

## Housing Quality Standards (HQS) Pre-Inspection Checklist

### Plumbing, Heating & Utilities

- All utilities must be turned on for inspection
- All plumbing systems must be leak free and work properly
- Both kitchen and bathroom(s) must have hot and cold running water
- Heating system must be in safe working condition and produce enough heat for all living areas in unit
- Hot water heaters must have a pressure/temperature relief valve. Discharge pipe must be no more than 6" inches off the floor or be routed outside.
- Hot water tank electrical connection needs to be covered with flex conduit

### Electrical

- All electrical outlets working, and any 3-prong outlets are either grounded OR have working GFCI protection
- All outlets near a water source must be GFCIs or have working GFCI protection
- All outlets and switches must have covers with no cracking
- No unsecured or exposed wiring; all wiring must be secured to wall or ceiling

### Structure

- Absolutely no tripping hazards anywhere: carpets/flooring, porches, stairs, and walkways must be free of trip hazards
- All ground floor exterior doors and windows must lock, except for screen doors, and must provide a reasonable seal against outside elements and heat loss
- Handrails or railings, both interior and exterior, must be present anywhere where there are 4 or more steps
- Handrails or railings must be present on a porch or landing more than 30" inches high
- The foundation and roof must be structurally sound and watertight

### Smoke Detectors & Fire Prevention

- Units must have a working smoke detector and carbon monoxide detector on every level
- All living spaces must have 2 means of fire egress (e.g., doors, windows)
- For units with a basement and/or attic, smoke detector(s) must be present in either
- For apartment buildings with 5 or more units, smoke detectors must be present in each bedroom AND the main living area or hallway
- For standalone, single family, duplexes and mobile homes and/or buildings with 4 or less units: must have one working smoke detector on each living level

### Bedroom(s)

- Must have at least 1 outlet and 1 overhead light, or 2 working outlets
- Window(s) and door(s) that are designed to open, must open and close securely

### Bathroom(s)

- At least 1 shower or bathtub in unit in working condition
- At least 1 sink in working condition
- Must have either an outside window OR exhaust fan OR vent to outside
- Must have flushing toilet that works, is securely mounted, and has no leaks

### Kitchen

- Stove & oven must be in working order and have all knobs and burners
- Refrigerator must work, be appropriate size for household, have a good door seal/gasket, and maintain proper temperature

### For Units Built Before 1978:

*If children under the age of 6 will reside in household, the HQS inspector will be checking for chipping, peeling and/or cracking paint surfaces in both the interior and exterior*

*This checklist is for informational purposes only and is meant to be a starting point for landlords and owners who are interested in learning more about the most common reasons that units may not pass inspection. This checklist is not intended to be a complete or all-encompassing listing of all HQS fail items. Should you have more specific questions, please contact the Front Desk at (360) 479-3694 and ask to speak to a Housing Inspector.*