



CDBG
RESIDENTIAL REHABILITATION
STANDARDS
2019

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INTRODUCTION

Whenever CDBG funds are used for rehabilitation, the work must be performed according to the PJ's written rehabilitation standards. DOH is providing this document to meet this requirement.

The Residential Rehabilitation Standards are not intended to reduce or circumvent the requirements of law and current applicable Building Codes.

All construction means and methods shall be performed in compliance with Federal Occupational Safety and Health Agency (OSHA) regulations.

Code violations, building & site defects that are health, safety, and life threatening are priorities.

RESIDENTIAL REHABILITATION STANDARDS

Rehabilitation Standards include:

Federal Minimum Rehabilitation Standards:
24 CFR VIII, 882.109 Housing Quality Standards (Appendix A)

Written Trade, Manufacturer's Specifications, Standards, Recommendations and Installation Instructions

All applicable Federal, State & Local code requirements. (Appendix B)

1. GENERAL

Materials/Products shall be new, in good condition and of the grade required by the work write-up or specifications unless otherwise agreed to in writing. Materials damaged in shipment or prior to owner's acceptance shall be replaced at the contractor's expense. Deliver, store and handle products using means and methods that will prevent damage and deterioration from moisture, rain, dirt and other harmful influences including loss and theft

Workmanship shall be in accordance with the trades standards. Grantees **shall** ensure that the mechanical execution of the rehabilitation work is performed in a manner consistent with principles of quality workmanship, the material manufacturer's installation instructions, applicable codes and current accepted industry practice.

Manufacturers warranties shall be in addition to the GC warranty and do not relieve the Contractor of stipulated obligations or requirements. All work must be performed, installed in accordance to warranty stipulations, requirements for coverage.

Qualified Staff, Inspectors, and Contractors are the responsibility of the Municipality Grantee. The Municipality Grantee **shall** ensure that all persons involved in a rehabilitation project **shall** be qualified for their tasks. If the nature of the work requires personnel to be licensed or otherwise certified to perform the work, the grantee **shall** ensure that the personnel meet the requirements.

2. SITE WORK

All proposed site work must keep water away from the building foundation. It must promote positive drainage away from the home and any neighboring structures. It must not create erosion, soil contamination or damage to the owner's property or neighboring properties. Any damage to the site or a neighboring site due to the performance of the specified site work must be repaired.

Landscaping

Plantings, trees, shrubs, etc. that are safety hazardous shall be removed. Lawn areas affected by the removal shall be restored.

3. FOUNDATION

Foundation must be stable, window openings and top of foundation at base of structure must be level. Footings, columns, shall be concrete, waterproofed concrete foundation walls and slab as per applicable state/local code for new, reconstruction and or repair.

Basements and Crawl Spaces Moisture and Leaks

The source of water infiltration should be identified and corrected before repairs are completed. Roof water, clogged downspouts, landscape grading, insufficient foundation drainage, poor inadequate design, etc. are all common causes of basement, crawl space moisture. Repairs should minimize, improve health & safety hazardous basement and crawl space conditions.

4. WOOD FRAMING

All existing structural components must be sound/stable and in serviceable condition for the expected useful life of the rehabilitation work to be performed, minimum 15 years. Unstable, cracked, leaning, buckling, shifting exterior walls shall be restored as per code and are priorities. All wood studs, foundation posts, sills, girders and plates showing signs of rot, decay, and structural failure must be replaced. There should be no holes, separation, collapse or severe deterioration of exterior walls or siding materials.

No-Formaldehyde Manufactured Wood Products

Due to concerns about post-installation formaldehyde emissions, wood products containing urea formaldehyde (UF) resin binders should be avoided.

Wall Framing Studs

Interior and exterior – shall be installed on 12", 16" or 24" modules, or as required by structural conditions.

Wood Structural Components: Beams, Columns, and Posts

Check code requirements and use qualified professionals for documents, specifications for repairs, replacement or adjustments to load bearing components. For major structural damage, a structural analysis must be done.

Plywood

Plywood shall be trademark stamped.

Interior

Always use interior grade plywood for interior applications, as specified by manufactures

Exterior

Always use exterior grade plywood for exterior applications as specified by manufacturer

Structural/Construction

Always use construction grade plywood for structural applications. C-D, CDX grades.

Termite Treatment

Infestation shall be eliminated by treating in accordance with the requirements of a certified by the exterminator. The treatment should be effective for at least 1 year from the date of treatment. If infestation occurs in the same area within 1 year, the premises shall be retreated at no cost to the owner; furthermore, should damage occur as a result

of infestation during this period, the exterminator shall repair such damage at no cost to the owner.

Termite Control

Use termite-resistant building materials, or provide termite control, through physical barriers between subterranean termites and wood- framed structures. Physical barriers include termite shields, aggregate, stainless steel mesh, and plastic impregnated with a termicide. Isolate particularly vulnerable elements of a house, such as beneath concrete slabs on grade, long the interior and exterior of perimeter foundation walls, and around plumbing and wiring penetrations.

5. EXTERIOR WALLS

Exterior walls are to comply with all applicable codes, be weather tight, structurally sound, energy efficient and shall not permit entry of insects, water, snow or wind into the interior.

Exterior Sheathing

Sheathing shall be a nail-able wood product, with a minimum thickness of ½". Air infiltration barriers, such as building paper, house wrap or similar material designed to protect the wall from water moving past the exterior cladding shall be used at the exterior face of wall sheathing. (See 4 Plywood)

Wall Insulation

Installation of all insulation shall be performed with the utmost care, with the highest standard of professional workmanship, in strict compliance with manufacturer's specifications and installation instructions. Exterior Insulation and Finish System - 10 year warranty.

Replacement Windows

Use energy star rated replacement windows that conform to all Building Code requirements, including those for safety glazing and emergency egress. The window installation and installers must also be as indicated by the manufacturer. 10 year min. on the entire assembly (window units and installation)

Exterior Doors

Remove and replace doors and frames that are warped, bowed or otherwise damaged. Manufacturer's warrantee minimum 5 years. Use energy star labeled door. Thresholds shall be thermally-broken sealed to the subfloor. Sides and tops of doors shall be provided with weather-stripping. All hardware shall be installed with the required screws, bolts, and fasteners as provided by the manufacturer and packaged with the hardware

Door & Window Sealing

The shim space between the framing for windows or doors (including attic access) rough openings and the installed units shall be sealed with non-expanding spray foam sealant, closed cell foam backer rod, spray applied insulation, or other suitable sealant. Cellulose, fiberglass or rock wool batt insulation is not acceptable as a sealant but can be used as a backing for a sealant (such as caulk). Thresholds for exterior doors shall be sealed to the subfloor.

