

Washington County - Office of Community Development



HOME Investment Partnerships Program Rehabilitation Policy



Washington County
Office of Community Development
Housing Rehabilitation Standards for HOME Projects
Single-Family and Multi-Family Housing

HUD regulations require that all housing projects receiving HOME funds for rehabilitation work be brought up to a minimum standard to provide decent, safe, and sanitary housing for low and moderate- income individuals. The purpose of these standards is to establish guidelines for addressing minimum requirements. Where it is economically feasible, housing should be:

- Reasonably free from fire and other hazards
- Comfortable, healthy, and well ventilated
- Decent appearing inside and out
- Inexpensive to heat and maintain
- Solid structurally and weather tight
- Reasonably equipped for current occupants with disabilities

1. General Requirements:

A. Compliance with Codes and Other Standards

- a. The standard equals or exceeds the Uniform Physical Condition Standards (UPCS) of the U.S. Department of Housing and Urban Development.
- b. All Single-Family, Duplex, and Triplex Housing Rehabilitation projects shall meet the requirements of The Oregon Specialty Codes as applicable to existing structures. All Multi-Family Housing Rehabilitation projects shall meet the requirements of the Oregon Specialty Codes with Washington County Amendments as applicable. Construction specifications provided by staff are intended to meet or exceed applicable existing local state and federal codes and regulations. Where federal, state, or local codes exceeds these specifications, that code or requirement shall apply. This applies particularly to the regulations of the Department of Housing and Urban Development. All necessary permits pertaining to the stated rehabilitation work must be obtained from the Washington County Building and Safety Division as applicable. Any necessary plans must be provided pursuant to the issuance of such permits. All work must be performed by Licensed Contractors in the prescribed discipline or apprentices under their direct supervision.

B. Health and Safety

- a. Borrower shall identify life-threatening deficiencies that must be addressed immediately. Repairs must be made within UPCS specified timelines.

C. Major Systems

- a. Major systems are structural support; roofing; cladding and weatherproofing (e.g., windows, doors, siding, gutters); plumbing; electrical; and heating, ventilation, and air conditioning. For rental project with 25 units or less borrower shall determine the useful life of major systems. A capital needs assessment (CNA), prepared no more than 12 months prior to the date of Application, is required for all multi-family Rental Rehabilitation or

Acquisition/Rehabilitation Projects of 26 or more units.

1. For rental housing, if the remaining useful life of one or more major system is less than the applicable period of affordability, a replacement reserve must be established, and monthly payments are made to the reserve that are adequate to repair or replace the systems as needed.
2. For homeownership projects, the standards require, upon project completion, each of the major systems to have a remaining useful life for a minimum of 5 years, or the major systems must be rehabilitated or replaced as part of the rehabilitation work.

D. Broadband infrastructure

- a. For new commitments made after January 19, 2017 for a substantial rehabilitation project of a building with more than 4 rental units, any substantial rehabilitation, as defined in [24 CFR 5.100](#), must provide for installation of broadband infrastructure, as this term is also defined in [24 CFR 5.100](#), in accordance with [§ 92.508\(a\)\(3\)\(iv\)](#), documents the determination that:
 1. The location of the substantial rehabilitation makes installation of broadband infrastructure infeasible;
 2. The cost of installing broadband infrastructure would result in a fundamental alteration in the nature of its program or activity or in an undue financial burden; or
 3. The structure of the housing to be substantially rehabilitated makes installation of broadband infrastructure infeasible.

E. DISASTER MITIGATION

- a. To the extent applicable/relevant, the housing must be improved to mitigate the impact of potential disasters (e.g., earthquakes, tornadoes, floods, wildfires) in accordance with State or local codes, ordinances, and requirements, or such other requirements that HUD may establish. The relevant Oregon Specialty Codes with Washington County Amendments as applicable are to be utilized

F. Practical Effect

- a. When a single room has its interior finish (plaster or wallboard) removed, the rehabilitation in that single room will meet new construction standards for plumbing, electricity, weatherization, heating, and fire ratings.
- b. When such removal occurs in over 50 percent of the rooms in a freestanding building, this rule will apply to the whole building. Otherwise, the code for existing housing will prevail.
- c. Local and federal regulations pertaining to zoning, traffic, drainage, flood plains and fire limits will be observed.

