

**ATTACHMENT G**  
**MULTI-FAMILY HOUSING MINIMUM DESIGN STANDARDS CHECKLIST**

The following checklist must be completed by the Arkansas licensed architect identified as a member of the development team in the Application. **Applicant and architect shall execute separate verifications under oath that the representations set forth in Attachment G – Minimum Design Standards Checklist, will be met in the construction or rehabilitation of the proposed development and that all amenities and energy features represented in the Application will be included in the construction or rehabilitation of the proposed development.** The purpose of this checklist is to assist ADFA to ensure that the development is in compliance with: (1) ADFA's "Multi-Family Housing Minimum Design Standards"; (2) all applicable local, state, and national building codes; and (3) all applicable federal and state accessibility and Fair Housing laws.

EACH ITEM MUST BE MARKED. Indicate the page within the Applicant's Plans or Specifications where the required criterion is identified. For rehabilitation developments only, if an energy audit ("EA") is performed or a waiver is requested ("WR") for a particular criterion, Applicant must ensure such energy audit or waiver request conforms to the requirements of the 2011 QAP and ADFA's "Multi-Family Housing Minimum Design Standards."

THIS CHECKLIST, ALONG WITH ANY WAIVER REQUESTED, MUST BE INCLUDED AT TAB #14 OF THE APPLICATION.

\*\*\*\*\*

	<u>Plans'</u> <u>Page</u>	<b>or</b>		<u>Specifications'</u> <u>Page</u>
--	------------------------------	-----------	--	---------------------------------------

Criterion

I. SITE SELECTION

- Site within 100-year flood plain
- Community participates in National Flood Insurance Program
- Flood Insurance to be obtained throughout affordability period
- Areas undergoing development raised at least 1' above flood plain

II. Drawings

A. Site Plan: The following items must be shown

- Scale: 1" = 40 feet or larger for typical units
- North arrow
- Location of existing buildings, utilities, roadways, parking areas
- Existing site/zoning restrictions, including setbacks, rights of ways, boundary lines, wetlands, and flood plain
- All proposed changes and proposed buildings, parking, utilities, and landscaping
- Site topography
- Finished floor height elevations and all new paving dimensions and elevations
- Identification of all specialty apartments units, including, but not limited to, designated handicapped accessible and sensory impaired apartment units
- Site accessibility design requirements

B. FLOOR PLANS

- Scale: 1/4" = 1 foot or larger
- Rehabilitation developments – changes to existing structure shown
- Room/space layout identifying each finished room/space
- Gross sq. footage and net sq. footage for each type unit identified
- Lead paint /asbestos removal procedures and location

C. ELEVATIONS AND SECTIONS FOR NEW CONSTRUCTION

- Scale: 1/8" = 1 foot or larger
- Building elevations for all sides of each building
- Identifies all materials to be used on building exteriors and foundations

III. OUTLINE SPECIFICATIONS

- Provides brief description of each specification as required

IV. BUILDING DESIGN

A. GENERAL BUILDING STANDARDS

1. Community Laundry

- 1 washer and 1 dryer for every 10 units in the development
- 1 washer and 1 dryer per 15 units-washer and dryer connections
- 1 washer and 1 dryer in development – washer and dryer furnished

2. Senior or Assisted Living

- All units located at grade level or on elevator accessible floor

3. Access road, parking spaces, curbing, and sidewalks

- Continuous asphalt or concrete paved access road
- Family* – 7 spaces for every 4 units, inclusive of handicap spaces
- Senior* – 5 spaces for every 4 units, inclusive of handicap spaces
- All parking areas must be asphalt or concrete
- All paved areas are concrete curbed
- All driveways on single-family detached homes must be concrete
- Sidewalk access to all parking spaces must be provided
- All sidewalks and walkways must be concrete and ≥ 5 feet wide
- Applicable handicap spaces per ADA Accessibility Guidelines (Section 4.1.2)

4. Single Family Detached Units

- At least 3 bedrooms with 2 bathrooms and attached single car garage
- Washer and dryer connections in the living area