Low-Maintenance Vinyl Siding

The System must accommodate positive drainage to exterior for moisture entering or condensation within panel system. Comply with manufacturers written installation instructions, 20 Years material and labor warranty from date of substantial completion.

Existing Vinyl Siding Repairs:

Always check for hazardous materials.

Locate and repair cause of siding damage

Repair in accordance with industry standards best practices.

Check for warranty coverage.

Exterior Trim

Low-maintenance trim materials such as vinyl, cellular PVC, or pre-finished cement boards. All exterior wood trim shall be solid wood free from knots, defects and warpage.

Exterior Paint, Stain, Varnish

Use Low-VOC paints, stains and varnishes use water as a carrier Instead of petroleum-based solvents. As such, the levels of harmful emissions are lower than solvent-borne surface coatings. These certified coatings also contain no, or very low levels, of heavy metals and formaldehyde

Paint shall be delivered to the site in original containers labeled by the manufacturer, with seals unbroken.

If the exterior is stained wood, the finish shall be a solid-body stain, not the transparent or semitransparent type.

Exterior Siding: 2 coats solid-body stain over pre-primed siding

Exterior Trim: 1 coat primer, 2 coats semi-gloss paint

Masonry and Veneer

Repair, Repoint & Clean all masonry and stone in compliance to Masonry Trade Standards and Brick Industry Association recommendations.

Fiber Cement Board Siding

For existing Fiber Cement Siding, test for asbestos before repairs.

(see appendix G Asbestos)

Locate and repair cause of siding damage

Repair in accordance with industry standards best practices.

Check for warranty coverage. Warranties can be up to 50 years.

Stucco

For Historic homes, use SHPO guidelines for repair.

Locate and repair cause of stucco damage.

Use an experienced (3 years) professional stucco repairer.

Please note that there is Portland cement and lime based stucco.

Repairs should be in accordance to stucco type.

6. ROOF

Problems such as evidence of severe deterioration (e.g. curled/cracked asphalt shingles, severely corroded metal or moss growth), missing, loose or ineffective or inappropriate materials **shall** be corrected. Provide materials complying with governing regulations, "Noncombustible". Comply with published recommendations of shingle manufacturer details and recommendations of NRCA Roofing Manual for installation of underlayment

and shingles, using number of nails and coursing of shingles in accordance with manufacturer's standards.

Roof Accessories

Including valley flashing and flashing against walls, chimneys, stacks and pipes **shall** be watertight, durable and free from excessive wear and obvious defects in materials and workmanship.

Roof Structure (see 4 Wood Framing)

Asphalt Shingles

Provide asphalt fiberglass shingles on sloped roofs. Install mineral surfaced, self-sealing, fiberglass asphalt shingles with a 20-year warranty. Install according to manufactures written instructions.

Roof Sheathing (see 4 Structural Plywood)

As per manufacturers specifications.

Ice and Water Protection Membrane

Where roof slopes are less than 4 in 12 pitch, and at all valleys, roof penetrations, eaves, intersections of walls and roofs, hips, and wherever else required by job conditions as per manufacturers recommendations.

Flashing

Provider pre-finished aluminum drip edge flashing at roof eaves and rakes, roof to chimney/wall/skylight connections, other horizontal roof material transitions, fastened with appropriate nails.

Gutters and Downspouts

Rain from the roof gutter system shall be directed via downspouts such that water is discharged away from the foundation. The minimum thickness for aluminum gutters shall be 0.032", and 0.027" for aluminum flashing material.

Roof Repairs and Leaks

Locate and repair interior damages from leak. Check all roof affected components including eaves & roof penetrations. Repairs should match existing roof surfaces and finishes.

Roof Cleaning

High pressure washing systems for algae removal should not be used for asphalt roofs.

All personnel involved must be experienced in the use of approved roof cleaning solutions, techniques.

Follow shingle manufactures or the Asphalt Roofing Manufacturers Association recommendations.

Chimneys

Chimney Cleaning: Chimney cleaning must be done by a sweeper certified by the Chimney Safety Institute of America web site at www.csia.org or be a member of National Chimney Sweep Guild (NCSG) at www.ncsg.org.

The Chimney Sweeper must:

- check the firebox for damaged brick and missing or crumbling mortar.
- open the damper completely to be sure it moves freely and fits snugly against the smoke shelf.
- use a flashlight to check the damper for cracks, pitting or rusted-out sections. (Broken or corroded dampers should be replaced by a professional)
- look for any debris that may restrict air flow and remove it.
- check for broken or damaged bricks or flue liners. (Vertical cracking in the liner is a sure sign of a previous flue fire and is a serious problem that will need repair.)
- check and remove creosote deposits greater than 1/8 inch thick.

Chimney Repairs: Chimney repairs are home improvements and require a licensed contractor who is registered with the Connecticut Department of Consumer Protection.

7. PLUMBING

All service, distribution and return pipe, connectors, and accessories for Kitchen and Bathroom fixtures and heating systems shall function properly, shall not leak and shall be properly insulated.

System including sewers shall operate free of fouling and clogging and not have cross connections which permit contamination of water supply or back siphonage (backflow) between fixtures. Waste lines shall be tied-in to an approved sewer system. Any part of the dwelling which must be changed or replaced shall be left in a safe structural condition in accordance with applicable codes.

Conserving water is in the best financial interests of the occupants over the long run as well as in the interest of society and the environment as a whole. Use energy star water and energy conserving fixtures and equipment whenever it is practical.

Plumbing Fixtures

Equipment and material shall comply with and be installed in accordance with current applicable plumbing code, manufacturers & trade specifications, standards and best practices.

- a. All vents protruding through the roof shall be properly flashed.
- b. Valves shall be provided at each fixture or each piece of equipment.
- c. Unions shall be provided to permit removal of equipment without cutting pipe

Water Heaters

Shall meet requirements of the State Code, Energy Star labeled. The type (gas or electricity) and capacity will be given on the work write-up, or replacement will be with size and type required by number of bedrooms and baths. 10 year minimum warranty.

Tankless/On Demand Water Heaters

Use ENERGY STAR-qualified tankless water heaters to conserve heating time and energy use, if practical. The device should have a variable-set thermostat and be appropriately sized.

Shower and Tub Drains

Plumbing penetrations shall be blocked with air-impermeable insulation and sealed at edges with proper sealant. Rockwool, or similar products, shall not be used.

Private Water Supply System (See appendix C)

Sanitary Sewer or Septic System (See appendix D)

8. ELECTRICAL

All electrical connections, service entrance, interior/exterior service/breaker boxes, shall be inspected for proposed electrical work. All nonfunctional outlets, light fixtures and switches must be inspected, corrected and or replaced. All potential fire and safety hazards must be addressed. Existing electrical wiring, fixtures and receptacles that are hazardous should be repaired/replaced.