G. Exceptions

- a. It is the goal of Washington County Office of Community Development (OCD) to bring all housing rehabilitation projects into compliance with this standard except when the rehabilitation is not economically feasible. Exceptions are not permitted for any health, safety, or hazardous condition.

H. Quality of Work

- a. All work shall be executed by licensed, skilled craftsmen, experienced in their trade, executed in a proper manner, consistent with generally accepted standards of construction and maintenance, e.g., generally plumb, level, square, in line, undamaged, without marring adjacent work. All materials shall be new and of sufficient quality designed to last for a minimum of twenty (20) years. Installation shall be in accordance with standard building practices.

I. Work Specifications

- a. All contractors shall be provided a set of work specifications from the project manager/developer and are responsible for relaying that information to the subcontractors. Work specifications shall include enough detail to specify each item to be repaired, the quantity of materials to be used and the exact location of each repair. Each item should have a specific line-item cost estimate. If the contractor desires to add additional information to clarify bid, they shall provide information as an addendum.

J. Construction documents and cost estimates:

- a. The construction documents (i.e., written scope of work to be performed) must be in sufficient detail to establish the basis for a uniform inspection of the housing to determine compliance with the rehabilitation standards. The OCD must review and approve a written cost estimate for rehabilitation after determining that costs are reasonable.

K. Section 3 Requirements:

- a. Each recipient (and their covered contractors, subcontractors, or subrecipients) are required to comply with the requirements of Section 3 for new employment, training, or contracting opportunities resulting from the expenditure of covered funding. This responsibility includes:
 - 1. Implementing procedures to notify Section 3 residents and business concerns about training, employment, and contracting opportunities generated by Section 3 covered assistance;
 - 2. Notifying potential contractors working on Section 3 covered projects of their responsibilities;
 - 3. Incorporating the Section 3 Clause into all covered solicitations and contracts [see 24 CFR Part 135.38];
 - 4. Facilitating the training and employment of Section 3 residents and the award of contracts to Section 3 business concerns;
 - 5. Assisting and actively cooperating with the Department in making contractors and subcontractors comply;
 - 6. Refraining from entering into contracts with contractors that are in violation of Section 3 regulations;
 - 7. Documenting actions taken to comply with Section 3; and
 - 8. Submitting Section 3 Annual Summary Reports (form HUD-60002) in accordance with 24 CFR Part 135.90
- b. Reporting requirements will be addressed during the contracting phase of the activity.

2. Site

A. Positive Drainage

- a. There should be no contact between the site grade and the siding, all finished grades shall be at least 3" below the finished exterior siding material. All drainage on a site should drain away from the house and other accessory buildings, but not toward any adjoining houses or structures.
- b. Drainage should be toward the street, alley, or easement, and facilitated by elevation around structures or construction of swales.

B. Architectural Barriers

- a. In recognition of the Americans with Disabilities Act, every effort should be taken to remove barriers to the disabled or elderly. These will include installation of handrails on staircases with more than three risers, ensuring that the height of each step is a minimum of four (4) inches and a maximum of seven and three-quarters (7 3/4) inches in height and ten (10) inches in tread depth. When pouring new sidewalks and stoops, ramping should be considered as an alternative to steps. Tripping situations caused by uplifting of sidewalks, tree roots, or other barriers shall be removed.

C. Premises

- a. Every dwelling unit and premises shall be kept free of all organic waste, trash, debris, garbage, junk and other unsafe and unsanitary materials and conditions. Trees that present a safety hazard because electrical wiring runs through them must be trimmed as necessary. Trees which could damage the structural integrity of an adjoining building above or below the foundation should be removed. Lighting around building and along sidewalks must be sufficient, free of health and safety hazards, and in good repair.

D. Dilapidated and Accessory Buildings

- a. Any structure that is in a state of disrepair or collapse must be repaired or demolished.

