

Lease-Up Inspection

Housing Quality Standards (HQS) Checklist



HOM, Inc. and Threshold recommend that owners and operators conduct their own inspection of the unit prior to the HQS inspection to ensure the unit is ready. **The following is an abbreviated checklist to assist.**

The Housing Specialist will work with the Inspections Department to schedule inspections, and an Inspector can call you 30 minutes before arrival, if requested. For any questions or to reschedule, contact InspectionDepartment@HOMinc.com

Ensure all utilities, including electricity, gas, and water are on in the unit prior to the inspection. All elements and amenities that are present in the unit must operate as designed.



Kitchen

- Fridge:** Sanitized @ 37° F
- Freezer:** Sanitized @ 0° F
- Range:** Cleaned with functional stovetop, ovenhood vent and grease filter (if applicable), oven grates, and all knobs
- Garbage disposal:** Functions properly if present
- Outlets:** Are functioning GFCI within 3 feet of water source
- Countertop:** Space available for meal preparation



Bathroom

- Toilet:** Functions properly
- Exhaust fan:** And/or openable window
- Shower and/or tub has:**
 - Plug and secondary draincap available
 - A secure drain
 - No leaks/drips
 - No rust mildew
 - No chipping
- Outlets:** Are functioning GFCI within 3 feet of water source
- Door:** Closes and locks



Bedroom

- Must have either:** One outlet w/ permanent light fixture or two outlets
- Must have an openable window** w/lock or skylight (thumb locks are acceptable)
- Windows:** Must not be damaged / cracked
- Security bars:** Have functional quick release



Front/Living Room

- Front door:** Opens, closes, and secures. Door has proper weather stripping, door sweep, threshold, jamb, and deadbolt in good condition
- Functioning smoke detectors**
- Carpet/vinyl:** That is not lifted or damaged creating a tripping hazard
- Light fixtures:** Switches, & outlets have defect-free covers
- Window:** Required and must open if designed to open. Picture windows are acceptable

Exterior

- All exterior doors have egress lighting that is functional
- Debris and shrubbery or grass overgrowth
- Walkway has no tripping hazards
- Cracks or breaks in stem wall and foundation
- No water leaks/damages
- Paint** is not chipped/peeling
- Fences and/or gates** are fully operational and intact w/o leaking/water damage



HVAC and Plumbing

- AC & heat:** Function properly
- Swamp cooler:** 86° F max before failing
- Central air:** 82° F max before failing
- Air filter:** Installed and clean
- Water heater:** With properly installed discharge line (TPR Valve)
- All water sources (sinks, toilets, showers, etc.) are free from any leaks or drips
- Fuse box** has no exposed connections and missing blanks