Condition of existing wiring and equipment: Existing wiring and equipment shall be in proper operating condition; free of taped splices, loose connections, missing insulation, short circuits or unapproved grounds. Service conductors shall not be frayed, worn or bare.

The changes being made to the house during rehabilitation must to be considered when sizing the electrical system for upgrade/code compliance

Outlets/Switches

Cover plates must completely cover the hole in the wall.

Screws in the cover plates should all be facing the same direction.

Receptacles and switches must be flush with the cover plate and secured in the workbox.

GFI Outlets

For work done in kitchens and bathrooms, in particular cabinetry, outlets that are not in compliance must be replaced. (code compliance)

Light Sockets

Repair, replace damaged, loose, improperly functioning light sockets.

Inspect existing wiring for damage, replace damaged, frayed wiring.

The socket trim, rim must completely cover the hole.

9. INTERIOR CLIMATE CONTROL/HVAC

Inspect for leaks, thermostat function, filters, structural soundness, deterioration, clearances, ventilation, corrosion etc. Check all boilers for safety devices.

The distribution system shall be appropriate for the type of heating equipment to which it is connected. Install in accordance with manufacturer's printed installation instructions.

The replacement heating equipment shall be a proper fit in size to any other existing portions of the system, i.e. fuel lines carrying the appropriate quantity, type, and pressure of fuel, distribution and return systems carrying the appropriate cfm's to each location, air conditioning equipment rated to match the furnace, properly sized electrical circuits and equipment, etc. Where the other equipment is improperly sized to fit the new equipment, it **shall** also be replaced or modified so that there is a proper fit.

Furnaces

ENERGY STAR®-qualified Furnaces shall have variable-speed blowers and programmable thermostats. Furnace filters shall not be made of fiberglass. All furnaces shall bear all applicable UL- listed and AGA-certified labels. For hot water systems, provide ENERGY STAR®- qualified boilers. Minimum furnace warranty 15 years under normal use and maintenance, all other components 5 year warranty.

Thermostats

Provide all heating/cooling systems with Energy Star® qualified thermostats. Dwelling thermostats shall be placed on an interior wall, at 48" above the finish floor, away from the direct flow of forced air and drafts.

Oil Storage Tanks (See Appendix E)

If a heating system is being replaced, repaired, then the oil tanks must be inspected. Below/Above/Basement (age, number, size & location) Leaking or non-leaking

Air Infiltration and Drafts

Heating work, new system/furnace installation for homes must include weatherization, draft, and heat loss improvements.

10. INTERIOR

Interior Doors

Repairs will be attempted on minor cracks and punctures only; otherwise, new doors will be installed. Door finish to match existing dwelling doors.

Kitchen/Bath Cabinets

Unsafe, unsanitary or nonfunctional cabinetry, shall be replaced. Verify access and clearance required for the installation of each cabinet. At all cabinet locations, coordinate the installation of convenience outlets, equipment, lighting fixtures, plumbing, and HVAC vents, etc. Install plumb, level and true. Install any required blocking in walls to receive fasteners.

Field verify all field dimensions and clearances, and minimize filler pieces at ends of cabinet runs. Install materials and systems in accordance with manufacturer's instructions and approved submittals. Install materials and systems in proper relation with adjacent construction and with uniform appearance. Anchor securely in place; coordinate with countertop installation. Adjust and lubricate hardware. Restore damaged finishes and test for proper operation.

Counter Tops

Countertops showing evidence of wear, water damage, uplifting surface materials, etc. should be replaced. Counter tops shall not have sharp exposed corners. Corners protruding in excess of 1-1/2" shall be rounded or chamfered (45°). For elderly residents, the front edges of the counters should be rolled.

Laminates

Shelf, cabinet and countertop substrate material for plastic laminate shall be exterior-type, hardwood-faced plywood, or other material approved by the manufacturer of the plastic laminate. Cut-out edges shall be sealed prior to the installation of sinks. Protect walls with back and side splashes - 4" (min.) at bathroom vanity tops and 6" (min.) at kitchen countertops.

Gypsum Wallboard

The cause of warped, damaged, discolored (water) or deteriorating ceilings, walls must be determined before the wall, ceiling is repaired. The problem that caused the wall, ceiling damage must be repaired to ensure the problem doesn't reoccur in the same area or causes problems in another area of the wall, ceiling or dwelling.

Gypsum board panels should be manufactured in the United States, and labeled "made in the U.S.A." with the manufacturers name and manufacturing site location, shall be provided.

Ceiling: Use ½" (min) gypsum wall board or manufacturer's recommendations shall be followed in specifying ceiling drywall adequate for supporting the weight of specified attic insulation.

Interior Partitions: Use ½" (min.) gypsum wall board ("Drywall") on all interior partitions unless otherwise required

Wet/Moisture areas: Use ½" (min.) mold-resistant gypsum wall board, at bathrooms, kitchens, and wherever wall tile is indicated (except within tub or shower enclosures).

Exterior Walls: Use ½" (min.) gypsum sheathing board panels at exterior walls and ceilings where required. Provide gypsum core wall panels with additives to enhance the water-resistance of the core; surfaced with water-repellant paper on front, back, and long edges.

Ceramic Tile

Repairs to ceramic wall and floor finish in kitchens, bathrooms, laundry areas, shall conform to standards and methods in Tile Council of America, Inc. (TCA) Handbook for Ceramic Tile Installation, current edition & Comply with manufacturer's instructions and recommendations.

Paint, Stain, and Varnish

Use Low-VOC water based paints, stains, varnishes wood finishes use water as a carrier instead of petroleum-based solvents. As such, the levels of harmful emissions are lower than solvent-borne surface coatings. These certified coatings also contain no, or very low levels, of heavy metals and formaldehyde.

Paint shall be delivered to the site in original containers labeled by the manufacturer, with seals unbroken.

Interior Partitions & Walls

1 coat primer, 2 coats satin or eggshell latex paint

Interior Ceilings

1 coat primer, 2 coats flat latex paint

Interior Trim/Painted Woodwork

1 coat primer, 2 coats semi-gloss latex paint

Non-toxic Paint Strippers

Most paint strippers are caustic - they work by melting the paint. The active ingredient, methylene chloride, is a known carcinogen. Use of water-soluble, non-caustic and non-toxic paint strippers with the organic solvent N-Methylpyrrolidone as the active ingredient

Wallpaper and Vinyl Wall Coverings

Removal: If wall paper is to be removed, check underlying surfaces for hazardous materials, LBP asbestos adhesives.

Painting Over: Prepare wall based on surface and subsurface materials. Follow industry standards.