E. Storm Gutters and Driveways

- a. Deteriorated gutters on property that impede drainage or cause a safety hazard should be reinstalled. This also applies to driveway approaches. Deteriorated driveways should be replaced as a second priority item; meaning that if the cost of rehabilitation exceeds prescribed thresholds they may be left as is. The installation of driveways is encouraged but is not necessary if costs reach predetermined thresholds.

3. Foundations

A. Stability

- a. The foundation must be stable and not sinking, window openings must be level, and top of foundation at base of structure must be level and reasonably free from movement for an expected period of fifteen (15) years.

B. Collapsed Sections

- a. Collapsed sections of foundations must be reconstructed as prescribed by local code or a stamped engineer's blueprint. Consideration should be given to the

degree to which the remaining foundation meets the minimum Oregon Specialty Codes.

C. Cracks

- a. Inspectors should evaluate foundations to identify cracks, particularly at window areas. All cracks must be filled with epoxy, cement and rubbed with appropriate cement materials. All cracks with more than 1/8-inch spread must be investigated by a licensed engineer and have an appropriate treatment applied, if economically feasible.

D. Spalling Foundation

- a. Spalling refers to the condition exemplified by crumbling gravel or rock, decaying concrete, collapse of foundations in sections that do not expose dirt on the outside, etc. When these conditions exist, foundations must be treated with epoxy and concrete mixtures that will correct major deficiencies. Spalling of foundation surfaces of less than one inch in depth may be left untreated, but treatment is recommended when rehabilitation cost thresholds are not an issue.

E. Waterproofing

- a. All foundations evidencing leakage from the outside will require waterproofing. Cracks will be sealed as proposed above. Leaking around foundation floors will be sealed by utilizing an appropriate waterproofing compound. Leakage through foundation walls should be corrected by providing positive drainage, concrete aprons, or in severe cases by digging out the dirt around the foundation and weatherproofing with an approved waterproof material.

F. Erosion

- a. Sidewalks, walkways, stairs, driveways, parking spaces and similar areas shall be kept in a proper state of repair, and maintained free from hazardous conditions which include erosion or undermining (the weakening by wearing away of the base or foundation)

4. Structural

A. Structural Integrity

- a. This means that the exterior walls are weather tight and do not permit entry of water, snow, or wind into the interior. There cannot be any holes in the exterior walls, separation of siding materials, collapse of siding or deterioration of exterior siding materials. All exterior walls must be of standard construction with two-by-fours, 16 inches on center or 24 inches on new construction when appropriate.

B. Structural Members

- a. Structural framing and masonry should appear to be free from deterioration, rot, or serious termite damage, be adequately sized for current loads and have a fifteen (15) year expected useful life after rehab. Prior to any rehab, all sagging floor joists or rafters will be visually inspected. Significant structural damage and its cause will be corrected.

C. Weather Tight Exterior Walls

- a. In addition to the above siding considerations, there cannot be cavities between

the exterior wall and windows, door entries, or openings at the rafters at the rim joist. All deficiencies must be corrected.

D. Siding and Trim

- a. These will be intact and weatherproof. No component will have an expected useful life less than ten (10) years. All components will have a continuous coat of paint or bonded finish with an expected life of at least five (5) years. Siding requiring over 40 percent replacement will be re-sided entirely with new siding to include an approved air infiltration barrier and rain screen.

E. Bearing Walls

- a. Bearing walls in a structure should be identified and inspected for proper construction. When they are lacking in basements, new walls or support beams and jacks must be installed to maintain the integrity of the structure. No bearing walls may be removed when undertaking rehabilitation unless appropriate construction procedures are applied and required supports are installed to compensate for their removal.

5. Exteriors

A. Painting and Exterior Walls

- a. While chipping, cracking, and deteriorating paint is not structural problem, the County's rehabilitation effort requires these conditions to be corrected. If the structure was built prior to 1978, lead analysis and mitigation shall be conducted in accordance with federal regulations and HUD's 24 CFR Part 35 as applicable to projects with federal funding.

