

# APPENDIX D

## MULTI-FAMILY REHABILITATION STANDARDS

Due to funding requirements, the Agency must establish rehabilitation standards that all housing undergoing rehabilitation must meet by the time of project completion.<sup>1</sup> The following Multi-family Rehabilitation Standards are designed to outline the minimum requirements for building rehabilitation for all Agency multi-family housing projects receiving RPLP assistance. The standards are written to provide guidance to all relevant members of a project development team. All rental projects receiving assistance must conform to the standards outlined in this appendix.

Applicant/project owners must submit all requests for waiver from the Rehabilitation Standards in writing to the Agency, specifying the request and include an explanation/justification. Waivers will not be granted for construction errors or omissions that can reasonably be corrected. Waivers should be requested in advance on the basis of excessive costs, conflicts with local code or licensing requirements, if applicable, or adjustments that may improve useability, function, accessibility, durability, or improvements to the long-term operations of the project. Waivers are considered approved by the Agency only upon receipt by the applicant of NCHFA's written approval.

All construction **must meet** applicable federal, state and local building codes. Manufacturer's instructions must be fully followed for all installations. If pursued, energy/green building certification standards must also be considered and included.

### I. GENERAL REQUIREMENTS

(NCHFA HUD-Approved HOME/NHTF Standards)

#### A. Health and Safety

- a. If housing is occupied at the time of rehabilitation, any life-threatening deficiencies must be identified and addressed immediately. Life-threatening conditions could include but are not limited to:
  - i. Air quality
  - ii. Blocked Egress/Ladders
  - iii. Electrical Hazards
  - iv. Blocked/unusable emergency fire exits
  - v. Missing/damaged/expired extinguishers
  - vi. Ventilation systems including chimney
  - vii. Missing/broken outlets, switches or cover plates
- b. Each owner must provide a narrative describing the existing condition of the project and must identify any life-threatening deficiencies and provide a plan for addressing such deficiencies prior to the commencement of renovation activities. The owner must describe how residents who will remain in structures under renovation will be assured of safe egress, protection from fire hazards, noxious fumes, exposure to hazardous materials and loss of security for themselves and their possessions.

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<sup>1</sup> These rehabilitation standards are pursuant to the HOME and NHTF implementing regulations at [24 CFR 92.251\(b\)](#) and [24 CFR 93.301\(b\)](#).

- c. All federal, state and local rules, regulations, and guidelines are applicable to all grantees, developers and contractors. This includes health and safety rules and regulations as mandated by the federal Occupational Safety and Health Administration (OSHA) as well as by the North Carolina Department of Labor (NCDOL).

#### **B. Major systems**

- a. Major systems as identified in these standards are: structural support; roofing; cladding and weatherproofing (e.g., windows, doors, siding, gutters); plumbing; electrical; and heating, ventilation and air conditioning.
- b. For any project receiving RPLP funds, each project owner's architect must complete a systems checklist identifying each major system, its current condition, the proposed scope of rehabilitation and the expected useful life of the system following rehabilitation.

#### **C. Lead-Based Paint**

- a. All work undertaken in accordance with these standards shall comply with the Lead Safe Housing Rule (LSHR) at [24 CFR Part 35](#), implementing Title X of the 1992 Housing and Community Development Act for HOME funded housing programs. This regulation has been in effect since September 15, 2000. The lead-based paint regulation at 24 CFR Part 35 consolidates all lead-based paint requirements for HUD-assisted housing.
- b. All work undertaken in accordance with these standards shall comply with all applicable laws and codes of the State of North Carolina, and local codes, ordinances and zoning requirements that require compliance with the lead-based paint requirements found at [24 CFR part 35](#).

#### **D. Accessibility**

- a. All work undertaken in accordance with these standards must comply with the requirements in 24 CFR 8, which implements Section 504 of the Rehabilitation Act of 1973; 28 CFR 35 & 36, which implements the American with Disabilities Act; and 24 CFR 100.205 which implements the Fair Housing Act.
- b. Multifamily rental projects of fifteen units or more that undergo "substantial alterations" must also comply with Section 504's accessibility requirements. Rehabilitation activities are considered "substantial alterations" when the costs of rehabilitation will be 75 percent or more of the replacement cost of the completed facility.
- c. For projects considered substantial alterations, the common spaces must be made accessible as well as the same number of units required for new construction:
  - i. A minimum of 5 percent of the dwelling units in the project (but not less than one unit) must be accessible to individuals with mobility impairments.
  - ii. An additional 2 percent, at a minimum (but not less than one unit), must be accessible to individuals with sensory impairments.
  - iii. For more information about these requirements, see [Section 504](#).
- d. For rehabilitation of multifamily rental projects that do not meet the definition of substantial alterations, the alterations that are made must, to the maximum extent feasible, make the dwelling units accessible to and usable by individuals with mobility impairments.
- e. Alterations to common spaces must make those areas accessible, to the maximum extent feasible.

**E. Disaster Mitigation**

- a. To the extent applicable the housing must be improved to mitigate the potential impact of potential disasters (e.g., earthquakes, hurricanes, floods, wildfires) in accordance with state or local codes, ordinances and requirements, or such other requirements that HUD may establish.

**F. State and local codes, ordinances, and zoning requirements**

- a. All RPLP funded projects must adhere to all applicable State of North Carolina and local codes, ordinances and zoning requirements.

**G. Minimum Property Occupancy Condition Standards**

- a. After completion of rehabilitation, the project and units:
  - i. must be in good repair, decent, safe and sanitary as required in [24 CFR 93.301\(b\)\(1\)\(viii\)](#) and [24 CFR 92.251\(b\)\(1\)\(viii\)](#); and
  - ii. must correct any specific deficiencies for NHTF-assisted projects and HOME-assisted projects including, but not limited to, those found in the Federal Register at [88 FR 30442](#) establishing the National Standards for the Physical Inspection of Real Estate (NSPIRE).
- b. In the event that the above-referenced regulations and standards are no longer applicable, the project and units must meet the prevailing federal physical condition standards.

**H. Capital Needs Assessment / Physical Needs Analysis**

- a. Capital Needs Assessments (CNAs), also known as Physical Needs Analysis (PNA), are property inspection reports that document the current condition of all major building components, recommend specific improvements, and estimate the future costs of property maintenance, as well as determining the cost to repair any parts of a property that must be fixed urgently.
- b. Capital Needs Assessment/Physical Needs Analysis must address all major systems and provide a unit-by-unit recommended plan of action—listing the system and providing a recommendation for either replacement, repair/upgrade, or no action needed. Additionally, the CNA/PNA must identify deferred maintenance items that need addressing. These items include floor coverings, paint, light fixtures, smoke detectors, appliances, etc.
- c. For multifamily projects of 26 or more units\*, the developer or grantee must determine all work that will be performed in the rehabilitation of the housing and long-term physical needs of the project through a Capital Needs Assessment (CNA) completed by a qualified third party\*\* to support the scope of the planned rehab.
- d. If the reviewing architects conducting the CNA/PNA conclude that the useful life of one or more major systems in the proposed project does not meet the minimum period of affordability, the Agency may require the owner to establish an appropriately-funded replacement reserve.