Installation: Check wall surface for LBP. Use nontoxic adhesives, flame retardant, nontoxic coverings.

Lath and Plaster

Locate and repair cause of damage.

Repairs should be done by a contractor with lath and plaster experience.

Interior Stairs

See 4 Wood Framing

11. FLOOR FINISHES

Damaged, deteriorating floors should be repaired. Sound floors showing normal wear and discoloration are not a priority but may be refinished after major health and safety issues are addressed.

Subflooring

Shall be according to finish flooring manufacturers specifications.

Interior floor sheathing shall be $\frac{5}{8}$ " (min.) thick. (See 4 Plywood)

Carpeting

Do not install carpets in basements, entryways, laundry rooms, bathrooms or kitchens. All carpet and pad shall be certified low-VOC in accordance with the requirements of the Carpet and Rug Institute (CRI) Indoor Air Quality Carpet Testing Program. The use of recycled-content carpet, padding, and underlayment made from recycled plastic bottles, wool or cotton is acceptable.

Wood Flooring

Floors with splits, cracks, holes, deterioration, warped planks should be repaired. Replacement planks to match existing as closely as possible.

Roll Vinyl and Resilient Tile Flooring

Resilient flooring or vinyl tile is acceptable for use in kitchens, bathrooms, laundry areas (except in basements) and storage rooms. Resilient flooring shall have a minimum thickness of $\frac{1}{8}$ ". Wall base trim shall be used in all habitable spaces. Base trim shall not be polystyrene.

Solvent-Free Adhesives

Where possible, use solvent-free products in place of standard adhesives for all interior applications such as installation of flooring, countertops, wall coverings, paneling, and tub/shower enclosures.

Tile, Brick, Marble, and Stone Flooring

All repairs are to be in accordance with industry trade standards.

Where the repair of ceramic, brick, marble & stone floor is not cost reasonable it may be replaced, or overlaid with new sheet vinyl after preparation of existing flooring so as to be a smooth, clean surface.

12. MISCELLANEOUS

Driveways and Sidewalks

Drives, walks shall comply with local Planning and Zoning requirements, state code. Paved surfaces adjacent to the foundation **shall** not slope towards the structure. Repair of paved surfaces **shall** be minimal in cost and incidental to the rehabilitation of the dwelling.

Exterior Wood Porches/Decks/Stairs

All unsafe or unsound porches and stairs should be replaced and treated/finished for protected from deterioration. Replacement should be according to applicable codes. For treated wood, it should not contain chromium or arsenic for decking and sill plates, and outdoor amenities fencing, stairs and site furnishings. All materials, methods and details shall comply with American Wood-Preservers' Association (AWPA) standards. Provide all applicable handrails and railings according to code. (See 4 Wood Framing also)

Fireplace and Wood Stoves

Go to DEEP website <http://www.ct.gov/dep/air>
(See 6 Roof Chimneys also)

FIREPLACES:

Repairs must be done by a licensed contractor.

WOOD STOVES:

Comply with all EPA regulations

Only use wood stoves manufactured after July 1, 1992 and certified by the U.S. Environmental Protection Agency (EPA).

Make sure wood stove is set up to meet local permitting requirements.

Concrete Stoops and Steps

Repair damaged, deteriorating, broken, chipped stoops and stairs.

For removal & repair, follow industry standards and guidelines.

New stairs, stoops shall be in compliance with building codes.

Provide all applicable handrails and railings.

13. HANDICAP IMPROVEMENTS GUIDELINES

ADA does not apply to residential homes.

Ramps: Hard surface

For unassisted wheelchair users

Ramp slopes in the range of 1:16 to 1:20 are within ADA requirements.

Slopes greater than 1:16 are safety hazards, one inch or lesser for every 12 inches of ramp run is preferred. Can be constructed or prefabricated.

Wheel Chair Thresholds

Can be purchased follow manufactures instructions.

Doors

Increase the width of doors by installing expandable door hinges. This type of hinge adds 2" to any doorway opening

Bathrooms

Doorway 32" wide swing out

Size:

Min. to allow for 3 point turn,

Toilet:

Handicap toilets must be 17 - 19 inches off the ground without the seat. The stall must provide horizontal grab bars behind the toilet and on the wall closest to the toilet. Elevated raised toilet seat can be used instead of buying a new toilet.

Sinks:

Single lever faucet. Sink Height type to allow for wheel chair insulate exposed piping to avoid burns

Hand held shower head in the shower.

Choose a model that has the controls on the handle if the unit.

Install grab bars next to the toilet and in the shower and tub. Be sure to install the grab bars into the studs in the wall.

Tubs & Showers:

Existing tubs can be cut out to allow for walk-in access. Use Tub walk in kits to convert existing tub or buy walk – in tub.

Roll in showers with slip resistant floors.

14. ENVIRONMENTAL/HAZARDOUS MATERIALS

The Housing Rehabilitation Program, must comply with federal environmental review regulations [24 CFR Part 58 – Environmental Review Procedures for Entities Assuming HUD Environmental Responsibilities] established by the National Environmental Policy Act of 1969 (NEPA).

A. Lead-based Paint (See appendix F)

Current Federal, State & Local Laws & Regulations shall be adhered to, including the following:

1. "Guidelines for the Evaluation & Control of Lead-Based Paint Hazards in Housing" as published by the U.S. Dept of Housing and Urban Development
2. State of Connecticut Department of Public Health & Addiction Services, Guidance Document for Lead Abatement
3. U.S. Environmental Protection Agency requirements regarding removal & disposal of lead-based paint

4. OSHA, Lead in Construction Standard 29 CFR 1926.62

5. Local Governmental Laws & regulations pertaining to lead-based paint.

B. Asbestos (See appendix G)

Current Federal, State & Local Laws & Regulations shall be adhered to, including:

1. U.S. Environmental Protection Agency regulations & forms
2. State of Connecticut Department of Health Services Regulations Standards for Asbestos Abatement

C. Radon (See appendix H)

If property is in a radon prone area test and comply with all current U.S. Environmental Protection Agency guidelines.

D. Others

- a. Mold
- b. Urea Formaldehyde Insulation
- c. PCB (Polychlorinated Biphenyl's)

15. ENVIRONMENTAL CONSULTANTS

Environmental Consultants are Licensed Professionals who investigate proposed development sites, in order to identify environmental concerns that need to comply with Federal and/or State Regulations. Based on the nature/conditions of the site and the types of environmental concerns initially identified by the Environmental Consultants, additional investigation and/or testing may be required. Based on the results of investigation and testing, site remediation and /or abatement may be required.

