

HQS Pre-inspection Checklist

Listed below are the most common violations of the “Housing Quality Standards.” Please look your unit over carefully before the inspector arrives. Remember, any of the following violations will merit a “fail” rating for the unit and the Housing Authority will not be able to enter into a HAP contract with the landlord until violations are corrected.

This list is only the “most frequent” violations our inspectors have encountered and summarized. This list is in no way a complete list of potential HUD violations according to the regulations.

- working (as designed) smoke alarms within 10 ft. of every bedroom.
- working (as designed) smoke alarms on every level of common areas, including basements and attics.
- working (as designed) carbon monoxide detectors located as determined per bldg. by local fire departments.
- broken and/or cracked windows.
- no locks on windows regardless of floor.
- windows and doors must be weathertight.
- all openable windows must have mechanism to secure them in place when opened.
- flooring and walls must be strong and sturdy
- deteriorated steps.
- any potential tripping hazard.
- no handrails on stairs with 4 or more steps (interior and exterior).
- no railing or protective barriers on porches/landings more than 30” from ground level.
- hazardous electrical situations; ungrounded plug receptacles, cracked/missing cover plates, loose “J” boxes, bare wires, unsecured wires, spliced wires, loose light fixtures.
- plumbing leaks.
- wet areas of ceilings, walls, and floors.
- non-functioning stove (oven and burners).
- exterior door locks that are not secure – loose or missing striker plates, split door jambs or inadequate locks.
- large holes in walls or ceilings.
- flaking or peeling paint (interior/exterior) in units with children age 6 and under, usual procedure requires LPC submittal.
- units must be free of roaches, rodents, or any other type of infestation.
- holes in foundation or gaps under exterior doors that could lead to pest infiltration.
- bathrooms must have either a operating vent fan or an openable window.
- unit must be vacant at time of inspection unless family is renting in place..
- unit must be clean; floors, carpets, bathroom, stove, refrigerator, etc.