B. MINIMUM BUILDING STANDARDS

1. Minimum Unit Net Area Requirements

- Not applicable because development is:  Existing rental units or  Assisted Living

	Unit Type	Number of Bathrooms	Minimum Unit Net Area*	Minimum Bedroom Net Area		
<input type="checkbox"/>	1 bedroom	1	750 sq. ft.	120 sq. ft.	_____	_____
<input type="checkbox"/>	2 bedroom	1.5	950 sq. ft.	120 sq. ft.	_____	_____
<input type="checkbox"/>	3 bedroom	2	1150 sq. ft.	120 sq. ft.	_____	_____
<input type="checkbox"/>	4 bedroom	2	1300 sq. ft.	120 sq. ft.	_____	_____
*Unit areas do not include outside storage, covered porches, patios, balconies, etc.						

## 2. Exterior Building Standards

- a. Exterior covering - new construction
  - Brick
  - Vinyl siding
    - .042" minimum thickness
    - 50 year transferable warranty
  - Cementitious siding
  - 8" brick or decorative block apron
- b.  Vinyl or aluminum prefinished fascia and vented soffit
- c. Entry doors
  - Metal-clad wood or hollow metal construction
  - Peephole(s)
  - Dead bolt locks with interior "thumb latch"
  - 34" minimum clear opening width
  - Sliding glass doors are prohibited
- d. Roofing materials
  - Anti-fungal
  - Seal tab shingles
  - 15 lb. or greater felt paper
  - Metal roof with a minimum 30-year warranty
- e. Gutters and downspouts
  - 5" gutter
  - 2"x3" downspouts
  - Concrete splash blocks or piped to appropriate drain
- f.  Roof gable vents made of aluminum or vinyl
- g.  Attics must be vented
- h. Primary entries
  - Breezeway or minimum roof covering of 5' deep by 5' wide
  - Entry pads of 5' by 5' with minimum slope of ¼ " per foot
- i.  Breezeways functioning as fire exits constructed of concrete
- j.  Exterior shutters required on all 100% vinyl siding building(s)
- k.  Exterior stairway, porch and patio components made of non-combustible materials
- l.  Exterior lighting exists at all entry doors
- m. Landscaping
  - All disturbed areas are sodded
  - Six one-gallon shrubs per unit and one 1½ " tree for every 2 units
  - A development sign with Fair Housing logo
  - At least one enclosed dumpster
- n. Concrete curbing
  - Concrete curbing along all paved areas, including parking areas

- o. Sidewalk Access
  - Provided to all parking spaces
- p. Parking, Sidewalks and Driveways
  - Parking is asphalt or concrete
  - Sidewalks or walkways concrete and at least five feet wide
  - All driveways on single family homes are concrete
  - All above ground concrete shall be minimum 350 PSI with 6 x 6 welded wire reinforcement

### 3. Interior Building and Space Standards

- a. Kitchen Spaces
  - Each unit equipped with readily accessible dry chemical fire extinguisher
  - New cabinets have dual sidetrack drawers
  - A 1'6" x 1'6" deep with 5 shelf minimum pantry closet
  - All units shall include a kitchen area which includes at a Minimum, a sink, stove and refrigerator
- b. Bathroom Spaces
  - Tub/shower units are 30" width by 60" length minimum
  - Senior and Assisted Living* – equipped with anti-scald valves
  - Water closets centered 18" from sidewalls/vanities
- c.  Hallways have minimum of 36" width
- d.  Interior doors intended for passage have minimum clear opening with of 34"
- e.  Overhead lighting is in each room
- f.  Hard-wired, battery backed smoke detector per floor of unit
- g.  A carbon monoxide detector in each unit that utilizes gas

### 4. Plumbing and Mechanical Equipment

- a.  Not located in attic spaces
- b.  Located in mechanical closets with insulated walls
- c.  Gas WHs located in individual, separate mechanical closet
- d.  WHs placed in drain pans that are plumbed to outside
- e.  HVAC refrigeration lines are insulated