Environmental Consultant Qualifications (See appendix F-H)

16. ENVIRONMENTAL MITIGATION (See appendix F-H)

Construction documents shall incorporate work necessary to mitigate environmental concerns identified by a licensed consultant unless these concerns are addressed prior to construction start and are outside the limits of the construction documents. Mitigation methods shall be in accordance with a plan prepared in conformance with applicable State and Federal regulations.

Hazardous Material Notification Clause

In all developments involving demolition or rehabilitation, specifications shall be written to include the following:

"In carrying out the work of this contract, should the contractor encounter asbestos or other toxic materials the Contractor shall:

- a. Notify all parties to this contract;

- b. Notify applicable State and Local authorities; and (if the cleanup is to be carried out under the direction of the contractor)
- c. Make application for permits necessary for removal (or other methods of mitigating the potential harmful effects) of such materials; and
- d. Upon receipt of required permits mitigate potential harmful effects of such materials in accordance with permits and applicable Codes and Laws."

If the Contractor is not to be responsible for mitigation, the Sponsor/Developer/Owner shall carry out mitigation in accordance with the requirements as stated above.

Limited Phase I Site Assessment Oil tanks

A Limited Phase I Site Assessment is an investigation, by a licensed environmental professional, of the existing site at the proposed work area(s) for the purpose of identifying pollutants which may have been released into the environment.

17. PROJECT DOCUMENTATION

AN INITIAL INSPECTION form/checklist.

The inspection must be completed by a person qualified and/or certified for the inspections if required for the work to be performed.

SCOPE OF WORK form

It shall include all labor, materials, equipment, drawings, and services necessary for the proper completion of the rehabilitation work identified.

THE WORK WRITE-UP form

The overall scope of work (**what** needs to be done) as determined by the initial inspection and agreed upon in writing by the owner.

WORK SPECIFICATIONS Standards/Guidelines

The work specification source.

COST ESTIMATE form

Preliminary cost estimate for cost reasonableness comparison.

A PRECONSTRUCTION MEETING form

After contractor selection, owner, contractor and municipal grantee must meet prior to start of construction.

PROGRESS INSPECTIONS form

Work must be inspected as it progresses and documented.

FINAL INSPECTION form

RESIDENTIAL REHABILITATION STANDARDS

Appendix A

State of Connecticut Building Code Documents List

2012 International Building Code
2009 ICC/ANSI A117.1 Accessible and Usable Buildings and facilities
2012 International Existing Building Code
2012 International Mechanical Code
2012 International Plumbing Code
2012 International Energy Conservation Code
2014 NFPA-70 National Electrical Code of the National Fire Protection Association, Inc
2012 International Residential Code

Pursuant to section 29-252 of the Connecticut General Statutes the following national model codes, as amended herein, are adopted and shall be known as the 2018 Connecticut State Building Code:

2015 International Building Code
2009 ICC/ANSI A117.1 Accessible and Usable Buildings and Facilities
2015 International Existing Building Code
2015 International Plumbing Code
2015 International Mechanical Code
2015 International Energy Conservation Code
2017 NFPA 70, National Electrical Code, of the National Fire Protection Association Inc.
2015 International Residential Code of the International Code Council, Inc.

RESIDENTIAL REHABILITATION STANDARDS

Appendix B

OVERVIEW OF HUD HOUSING QUALITY STANDARDS

Note: This document provides an overview of HQS. For more detailed information, see the following documents:

- 24 CFR 982.401, Housing Quality Standards (HQS)
- Housing Choice Voucher Guidebook, Chapter 10.
- HUD Housing Inspection Manual for Section 8 Housing
- HUD Inspection Form, form HUD-52580 (3/01) and Inspection Checklist, form HUD-52580-A (9/00)

Sanitary Facilities

The dwelling unit must include sanitary facilities within the unit. The sanitary facilities must be usable in privacy and must be in proper operating condition and adequate for personal cleanliness and disposal of human waste.

Food Preparation and Refuse Disposal

The dwelling unit must have space and equipment suitable for the family to store, prepare, and serve food in a sanitary manner.

Space and Security

The dwelling unit must provide adequate space and security for the family. This includes having at least one bedroom or living/sleeping room for each two persons.

Thermal Environment

The unit must have a safe system for heating the dwelling unit. Air conditioning is not required but if provided must be in proper operating condition. The dwelling unit must not contain unvented room heaters that burn gas, oil, or kerosene. Portable electric room heaters or kitchen stoves with built-in heating units are not acceptable as a primary source of heat for units located in climatic areas where permanent heat systems are required.

Illumination and Electricity

Each room must have adequate natural or artificial illumination to permit normal indoor activities and to support the health and safety of occupants. The dwelling unit must have sufficient electrical sources so occupants can use essential electrical appliances. Minimum standards are set for different types of rooms. Once the minimum standards are met, the number, type and location of electrical sources are a matter of tenant preference.

Structure and Materials

The dwelling unit must be structurally sound. Handrails are required when four or more steps (risers) are present, and protective railings are required when porches, balconies, and stoops are thirty inches or more off the ground. The elevator servicing the unit must

RESIDENTIAL REHABILITATION STANDARDS

Appendix B HQS Overview

Page 2

be working [if there is one]. Manufactured homes must have proper tie-down devices capable of surviving wind loads common to the area.

Interior Air Quality

The dwelling unit must be free of air pollutant levels that threaten the occupants' health. There must be adequate air circulation in the dwelling unit. Bathroom areas must have one openable window or other adequate ventilation. Any sleeping room must have at least one window. If a window was designed to be opened, it must be in proper working order.

Water Supply

The dwelling unit must be served by an approved public or private water supply that is sanitary and free from contamination. Plumbing fixtures and pipes must be free of leaks and threats to health and safety.

Lead-Based Paint

Lead-based paint requirements apply to dwelling units built prior to 1978 that are occupied or can be occupied by families with children under six years of age, excluding zero bedroom dwellings. Owners must:

- Disclose known lead-based paint hazards to prospective tenants before the lease is signed,
- Provide all prospective families with "Protect Your Family from Lead in Your Home",
- Stabilize deteriorated painted surfaces and conduct hazard reduction activities when identified by the AHA
- Notify tenants each time such an activity is performed
- Conduct all work in accordance with HUD safe practices
- As part of ongoing maintenance ask each family to report deteriorated paint.

For units occupied by environmental intervention blood lead level (lead poisoned) children under six years of age, a risk assessment must be conducted (paid for by the AHA). If lead hazards are identified during the risk assessment, the owner must complete hazard reduction activities.

See HCV GB p. 10-15 for a detailed description of these requirements. For additional information on lead-based paint requirements see 24 CFR 35, Subparts A, B, M, and R.

Access

Use and maintenance of the unit must be possible without unauthorized use of other private properties. The building must provide an alternate means of exit in case of fire.