*\*For projects with less than 26 units, the CNA/PNA must be completed, but may be completed by the applicant or a qualified member of the applicant's team.*

*\*\*The CNA must be prepared by the project architect, as long as the project architect has no identity of interest with the developer, or by a qualified and independent third party who has no identity of interest with any of the members of the Development Team.*

**I. Broadband Infrastructure**

- a. Any substantial rehabilitation projects, as defined in [24 CFR 5.100](#), with more than 4 units with new commitments made after January 19, 2017, must provide for the installation of broadband infrastructure.
- b. Exceptions may be made under the following circumstances:
  - i. The location of the substantial rehabilitation makes the installation of broadband infrastructure infeasible.
  - ii. The cost of installing broadband infrastructure would result in a fundamental alteration in the nature of the program or activity or in an undue financial burden.
  - iii. The structure of the project being substantially rehabilitated makes installation of broadband infrastructure infeasible.

**J. Construction Documents and Cost Estimates**

- a. The construction documents must provide sufficient detail to allow NHCFA to review the RPLP-funded project's compliance with these Multi-Family Rehabilitation Standards.
- b. The Agency will review cost estimates for rehabilitation for cost reasonableness.

**K. Frequency of Inspections**

- a. The Agency will conduct an initial project inspection for any RPLP-assisted rehabilitation projects.
- b. The Agency will conduct progress and final inspections to ensure all rehabilitation work is done in compliance with these Multi-Family Rehabilitation Standards, and other Agency, State and Federal requirements.
- c. As needed, the Agency may conduct more than one progress inspection.

**II. SPECIFIC REQUIREMENTS FOR REHABILITATION OF EXISTING HOUSING**  
(Primarily from NCHFA 2024 Qualified Allocation Plan (QAP) Design Quality and Standards)

Rehabilitation projects must comply with the following requirements to the extent that doing so is economically feasible and the scope of work allows. For instance, if the scope of rehabilitation includes repairs or replacements of systems identified below, you only have to conform to requirements addressing those systems, but not conform to requirements for any systems below not included in the approved scope of work.

- A. Design documents must show all proposed changes to existing and proposed buildings, parking, utilities, and landscaping. An architect or engineer must prepare the design drawings. Design documents must be submitted in pdf format for electronic submission to the Agency.
- B. Rehabilitation projects must meet all applicable Federal, State, and Local building and accessibility standards. Applicants shall make accessibility modifications and energy efficiency improvements which are feasible and cost effective to units and, if applicable, as allowed by historic preservation rules. Any replacement of existing materials or components must comply with the design standards for new construction, unless waived in writing by the Agency.
- C. Applicants must evaluate the existing building and coordinate with architects, local government code officials, licensure authorities (if applicable), and others as needed to develop a detailed scope of work and plan for rehabilitation.

- a. At a minimum, any work done must bring the property condition to meet the Department of Housing and Urban Development's National Standards for the Physical Inspection of Real Estate (NSPIRE). HUD publishes and updates the NSPIRE inspection form on its website here: [https://www.hud.gov/program\\_offices/public\\_indian\\_housing/reac/nspire](https://www.hud.gov/program_offices/public_indian_housing/reac/nspire).
  - b. In order for a project to be eligible for RPLP funding, at a very minimum the scope of work developed through the CNA/PNA must identify, evaluate, and adequately address issues related to occupancy (egress, imminent threats to safety, trip/shock hazards, air quality, vermin/pests, etc.), structure (failing components, etc.), useful life of building systems (replace or repair when necessary), function (building features that are present must work appropriately and as an occupant would expect). As a general rule of thumb, building systems that would reasonably appear to require replacement or significant repair to function another **10** years should be addressed as part of the approved scope of work. In addition, the CNA/PNA must be completed by a qualified professional (see Appendix G for an example) and all deferred maintenance must be addressed in the rehabilitation, as reviewed and approved by the Agency.
  - c. Any HVAC units, appliances, windows or other energy rated items which are replaced must meet NCHFA's current energy standards.
    - i. All common use areas must be fully accessible to those with disabilities in compliance with all applicable State and Federal laws and regulations.
  - d. A final inspection will be completed by the Agency Inspection staff before RPLP loan closing to ensure all work items are complete and the condition of the building addressed by the scope of work meets or exceeds NSPIRE standards. Essentially, the work performed must meet or exceed the initial scope of work with consideration for any change orders. Applicants must notify the Agency of all significant adjustments to the scope of work after approval, and the Agency must acknowledge and agree to all change orders that would fail to meet RPLP Design Standards or are clear significant changes to a previously approved scope of work. Justification must be provided for change orders that are substantial to the scope of work and updated drawings may be required if the layout of the building changes. Please notify assigned the Agency project manager by e-mail.
  - e. Where required by building code, permits must be pulled and inspected by local code officials. **All work must be performed in a manner consistent with state and local building codes.** Documentation of permitted work, code approvals/waivers, and certifications for environmental contractors must be maintained by the project manager and made available for inspection by the Agency staff.
- D. Additionally, the following requirements apply to **rehabilitation** of existing units.
- a. **Hazardous Materials:** The Environmental Review process should include a hazardous material report that provides the results of testing for asbestos-containing materials, lead-based paint, Polychlorinated Biphenyls (PCBs), underground storage tanks, petroleum bulk storage tanks, Chlorofluorocarbons (CFCs), and other hazardous materials. If hazardous materials are found, a plan and projected costs for removal of hazardous materials must also be included. If lead-based paint cannot be entirely removed, it must be stabilized and enclosed.
  - b. In addition to the above requirements, applicants must also:
    - i. Provide a current termite inspection report dated no more than six (6) months from the full application deadline.

