

# **NYS Housing Trust Fund Corporation REHABILITATION STANDARDS FOR ONE- to FOUR-UNIT STRUCTURES**

**Rev. June, 2006**

## **I. INTRODUCTION MISSION AND HOUSING VALUES**

The mission of the New York State Division Housing and Community Renewal and the Housing Trust Fund Corporation is to make New York State a better place to live by supporting community efforts to preserve and expand affordable housing, home ownership and economic opportunities, and by providing equal access to safe, decent and affordable housing. The values that flow from this mission for this program are as follows:

- Increased energy efficiency;
- Affordable operating costs;
- Accessibility for persons with disabilities;
- Performance and durability;
- Historically sensitive exteriors;
- Economic life cycle costs;
- Balanced initial costs; and
- Lead-safe housing.

## **APPLICABLE LAWS AND REGULATIONS**

The New York State HOME Program intends to build and preserve affordable housing units in full compliance with the following statutory and regulatory requirements:

- NYS Uniform Fire Prevention and Building Code or, in New York City, the New York City Building Code;
- Energy: Energy Conservation Construction Code of New York State;
- Local Housing Codes: Any applicable local housing codes;
- Federal Housing Code: Housing Quality Standards;
- Life Safety Code;
- HOME Program Regulations (24 CFR Part 92);
- HUD Lead-Based Paint Regulation (24 CFR Part 35)

The Program shall seek guidance and strive to conform to the following standards, to the extent financial resources are available for a specific project:

- Accessibility: ANSI standards for handicapped accessibility.
- Federal Fair Housing Act;
- Multiple Dwelling Law;

- New York State Labor Law, Industrial Code Rule 56;
- Federal Fair Housing Act;
- Section 504 of the Rehabilitation Act of 1973 (applies to certain projects funded with HOME funds) and;
- Federal Labor Standards regulatory requirements (Davis-Bacon Related Acts).
- Exceptions: On a case-by-case basis deviations from the minimum requirements of this standard will be permitted with approval of the Housing Trust Fund Corporation.

## **II. SITE IMPROVEMENTS**

### **SOIL TREATMENTS FOR LEAD HAZARDS**

Repair Standard: Interim standards – 1 year – will require monitoring to ensure continued effective control methods. Replacement – 20 years.

Play Areas: Bare soil play areas frequented by children under the age of six years shall be tested for lead content. Any bare soil over 400 cg/g of lead in lead shall be covered with a reinforced landscape cloth and impermanent surface covering e.g. gravel, bark, sod, or artificial turf containing not more than 200 cg/g of lead. Loose impermanent covering such as bark or gravel shall be applied in a thickness of not less than 6 inches.

Other Bare Soil: Bare soil outside of play areas shall be tested for lead content. Bare soil over 2000 cg/g of lead in lead and totaling more than 9 square feet per property shall be covered with a reinforced landscape cloth or other impermanent surface covering containing not more than 200 cg/g of lead, an interim control measure which prevents children's access to the bare soil. Soil lead levels above 5000 cg/g of lead require abatement.

### **TREES**

Repair Standard: Minimum Life: NA

Trees that are too close to the structure or threaten the structure shall be trimmed or removed. Otherwise, shade trees shall be preserved whenever possible.

Replacement Standard: NA

### **LANDSCAPING**

In general, landscaping is not permitted. Where soil is disturbed for installation of water and sewer, or to remove unneeded sidewalks or outbuildings, plantings or grass seed shall be provided to cover bare soil.

### **OUTBUILDINGS**

Repair Standard: Minimum Life: 1 year

Unsafe and blighted structures, including outbuildings, sheds, garages and barns, will be removed if it is not financially feasible to complete the repairs required to make them structurally sound and leak free with lead hazards stabilized.

Replacement Standard: NA

No replacement of outbuildings is allowed.

### PAVING AND WALKS

Repair Standard: Minimum Life: 5 years

Badly deteriorated, essential paving, such as front sidewalks, will be repaired to match. Non-essential deteriorated paving such as sidewalks that are unnecessary, will be removed and appropriately landscaped.

Replacement Standard:

Essential walks and drives shall be replaced with concrete.

## **III. EXTERIOR SURFACES**

### EXTERIOR LEAD HAZARDS

Repair Standard:

All exterior paint shall be stabilized using lead-safe practices

Replacement Standard:

Leaded components shall be replaced or the paint removed to create a lead-free exterior.

### EXTERIOR STEPS AND DECKS

Repair Standard: Minimum Life: 5 years

Steps, stairways, and porch decks will be structurally sound, reasonably level, with smooth and even surfaces.

Replacement Standard: 20 years

New steps and stairways shall be constructed of preservative treated lumber in conformance with local code, or of masonry. Porch decks shall be replaced with tongue and groove pine.