Site and Neighborhood

The site and neighborhood must be reasonably free from disturbing noises and reverberations, excessive trash or vermin, or other dangers to the health, safety, and general welfare of the occupants.

RESIDENTIAL REHABILITATION STANDARDS

Appendix B HQS Overview

Page 3

Sanitary Condition

The dwelling unit and its equipment must be in sanitary condition and free of vermin and rodent infestation. The unit must have adequate barriers to prevent infestation.

Smoke Detectors

Smoke detectors must be installed in accordance with and meet the requirements of the National Fire Protection Association Standard (NFPA) 74 (or its successor standards). If the dwelling unit is occupied by any person with a hearing impairment, smoke detectors must have an appropriate alarm system as specified in NFPA 74 (or successor standards).

Hazards and Health/Safety

The unit, interior and exterior common areas accessible to the family, the site, and the surrounding neighborhood must be free of hazards to the family.

RESIDENTIAL REHABILITATION STANDARDS

Appendix C

Private Water Supply

Go to Department of Public Health Website for information listed below:

www.ct.gov/dph/cwp

- [23 Private Drinking Water Well Standards](#) (pdf)
- [24 Residential Drinking Water Well Testing](#) (pdf)
- [26 Private Drinking Water Wells -Types of Construction](#) (pdf)
- [27 Disinfection Procedure for Private Drinking Water Wells](#) (pdf)
- [28 Private Well Guidance for Determining Well Safe Yield](#) (pdf)
- [29 Hardwater-Softeners Facts and Issues](#) (pdf)
- (pdf)
- [37 Electrical Grounds - A Controversial Necessity](#) (pdf)
- [38 Sampling Private Wells for Bacteria](#) (pdf)

- [41 Action Level List for Private Wells](#) (pdf)
- [Private Water Supply Overview](#) (pdf)
- [Radium in Private Drinking Water Wells](#) (pdf)
- [Uranium in Private Drinking Water Wells](#) (pdf)
- [Well Casing Extensions](#) (pdf)

- [Circular Letter 2010-24a Minimum Sanitary Separating Distances](#) (pdf)
- [Circular Letter 2010-61 Water Testing of Repaired Wells - Hydrofracking](#) (pdf)

Laws and Regulations

- [Public Health Code-section 19-13-B51 \(location/construction\)](#) (doc)
- [Public Health Code-section 19-13-B101 \(private well water quality, new wells must be approved by Local Health Departments before Building Official can grant a Certificate of Occupancy for the new home\)](#) (doc)
- [Public Health Code-section 19-13-B102 \(public water quality standards as they apply to private wells, subdivisions e2, 3 & 4\)](#) (doc)
- [Regulations of Connecticut State Agencies Title 25. Water Resources Department of Consumer Protection Description of Organization, Rules of Practice, and Regulations for the Well Drilling Industry](#) (pdf)

RESIDENTIAL REHABILITATION STANDARDS

Appendix D

Sanitary Sewer or Septic System

www.ct.gov/dph
Environmental Engineering –Subsurface Sewage

Inspections of Existing Septic Systems

- [Cover Page](#) (pdf)
- [Inspection Form](#) (pdf)
- [Inspection Form Supplement](#) (pdf)

Approved Septic Tank Precasters

- [CT DPH Approved Septic Tank Precasters](#) (pdf)

RESIDENTIAL REHABILITATION STANDARDS

Appendix E

Heating Oil Storage Tanks

Department of Energy & Environmental Protection
www.ct.gov/dep

1. The removal or replacement of a residential underground heating oil storage tank system has been included in the definition of a home improvement in Section 20-419 of the Connecticut General Statutes since October 1, 2004. Therefore, any contractor hired to remove a residential underground heating oil storage tank system after that date must be registered with the Connecticut Department of Consumer Protection (DCP) as a Home Improvement Contractor.
2. Effective October 1, 2004, any registered Home Improvement Contractor performing residential underground heating oil storage tank removals or replacements must comply with the requirements of Section 20-420 of the Connecticut General Statutes (CGS). The Statute is available at www.cga.ct.gov/2011/pub/chap400.htm#Sec20-420.htm

Please note that requirements for Home Improvement Contractors conducting underground storage tank (UST) removals were revised on June 9, 2009 under Public Act 09-122. This revision has eliminated the requirement for a surety bond from Section 20-420(a) of the CGS.

Information on current requirements for home improvement contractors conducting underground storage tank (UST) removals can be found on the [Department of Consumer Protection website](http://www.ct.gov/dcp).

3. In addition, the person who disconnects and reconnects the supply line from the oil storage tank to the heating source (the oil burner) must hold an appropriate occupational trade license for such work. A homeowner can verify an occupational contractor's license with the Occupational Unit, Trade Practices Division of the Department of Consumer Protection (DCP) or from the DCP's web site at: www.ct.gov/dcp.

When selecting a contractor to remove or replace a residential underground heating oil storage tank, a homeowner should verify that the contractor is registered as a Home Improvement Contractor with the DCP. The contractor's registration number is required to be displayed in all advertising, including advertising on vehicles. A homeowner can check the status of a contractor's registration with the DCP prior to entering into a contract for a tank removal or replacement through the DCP's web site at: www.ct.gov/dcp or by calling the Department of Consumer Protection at 1-800-842-2649 or (860) 713-6110.

RESIDENTIAL REHABILITATION STANDARDS

Appendix F

Lead Paint Information and Lead Report

A. Lead Hazards

The contractor will address all lead hazards listed in the enclosed lead report.

- (1) If the total cost of the project exceeds \$25,000 the contractor carrying out the work must comply with the licensing requirements established pursuant to Connecticut General Statute sections 20-474 through 20-476, and the Lead Licensure and Certification Regulations sections 20-478-1 through 20-478-2. The contractor carrying out the work must be licensed by the Connecticut Department of Public Health as a *Licensed Lead Abatement Contractor*. Employees carrying out the work must be certified as *Lead Abatement Workers*. At least one employee onsite must hold certification as a *Lead Abatement Supervisor*.
- (2) If the location of the rehabilitation project is the residence of a child under the age of six and lead hazards have been identified, then lead abatement must be conducted. The contractor carrying out the work must comply with the licensing and certification requirements described in paragraph A, above. The contractor must also carry out lead abatement work, as described under the Lead Poisoning Prevention and Control Regulations section 19a-111-1 through 19a-111-11. A contractor shall not begin work until after the lead abatement work plan has been approved by the Local Director of Health. Reinspection must also be carried out by a code enforcement official.
- (3) If the total cost of the project is under \$25,000 the contractor carrying out the work must comply with the requirements of the U.S. Environmental Protection Agency's (EPA) Renovation, Repair and Painting Rule (RRP Rule), as well as with HUD's Lead-Safe Work Practices requirements. The company or firm hired to carry out the work shall hold the credential of "EPA RRP Certified Firm." An individual representing that firm, must hold the credential of "EPA certified Renovator." Workers onsite must be trained in lead-safe work practices. (Please note: Although the HUD Lead-Safe Work Practices requirements do not apply to projects that are below \$5,000, the EPA RRP Rule does apply to projects that cost less than \$5,000. Also, the EPA and HUD lead-safe work practices 'certifications' are not equivalent to the licensure and certification requirements of the Connecticut Department of Public Health.)

