - Improperly Stored	Filammable or combustible materials are imposely stored, cauto the normality or unset on manimum or the sign Filammable or combustible materials are improperly stored. cauto the bacterial risk of the or evolvoin
	Garbaro and Dabric Tadaace	Too much garbage has gathered-more than the planned storage capacity or garbage has gathered in an area not sactioned for staging or storing
	Daribage and Depris - Indoors	Jungle of neurons have activated than the alarmoid downwards in a neuron the neuron of the neuron of the neuron
	Garbage and Debris - Outdoors	roument approved into guardeneratione chain the prantice storage capacity or garaged has gathered in an area not sonctioned for staging or storing Lathane or debric
	Hazards - Other	gar-use - careford defects or hazards that nose rick of hadily intinvo Anv deneral defects or hazards that nose rick of hadily intinvo
	Hazards - Sharp Edges	Any physical defect that could cause cutting or breaking of human skin or other hodily harm
	Hazards - Tripping	Any physical defect in walkways or other travelled area that poses a trianing risk
		Evidence of infestation of insects-including roaches and ants-throughout a unit or room. food preperation or storage area or other area of building
	Infestation - Insects	substantial enough to present a health and safety risk
	Infestation - Rats/Mice/Vermin	Evidence of rats or micesightings, rat or mouse holes, or droppings substantial enough to present a health and safety risk
Pools and Related Structures	Fencing - Damaged/Not Intact	Any damage that could compromise the integrity of the fence
		Garbage has backed up into chutes, because the collection structure is missing or broken or compactors or componenents-chute, chute door, and
Trash Collection Areas	Chutes - Damaged/Missing Components	other components-have failed
Requirements for Unit	AL	
Inspectable item	Ubservable Deficiency	
moor	Bathroom Cabinets - Damaged/Missing	Jurnaged or missing stretves, varity tops, drawers, or doors that are not functioning as they should for storage or their intended purpose
	Lavatury Silik - Varilageu/ Iviissirig	Arriy or dats in shirt unough which water and bus or extensive discolation over more than 10% of the sink surface or sink is missing Denio or dats in shirt unough which water and the discolation over more than 10% of the sink surface or sink is
	Plumbing - Lioggeu Drams, raucets	aroan or yeares ex suscentrating or compresents program on as superied extensive deterioration. A steador leak that is adverselv affection the surrounding area.
		Any cracks in tub or shower through which water can pass or extensive discoloration over more than 20% of tub or shower surface or tub or shower
	Shower/Tub - Damaged/Missing	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 etcare missing or damaged or the toilrt 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
Celling	Bulging/Buckling/Leaking	bulging, buckling or sagging celling or problem with alignment
	Holes/Missing Illes/Panels/Lracks	Any notes in ceiling, missing tiles or large cracks water than 1/4 of an inch and greater than 6 inches long
	Peeling/Needs Paint	More tran LUS of ceiling nos peeling paint or is missing paint
	Water Stains/Water Damage/Molo/ Mildew	cviaence of a reak, mora or miraewsuch as a darkened areaover a cening area greater than 1 foot square
Doors	Damaged Frames/ Inreshold/Lintels/ I rim	Any door trad is not functioning or cannot be locked because of damage to the frame, threshold, initel or trim
	Damaged Hardware/Locks	Any door that does not junction as it should or cannot be locked because of damage to the door's hardware
	Damaged/Missing Screen/Storm/Security Door	Any vecent ador to storm door triat is admaged of is missing screens or glasssnown by an empty frame or frames or any security door that is not Any vecent ador or some address or any screens or glasssnown by an empty frame or frames or any security door that is not Any vecent address or single address or glasssnown by an empty frame or frames or any security door that is not
		Any door that has a hole or holes areater than 1 inch in diameter sianificant peelina/crackina/no paint or rust that affects the intensity of the door Any door that has a hole or holes areater than 1 inch in diameter sianificant peelina/crackina/no paint or rust that affects the intensity of the door
	Damaged Surface - Holes/Paint/Rusting/Glass/Rotting	surface, or broken/missing diess
	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
		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
	Missing Door	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
		Any 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 Leaks/Corrosion	evidenceof water leaks in the enclosure or hardware
	Frayed Wiring	Any nicks, abrasion, or fraying of the insulation that exposes any conducting wire
	GFI - Inoperable	The GFI does not function
	Missing Breakers/Fuses	Any open and/or exposed breaker port
	Missing Covers	A cover is missing, which results in exposed visible electrical connections
Floors	Bulging/Buckling	Any flooring that is bulging, buckling or sagging or a problem with alignment between flooring types

	Floor Covering Damage	More than 10% of floor covering has stains, surface burns, shallow cuts, small holes, tears, loose areas or exposed seams.