- ii. For **properties built prior to 1978, a lead-based risk assessment** must be conducted as part of the evaluation. Where applicable certified lead-based paint abatement contractors shall be utilized for abatement activities. Contractors engaged in renovation work and stabilization of trim, doors, wall and exterior finishes shall at a minimum be Renovation, Repair, and Painting certified. A list of certified contractors can be found at:  
<https://schs.dph.ncdhhs.gov/lead/accredited.cfm>
  - iii. A report assessing the structural integrity of the building(s) being renovated from an architect or engineer. Report must be dated no more than six (6) months from the full application deadline.
- E. In addition, applicants must demonstrate replacement reserve is adequate to maintain and replace any existing systems and conditions not being replaced or addressed during rehabilitation.
- F. In addition to needs identified by the Agency, the rehabilitation scope of work must include/address the following:
  - a. **Unit Interiors**
    - i. All mechanical and storage closets must have painted, moisture resistant drywall and finished flooring.
    - ii. All bi-fold and accordion doors must be replaced with hinged doors.
    - iii. Shoe molding must be installed in areas where glue down or laminate flooring is/was installed.
    - iv. Splash panels must be installed behind all ranges.
    - v. Stair handrails must have continuous wood backer board.
    - vi. Anti-tip devices secured to the floor must be installed under all ranges.
    - vii. Clothes washer and dryer connections must be centered behind the appliance.
    - viii. Interior painting must include the entire unit.
  - b. **Plumbing**
    - i. All water heaters must be in an overflow pan and piped to the outside (where possible).
    - ii. All units must have individual water shut off valves in the unit.
    - iii. Water heaters under kitchen countertops must be relocated.
    - iv. All polybutylene ("Quest") piping must be replaced.
    - v. All original cast iron p-traps must be replaced.
    - vi. Tub/shower valves over twenty-five years old must be replaced.
  - c. **Electrical**
    - i. All receptacles, switches and cover plates must be replaced.
    - ii. All units must have looped smoke alarms.
    - iii. In bathrooms, overhead ceiling light must be switched with the exhaust fan and the vanity light wired to a separate switch. If the vanity light is the only light source, it then must be switched to the exhaust fan.
    - iv. Ceiling fans with lights must be installed in all living rooms and bedrooms. Fan and light must be wired to a separate switch.
    - v. Cable and telephone jacks must be installed in all living rooms and bedrooms.

**d. Heating and Air**

- i. If range hoods were previously vented to the outside, the replacement hoods must be similar.
- ii. Hard duct all new and existing bathroom exhaust fans where possible (in attics).
- iii. Existing HVAC air handlers must have a secondary condensate overflow line or cutoff switch.
- iv. Clothes dryer venting must be hard ducted to the exterior and concealed in a wall.
- v. Replacement air handlers must have enclosed air returns where possible. Top distribution collars must be new.
- vi. All outdoor HVAC condensers must have 410A refrigerant and properly sized line sets.

**e. Site Work**

- i. Existing site lighting must be adequate and functioning.
- ii. Property entrance must have a monument sign with brick or stone columns.
- iii. Sewer lines must be scoped and repaired/replaced as needed.
- iv. Painted pipe bollards must be installed behind all dumpsters.

**f. Miscellaneous**

- i. Attic insulation must meet R-30 minimum value.
- ii. An automatic accessible door opener is required for the primary entrance into and out of senior congregate buildings.
- iii. All Type A accessible units must be brought to current building standards to the greatest extent feasible.
- iv. Existing fire walls in attics between units must be intact and solid.
- v. Attic access panels must be lockable with keys available.

### **III. BUILDING AND UNIT DESIGN PROVISIONS**

**(Primarily from NCHFA 2024 Qualified Allocation Plan (QAP) Design Quality and Standards)**

This section is included for additional guidance to be applied on rehabilitation/replacement of systems/items included in the agreed-upon scope of work. As noted above, if the scope of rehabilitation includes repairs or replacements of systems identified below, you only have to conform to requirements addressing those systems, but not conform to requirements for any systems below not included in the approved scope of work.

**A. EXTERIOR DESIGN AND MATERIALS**

- a. Wide window and door trim must be used to better accent siding. If horizontal banding is used between floor levels, use separate color tones for upper and lower levels. If possible, use horizontal and vertical siding applications to add detail to dormers, gables, and extended front facade areas.
- b. The use of no or very low maintenance materials is required for exterior building coverings. These include high quality vinyl siding, brick, or fiber cement siding. The use of metal siding is prohibited. Vinyl siding must have a .044-inch thickness or greater and a limited lifetime warranty. Where band/ledger boards attach to and are part of the vinyl siding application, metal z-flashing must be installed behind, on top of, and below bands.

- c. All exterior trim, including fascia and soffits, window and door trim, gable vents, etc. must also be constructed of no or very low maintenance materials.
- d. All buildings must include seamless gutters and aluminum drip edge on all gable rakes and fascia boards. Drip edge must extend a minimum of 2 inches under the shingles. Downspouts must be installed so as not to drain across pedestrian path of travel. All building foundations must have a minimum of 12 inches exposed brick or masonry veneer above finished grade level (after landscaping). No exposed footings will be allowed.
- e. Breezeway and stairwell ceilings must be constructed of materials rated for exterior exposure.
- f. A minimum 48-inch path of travel is required through building breezeways.
- g. Buildings and units must be identified using clearly visible signage and numbers. Building and unit identification signage must be well lit from dusk till dawn and meet ANSI A117.1, Section 703 standards.
- h. An accessible automatic door opener is required for the primary entrance into and out of senior congregate buildings.
- i. Handrails must be 1 ¼ to 1 ½ inches in diameter. Cane detection rails must be installed 26 inches minimum to 27 inches maximum above finished floor to top rail.
- j. Exterior railings must be made of vinyl, aluminum or steel (no wood).
- k. Anti-fungal dimensional (architectural) shingles with a minimum 30-year warranty are required for all shingle roof applications. All other types of roof coverings or installations must have a minimum 30-year warranty.
- l. Covered drop-offs must have a minimum 13-foot vehicle headroom clearance. In vinyl siding applications all exterior penetrations must be installed in plastic J-boxes.
- m. Weep holes must be below finished slab elevation and not covered with sod, mulch, finished grade or landscaping. All property entrances must have a monument sign with brick or stone columns and lighting.
- n. All HVAC condensate drain lines may not drain on brick veneers or siding materials.

#### B. DOORS AND WINDOWS

- a. All primary unit entries must either be within a breezeway or have a minimum roof covering of 3 feet deep by 5 feet wide, including a corresponding porch or concrete pad. All exterior outswing doors must have security (tamper proof) hinges for all hinges.
- b. High durability, insulated doors (such as steel and fiberglass) are required at all exterior locations. Single lever deadbolts and eye viewers are required on all main entry doors to residential units.
- c. Exterior doors for Type A units must include spring hinges.
- d. Insulated, double pane, vinyl windows meeting current North Carolina Model Energy Code and have at least a minimum UFACTOR 0.30 and SHGC 0.27 are required for new construction and rehabilitation projects (if replacing windows).
- e. Windows must not be located over tub or shower units.
- f. Install a continuous bead of silicone caulk behind all nail fins before installing new vinyl windows per manufacturer's specifications.