B. Disposal

- (1) The Department of Energy and Environmental Protection (DEEP) applies the Household Hazardous Waste (HHW) exemption only to individual homeowners that generate LBP waste from "do-it-yourself" household renovation projects; provided that the amount of LBP waste is less than ten cubic yards. DEEP also acknowledges in its guidance on the subject that homeowners with less than ten cubic yards of *contractor-generated* LBP waste are eligible for the HHW exemption if: (1) the homeowner has agreed in writing to accept the material; (2) the homeowner is informed of the amount and nature of the material being left behind; and, (3) the homeowner has the means to legally and safely store the waste, and a viable outlet to dispose of it in the near future (such as a local household hazardous waste collection center or one-day collection event, or a local transfer station).

RESIDENTIAL REHABILITATION STANDARDS

Appendix F

Lead Paint Information and Lead Report

Page 2

C. Clearance Testing

- (1) The Contractor shall hire a Licensed Lead Abatement Consultant, who employs a Certified Lead Inspector or Certified Lead Inspector Risk Assessor to carry out a reinspection of the work area where lead hazards have been controlled or eliminated. A code enforcement official must conduct a post-abatement reinspection of a lead abatement project within ten days of completion of the project (for child-occupied units or EBLL cases). The reinspection and lead in dust clearance sampling shall be done only after completion of the project. If visible debris remains in the work area, the project is not complete. A licensed lead consultant employing a certified inspector, or a code enforcement official shall issue a letter of compliance when the lead remediation or lead abatement work, and dust wipe results are found to be acceptable.
- (2) The inspector or code enforcement official shall provide the owner, Director of Health, and CT Department of Public Health with copies of the post- abatement inspection report within 2 days after reinspection is completed (for child-occupied units and EBLL cases)

RESIDENTIAL REHABILITATION STANDARDS

Appendix F-2

Checklist for Lead Safe Work Practices or Lead Hazard Remediation

Paperwork to review

The lead consulting activities (inspection, assessment, lead remediation plan, and scope of work) were carried out by a person employed by a DPH Licensed *Lead Consultant Contractor* or a *Lead Abatement/Consultant Contractor*

- ☐ Copy of DPH Lead Consultant License: blue card with company name and license type
- ☐ License #: _____

The person who carried out the lead inspection or lead risk assessment holds certification issued by the DPH as a *Lead Inspector* or *Lead Inspector Risk Assessor*

- ☐ Copy of DPH Inspector or Inspector/Risk Assessor Certification: blue card with person's name and credential
- ☐ Certification #: _____
- ☐ Latest annual refresher showing that the person is up-to-date
- ☐ Photo ID

The person who prepared the lead hazard remediation plan holds certification issued by the DPH as a *Lead Planner-Project Designer*

- ☐ Copy of DPH Lead Planner-Project Designer Certification: blue card with person's name and credential title
- ☐ Certification #: _____
- ☐ Latest annual refresher showing that the person is up-to-date
- ☐ Photo ID

The company hired to conduct the lead hazard remediation work must be an EPA RRP-Certified Firm. Individuals carrying out the work must meet HUD lead-safe work practices training requirements.

- ☐ Copy of the EPA RRP Firm
- ☐ Certification #: _____
- ☐ Copy of RRP training course certificate

The person who carries out final clearance of the worksite must be a DPH certified lead inspector or lead inspector risk assessor, and must be employed by a DPH licensed Lead Consultant Contractor or DPH Licensed Lead Abatement/Consultant Contractor in order to collect dust or soil samples. The licensure and certification credentials need to be collected again to ensure that the licenses, certifications and refreshers are still current.

- ☐ Copy of DPH Lead Consultant License: blue card with company name
- ☐ License #: _____
- ☐ Copy of DPH Inspector or Inspector/Risk Assessor Certification: blue card with person's name
- ☐ Certification #: _____
- ☐ Latest annual refresher showing that the person is up-to-date
- ☐ Photo ID
- ☐ Copy of lead dust wipe results showing acceptable levels were found after work was completed

Waste disposal records for lead-based paint waste should be recorded to show that it was disposed of properly. The household hazardous waste exemption applies to contractor-generate waste only if:

- ☐ There are less than 10 cubic yards of waste
- ☐ The homeowner agrees in writing to accept the material
- ☐ The homeowner is informed of the amount and nature of the waste being left behind
- ☐ The homeowner has a means to legally and safely store the waste, and a viable outlet to dispose of the waste in the near future

RESIDENTIAL REHABILITATION STANDARDS

Appendix F-3

Checklist for Lead Abatement Projects

Paperwork to review

The lead consulting activities (inspection, assessment, project plan, and scope of work) were carried out by a person employed by a DPH Licensed *Lead Consultant Contractor* or a DPH Licensed *Lead Abatement/Consultant Contractor*

- ☐ Copy of DPH Lead Consultant License: blue card with company name and license type
- ☐ License #: _____

The person who carried out the lead inspection or lead risk assessment holds certification issued by the DPH as a *Lead Inspector* or *Lead Inspector Risk Assessor*

- ☐ Copy of DPH Inspector or Inspector/Risk Assessor Certification: blue card with person's name and credential
- ☐ Certification #: _____
- ☐ Latest annual refresher showing that the person is up-to-date
- ☐ Photo ID
- ☐ *Lead Inspection Report Form submitted to the Director of Health (if the property is the residence of a child under the age of six)

The person who prepared the lead abatement plan holds certification issued by the DPH as a *Lead Planner-Project Designer*

- ☐ Copy of DPH Lead Planner-Project Designer Certification: blue card with person's name and credential title
- ☐ Certification #: _____
- ☐ Latest annual refresher showing that the person is up-to-date
- ☐ Photo ID

***The lead abatement plan must submitted to the Director of Health for review and approval prior to the start of lead abatement work, when a child under the age of six is in residence**

- ☐ Lead abatement plan submitted to the local health department (date: _____)
- ☐ Lead abatement plan approval received by health department

The company and individuals that carry out lead abatement must be DPH Licensed Lead Abatement Contractor or DPH Licensed Lead Abatement Contractor/Consultant. The employees carrying out the work must be DPH Certified Lead Abatement Supervisors or Lead Abatement Workers.

