OHFA Development Features Agreement

Development Name _____ Tracking Number _____

Unit Features

General Design:

- ❑ Garage
- ❑ Basement
- ❑ Covered Parking
- ❑ Extra Storage (in addition to closets)
  - ☐ Describe _____

Location _____

- ❑ Hardwood Floors
- ❑ Doorbells
- ❑ Vaulted or Cathedral Ceilings
- ❑ Skylights
- ❑ Crown Molding
- ❑ High Speed Internet/ Wi Fi (list all rooms)
  - ☐ _____
  - ☐ _____
  - ☐ _____
- ❑ Lighted closets throughout
- ❑ Multilevel closet shelving or closet organization system
- ❑ Washer & Dryer Hookups
- ❑ Paneled interior doors
- ❑ Overhead bedroom lights
- ❑ Window Treatments
  - ☐ Type: _____
- ❑ Programmable Thermostat
- ❑ Balcony/Deck (6x8 or larger and unobstructed)
- ❑ Separate Dining Room
- ❑ Ceramic or Natural Stone Tiles (Note: all flooring must be NON SLIP)
  - ☐ Entry
  - ☐ Kitchen
  - ☐ Restroom
- ❑ Windows
  - ☐ Grid
  - ☐ Double Hung
- ❑ Other (List)
  - ☐ _____
  - ☐ _____

Security:

- ❑ In Unit Security system
- ❑ Intercom/E Call Buttons
- ❑ Other (List)
  - ☐ _____
  - ☐ _____

Bathrooms:

- ❑ Lighting in shower and bath stall(s)
- ❑ Garden Tub
- ❑ Other (List)
  - ☐ _____
  - ☐ _____

Kitchen:

- ❑ Seamless Countertops
- ❑ Molded Seamless Backsplash
- ❑ Sink Sprayer
- ❑ 8" or greater sink depth (Accessible Units must meet accessibility guidelines)
- ❑ Other (List)
  - ☐ _____
  - ☐ _____

Appliances	**Energy Star**
❑ Ceiling Fans (list rooms)	Yes ☐ No ☐
☐ _____	
☐ _____	
☐ _____	
❑ Washer & Dryer Included	Yes ☐ No ☐
❑ Built in Microwaves	Yes ☐ No ☐
❑ Electric Garage Opener	Yes ☐ No ☐
❑ Remote	
☐ Touchpad	
☐ Keyless Entry	
❑ Refrigerator w/ ice and water dispenser	Yes ☐ No ☐
❑ Garbage Disposal	Yes ☐ No ☐
❑ Dishwasher	Yes ☐ No ☐
❑ Self Cleaning Oven	Yes ☐ No ☐
❑ Other (List)	
❑ _____	Yes ☐ No ☐
❑ _____	Yes ☐ No ☐

On Site Features

Community Space:

- ❑ Full Kitchen (to be considered a full kitchen, development must include)
  - Sink with sprayer
  - Built in microwave
  - Self cleaning oven
  - Garbage disposal
  - Dishwasher
  - Refrigerator
  - Cabinets and Storage
- ❑ Kitchenette (list amenities)
  - ☐ _____
  - ☐ _____
  - ☐ _____
  - ☐ _____
  - ☐ _____
  - ☐ _____
  - ☐ _____
  - ☐ _____
  - ☐ _____
- ❑ Fireplace
- ❑ Residents Cinema
- ❑ Meeting Areas/ Party Room
- ❑ Health Facilities/Gym/Fitness Center

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- ❑ Media Center
  - ☐ Video Games and Systems
  - ☐ Library
  - ☐ Billiards
  - ☐ Table Tennis
- ❑ Computer Center with Computer(s) and printer
- ❑ Laundry Room
- ❑ Beauty Salon
- ❑ On Site Management
- ❑ Gazebo
- ❑ Swimming Pool
- ❑ Charcoal or gas grill and picnic area
- ❑ Putting Green
- ❑ Weekly Curbside Trash Service
- ❑ Playground/Tot Lot (list equipment)

  _____
  _____
  _____
- ❑ Gated Access
- ❑ Biking/Walking/Running Trails
- ❑ Residents Garden
- ❑ Car Wash Area with hose and drain
- ❑ Interior Courtyard
- ❑ Sports Court/ Sports Field (explain in detail)

  _____
  _____
- ❑ Mailboxes that are:
  - ☐ Covered
  - ☐ Indoors
- ❑ Community Pole Lighting on timer or photo cell
- ❑ Other (List)
  - ☐ _____
  - ☐ _____

Project Amenities

1. Unit Size

For new construction or adaptive reuse buildings only, all units meet the standards for minimum unit size (listed below).