#### C. INTERIOR DESIGN AND MATERIALS

- a. Carpet and pad must meet FHA minimum standards. Carpets in Type A units must be glue-down type without padding.
- b. Kitchens, dining areas, and entrance areas must have vinyl, VCT or other non-carpet



- flooring.
- c. Interior doors must be constructed of two, four or six panel hardboard, solid core birch or solid core lauan. Hollow core, flat-panel doors are prohibited.
  - d. Interior doors must have a minimum of three (3) hinges.
  - e. Bi-fold, pocket, louvered, and by-pass doors are prohibited.
  - f. All bedroom closets, interior storage rooms, coat closets, and laundry rooms/closets must have a 4-inch-tall by 8-inch-wide minimum pass-thru grille above doors for air circulation in those areas that do not get conditioned.
  - g. There must be a minimum of  $\frac{3}{4}$  inch air space under all interior doors measured from finished floor for air circulation.
  - h. All interior and exterior mechanical and storage closets must have finished floor coverings. Interior closets must have either carpet, sheet vinyl or VCT flooring. Exterior storage closets may have sealed, painted concrete floors.
  - i. Signage for designated common areas and all units must be in Braille and meet ANSI A117.1, Section 703 standards.
  - j. The following areas must contain moisture resistant drywall: ceilings and walls of bathrooms, laundry rooms, mechanical closets, exterior storage closets, and behind kitchen sink base. All interior stair handrails must be mounted on a continuous wood backer board.
  - k. Accessible cabinets with removable fronts must be manufactured to be removable with only a screwdriver.
  - l. Shoe molding must be installed in areas where glue-down or laminate flooring is installed. Vinyl/rubber base can only be installed on walls with metal framing or masonry/block walls.
  - m. In all Type A units, a 67-inch minimum turning radius is required into and throughout all usable areas of the kitchen, in accessible bathroom, in laundry rooms, and in closets that exceed 48 inches in depth.
  - n. All interior common areas, hallways, and enclosed corridors must be served by heating and cooling systems. All enclosed building stairwells must be served with heating and air conditioning.
  - o. Seal all penetrations through walls and ceiling with appropriate and like sealants to prevent moisture and air leakage.
  - p. All Type A handicap units must be equally distributed to all buildings and on all accessible floor levels.
  - q. Every part of residential units and in all rooms in congregate buildings must have finished walls, floors and ceilings. This includes storage rooms, mechanical closets, electrical rooms, elevator rooms, etc.
  - r. All HVAC mechanical equipment and water heaters must be installed in a dedicated mechanical closet with a 30x80 inch door. May not be installed in closets or rooms used for any other purpose.

#### D. BEDROOMS

- a. In Type A units, a call for aid station hard-wired to exterior horn/strobe is required in all bedrooms.

#### E. BATHROOMS

- a. A recessed medicine cabinet must be installed in every full bathroom in each residential unit. A glass door on the medicine cabinet may not have sharp edges that may cause bodily injury.

- b. The average size of all vanities in each unit type must be at least 36 inches. Type A units must have a code compliant removable vanity base below sink for storage. Floors and walls under vanities must be finished. Removal of bases must be done so with a screwdriver only. Vanities with removable fronts must be manufactured for that purpose. The Agency will not allow field altered vanities. All vanity countertops must be installed 33 inches minimum to 36 inches maximum. Wall hung sinks are not allowed in residential units.
- c. Mirrors in bathrooms must be low enough to reach the counter backsplashes.
- d. All full bathrooms must have an overhead ceiling light and exhaust fan on the same switch. Vanity lights must be provided and be on a separate switch.
- e. All bathrooms must include an exhaust fan rated at 70 CFM (minimum) vented to the exterior of the building using hard ductwork along the shortest run possible. Bath fans may only be installed in ceilings.
- f. Approaches to roll-in showers must be level, not sloped.
- g. All domestic water line cut off valves must have metal handles, not plastic.
- h. In all Type A units, the grab bars must be installed using ANSI A117.1, Sections 607 and 608 for bathing fixture specifications and Section 604 for toilet specifications around toilets. In roll-in showers the shower head with wand must be installed on a sliding bar and within code required reach ranges by the seat. An additional diverter must be installed to provide water to a shower head on the short shower wall in front of the seat, mounted 80 inches above finished floor.
- i. In Type A units, a call for aid station hard-wired to exterior horn/strobe is required in all bathrooms.
- j. Offset toilet flanges are prohibited.

#### F. KITCHENS

- a. New cabinets must include dual side tracks on drawers. Door fronts, styles, and drawer fronts must be made with solid wood or wood/plastic veneer products. Particle board or hardboard doors, stiles, and drawer fronts are prohibited.
- b. All residential units must have either a dry chemical fire extinguisher mounted and readily visible and accessible in every kitchen, including kitchen in community building if present, an automatic fire suppression canister mounted in each range hood, or heat limiting devices permanently installed on ranges that limit burners from reaching temperatures high enough to ignite grease, cloth, or plastic.
- c. All residential units must have a frost-free Energy Star rated refrigerator with a freezer compartment and factory provided ice maker. Ice maker boxes must be installed with cold water supply line in the wall and centered behind the refrigerator only. Ice maker must be connected and operational. For Type A units the refrigerator must be side by side or bottom freezer drawer type. Water and ice dispensers in the doors, if installed, may not have any controls over 48 inches above finished floor. Doors must open beyond 90 degrees to allow bin removal. The following are the minimum sizes:
 

0-2 Bedroom	14 cubic feet
3 Bedroom	16 cubic feet
4 Bedroom	18 cubic feet
- d. All residential units must have an Energy Star rated dishwasher and be installed beside the kitchen sink.
- e. All residential units must have a minimum 33" wide double bowl kitchen sink.
- f. In Type A units:

- a. Kitchen sinks must be rear-draining and have sink bottoms insulated if bottom of sink is at or below 29 inches above finished floor;
- b. Pull-out worktops are prohibited;
- c. Workstations must be installed beside the range with no wall to the left or right of the workstation;
- d. Removable fronts are required on accessible sink base cabinets and work station cabinets. Floors and walls under sink base and work station must be finished. Removal of door fronts must be done so with a screwdriver only. Cabinets with removable fronts must be manufactured for that purpose. The Agency will not allow field altered vanities. Cutting side panels, cabinet bottoms or backs and removal of plumbing pipes and/or electrical wires will not be allowed.
- e. The wall cabinet mounted over the work station must be 48 inches maximum above finished floor to the top of the bottom shelf; and
- f. Both the range hood fan and light must have separate remote switches mounted over the work station.
- g. In Type A units and common areas, kitchen ranges with cooktop can be no higher than 34 inches above floor.
- h. Anti-tip devices must be installed on all kitchen ranges and be securely fastened to the floor. Walls behind or directly beside ranges must be covered with a splash panel. The panel should span from the range to the hood and be plastic, laminate or aluminum. Ranges must be installed to fit flush to the wall. Range cord receptacles must be recessed in the wall behind the range.
- i. Base and shoe molding must be installed behind all ranges and refrigerators. No exposed subfloor should be visible between flooring products and sides of cabinets and walls.
- j. All kitchen cabinet countertops must be installed 33" minimum to 36" maximum. Kitchen countertops may not protrude into entrances into hallways.

#### G. LAUNDRY ROOM CLOSETS

- a. Dryer vent connection box must be galvanized metal and be 2 inches maximum above finished floor.
- b. Washer water shutoff valves must be installed right side up with the hose connection below the shutoff handle.
- c. In Type A and Type B units, each clothes washer and dryer must be centered for a side approach only in a 52-inch clear floor space area. The washer and dryer clear floor space areas may overlap. The clear floor spaces at each appliance may not use door openings or the ability to remove laundry room/closet doors in achieving the required parallel approach clear floor space. All electrical, plumbing, and venting rough-ins must be centered behind each washer and dryer.
- d. Laundry rough-ins or equipment may not be installed in bedroom closets or in non-doored areas within a bathroom.

