

Inspection Information Form

Section 8 has established a list of 13 performance requirements which make up their Housing Quality Standards. These requirements are guidelines for Section 8 inspectors to use to determine if a housing unit is fit to maintain a certain quality of life. This collection of information is authorized under Section 8 of the U.S. Housing Act of 1937 (42 U.S.C. 1437f). Scott County CDA in coalition with The Housing Choice Voucher Program use the HQS criteria when completing inspections.

1. Smoke Detectors and Co2

- There must be working smoke detectors in each bedroom and 10 ft. from the bedrooms—hallway/carbon monoxide detectors must be located on each floor in common areas.

2. Food Preparation and Refuse Disposal

- The unit must have an oven and a stove or a range. A microwave oven can be substituted.
- The unit must have a kitchen sink with hot and cold water and a proper sink trap.

3. Space and Security

- The unit must have a living room, a kitchen and a bathroom. Any doors or windows that are accessible from the outside must be able to be locked.

4. Thermal Environment

- The heating system must safely provide heat to each room. The local PHA will determine what temperature is considered adequate during each month of the year. The cooling system must safely cool each room.

5. Illumination and Electricity

- The living room and each bedroom must have at least one window.
- The kitchen must have at least one working outlet. The living room and each bedroom must each have at least two working outlets.

6. Structure and Materials

- All ceilings, walls, and floors must not show any signs of bulging or buckling and must not contain large holes.
- The roof must be structurally sound.
- Handrails are required when there are four or more steps.

7. Interior Air Quality

- Bathrooms must have a window that can be opened or must have other adequate ventilation.
- The unit must be free from dangerous pollutants, such as carbon monoxide.

8. Water Supply

- The water supply must be free from contamination. Plumbing pipes and fixtures must be free from leaks.

9. Lead-Based Paint

- Units constructed before 1978 must be free from lead-based paint hazards. There must be no chipping, cracking or peeling paint or other hazards.

10. Access

- There must be two ways to exit the unit. A fire escape is considered an alternate means of exit. The fire escape or other emergency exit cannot be blocked.

11. Sanitary Conditions

- There must not be a rodent or vermin infestation.

12. Sanitary Facilities

- The bathroom must be located in a private room within the residence
- The bathroom must contain a flushing toilet, a shower or tub and a sink. The shower/tub and sink must have functioning hot and cold water.



The checklist below will help you in preparing the property for inspection. **The unit must be in move-in condition** when submitting the Request for Tenancy Approval to Scott County CDA. Move-in condition refers to a property ready for immediate occupancy by a tenant. Scott County CDA requires that the property be in this condition so once an inspection is complete a tenant can directly move in.

General

- Working smoke detectors located in each bedroom and 10 ft of hallway area and CO2 detectors on each floor of open common areas.
- Utilities (water, gas, electric) are turned on.
- No chipping, peeling, or cracking paint located in or outside of the unit. Lead based paint can not be present on the property.
- All electrical outlets/switches must have cover plates and be in proper working condition.
- All windows and doors shall open, close, and lock as designed.
- Each habitable space must have two means of fire egress (i.e. door & window).
- The heating equipment is capable of providing adequate heat to all living spaces.
- The unit has adequate cooling and ventilation by means of open-able windows and/or a working cooling system.
- The unit is free from abnormally high levels of air pollution from vehicular exhaust, sewer gas, fuel gas, dust, or other pollutants.
- All water heaters/boilers must have a TRP valve with downward discharge piping.
- Circuit breakers are properly loaded.

Exterior

- The roof, gutters, and downspouts are sound, secure, and free of hazards.
- Chimney, if present, is secure and has a tightly sealed top.
- All common walkways and parking areas are free of cracks and tripping hazards.
- Stairs and handrailing's must be secure. Four or more stairs are required to have handrails.
- Surfaces and foundation need to be in sound condition to prevent moisture leakage and rodent infestation.

Interior/Bedroom

- Must have operable smoke detector in each bedroom.
- All security bars/windows must have a quick release mechanism.
- All sliding glass doors must have a lock or security bar on the door.
- Window glass is free of cracks and glazing is in good condition.
- At least two outlets, or one outlet and one permanent light fixture, are present in each room and are in working order.

Kitchen/Bath

- All sinks provide hot and cold running water, have proper drainage, and show no leaks.
- All plumbing fixtures must have a working trap.
- No signs of missing or broken floor tiles, water stains, or deteriorating grout.
- Disposal - if present, is in working order with easy access for use.
- Dishwasher - if present, is in working order with proper drainage and no leaks.
- Oven/stove is clean, in working order, and has four top burners that work.
- Refrigerator/freezer must be clean, have a good door seal, and be able to maintain temperatures for proper storage.
- Tubs/showers have hot and cold running water, proper drainage, and no leaks.
- Toilets are securely fastened with no leaks or gaps, and flush properly.
- Bathroom must have either an openable outside window or an exhaust fan.
- All cabinets and drawers are secure, in place, and in good condition.
- GFI outlets must be installed by all water sources.