



GEORGIA DEPARTMENT *of* COMMUNITY AFFAIRS

HOUSING QUALITY STANDARDS CHECKLIST

The unit must be "safe, sanitary, and decent." A Georgia Department of Community Affairs Inspector will inspect the unit thoroughly upon receiving an approved Request for Tenancy Approval. We would like the unit to pass the inspection the first time, so please check the unit before a DCA inspector does the initial and annual inspections, using this checklist as a guideline. Make any repairs needed before the inspection.

THE UNIT EXTERIOR

- All porches over 30" must have a railing with balusters spaced no more than 4 inches between balusters.
- The foundation, stairs, handrails, gutters, porches, and walkways are sound and free of hazards and deterioration.
- The unit's interior and yard is free of trash and debris.
- The main electric entrance cable is in good condition. NOT FRAYED OR DETERIORATED
- There is a handrail for all steps (4 or more), including the basement. Including unprotected sides of stairways.
- The chimney and brickwork is free of loose bricks and mortar.
- The paint is not chipping, peeling or cracking (including windows).
- Mobile Homes - Tie downs are properly attached and accessible for inspector.

THE UNIT INTERIOR - BASIC REQUIREMENTS

- Units are required to have smoke and carbon monoxide detectors on each level of the unit. Carbon monoxide detectors are required in homes that have an attached garage, gas-burning appliances, and a fireplace.
- All plumbing and drains are free of leaks or clogs and in working order.
- All sinks have proper traps.
- The furnace and hot water heater are operable and in good condition.
- The furnace adequately heats all rooms, including the bathroom.
- All heat vent covers are in place. Pressure relief valve discharge lines on water heater and boiler extend down to within 6" of the floor into the drain pan or piped outside of the unit. Piping cannot have a shut-off valve attached.
- Floors, ceilings, and walls are clean, in good condition, and free of chipping, peeling, and cracking paint. (including trim/woodwork).
- There are lights (operable from each floor level) and handrails for interior stairs (4+ steps), and railings for all open stairways and unprotected heights.

ELECTRICAL

- All spliced wires are in a "J" box and all "J" boxes, outlets and switches have face plates (includes basement and attic).
- Each room must have 2 working outlets or 1 outlet and a permanent light.
- All rooms are well-lit and free from electrical hazards.
- All receptacles within 6 feet of sinks (kitchen or bathroom) must be GFI. Receptacles near bathtubs are not acceptable.

BEDROOM

- Each bedroom must have a window and a door. If the window is designed to open, it must do so and remain open on its own, capable of locking.
- Each room must have 2 working outlets or 1 outlet and a permanent light.
- Smoke detectors are now required in all sleeping areas and in the hallway outside the bedrooms. Smoke detectors will also need to be hardwired, or 10-year battery operated. *See below for other smoke detector location requirements.

KITCHENS

- All appliances are clean and in proper working order, including burners and oven/broiler.
- The floor covering (required) is free of tripping hazards.
- There is adequate space for food storage and preparation.
- Refrigerator: seals are intact, door handles are secure, and does not leak.

BATHROOM

- The bathroom must have a shower or tub. No light fixture within the shower area unless approved for a wet location.
- The sink, toilet, and tub/shower are operable, in good condition, and securely attached.
- There is an operable window or an exhaust fan properly vented to the exterior.
- The floor covering (required) is free of tripping hazards.
- There is a privacy curtain or door.
- The bathroom sink has a p-trap.

BASEMENT

- The foundation is sound and free of hazards (potential structural collapse or groundwater entry).
- There can be no surface water in the basement.
- All windows and doors must have locks and no broken or cracked glass.
- The basement must be accessible for inspection.

GENERAL

- One window in each room must operate as originally designed. All other windows may be secured shut.
- All windows must lock and be free from broken or cracked glass.
- All windows should be glazed and form a tight seal when closed.
- Double-hung windows with pulleys present must have sash ropes connected.
- All doors (exterior) lock and form a tight seal when closed.
- All floors with floor covering are free from tripping hazards.
- Furnace/water heater vents are properly vented to run slightly upward.
- There cannot be double-keyed deadbolt locks on entry doors. No hasp locks on interior doors.
- The unit is free of non-vented heating sources.
- The unit is free of roaches, bed bugs, fleas, vermin and rodents.

*Smoke detector location: (Smoke detectors must be hard-wired or 10-year battery operated).

1. On each level of the unit.
2. Inside each bedroom.
3. Within 21 feet of any door to a bedroom measured along a path of travel.
4. If the smoke detector in the hallway is separated by a door to the adjacent living area, a smoke detector must also be placed in the living area.