#### H. PROVISIONS FOR ALL SENIOR HOUSING

- a. All senior residential units must be equipped with a hard-wired call for aid station in all bedrooms and full bathrooms. The aid station must be wired to an exterior warning device which consists of a horn/strobe alarm.
- b. Provide loop or "D" shaped handles on cabinet doors and drawers.
- c. Exhaust vents and lighting above ranges must be wired to remote switches for both the light

- and fan near the range in an accessible location.
- d. Provide solid blocking at all toilets and tub/shower units for grab bar installation.
- e. Provide a minimum 18 inch grab bar in all tub/shower units. The grab bar must be installed centered vertically at 48 inches A.F.F. on the wall opposite the controls.
- f. Corridors in any common areas must have a continuous suitable handrail on both sides mounted 34 to 38 inches above finished floor, and be 1 ¼ to 1 ½ inches in diameter.
- g. All doors leading to habitable rooms must have a minimum 3'-0" door and include lever handle hardware.
- h. The maximum threshold height at any entry door is ½ inch.

#### I. PROVISIONS FOR SIGHT AND HEARING-IMPAIRED UNITS

Two percent of the total number of units constructed, or a minimum of one, must be able to be equipped for residents with sight and hearing impairments. These requirements include the following:

- a. The unit(s) must be roughed in to allow for smoke alarms with strobe lights in every bedroom, bathroom, and living area.
- b. The units must have a receptacle next to telephone jacks in units for future installation of TTY devices.
- c. Lighted hard-wired doorbell button connected to a horn/ strobe alarm installed in each bathroom, bedroom, and common area is required for each sight and hearing-impaired unit.

The requirements of this provision can be satisfied by adding the elements described above to the additional Accessible units with roll-in showers required by QAP Section IV(F)(4) such that at least 2% of all units are properly equipped to serve persons with sight and or hearing impairments.

### IV. MECHANICAL, SITE AND INSULATION PROVISIONS

**(Primarily from NCHFA 2024 Qualified Allocation Plan (QAP) Design Quality and Standards)**

This section is included for additional guidance to be applied on rehabilitation/replacement of systems/items included in the agreed-upon scope of work. As noted above, if the scope of rehabilitation includes repairs or replacements of systems identified below, you only have to conform to requirements addressing those systems, but not conform to requirements for any systems below not included in the approved scope of work.

#### A. PLUMBING PROVISIONS

- a. All tubs and showers must have slip resistant floors. For new construction, all tubs and showers must be one-piece and a minimum of 32 inches in width and 58 inches in length.
- b. All electric water heaters must have a Uniform Energy Factor of 0.93 efficiency or an Energy Factor of at least 0.95 efficiency and be a minimum of 40 gallons (50-gallon minimum for 3 bedroom and larger). This cannot be achieved by using an insulated water heater jacket. Water heaters may not be installed under HVAC air handlers. They may be installed beside the air handler or in separate closet.
- c. Water heaters must be placed in closets to allow for their removal and inspection by or through the closet door, may not be installed over the clothes washer or dryer space. Water heaters required to be elevated above the finished floor must have a water heater stand or wood platform designed for that installation and be professionally finished/painted. Water

heaters may not be installed in exterior storage closets or in unconditioned spaces.

- d. A frost-proof exterior faucet must be installed on an exterior wall of the community/office building.
- e. All tub/shower control knobs must be single lever handled and offset towards the front of the tub/shower.
- f. Provide lever faucet controls for the kitchen and bathroom sinks.
- g. All bathroom faucets, shower heads, and toilets must be EPA WaterSense rated.
- h. Domestic water lines are not allowed in unconditioned spaces, including breezeways and community building attics.
- i. In all Type A and Type B units, tubs and showers must have molded, built-in wood blocking installed on the bathing fixture.
- j. In all Type A units, the toilets, tubs, and showers must have grab bars installed. See ANSI A117.1 for mounting heights and locations. The grab bar installed behind the toilet must be a minimum of 36 inches in length.
- k. All plumbing pipes must be installed inside wall cavities. Connections to water and sewer lines may not be made through floors or cabinet bottoms.
- l. Unit water shut-off valves must be in a wall box with cover/trim located 16 inches to 48 inches above floor and in a reachable location to the resident and be clearly marked with signage.
- m. All wall-hung sinks must have solid blocking behind fixture and the fixture mounted to plywood rather than sheetrock. Wall hung sinks may not be installed in residential units.
- n. Step-in showers (32 inches x 60 inches minimum) in senior properties may be installed in fifty percent (50%) of residential units. For family properties, units having two full bathrooms may have one step-in shower while the other bathroom must have a tub/shower fixture. The above guidance does not apply to Type A units.

#### B. ELECTRICAL PROVISIONS

- a. Provide overhead lighting, a ceiling fan, telephone jack, and a cable connection in every bedroom and living room. If using ceiling fans with light kits, the fan and light must have separate switches.
- b. Any walk-in closets must also have a switched overhead light. A walk-in closet is defined as any closet deeper than 36 inches from the back wall to the back of the closet door in the closed position.
- c. Receptacles, telephone jacks, and cable jacks must not be located less than 16 inches above finished floor height.
- d. Switched exterior lighting is required at each unit entry door for resident use on buildings with porches and breezeways.
- e. Additional exterior light fixtures not specific to a unit must be wired to a "house" panel. The fixtures must be activated by a photo cell placed on the east or north side of the buildings.
- f. All exterior stairways must have light fixtures wired to a "house" panel and activated by a photo cell placed on the east or north side of the buildings.
- g. Projects with gas heating and/or appliances must provide a hard-wired carbon monoxide detector with a battery back-up in each residential unit.
- h. All non-residential and residential spaces must have separate electrical systems.
- i. Initially-installed bulbs in residential units and common areas must be compact fluorescent, LED or pin-based lighting in 80% of all fixtures.
- j. All telephone lines must be hard-wired and toned and tagged properly to each unit.

- k. All call for aid devices must be installed beside or below ceiling light switches in bedrooms and bathrooms.
- l. Each building must have a cable termination and demarcation box for cable vendor connection.
- m. Light switches in bedrooms, bathrooms and closets must be installed within 16 inches maximum from latch side of corresponding door.