### EXTERIOR RAILINGS

Repair Standard: Minimum Life: 5 Years

Handrails will be present on one side of all interior and exterior steps or stairways with more than two risers, and around porches or platforms over 30" above ground level. Railing repairs will be historically sensitive.

Replacement Standard: Minimum Life: 10 Years

Railings shall be wrought iron or preservative treated lumber.

## EXTERIOR CLADDING

Repair Standard: Minimum Life: 10 Years

Siding and trim will be intact and weatherproof. All exterior wood components will have a minimum of two continuous coats of paint, and no exterior painted surface will have any deteriorated paint.

Replacement Standard: Minimum Life: 20 Years

Historically sensitive vinyl siding over house wrap, or replacement of original materials with like materials, where cost-effective.

## EXTERIOR PORCHES

Repair Standard: Minimum Life: 10 Years

Unsafe or unsightly porches will be repaired to conform closely to historically accurate porches in the neighborhood.

Porch repairs will be structurally sound, with smooth and even decking surfaces.

Replacement Standard: Minimum Life: 10 Years

Deteriorated wood porches shall be rebuilt with preservative treated structural lumber and tongue and groove pine decks. Masonry elements shall be rebuilt with masonry.

## EXTERIOR HARDWARE

Repair Standard: NA Minimum Life: 10 Years

Replacement Standard:

Every dwelling unit will have a mailbox, or mail slot, and minimum 3" high address numbers at the front door.

## IV. FOUNDATIONS AND STRUCTURE

### FOUNDATIONS

Repair Standard: Minimum Life: 20± Years

Foundations will be sound, reasonably level, and free from movement.

Replacement Standard: Must meet building code.

### STRUCTURAL WALLS

Repair Standard: Minimum Life: 15 Years

Structural framing and masonry shall be free from visible deterioration. rot, or serious termite damage. be adequately size for current loads. Prior to rehab, all sagging floor joists or rafters will be visually inspected. and significant structural damage and its cause will be corrected.

Replacement Standard: Must meet building code.

### FIREWALLS

Repair Standard: Minimum Life: 5 Years

Party walls shall be maintained without cracks and plaster deterioration and covered with 5/8" type X gypsum, glued and screwed to studs.

Replacement Standard Minimum Life: 10 Years

## **V. WINDOWS AND DOORS**

### **EXTERIOR DOORS**

Repair Standard: Minimum Life: 10 Years

Doors shall be solid, weather stripped, operate smoothly, and include a peep site, a dead bolt, and an entrance lock set.

Replacement Standard: Minimum Life: 10 Years

All replacement doors at the front of the property will be historically sensitive and Energy-Star rated. Steel six- panel doors may be installed at entrances not visible from the front street. Dead-bolt locks will be installed on all doors.

### **WINDOWS**

Repair Standard: Minimum Life: 10 Years

All single glazed windows shall be replaced with Energy-Star rated windows Operable windows shall have a locking device and mechanism to remain partially open.

Dilapidated lead-containing windows should be replaced whenever the budget allows.

Replacement Standard:

Double-glazed, double or single hung. PVC, low E, one over one, with historically sensitive snap-in grids and a minimum R-value of 2. (Energy Star )

### **WINDOW REPLACEMENT**

Repair Standard: NA

Replacement Standard: Minimum Life: 20 Years

All windows must be replaced with Energy-Star rated windows.

Bedrooms, kitchens and baths shall have one operable window with a screen.

### **INTERIOR DOORS/PLACEMENT**

Repair Standard: Minimum Life: 10 Years

All bedrooms, baths and closets shall have well-operating doors.

Replacement Standard: Minimum Life: 10 Years

Hollow core, pressed wood product with brass plated bedroom lockset.

## **VI. ROOFING**

### **PITCHED ROOFS**

Repair Standard: Minimum Life: 10 Years

Missing and leaking shingles and flashing shall be repaired on otherwise functional roofs. Slate roofs shall be repaired when at all possible. Antennae shall be removed.

Replacement Standard: Minimum Life: 25 Years

Fiberglass asphalt, three-tab, class A shingles, weighing at least 200 and up to 240 lbs. with a pro-rated 25 year warranty with continuous ridge vent. Energy-Star rated wherever feasible.

#### **FLAT AND LOW SLOPE ROOFING**

Repair Standard: Minimum Life: 10 Years

Built-up roofing, flashing and accessories shall be repaired wherever a 5-year leak free warranty is available from a certified roofing company.

Replacement Standard: Minimum Life: 20 Years

Fully adhered EPDM over 1/2" insulation board.

