

Housing Quality Standards (HQS) Inspection Checklist

This checklist is provided as a courtesy and is not all-inclusive. It is provided to give you an idea of some of the items an inspector will check for during an inspection. There may be other items not listed which may fail a unit inspection.

- Unit must be MOVE IN READY at inspection time.
- All of the major utilities MUST BE ON for inspection. (i.e., electricity, gas, and water)
- The unit must have a cooking stove and oven that is clean and in proper working condition. All burners must function as designed without the use of incendiary devices (i.e., matches, lighters, etc).
- The refrigerator must be clean and in proper working condition.
- The unit must contain a safe heating system that provides adequate heat for the unit size. A wood stove as a primary source of heat is not acceptable.
- The water heater (gas or electric) must be in proper working condition and properly vented. A temperature pressure release valve (TPRV) must be in place with a discharge line extending within 12" above the floor or ground OR extending to the exterior.
- The unit must have at least one properly working, testable and correctly installed smoke detector on each floor level.
- All exterior entry doors must be lockable and must provide a weather tight fit. (i.e., no visible light around the door when closed)
- The unit must be free from infestation of roaches or other vermin.
- The unit may not have electrical hazards of any kind. (i.e., non-testing or non-functional Ground Fault Circuit Interrupter (GFCI), missing or broken cover plates, hanging fixtures, exposed wiring etc).
- All windows throughout unit must function as designed. (i.e., lockable, no cracked or missing panes, vertically windows must stay up and open without the use of weather tight fit)
- Unit must have hot and cold running water with adequate pressure, all plumbing fixtures must work as designed with no water leaks or stoppages.
- All interior ceilings and walls must be in reasonably good condition, free from holes and mildew.
- All floors and floor coverings must be free of any tripping hazards and weak sub floors. (i.e., raised edges, open seams or tears, exposed tack strips etc)
- No peeling, cracking or loose paint anywhere inside or outside of the unit if a child under the age of six resides or is expected to reside in the unit. (Applies to units built prior to 1978)
- No excessive debris in or around unit and grounds around unit must be reasonably clean and free of any hazardous conditions.
- Site address must be clearly posted and visible from a passing vehicle. Multi unit properties must have unit numbers/letters post on or near main entry door.