	Missing Flooring Tiles	Any flooring or tile flooring that is missing
	Peeling/Needs Paint Bot/Deteriorsted Subfloor	Any painted flooring that has peeling or missing paint on more than 10% of the surface
	Water Stains/Water Damage/Mold/Mildew	Any rester or according to the second process of t
Health & Safety	Air Quality - Mold and/or Mildew Observed	Evidence of mold or mildew is observed that is substantial enabled on health of the processing area greater than 1 poor square
	Air Quality - Sewer Odor Detected	Sewer odors that could pose a health risk if inhaled for prolonged periods
	Air Quality - Propane/Natural Gas/Methane Gas Detected	Strong propane, natural gas or methane odors that could pose a risk of explosion/ fire and/or pose a health risk if inhaled
	Electrical Hazards - Exposed Wires/Open Panels	Any exposed bare wires or openings in electrical panels (capped wires do not pose a risk)
	Electrical Hazards - Water Leaks on/near Electrical Equipment	Any water leaking, puddling or ponding on or immediately near any electrical apparatus that could pose a risk of fire, electrocution or explosion
		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
	Emergency rire Exits - Emergency/Fire Exits blocked/Unusable	
	Emergency Fire Exits - Inissing Exit aigns Elammable Materials - Imarcondels Charad	Exit signs that clearly latently all energency exits are missing or there is no illumination in the area of the sign
		Trammare internas de importenty sores, cubing the potential risk of fire of explosion
	Garbage and Debris - Indoors	rou much yar baye much waye much eurimment we primmed storage capacity or garbage has gathered in an area not sactioned for staging or storing garbage or debris
		Too much garbage has gathered-more than the planned storage capacity or garbage has gathered in an area not sonctioned for staging or storing
	Garbage and Debris - Outdoors	garbage or debris
	Hazards - Other	Any general defects or hazards that pose risk of bodily injury
	Hazards - Sharp Edges	Any physical defect that could cause cutting or breaking of human skin or other bodily harm
	Hazards - Tripping	Any physical defect in walkways or other travelled area that poses a tripping risk
		Evidence of infestation of insects-including roaches and ants-throughout a unit or room, food preperation or storage area or other area of building
		substantial enough to present a health and safety risk
	Intestation - Rats/Mice/Vermin	Evidence of rats or mice-sightings, rat or mouse holes, or droppings substantial enough to present a health and safety risk
not water neater	Innonerable Unit/Components	Any musuignment not may couse improve or dangers. Horit write singiment trans is no unsraper or dangers venting of gases.
	I eaking Valves/Tanks/Pines	There is evidence of active water leads from that water or active material not water include the property. There is evidence of active water leads from that water or related commonster water includes the property
	Pressure Relief Valve Missing	There is a material of the second second second second related compared and the flow of th
	Rust/Corrosion	Significant formations of metal oxides, flaking, or discolorationor 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 coolingit should. The system does not respond when the controls are engaged
	Misaligned Chimney/Ventilation System	Any misalignment that may cause improper or dangerous venting of gases
	Noisy/Vibrating/Leaking	The HVAC system shows signs of abnormal vibrations, other noise, or leaks when engaged
	Kust/corrosion	Deterioration from rust or corrosion on the HVAL system in the dweing unit
	Capinets - Missing/Jamaged	10% or more of connet, adors, or sherves are missing or the iominate is separating
		To be of the second
	UISNWASNEY/GARDAGE UISPOSAI - INOPERADIE	Dire usinwasner or garaage usposal aces not operate as it should
	Plumbing - Clogged Urains	Urain is substantially or completely clogged or has suffered extensive deterioration
	Plumping - Leaking Faucet/Pipes	A steady leak that is adversely affecting the surrounding area
	Kange Hood/Exhaust Fans - Excessive Grease/Inoperable	A substantial accumulation of airt or grease that threatens the free passage of air Dependence burners of airt or grease that threatens the free passage of air
	Range/Stove - Missing/Damaged/Inonerable	Ure on inter barries are not jancuolling or adors or arawers are impedea or on gas ranges pliot is out and/or frames are not aistributed equally or own not functionian
		The refrinerator has an extensive accumilation of ice or the seals around the doors are deteriorated or is damaged in any way which substantially
	Refrigerator-Missing/Damaged/Inoperable	impoces its performance
	Sink - Damaged/Missing	Any cracks in sink through which water can pass or extensive discoloration over more than 10% of the sink surface or sink is missing
Laundry Area (Room)	Dryer Vent - Missing/Damaged/Inoperable	The driver vent is missing or it is not functioning because it is blocked. Driver exhaust is not effectively vented to the outside
Lighting	Missing/Inoperable Fixture	A permanent light fixture is missing or not functioning, and no other switched light source is functioning in the room
Outlets/Switches	Missing	r pointier or switch is mission and a recommendation of the measurement of
	Missing/Broken Cover Plates	An outlet or switch has a broken cover alarte over a junction box or the cover alarte is missing
Patio/Porch/Balconv	Baluster/Side Railings Damaged	Any damaged or mission believes or side rais that limit the sofe use of an area
Smoke Detector	Missing/Innerahle	<u>rung remeasers on the construction on the construction on the construction of the con</u>
	Ricken /Damaged /Missing Stens	arriente varecester antendaria. A stronie varecester in theologies
		The hand rail is mission damaged loose or otherwise unisciple
		Bulaina, bucklina or sagaina walis or a lack of horizontal alianment
	Damaged	Any hole in wall greater than 2 inches by 2 inches