#### C. HEATING, VENTILATING AND AIR CONDITIONING PROVISIONS

- a. All non-residential areas and residential units must have their own separate heating and air conditioning systems. HVAC equipment must have a minimum SEER2 15.0 performance rating.
- b. Through the wall HVAC units are prohibited in all but Studio, Efficiency, and SRO units. They are allowed in laundry rooms and management offices where provided.
- c. HVAC interior air handlers must be enclosed from return air grille to blower motor/filter.
- d. The use of duct board is prohibited. Galvanized metal must be used for plenums and mixing boxes.
- e. Connections in duct system must be sealed with mastic and fiberglass mesh.
- f. All openings in duct work at registers and grilles must be covered after installation to keep out debris during construction.
- g. Fresh air returns must be a minimum of 12 inches above the floor.
- h. Electric mechanical condensate pumps are not allowed.
- i. Supply ducts in unconditioned attics must be insulated with an R-8 or greater value.
- j. Range hoods and micro-hoods must be vented to the exterior of the building with 8 inches minimum galvanized sheet metal using the shortest possible run.
- k. All hub drains serving HVAC condensate lines must be piped to the outside. Piping to the sanitary sewer is not allowed unless a primed p-trap is installed.
- l. Exterior exhaust vents must be mechanically secured to siding and/or brick veneers.
- m. Venting for exhaust fans may not terminate in roof soffits.
- n. Total dryer vent run may not exceed 35 feet, including deductions for elbows.
- o. Dryer exhaust ducts may not be vented through the roof.
- p. Clothes washer and dryer connections must be centered behind the appliance.
- q. All units 1,100 square feet or greater which use heat pumps must use a minimum of 2-ton equipment.

#### D. BUILDING ENVELOPE AND INSULATION

- a. Seal at doors, windows, plumbing and electrical penetrations to prevent moisture and air leakage.

#### E. SITEWORK AND LANDSCAPING

- a. Provide positive drainage at all driveways, parking areas, ramps, walkways and dumpster pads to prevent standing water.
- b. No sidewalks may exceed a 2% cross slope regardless of where located. Provide a non-skid finish to all walkways.
- c. Sidewalks and accessible routes adjacent to accessible parking must allow for a 2.5 feet vehicle overhang. An accessible sidewalk/route must be a minimum 48 inches wide.
- d. Switchbacks are not permitted from handicap parking spaces or access aisles to building entrance in new construction projects.

- e. All water from roof and gutter system must be piped away from buildings and discharged no less than 6 feet from building foundation.
- f. Lots must be graded so as to drain surface water away from foundation walls. The grade away from foundation walls must fall a minimum of 6 inches within the first 10 feet.
- g. No part of the disturbed site may be left uncovered or un-stabilized once construction is complete.
- h. Sitework changes after application award are not permitted without Agency approval.
- i. Properties must have lighted entry sign with brick or stone columns.
- j. Site lighting poles must be installed in landscaped areas instead of parking spaces. Site lighting must be provided behind buildings and near common use amenities for safety.
- k. Pedestrian and required accessible routes throughout the residential property and common areas must be on concrete sidewalks.
- l. Marked crosswalks must be installed when crossing vehicular drives.

#### F. RADON VENTILATION

Passive, “stack effect” radon ventilation systems are required for all new construction projects in Zone 1 and 2 counties.

For a map of county zones visit [https://www.epa.gov/sites/default/files/2014-08/documents/north\\_carolina.pdf](https://www.epa.gov/sites/default/files/2014-08/documents/north_carolina.pdf). These systems reduce soil gas entry into the buildings by venting the gases to the outdoors and must include the following components:

- a. Gas Permeable Layer of Aggregate: This layer is placed beneath the slab or flooring system to allow the soil gas to move freely underneath the house and enter an exhaust pipe. In many cases, the material used is a 4-inch layer of clean gravel.
- b. Plastic Sheeting/Soil Gas Retarder: This is the primary soil gas barrier and serves to support any cracks that may form after the basement slab is cured. The retarder is usually made of 6 mil polyethylene sheeting, overlapped 12 inches at the seams, fitted closely around all pipe, wire, or other penetrations, and placed over the gas permeable layer of aggregate.
- c. PVC Vent Pipe: A straight (no elbows) vertical PVC vent pipe of 3-inch diameter must be connected to a vent pipe “T” which is installed below the slab in the aggregate. The straight vent pipe runs from the gas permeable layer (where the “T” is) through the apartment to the roof to safely vent radon and other soil gases above the roof. A 12-inch perforated PVC pipe must be attached to the “T” on both ends in the aggregate to allow radon gas to easily enter the piping. The straight vent pipe runs vertically through the building and terminates at least 12 inches above the roof’s surface in a location at least 10 feet from windows or other openings and adjoining or adjacent buildings. On each floor of the apartment, the pipe should be labeled as a “Radon Reduction System”. Sealing and caulking with polyurethane or silicone on all openings in the concrete foundation floor must be used.

**Check applicable federal, state, and local building codes to see if more stringent codes apply.**

## V. ACCESSIBILITY REQUIREMENTS

This section is included for additional guidance to be applied on rehabilitation/replacement of systems/items included in the agreed-upon scope of work, as well as for any accessibility violations at the time of original project construction. As noted above, if the scope of rehabilitation includes repairs

or replacements of systems identified below, you only have to conform to requirements addressing those systems, but not conform to requirements for any systems below not included in the approved scope of work.

Rehabilitation shall meet the requirements of the Federal Fair Housing Amendments Act of 1988, the Americans with Disabilities Act and the most recent North Carolina State Accessibility Code. This section of the Multi-Family Rehabilitation Standards are drawn from the **2012 NC Accessibility Code and ANSI A117.1** and are included here for emphasis as important items which are often overlooked or which cause confusion.

The decision of whether to follow the Fully Accessible or the Type A requirements depends on the Occupancy Type (e.g. R-1, R-2) designation. Applicants and their architects should consult their county codes enforcement department.

Any accessible unit not built to meet Fully Accessible or Type A requirements shall be built to meet Type B. RPLP requires a minimum of one Type A or Fully Accessible unit, as appropriate, for each unit type (e.g. 1 bedroom, 2 bedroom). For projects over 5 units total, at least 5% of units must be mobility accessible and at least 2% must be accessible for persons with visual or hearing disabilities. More information is referenced here about HUD requirement (if applicable) and Fair Housing Requirements: [https://www.hud.gov/program\\_offices/fair\\_housing\\_equal\\_opp/physical\\_accessibility](https://www.hud.gov/program_offices/fair_housing_equal_opp/physical_accessibility).

#### **A. Common and Living Areas throughout the Building**

- a. All common areas such as patios, decks, balconies, carports, terraces and garages must be accessible.
- b. Light switches, electrical outlets, thermostats, fuse boxes, and other controls shall be at an accessible height: a maximum of **48"** measured to the **top** (not the centerline) of the device and a minimum of **15"** Above the Finished Floor (AFF) measured to the bottom (not the centerline) of the device. Controls to devices, including touchscreens and motion sensors, must be below **48"** if required for operation.
- c. Throughout all common use areas there must be an accessible path of travel a minimum of **36"** wide, with a **40"** wide accessible path in food prep areas.
- d. All doors in common use areas must have a minimum **36"** nominal width and a minimum **18"** clear floor space on the pull-side of the door.
- e. Doors to Fully Accessible and Type A bedrooms must have a minimum **32"** clear opening when the door is fully open and a **36"** approach. Doors to Type B bedrooms must have a minimum **31 $\frac{3}{4}$ "** clear opening.
- f. The maximum threshold height at any entry door is  **$\frac{1}{2}$ "**, with the exception of  **$\frac{3}{4}$ "** at a sliding door.
- g. Kitchen and bathroom sinks must have lever faucet controls.
- h. Receptacles, telephone jacks and cable jacks must not be located less than **15"** **above** finished floor height as measured to the bottom (not the centerline) of the device.
- i. Fully Accessible and Type A units must be designed such that when typically furnished there will still be proper clearances, clear spaces, and maneuvering spaces.