### 5. Energy Efficient Systems, Insulation and Equipment

- a.  Ceiling fans installed in each bedroom and living room
- b.  Shower heads flow rate  $\leq$  2.5 gallon per minute
- c.  Hot water pipes wrapped with 1/2 " insulation
- d.  Water piping in attic or exterior walls is insulated
- e.  Fluorescent light fixtures in kitchen, bathrooms and utility
- f.  Exterior wall insulation with minimum R-16 rating
- g.  Roof or attic insulation with minimum R-38 rating
- h.  Exterior house wrap (e.g. TYVEK) installed
- i.  Sound proofing with  $\geq$  STC 54 rating in common/party walls and ceilings
- j.  Gas or oil heated systems AFUE rating  $\geq$  90% with a minimum 14.5 SEER rated air conditioning system
- k.  Heat pump systems HSPF rating  $\geq$  7.8 with a minimum 14.5 SEER rated air conditioning system

1. Windows with:
  - (i) frames and sashes constructed of wood, vinyl-clad wood, or extruded vinyl;
  - (ii) 2 or more panes of argon gas filled insulated glass, at least one pane with Low-Emission (Low-E) coating;
  - (iii) U-Factor of not greater than 0.39; and
  - (iv) solar heat gain coefficient (SHGC) of not greater than 0.37
  
6. Universal Design
  - a.  7% of all residential units comply with the Level 5, “All-Inclusive” usability criteria in “*Arkansas Usability Standards in Housing: Guidance Manual for Constructing Inclusive Functional Dwellings*” (*AUSH*) (<http://www.studioaid.org>. Under “Design” click on “standards”)
  - b.  All Level 5, “All-Inclusive” units under *AUSH* has at least one bathroom with an “accessible roll-in” shower facility with minimum dimensions of 60” x 34” or 42” x 42” if a corner shower
  - c.  All ground level residential units and residential units with elevator access comply with Level 1, “Visitable” usability criteria under *AUSH*
  - d.  ALL residential units have “closed-fist” operability throughout the unit, *e.g.*,
    - i) single handle door levers vs. doorknobs;
    - (ii) push stick lighting and environmental controls;
    - (iii) cabinet doors can be opened with a closed fist;
    - (iv) single handle faucets in bathroom and kitchen
  - e.  ALL residential units have environmental controls with visual and tactile cues. For lighting, a “rocker” type switch is sufficient. For thermostats, programmable and digital with raised buttons is required.
  
7. Energy Star Qualified
  - a.  New construction units and building certified by HERS rater as 1) ENERGY STAR® qualified; and 2) meets a HERS index Score of 70 (if located in any county other than Baxter, Benton, Boone, Carroll, Fulton, Izard Madison, Marion, Newton, Searcy, Stone and Washington- must meet HERS Index Score of 78)
  - b.  Signed certification from HERS rater
  - c.  Signed certification from Applicant that applicable rating will be met.

List owner provided amenities and advanced energy efficiency features for which Applicant seeks points. (Note: Points available to new construction applicants for advanced energy only based upon exceeding the minimum required HERS rating, i.e., certification that the development built as modeled will achieve a HERS rating of 65. Acquisition/rehabilitation applicants remain eligible for points based upon individual advanced energy efficiency features. A rehabilitation application is eligible to submit a HERS rating and received points for exceeding the established minimum requirements.

Amenity Description

Plans' Specifications'  
Page or Page

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.
- 11.

Advanced Energy Feature Description

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.
- 11.

Certification of Applicant and Architect on the Following Page.

I, \_\_\_\_\_, in my capacity as \_\_\_\_\_ of \_\_\_\_\_ state that I have reviewed the above Attachment G, "Multi-Family Housing Minimum Design Standards Checklist", and certify as to the accuracy of its contents.

\_\_\_\_\_  
Name:

Title:

STATE OF

COUNTY OF

Before me, \_\_\_\_\_, a Notary Public of the state and county stated above, personally appeared \_\_\_\_\_, with whom I have personal knowledge, and who, upon oath, acknowledged that \_\_\_\_\_ executed the foregoing instrument for the purposes stated therein.

Witness my hand and seal this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Notary Public

My commission expires:

\_\_\_\_\_