### **VII. INSULATION AND VENTILATION**

#### **INSULATION**

Repair Standard: NA

Replacement Standard: Minimum Life: 15 Years

Attic areas and crawl space will be insulated. The goal for attic insulation is R-49, and for crawl spaces R-19. Frame walls will be insulated with fiberglass batts if the wall finish is removed, and with high density cellulose otherwise. Plastic vapor barriers will be placed over bare soil in crawl spaces.

#### **ATTIC VENTILATION**

Repair Standard: NA

Replacement Standard: Minimum life: 20 Years

Attics will be ventilated with a minimum of 1 square foot of free vent for each 300 square feet of roof area.

#### **KITCHEN VENTILATION**

Repair Standard: NA

Replacement Standard: Minimum Life: 5 Years

Range hoods or exhaust fans shall be exterior ducted.

#### **BATH VENTILATION**

Repair Standard: NA

Replacement Standard: Minimum Life: 5 Years

Exterior ducted 70 CFM. 20 some with separate switch in all full baths.

## **VIII. INTERIOR STANDARDS**

### **LEAD-CONTAINING COMPONENTS**

#### **Repair Standard**

Deteriorated lead-based paint on walls, trim, doors, and cabinets must be stabilized using lead-safe work practices. Or, a liquid encapsulant can be applied on components when the surface is deemed suitable for such coatings.

Replacement Standard: At the owner's request, when funding is sufficient, lead-containing walls, trim, doors and cabinets identified during a lead-paint inspection can be replaced or enclosed as appropriate.

### **FLOORING**

#### **Repair Standard: Minimum Life: 3 Years**

Bathroom and kitchen floors shall be rendered smooth and cleanable using polyurethane or by being covered with water-resistant vinyl flooring or ceramic tile. Damaged wood floors will be repaired. Basement floors shall be continuous concrete.

#### **Replacement Standard: Minimum Life: 6 Years**

Baths shall receive vinyl sheet goods over plywood underlayment. Kitchens shall be vinyl composition tile or ceramic tile over plywood underlayment. New basement slabs shall be at least 3" thick and a 6-mil vapor barrier.

### **CLOSETS**

#### **Repair Standard: Minimum Life: 5 Years**

All bedrooms shall have closets with a door, clothes rod, and shelf.

#### **Replacement Standard: Minimum Life: 15 Years**

All bedrooms shall have 4' long by 2' wide closets with bi-fold door and wire shelf.

### **INTERIOR WALLS AND CEILINGS**

#### **Repair Standard: Minimum Life: 5 Years**

All holes and cracks shall be repaired to create a continuous surface and any deteriorated paint should be stabilized using lead-safe measures.

#### **Replacement Standard: Minimum Life: 10 Years**

Walls shall be plumb, ceiling level with a smooth finish on at least 1/2" gypsum. Additional Reference: American Gypsum Association

### **HAZARDOUS MATERIALS**

#### **Repair Standard: Minimum Life: NA**

Asbestos, lead paint, and other hazards, when identified, shall be addressed in conformance with applicable local, state, and federal laws. Rehabilitated

properties shall be cleaned to pass a lead dust clearance test to the levels prescribed by HUD regulations.

## **IX. ELECTRIC SERVICE**

Repair Standard: Minimum Life: 10 Years

Main distribution panels shall have a main disconnect, at least 7 circuits, a 100 amp minimum capacity and be adequate to safely supply power to all existing and proposed electrical devices.

Replacement Standard: Minimum Life: 15 Years

150 amp, main disconnect panel with at least 16 circuit breaker positions.

### **EXTERIOR ELECTRIC**

Repair Standard: Minimum Life: 7 Years

All entrances will be well lighted and either switched at the interior side of the door, or the light will be controlled by a photoelectric cell. Motion actuated security lighting will be installed at the rear and sides of properties where indicated to increase safety. All dwelling units will have at least one exterior, GFCI protected, electrical receptacle.

Replacement Standard: NA

### **INTERIOR ELECTRIC DISTRIBUTION**

Repair Standard: Minimum Life: 7 Years

Exposed knob and tube shall be replaced. Every room will have a minimum of two duplex receptacles, placed on separate walls and one light fixture or receptacle switched at each room entrance. Where the source wiring circuit is accessible (i.e. first floor above basements, in gutted rooms, etc.), receptacles will be grounded. All switch, receptacle, and junction boxes shall have appropriate cover plates. Wiring shall be free from hazard and all circuits shall be properly protected at the panel. Floor receptacles shall be removed and a metal cover plate installed.

Replacement Standard: Minimum Life: 15 Years

When a room's wall finishes are removed it shall be rewired to the latest version of the National Electric Code.

### **GROUND FAULT CIRCUITS**

Repair Standard: NA Minimum Life: 5 Years

Replacement Standard:

Basement and kitchen receptacles within 6 feet of a sink, all bath receptacles and at least one exterior receptacle shall be protected by a GFCI.

