

Most Frequently Cited Deficiencies

Following are examples of maintenance items that, if repaired prior to inspection, could make a significant difference in your physical inspection score:

1. HVAC – The hot water heater Pressure Relief Valve discharge tube must extend to *within* 18 inches of the floor.
2. Misaligned Chimney – The vent stack on gas operated hot water heaters or furnaces must be properly aligned.
3. Missing HVAC covers – There must be covers on all baseboard heaters.
4. Access to the Electrical Panel – Access to electrical panels must not be blocked by furniture or other items.
5. Open Fuse Ports – Open fuse ports must be covered. Replacement covers may be obtained from a local hardware store.
6. Doors Damaged Seals – The factory-installed seals on Exterior Doors, such a building or unit doors, must be in place and undamaged.
7. Doors Damaged Hardware – Exterior door hardware locks or latches and Fire Doors function as designed.
8. Security Doors – Security doors *must not* have dual-side key locks.
9. Kitchen – Damaged Stoves/Ovens – All stove burners and oven must be working. Check to ensure that pilot lights are lit.
10. Plumbing – Be sure pipes and faucets are not leaking, and that areas around any leaks have been cleaned up and repaired.
11. Damaged Sinks/showers – Be sure that any hardware problems are repaired, diverters are working, drains have stoppers, hot or cold water handles are in place and working. Make sure the water valves located under the sinks are turned on prior to the inspection.
12. Clothes Dryers – Must be properly vented to the outside from units or laundry rooms.
13. Storm Water Sewers – Be sure they are not clogged with trash, leaves or other debris.

14. Sanitary Sewer Damaged Covers – Caps located in the grass on the exterior of the building that may have been damaged by a lawn mower should be cleaned out. Replace and mark the areas to prevent further damage.
15. Trash Chutes – Be sure hardware is in place and the chute door closes and latches properly.
16. Trash Receptacles – Must not be overflowing and must be of adequate size for the property.
17. Auxiliary Lighting – The back up lighting must work even if the test light does not work.
18. Leaking Domestic Water – Check to ensure that there are no leaks in the domestic water supply. This included hose bibs located on the building exterior.
19. Switch plate Covers – Replace all cracked or broken covers.
20. Call-for-Aid – The system must be operational and cords and switches must serve their intended function.
21. Site – Remove all Tripping Hazards on sidewalks or parking lots.
22. Site – Maintain fences and gates and ensure that they are in good working condition.
23. Site – Correct erosion and/or ruts found on the grounds.
24. Fire Extinguishers – Maintain current certificates and check to ensure that tags/stickers are attached to the extinguisher itself, not located on a fixture or box, or on the wall. When fire extinguishers are removed, be sure that all associated hardware is also removed and any damage is repaired. You may be cited if it appears to the inspector that an extinguisher is missing.
25. Windows Damaged – Repair broken, cracked or fogged windows to ensure that all windows open, close and lock as intended.
26. Roof – Be sure that mechanical exhaust vents are working and that all drains are free of debris.
27. Damaged Roof – Ensure that there are no missing shingles and the rubber membrane is not torn or damaged.
28. GFI outlet – Make sure that the test buttons trip and reset when manually tested.

29. Damaged Walls – Both exterior and interior walls must be free of damage and the paint on painted walls must be in good condition (not peeling or cracking).
30. Emergency Egress/Blocked Access – Items such as Non Breakaway Security Bars or A/C units in windows must be properly installed or removed. If cited as a deficiency during an inspection and you can subsequently provide a letter from the local authority (Fire Marshall) certifying that the condition meets local code, you *may* have the deducted points returned by submitting a request for a database adjustment if you have a letter from the local Fire Marshall, building code inspector, other local inspector of licenses architect stating that the specific deficiency cited meets all local fire codes.

You may also request a *Pre Inspection* Database Adjustment. The inspector will still record the deficiency as an existing condition; however, REAC will make an adjustment to the inspection prior to releasing the final inspection results. This process can also take place on projects undergoing modernization work in progress at the time of the inspection. Requests for Pre Inspection Database Adjustments should be submitted well in advance of the inspection to allow sufficient time for processing. The request should be sent with accompanying documentation to the local HUD MFH field office or MFH HUB Center a minimum of eight weeks prior to the scheduled inspection.