- ☐ Copy of DPH Lead Abatement License: blue card with company name and license type
- ☐ License #: _____

- ☐ Copy of DPH Certification as Abatement Supervisor: blue card with person's name and credential title
- ☐ Certification #: _____
- ☐ Latest annual refresher showing that the person is up-to-date
- ☐ Photo ID
- ☐ Copies of all Lead Abatement Worker certificates and training refreshers for employees on-site who actually do the work

RESIDENTIAL REHABILITATION STANDARDS

Appendix F-3

Checklist for Lead Abatement Projects

Page 2

The person who carries out final clearance of the worksite must be a DPH certified lead inspector or lead inspector risk assessor, and must be employed by a DPH licensed Lead Consultant Contractor or DPH Licensed Lead Abatement/Consultant Contractor in order to collect dust or soil samples. The licensure and certification credentials need to be collected again to ensure that the licenses, certifications and refreshers are still current.

- ☐ Copy of DPH Lead Consultant License: blue card with company name
- ☐ License #: _____

- ☐ Copy of DPH Inspector or Inspector/Risk Assessor Certification: blue card with person's name and credential
- ☐ Certification #: _____
- ☐ Latest annual refresher showing that the person is up-to-date
- ☐ Photo ID

Waste disposal records for lead-based paint waste should be recorded to show that it was disposed of properly. The household hazardous waste exemption applies to contractor-generate waste only if:

- ☐ There are less than 10 cubic yards of waste
- ☐ The homeowner agrees in writing to accept the material
- ☐ The homeowner is informed of the amount and nature of the waste being left behind
- ☐ The homeowner has a means to legally and safely store the waste, and a viable outlet to dispose of the waste in the near future

Upon completion of a lead abatement project, a code enforcement official must issue a post-abatement inspection report. A private industry lead inspector may issue a letter of compliance. All documents should be received and filed.

- ☐ Acceptable dust wipe sample results for all work areas
- ☐ Letter of compliance that states the work was done according to the plan, unit is free of hazards, and if LBP remains, then also a statement that the lead management plan must be followed
- ☐ * Reinspection by code enforcement official required within 10 days of completion of the work when abatement being carried out in child-occupied residence or EBLL residence

* Local health department is actively involved because lead abatement work falls under the scope of the Lead Poisoning Prevention and Control Regulations sections 19a-111-1 through 19a-111-11

RESIDENTIAL REHABILITATION STANDARDS

Appendix G

Asbestos

Connecticut General Statutes

- **Asbestos-Containing Materials** - Chapter 368/ Carcinogenic Substances 19a-329 thru 19a-333

CT Department of Public Health Regulations

- **Standards for Asbestos Abatement** - Chapter 368 Carcinogenic Substances: Section 19a-329 to Section (Microsoft Word)
- **Licensing and Training Requirements for Persons Engaged in Asbestos Abatement and Asbestos Consultation Services** - Chapter 400 Asbestos Contractor and Asbestos Consultants: Section 20-435 thru Section 20-442
- **Asbestos-Containing Materials in Schools** - Section 19a-333-1 to Section 19a-333-13 of RCSA
- **Penalties** - Section 19a-332e-1 to Section 19a-332e-2 of RCSA

U.S. Environmental Protection Agency Regulations

- **Asbestos Hazard Emergency Response Act (AHERA) Federal Regulations**
EPA Asbestos

All asbestos abatement contractors and asbestos consultants must be licensed by the CT DPH.
For Licensing Requirements and Applications go to Ct Department of Public Health website

Asbestos abatement workers and site supervisors must be certified by the CT DPH.
For Certification Requirements and Applications go to Ct Department of Public Health website

RESIDENTIAL REHABILITATION STANDARDS

Appendix H

Radon

U.S. SURGEON GENERAL HEALTH ADVISORY

“Indoor radon is the second leading cause of lung cancer in the United States and breathing it over prolonged periods can present a significant health risk to families all over the country. It’s important to know that this threat is completely preventable. Radon can be detected with a simple test and fixed through well-established venting techniques.” January 2005

See CT Department of Public Health’s website
for information regarding Radon.

<https://portal.ct.gov/DPH>

RESIDENTIAL REHABILITATION STANDARDS

Appendix I

File Documentation Checklist

- | | |
|--|--|
| <input type="checkbox"/> Copies of Bids | <input type="checkbox"/> SHPO Letter |
| <input type="checkbox"/> Contractor's License (copy) | <input type="checkbox"/> Change Orders |
| <input type="checkbox"/> Contractor Qualification Cert | <input type="checkbox"/> Contractor Payment Request(s) |
| <input type="checkbox"/> Non-Kickback/Collusion Cert | <input type="checkbox"/> Pre-Construction Meeting Report |
| <input type="checkbox"/> Contractor's Liability Insurance | <input type="checkbox"/> Initial Inspection Report |
| <input type="checkbox"/> Owner Contractor Agreement | <input type="checkbox"/> Progress Inspection Report(s) |
| <input type="checkbox"/> Sub-Contractor Agreements
Contract Addendum | <input type="checkbox"/> Final Inspection Report |
| <input type="checkbox"/> Work Write-Up & Specifications
Cost Estimate | <input type="checkbox"/> Limited Phase I Environ Report |
| <input type="checkbox"/> Notice to Proceed | <input type="checkbox"/> Contract Close Out |

Hazardous Material Evaluations Surveys Tests

- | | |
|---|---|
| <input type="checkbox"/> Lead Based Paint | <input type="checkbox"/> Radon |
| <input type="checkbox"/> Asbestos | <input type="checkbox"/> Mold |
| <input type="checkbox"/> Radon | <input type="checkbox"/> Urea Formaldehyde Insulation |
| <input type="checkbox"/> Mold | <input type="checkbox"/> PCB (Polychlorin'd Biphenyl's) |
| <input type="checkbox"/> Urea Formaldehyde Insulation | <input type="checkbox"/> Drinking Wtr/Piping Systems |
| <input type="checkbox"/> PCB (Polychlorin'd Biphenyl's) | <input type="checkbox"/> Oil Storage Tanks |
| <input type="checkbox"/> Drinking Wtr/Piping Systems | |
| <input type="checkbox"/> Oil Storage Tanks | |

Hazardous Materials Notices

- ☐ Lead Based Paint
- ☐ Asbestos
- ☐ Radon
- ☐ Mold
- ☐ Urea Formaldehyde Insulation
- ☐ PCB (Polychlorin'd Biphenyl's)
- ☐ Drinking Wtr/Piping Systems
- ☐ Oil Storage Tanks

Hazardous Materials Clearance Reports

- ☐ Lead Based Paint
- ☐ Asbestos