#### **B. Kitchens**

At least one kitchen must be Fully Accessible or Type A as appropriate with these features:

- a. Faucets must have lever handles.



- b. Stove must have Front controls.
- c. Minimum **60"** turning radius or equivalent T-turning space in kitchen. (the Agency recommends the building be designed with a **62"** turning radius to allow for a margin of error during construction.)
- d. All range hood functions must have a remote switch at an accessible location.
- e. Drawers and cabinet doors must have loop or "D" shape handles or touch controls.
- f. Dishwasher must not have rotary controls.
- g. Counter top height must not exceed **34"** Above the Finished Floor (AFF). A roll-under work station must be installed, preferably beside the range, with a minimum **30"** width.
- h. A wall cabinet is recommended to be mounted over the work station at **48"** maximum above finished floor to the top of the bottom shelf.
- i. Kitchen sinks must be at **34"** maximum AFF, be rear-draining, and have sink bottoms insulated or covered with apron if bottom of sink is at or below **29"** AFF.
- j. Part of pantry the shelving mounted must be at a maximum of **48"** AFF.
- k. The refrigerator must be ADA compliant. Typically, these approved models are side-by-side or small top-freezer types. Doors must open beyond **90** degrees to allow bin removal. All sections of the freezer must be within the accessible reach limits of **48"** maximum height and **15"** minimum height.
- l. Kitchen design should include an electrical outlet over any counter more than **12"** in width. A GFCI reset outlet cannot be placed more than **24"** from any countertop edge or within **36"** from any countertop corner. A GFCI reset outlet cannot be placed behind appliances like refrigerators or stoves, or mounted inside cabinets.

#### **C. Laundry space, if provided**

- a. There must be at least one front-loading washer and one front-loading dryer with push controls. If three or more washers and/or dryers are provided, a minimum of two each must meet this requirement.
- b. A clear space of minimum **30"** by **48"** must be provided at each appliance.
- c. Doors shall be minimum **36"** nominal width.
- d. A clear space of **18"** minimum must be provided at the pull side of the latch.
- e. If laundry space is provided in each Fully Accessible or Type A unit, it must meet accessibility requirements with the washer and dryer installed.

#### **D. Bedrooms**

At least one bedroom must be Fully Accessible or Type A with the following features.

In addition to resident bedrooms, if the property has resident staff, at least 1 staff bedroom and one staff bathroom must be Fully Accessible or Type A as appropriate:

- a. Any walk-in closet must have a clear path, in and out, of a minimum **36"** width after clothes are hung on all hanger rods.
- b. Closets must have a majority of shelving and hanger rods at a maximum of **48"** AFF.
- c. A clear space of **18"** minimum must be provided beside any entry door.
- d. Entry doors must be **36"** minimum.
- e. Any non-walk-in closet shall have a maximum depth of **24"** and a door opening of **36"**.
- f. Entry doors must have lever handles.
- g. Sliding closet doors must have loop door handles on sliding closet doors, otherwise lever door handles are required.
- h. Any permanently installed telephone must include volume control.

- i. Fire alarms must include a visual signal.
- j. Pocket doors are discouraged. If installed, they must have loop or D style handles and have the proper clearances with the handles installed.

#### E. Bathroom

At least one bathroom must be Fully Accessible or Type A as appropriate with the following features:

- a. **60"** turning radius or equivalent T-turn required. (the Agency recommends the building be designed with a **62"** turning radius to allow for a margin of error during construction.)
- b. Reinforced grab bars installed around toilet and tub per NC Accessibility Code building code and ANSI A117.1.
- c. Medicine cabinet bottom shelf at **44"** maximum AFF.
- d. The reflective edge (not the frame) of all mirrors must be mounted so that the bottom edge of the reflective surface starts no higher than **40"**.
- e. Minimum one towel bar at **48"** maximum.
- f. Handicap compliant toilet centered **18"** from finished wall.
- g. Loop handles on drawers and cabinet doors.
- h. Knee space below sink with insulated pipes per building code.
- i. Sink height at **34"** maximum AFF.
- j. Faucets must have lever handles.
- k. Minimum **18"** clear space beside door on the pull side and **12"** clear space on the push side.
- l. Door width minimum **36"** nominal.
- m. Any linen closet maximum depth **24"** and a minimum door opening of **24"**.
- n. Shower or tub seat with a minimum **16"** depth.
- o. Tub or shower controls and hand-held shower complying with the **2012 NC Accessibility Code. Reference ANSI A117.1 for the location of shower controls (Section 608).** Tub controls must be offset in accordance with ANSI A117.1.
- p. In roll-in showers the shower head with wand must be installed on a sliding bar and within code required reach ranges by the seat. An additional diverter must be installed to provide water to a shower head on the short shower wall in front of the seat. Hand-held shower must have non-positive shutoff switch.
- q. Tub or shower controls within **27"** reach range of seat.
- r. Centerline of toilet flange must be a minimum of **18"** to sidewall or edge of adjacent fixture.
- s. Minimum depth **36"** clear space at opening to tub or shower.
- t. Countertop space in bathrooms for Fully Accessible and Type A units must be equivalent to that of the bathrooms in Type B units.
- u. Any modular tub and shower surrounds shall have grab bar reinforcing built directly into the surround at the proper locations. This shall also include one-piece tubs and showers.
- v. Any tub or shower with a built-in seat shall have at least **12"** in the clear space beyond the seat to facilitate transfer from the wheelchair to the seat. This includes both roll-in and transfer showers.
- w. If roll-in showers are utilized, a minimum **34"** wide roll-in shower with caulked rubber dam installed. For roll-in showers, the shower head with wand must be installed on a sliding bar. **Reference ANSI A117.1 for the location of shower controls (Section 608).**
- x. Approaches to roll-in showers must be level, not sloped.