B. Walks and Driveways

- a. Badly deteriorated essential paving will be repaired or replaced to result in at least a five (5) year useful life after rehab. Non-essential deteriorated paving will be removed.

C. Exterior Requirements

- a. Every dwelling unit will have a mailbox or mail slot and 3" high address numbers.

D. Steps, Stairways and Porch Deck

- a. These will be reasonably level, even surfaces and have an expected useful life of five (5) years or more after rehab.

E. Porches

- a. Unsound, unsafe, or unsightly porches that are unwanted or infeasible to repair will be removed. Porch repairs will be made to result in an expected useful life of ten years.

F. Handrails and Guardrails

- a. These are required on one side of the steps or stairs with four or more risers, and around porches or platforms over 34" high. Portions of stairs or platforms over 36" above grade or above another floor will have guardrails or balustrades.

G. Insulation

- a. Insulation for multi-family housing shall meet requirements of the State of Oregon Energy Efficiency Specialty Code. Insulation for single family shall meet the Oregon Residential Specialty Code. Walls will be insulated only if the plaster, wallboard, or exterior sheathing is removed, or blow-in insulation will be utilized. Plastic ground covers will be placed in crawl spaces under insulated floors. Recessed ceiling light fixtures will be covered, leaving an air space, before insulation is placed over them.

H. Attic and Crawl Space Ventilation

- a. Attics and crawl spaces will be ventilated to remove excess moisture at a minimum ratio of one square foot of vent for each 300 square feet of enclosed space.

I. Exterior Doors

- a. Doors and hardware must have at least a five (5) year useful life after rehab. All hollow- core exterior doors will be replaced with a solid core door or manufactured insulated door. Locks will tightly secure doors.

J. Chimneys

- a. Unsound chimney tops will be repaired or removed. When chimneys are being used for venting, they will be restored, if necessary, to safe and operable condition, with an expected useful life of at least fifteen (15) years.

6. Roofs

A. Roofs

- a. Roof covering will be replaced if blistered and the mineral covering is substantially deteriorated. Missing or leaking shingles and flashing on functional roofs will be repaired. Broken antennas will be removed. Roofing material shall have at least a five-year expected useful life after rehab (assuming normal maintenance) or shall be replaced with new roofing. Replacement roofing may be installed over existing roofing only if one (1) layer present. If more than one layer of existing roofing is present, material shall be stripped to roof sheathing. New roofing shall be installed over 30# building felt or two (2) layers of 15# building felt. New roofing shall include moss inhibitor.

B. Trusses and Supports

- a. On structures over 50 years of age, the truss and support system of roofs must be inspected to ensure adequate construction. When deficiencies are identified, appropriate supports and truss systems must be reconstructed.

C. Fascia and Soffit Board

- a. All fascia and soffits around the perimeter of a roof should be inspected for deterioration and replaced, caulked, and painted when necessary. Houses exemplifying exposed rafters do not necessarily have to be reconstructed to cover with fascia and soffits. Fascia board, however, should be installed whenever gutters are needed.

7. Heating System Standards

A. Heating Systems

- a. Inoperative, hazardous, or inefficient heating systems will be repaired to perform at 80 percent or better efficiency or replaced. All heating equipment will have a minimum expected useful life of ten (10) years, if pre-existing, or twenty (20) years, if new. Fuel tanks will be located in fire resistant areas. Habitable rooms must be provided with 60-degree heat when the outside temperature is at the average yearly minimum for the locale. Any existing oil tanks shall be identified through a phase I environmental review. If heating system is to continue with use of oil tank, condition shall be confirmed for leaks and replaced if less than five (5) years of useful life remain. Oil tank decommissioning shall be conducted by a DEQ certified contractor.

8. Electrical System Standards

A. Electrical Outlets

- a. Every room will have at least one duplex receptacle and one light fixture or two duplex receptacles. Large rooms or those with heavy current electrical loads may require three or more outlets, as determined by code. Kitchens will have at least two outlets on separate circuits, one of which must have 20 amperes capacity, and one of which may be 15 amperes. Bathrooms will have at least one grounded outlet.