### **KITCHEN ELECTRIC DISTRIBUTION**

Repair Standard: NA Minimum Life: 7 years



Replacement Standard:

Permanently installed stoves, refrigerators, freezers, dishwashers and disposals, washers and dryers shall have separate circuits sized to NEC. Two separate 20-amp counter circuits are required with each kitchen area.

STAIRWELL LIGHTING

Repair Standard: NA Minimum Life: 7 Years

Replacement Standard:

All common halls and stairways between living space must be well lighted with a fixture controlled by 3 way switches at both ends of the hall or stairway.

ALARMS

Repair Standard: NA Minimum Life: NA

Replacement Standard: Minimum Life: 5 Years

Directly wired or lithium battery-operated fire and smoke detectors shall be installed on all sleeping floors, to code. Carbon monoxide alarms shall be provided on each level where combustible appliances are operated.

**X. PLUMBING SYSTEM**

WATER SUPPLY

Repair Standard: Minimum Life: 5 Years

All fixtures must be: supplied with 3-gallons/minute water flow.

Replacement Standard: Minimum Life: 20 Years

All inoperable or leaky main shut off valves shall be replaced. Lead pipe and exposed galvanized pipe shall be replaced with copper pipe.

DRAIN, WASTE, VENT LINES

Repair Standard: Minimum Life: 15 Years

Waste and vent lines must function without losing the trap seal.

Replacement Standard: Minimum Life: 20 Years

PVC replacement lines shall be installed in accordance with the most recently approved version of the mechanical code.

PLUMBING MINIMUM EQUIPMENT

Repair Standard: Minimum Life: 7 Years

Every dwelling unit shall have a minimum of one single bowl sink with hot and cold running water in kitchen and at least one bathroom containing a vanity with sink, and a shower/tub unit, both with hot and cold running water, and a toilet.

Replacement Standard: Minimum Life: 20 Years

Additional References: Local housing code.

## **PLUMBING FIXTURES**

Repair Standard: Minimum Life: 7 Years

All fixtures and faucets shall have all working components replaced.

Replacement Standard: Minimum Life: 20 Years

Single lever, metal faucets and shower diverters with 15-year drip-free warranty. Ceramic toilets, double bowl stainless steel sinks, fiberglass tub surrounds and steel enameled 5' tubs.

## **WATER HEATERS**

Repair Standard: Minimum Life: 5 Years

Each dwelling unit shall have a gas-fired water heater, where gas service is available. The minimum capacity for units with two bedrooms or less shall be 30 gallons; larger units shall have a minimum capacity of 40 gallons. Insulation jackets shall be present unless the installation poses a safety concern. Water heaters shall have pressure relief valves with drip legs that extend to within one foot of the floor. Expansion tanks will be included with the installation of new water heaters.

Replacement Standard: Minimum Life: 8 Years

High efficiency, pilot-less, gas-fired water heaters with at least R-7 insulation and an 8-year replacement warranty, or combination .

## **XI. HVAC**

### **HEATING PLANT**

Repair Standard: Minimum Life: 10 Years

Inoperative, hazardous or inefficient (less than 75% AFUE) heating plants shall be repaired and altered to perform at least 85% efficiency, where feasible. Setback thermostats are required.

Replacement Standard: Minimum Life: 20 Years

Gas- and oil-fired plants shall be Energy-Star rated. Heat pumps shall be rated at 12 SEER or better. Setback thermostats are required. Replacement heating equipment shall be properly sized in accordance with the ACCA's Manual J or other recognized methodology. Data for heat load/loss calculations shall be based on post-rehabilitation conditions.

### **DISTRIBUTION SYSTEM**

Repair Standard: Minimum Life: 10 Years

Duct work and radiator piping shall be well supported, insulated in unconditioned space and adequate to maintain 70°F measured 36" off the floor when the outside temperature is -5°F, (the average yearly minimum) in all habitable and essential rooms.

Replacement Standard: Minimum Life: 20 Years

All ductwork shall be insulated to R-4, sealed and run in concealed space.

#### CHIMNEY REPAIR

Repair Standard: Minimum Life: 15 Years

Unsound chimneys shall be repaired or removed. When chimneys are to be used to combustion ventilation, they shall be relined.

Replacement Standard: Minimum Life: 20 Years

Fireplace flues may not be reconstructed in this program. Replacement furnace flues shall be metal double- or triple-walled as recommended by the furnace manufacturer.

#### AIR CONDITIONING

Repair Standard: Minimum Life: 3 Years

Air conditioning is beyond the scope of this program except in cases of documented medical need for cooling and/or preventative filtration. Any air conditioning unit provided must be Energy-Star rated and must not exceed the recommended capacity for the room in which it will be installed.