#### F. Exterior

- a. The Accessible parking spaces shall be the closest spaces to an accessible entrance and no more than **200'** from that entrance.
- b. Sidewalks directly in front of parking spaces must be sufficiently wide to allow the required **48"** width clearance when cars are parked. Parking lot bumpers may be necessary to prevent cars overhanging sidewalk if sidewalks are close to **48"** wide. Travel space around the ramp area in a sidewalk must be **48"** wide.
- c. Common use areas like mailboxes, trash receptacles, playgrounds, picnic tables, gazebos, etc. shall be located on the Accessible Path not leaving the property and must meet any applicable **2012 NC Accessibility Code** requirements. **Particular attention should be paid to the slope and materials used within the clear space surrounding common mailboxes and trash/recycling facilities.**

## **VI. ENERGY STAR CERTIFICATION**

This section is included for additional guidance to be applied on rehabilitation/replacement of systems/items included in the agreed-upon scope of work. As noted above, if the scope of rehabilitation includes repairs or replacements of systems identified below, you only have to conform to requirements addressing those systems, but not conform to requirements for any systems below not included in the approved scope of work.

New construction projects must achieve ENERGY STAR Multifamily New Construction Program certification as verified by an independent, third-party expert who assists with project design, verifies construction quality, and tests completed units. Rehabilitation projects must comply to the extent doing so is economically feasible and as allowed by historic preservation rules.

Third party accredited energy professional raters must perform blower door tests on the greater of 10% of the total number of units or 8 units. The units tested must be different unit types and in different building locations. Units that fail the blower door tests must be reported to the Agency at the time of failure. Additional testing may be required at owner's expense.

## **VII. COMMON AREA AND SITE AMENITY PROVISIONS**

**(Primarily from NCHFA 2024 Qualified Allocation Plan (QAP) Design Quality and Standards)**

This section is included for additional guidance to be applied on rehabilitation/replacement of systems/items included in the agreed-upon scope of work. As noted above, if the scope of rehabilitation includes repairs or replacements of systems identified below, you only have to conform to requirements addressing those systems, but not conform to requirements for any systems below not included in the approved scope of work.

All common use areas must be fully accessible to those with disabilities in compliance with all applicable State and Federal laws and regulations.

### **A. PLAYGROUND AREAS**

- a. Wherever possible tot lots and playgrounds must be located away from areas of frequent automobile traffic and situated so that the play area is visible from the office and maximum number of residential units.

*2024 RPLP Program & Underwriting Guidelines*

- b. A bench must be provided at playgrounds to allow a child's supervisor to sit. The bench must be anchored permanently, weather resistant and have a back.
- c. Playground surface conditions and materials must meet certain guidelines and standards which include:
  - ASTM F1951 (Specification for Determination of Accessibility of Surface Systems)
  - ASTM F1292 (Specification for Impact Determination)
  - ASTM F1487 (Standard Consumer Safety Performance Specification)
  - ASTM F2020 (Standard Specification for Engineered Wood Fiber)
  - ASTM F2479 (Specification Guide for Products and Installation of Poured-In-Place Surfaces)
- d. A letter from the playground floor material provider stating the material meets or exceeds the above ASTM requirements is required. A certificate from a third-party firm licensed to perform playground surface testing stating the installation of approved floor coverings was installed per manufacturer's requirements and that the finished floor surface(s) meet the above ASTM standards is also required.
- e. All playgrounds and tot lots must each contain at least four play stations/activities.

#### B. POSTAL FACILITIES

- a. Postal facilities must be located adjacent to available parking and sited such that tenants will not obstruct traffic while collecting mail.
- b. Outside postal facilities must have a roof covering which offers residents ample protection from the rain while gathering mail.
- c. Postal facilities must have adequate lighting functioning from dusk to dawn.
- d. Mailboxes may not be installed higher than 48 inches above finished floor and must be centered with a 48-inch clear floor space for a parallel approach.
- e. All mail collection areas must have a 67-inch minimum turning radius.

#### C. LAUNDRY FACILITIES

- a. Laundry facilities are required for all projects.
- b. There must be a minimum of one washer and one dryer per twelve (12) residential units if washer/dryer hookups are not available in each unit. If hookups are available in each unit, there must be a minimum of one washer and one dryer per twenty-five (25) units.
- c. The entrance must have a minimum roof covering of 20 square feet.
- d. A "clothes folding" table or countertop must be installed. The working surface must be 30 to 34 inches above the floor, and must have a 27-inch high clear knee space below and 48 inches long minimum. The folding table must be centered on a 30-inch by 52-inch clear floor space.
- e. The primary entrance door to the laundry must be of solid construction and include a full height tempered glass panel to allow residents a view of the outside/inside.
- f. The laundry room must be positioned on the site to allow for a high level of visibility from residential units or the community building/office.
- g. The laundry room must have adequate entrance lighting functioning from dusk to dawn.
- h. If the project has only one laundry facility, it must be adjacent to the community building/office (if provided) to allow easy access and provide a handicap parking space(s).
- i. One washer and one dryer must be front loading and usable by residents with mobility impairments (front loading), including at least a 30-inch by 52-inch clear floor space in front of each for a parallel approach.

- j. Each common area laundry room must have one accessible clothes washer and dryer per three of each installed.

**D. COMMUNITY / OFFICE SPACES**

- a. The existing office must be clearly marked as such by exterior signage, placed at a visible location close to the building. The signage must use contrasting colors and large letters and numbers.
- b. If the scope of work proposed includes adding community or office spaces, see the 2024 QAP, Appendix B at <https://www.nchfa.com/2024-qualified-allocation-plan-qap>.

**E. PARKING**

- a. There must be at least one handicap parking space for each designated Type A unit and must be the nearest available parking space to the unit. All handicap parking spaces and associated aisles must be concrete.
- b. Handicap ramps may not protrude into parking lot. Handicap parking spaces and access aisles may not exceed 2% slope in any direction. Access aisles cannot be installed through vehicular paths of travel.
- c. All non-handicap parking spaces must be an asphalt or concrete solid surface with a minimum dimension of 8 feet wide and 18 feet long. Compact parking spaces may be included in addition to those required to meet Agency requirements but will not count towards the minimum required in 1 or 2 above.

**F. REFUSE COLLECTION AREAS**

- a. Fencing consistent with the appearance of the residential buildings must screen the collection area. The fencing must be made of PVC or treated lumber and constructed for permanent use.
- b. The pad for the refuse collection area, including the approach area, must be concrete (not asphalt). The approach area must be a minimum 18 feet in length.
- c. The refuse collection area(s) may not be at the entrances or exits of the project and should be reasonably located amongst all buildings.
- d. A minimum of two painted pipe bollards must be installed behind dumpsters. Pedestrian paths of accessible travel must be marked/identified (painted in yellow or white) on dumpster slab surfaces.

*These Multi-family Rehabilitation Standards derive from the Agency's HOME/NHTF Multifamily Rehabilitation Standards, applicable sections of the 2024 Qualified Allocation Plan Design Quality Standards and Requirements, and applicable sections of the Supportive Housing Small Rehab Design Standards.*

**Please refer to the North Carolina Housing Finance Agency: Policy Update 2.0 Physical Inspection Noncompliance Items for additional information on noncompliance items:**

**[https://www.nchfa.com/sites/default/files/page\\_attachments/StateNoncompliance-NSPIRE.pdf](https://www.nchfa.com/sites/default/files/page_attachments/StateNoncompliance-NSPIRE.pdf)**