B. Electrical Wiring

- a. "Knob and tube" and other older-type wiring will be left in place if safe and serviceable. Where areas are being insulated, knob and tube will be removed, and all junction boxes covered. Recessed ceiling light fixtures will be covered before insulation is placed over them.

C. Ground Fault Circuit Interrupters

- a. Electrical outlets within four feet of a water source must be removed or replaced with a GFCI protected outlet. Outlets in a bathrooms and kitchens should be updated with GFCI protected outlets.

D. Appliance Outlets

- a. Safe electrical outlets must be provided for all existing appliances or those proposed to be installed during the rehab. Appliances requiring 120 volts may be on a circuit with other outlets so long as there is no obvious evidence the circuit is overloaded.

E. Electrical Service Entrance

- a. The service entrance (whether new or pre-existing) shall be in good condition and sized to safely service all outlets, fixtures and appliances proposed to remain or be newly installed during rehab. In no case will it be less than 60 amperes. Any service entrance replacement will have a minimum capacity of 200 amperes.

F. Smoke Detectors

- a. A smoke detector shall be required inside each sleeping room and outside of each separate sleeping area in the immediate vicinity of the bedrooms, on each additional story of the dwelling, including basements and cellars but not including crawl spaces and uninhabitable attics. When electrical is being

modified, smoke detectors shall be hardwired with battery backup and all detectors shall be connected to each other as required by code. If there is no modification to electrical system, detectors with 10-year batteries shall be installed.

G. Carbon Monoxide

- a. If combustion fuel appliances are present in unit install CO detectors in accordance with code requirements.

9. Plumbing System Standards

A. Kitchen Plumbing

- a. Every dwelling unit will have at least a single bowl kitchen sink with hot and cold water located in the kitchen.

B. Bathroom Plumbing

- a. Every dwelling unit will have an attached bathroom containing a lavatory (basin), a toilet, and a shower or tub.

C. Plumbing Fixtures

- a. The essential fixtures named above will be in good repair with an expected useful life of ten (10) years after rehab. They will be replaced only when repair costs exceed 50 percent of new fixture costs. Faucets will be free from leaking for an estimated five years after rehab.

D. Water Shutoffs

- a. Malfunctioning existing shutoffs will be repaired or removed. There will be at least one accessible main shutoff interior to the structure.

E. Water Supply Lines

- a. All hot and cold-water lines will be expected to have a fifteen (15) year useful life after rehab, without major leaks and maintain a three gallon per minute flow. Minimum expected life of waste systems is fifteen (15) years after rehab.

F. Hot Water Heaters

- a. Each dwelling unit shall have a minimum of one 30-gallon hot water heater (or a shared water heater with similar capacity) in a good working condition with an expected life of five (5) years. Durable insulating jackets will be provided if this does not require relocating the water heater and results in a safe condition. Water heaters should produce at least 120 degrees F water at all taps. Relieve valves and overflow pipes will be properly installed.
- b. Plumber's tape or equivalent anchoring or strapping materials are acceptable. Connectors must have washers to assure the connector does not pull through the strapping. The following connectors are acceptable; #12 wood screw with 1½ inch penetration at each end, or ¼ inch diameter concrete anchor of 1½ inch minimum length.
- c. Where a storage tank-type water heater or a hot water storage tank is installed in a location where water leakage from the tank will cause damage, the tank shall be installed in a pan constructed of one of the following:
 - 1. Galvanized steel or aluminum of not less than 0.0236 inch (0.6010) in

thickness.

2. Plastic not less than 0.036 inch (0.9mm) in thickness.
 3. Other approved materials.
- d. A plastic pan beneath a gas-fired water heater shall be constructed of material having a flame spread index of 25 or less and a smoke-developed index of 450 or less when tested in accordance with ASTM E84 or UL 723.
 - e. The pan shall be not less than 1 1/2 inches (38 mm) deep and shall be of sufficient size and shape to receive dripping or condensate from the tank or water heater. The pan shall be drained by an indirect waste pipe of not less than 3/4 inch (19 mm) diameter. Piping for safety pan drains shall be of those materials indicated in Table P2906.5.

