



HINGHAM HOUSING AUTHORITY

30 THAXTER STREET
HINGHAM, MASSACHUSETTS 02043

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Guide to HQS Requirements

- ❖ Unit shall be completely empty of old tenants and any belongings at the time of inspection.
- ❖ All utilities must also be on at the time of inspection.
- ❖ Please arrive on time at the unit for your scheduled inspection time.
- ❖ It may take up to two weeks to schedule a re-inspection if the unit fails.

Unit Exterior Violations

- Garbage and hazardous debris in yards
- Missing or damaged handrails (3 or more risers)
- Protruding nails and sharp objects – cutting hazard
- Cracked, chipped or peeling paint
- Holes in ground or walkways – tripping hazards
- Doors to units must be able to latch and lock
- Rotted and/or sloping decks or porches
- Leaking, buckling, sagging and large holes in roof

Unit Interior Violations

- Stairway steps, handrails and guardrails – loose, damaged, rotten, missing or incomplete
- Evidence of mice and roach infestation
- Peeling and chipping paint
- Tripping hazards – mainly cable cords, improperly installed throughout the unit
- Cracks, bulging, missing plaster and stains in ceilings – indicating possible roof leaks
- Buckling floors and loose carpet – tripping hazard
- Weather stripping – should not be able to see outside light when door is closed
- Loose/missing light fixtures
- Holes in walls and/or ceilings
- Tub and sinks not draining
- Debris on any interior stairs
- Protruding nails and sharp objects
- Locks on bedroom doors



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Bathroom/Kitchen violations

- Presence of mold and mildew
- Inoperable stove burners and missing knobs
- Inoperable Ground Fault Circuit interrupters (GFI's)
- Rusted and/or missing caulking around tub and toilets
- Toilets that don't flush
- Loose facets, commodes, tubs and showers
- Missing johnny bolt covers on toilet bolts
- Missing stove and tip bracket
- Stoves covered in grease (fire hazard)
- Damaged refrigerator seal or other damage that prevents a temperature low enough to prevent food spoilage
- Bathroom must have an operable window or vent
- Broken, cracked or missing cabinets
- Bathroom door doesn't latch

Electrical Hazards

- Exposed electrical contacts (that can cause electrocution)
- Broken or missing outlet covers
- Incorrect polarity in outlets
- Unsecured electrical panels, fuse boxes and junction boxes
- Inoperable Ground Fault Circuit interrupters (GFI's)
- Missing or damaged light fixtures or light covers exposing wires
- Reversed hot/neutral on electrical outlets
- Knockout plugs missing from junction boxes
- Non-working outlets
- Outlet plugs painted over or disconnected from walls
- Missing bulbs (exposed socket)
- Broken or chipped sinks, vanities, towel racks, soap dishes, mirrors and medicine cabinets

Smoke Detectors/Carbon Monoxide Detectors violations

- Non-functioning detectors
- Damaged detectors
- Missing detectors or detectors otherwise unable to be tested (missing batteries)
- Missing outside of each sleeping place
- Missing on each level of interior hallways (front and back) and in basement
- Smoke and Carbon Monoxide detectors must be installed on each habitable floor



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Window violations

- Security issues: window will not shut or lock as intended
- Fire hazards: won't open as intended or blocked
- Cutting hazards: broken, cracked or missing window panes
- Paint issues: cracked, chipped or peeling paint
- Windows without a tight seal, allowing drafts
- Guillotine

Heating (Boiler rooms), hot water and plumbing systems violations:

(Inspector must have access to all systems to complete inspection for the unit to pass)

- Holes in furnace (carbon monoxide hazard)
- Heating flue disconnected from wall
- Water heater flue blocked (causing carbon monoxide into unit)
- Tape over holds inn flue on furnace
- Combustible objects around (within 5 feet) of heating and hot water systems)
- Missing cover for furnace switch
- Inoperable or inadequate heat (during winter months)
- Rust colored water coming from faucets and hot water tank
- Cracked sewer lines
- Kerosene heating appliance
- TPR valve discharge line more than 12 inches

Floors

- Severe buckling or movement under walking stress (indicating wood rot or weak floorboards)
- Large hole or cracks which penetrate finished floor



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