Where a pan drain was not previously installed, a pan drain shall not be required for a replacement water heater installation

G. New Plumbing System

- a. Where plumbing lines and fixtures are being torn out in a room or entire dwelling unit, new construction codes will be observed to the extent practicable for that room or dwelling unit.

H. Shower Areas

- a. Showers in operation must have a watertight wall with an expected useful life of at least five years, or an enclosing circular shower curtain/rod apparatus.

10. Other Interior Standards

A. Floors

- a. Bathroom and kitchen floor will have a water-resistant, easily cleanable surface. Damaged wood floors will be repaired and finished. Seriously damaged tile or vinyl flooring shall be replaced. Basement floors shall be a minimum of 3" poured concrete.

B. Vector Control/Insect Screens

- a. Every habitable room having windows and/or doors will have at least one window or door screen.

C. Bathroom Ventilation

- a. Natural or mechanical ventilation to building exterior is required.

D. Kitchen Ventilation

- a. A window which can be opened or vent fan to building exterior must be present in working order.

E. Kitchen Cabinets

- a. One- and two-bedroom dwelling units must have one base and one wall cabinet at least 42 inches long. Three-bedroom units must have 72" base and 48" wall cabinets.

- F. Walls**
 - a. Walls and woodwork should be free from peeling paint and loose or cracked plaster. Rooms with deteriorated or stained paint or wallpaper will be repainted.
- G. Interior Doors**
 - a. Any doors damaged and beyond repair will be replaced. Slide bolts are allowed. All bedrooms and bathrooms will have operable doors.
- H. Windows**
 - a. Each habitable room, excluding the kitchen area or bathroom, will have at least one operable window or skylight with at least one operable sash with a working device to hold it open. All windows accessible from the ground or porches will have locking hardware.
- I. Weather Stripping**
 - a. This will be installed in a prudent manner, recognizing the oxygen requirements and pollution reduction of heating devices that may be in place. Homes that are heated exclusively with electricity or well vented furnaces or stoves will be tightly weather stripped.
- J. Hazardous Materials**
 - a. Risk for asbestos and lead paint shall be evaluated in Phase I environmental site assessment and tests conducted as necessary. Tests shall be conducted for presence of radon.
 - b. Asbestos, radon, and lead, when positively identified, shall be addressed in conformance with applicable local, state, and federal law.
- K. Lead Based Paint**
 - a. The OCD standards require the housing to meet the lead-based paint requirements at [24 CFR part 35](#)
- L. Accessibility**
 - a. Projects receiving Federal funds shall comply with requirements of HUD Section 504 of the Rehabilitation Act in accordance with 24 CFR 8.23. It is required that the housing meets the accessibility requirements in [24 CFR part 8](#), which implements Section 504 of the Rehabilitation Act of 1973 ([29 U.S.C. 794](#)), and Titles II and III of the Americans with Disabilities Act ([42 U.S.C. 12131-12189](#)) implemented at [28 CFR parts 35](#) and [36](#), as applicable. Covered multifamily dwellings, as defined at [24 CFR 100.201](#), must also meet the design and construction requirements at [24 CFR 100.205](#), which implements the Fair Housing Act ([42 U.S.C. 3601-3619](#)). Rehabilitation may include improvements that are not required by regulation or statute that permit use by a person with disabilities.
- M. Inspections**
 - a. Upon award of funds, the OCD will conduct an initial property inspection to identify the deficiencies that must be addressed. Subsequently, inspections will

be completed to determine progress and a final inspection to determine that the work was done in accordance with the write ups.

N. Uniform Physical Condition Standards

- a. The standards require that, upon completion, the HOME-assisted project and units will be decent, safe, sanitary, and in good repair as described in [24 CFR 5.703](#). HUD will establish the minimum deficiencies that must be corrected under the rehabilitation standards based on inspectable items and inspected areas from HUD-prescribed physical inspection procedures (Uniform Physical Conditions Standards) pursuant to [24 CFR 5.705](#).

All rehabilitation work is required to meet Oregon Specialty Codes, local adopted addendums, state and federal rules and regulation as they pertain to the project.

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