____ Yes (required) _____ Not applicable (all existing residential buildings)

____ Applicant is requesting a waiver (attach explanation and letter of approval) (tax exempt bond financed projects only)

Minimum unit size (residential living space) for new construction and adaptive reuse buildings are as follows:

- SRO Units: Exceed 250 square feet
- Efficiency Units: Exceed 450 square feet
- 1 Bedroom Units: Exceed 650 square feet
- 2 Bedroom Units: Exceed 850 square feet
- 3 Bedroom Units: Exceed 1000 square feet
- 4 Bedroom Units: Exceed 1150 square feet

2. Appliances

Please complete the following table:

Appliance	Provided (yes or no)	Number of Units
Refrigerator	Yes ☐ No ☐	_____
Stove	Yes ☐ No ☐	_____

3. Bedroom Sizes

For new construction or adaptive reuse buildings only, each bedroom in every unit is at least seven feet in each direction, at least 100 square feet total, and contains a closet in addition to the minimum square footage?

____ Yes (required) _____ Not applicable (all existing residential buildings)

____ Applicant is requesting a waiver (attach explanation and letter of approval) (tax exempt bond financed projects only)

4. Parking Lot

For single site multifamily projects only, the following are provided: a parking lot with concrete curbs and at least one parking space for each unit in the project.

____ Yes (required) _____ Not applicable (not a single site multifamily project)

____ Applicant is requesting a waiver (attach explanation and letter of approval)

Number of parking spaces: _____

If parking spaces do not equal the number of units, please attach an explanation.

5. Universal Design

The following items are all required.

PART A: Newly Constructed Units

Newly constructed units must incorporate all of the following General Universal Design Features:

<u>Entry</u>
- Sensor light at exterior focusing on the front door lock.
- No step entry
- 36 inch exterior door.
- Non-slip flooring in foyer.
- Doorbell accessible to a seated person.
- Lever hardware on all exterior doors.

<u>Thresholds</u>
- Exterior maximum of ½ inch beveled.
- Interior maximum of ¼ inch beveled (flush preferred).

<u>Interior Doors</u>
- All doorways have 32 inches of clear width (wider is better).
- Lever door hardware.

<u>Interior Stairways/Hallways</u>
- Lighting which illuminates the entire stairway, landings and hallways.
- Hallways are at least 36” wide (wider is better).

<u>Electrical, Lighting, Safety and Security</u>

- Light switches, thermostats and other environmental controls are placed in accessible locations no higher than 42 inches from floor. Thermostats must be easy to read (large numbers).
- Electrical outlets, phone jacks and data ports are installed at least 18 inches from floor.
- Clear access space of 30 inches by 48 inches in front of switches, outlets, and controls.
- Rocker or touch light switches.
- Wired smoke alarms to allow for future installation of visual alarms.

Faucets
- Lever handles or pedal controlled.
- Thermostatic or anti scald control.
- Pressure balanced faucets.

Flooring
- Smooth, non-glare, slip resistant surfaces, interior and exterior.
- If carpeted, use low (less than ½-inch high pile) density, with firm pad.

Bathrooms
- At least one wheelchair maneuverable full bathroom on the accessible level with 60 inch turning radius or acceptable T turn space and 36 inch by 36 inch or 30 inch by 48 inch clear space.
- Bracing (blocking) in walls around toilet and in bath/shower for future installation of grab bars to support 250 300 pounds.
- Either an ADA compliant tub/shower combination or a roll in, curbless (no threshold) ADA compliant shower, minimum of 36 inches wide. Installation of either of these units must also comply with ADA standards.
- Light in shower stall or over tub area.
- Toilet 2 ½ inches higher than standard toilet (17 to 19 inches) or height adjustable.
- Wall hung sink with drain and water pipes protected to avoid burns and bumps.
- Slip resistant flooring.

Kitchen
- 30-inch by 48-inch clear space at appliances or 60-inch diameter clear space for turns.
- Multi level counters to accommodate people both seated and standing.
- Base cabinets must have some (or all) roll out shelves and lazy susans.
- Placement of task lighting in appropriate work areas.
- Loop handles on drawers and cabinets for easy grip and pull.
- Pull out spray faucet; levered handles on faucets.
- Sink area is designed with a base cabinet with retractable doors, no center stile and removable floor. Drain and water pipes are protected to avoid burns or bumps.
- Either a range with front controls and a smooth surface cook top or a wall oven with a separate in counter smooth surface cook top that can be used by a person who is seated. The area under the cooktop is designed with a base cabinet with retractable doors, no center stile, and removable floor.
- All flooring extends wall to wall so that it runs under the cabinets and appliances.

PART B: Rehabilitation of Existing Units

____ Rehabilitation of existing units must incorporate all of the following General Universal Design Features:

Entry
- Covered entryway.
- Sensor light at main entrance focusing on the front door lock.
- High visibility address numbers.
- Package shelf inside and outside of main entrance.
- Non-slip flooring in foyer.
- Doorbell accessible to a seated person.
- Lever hardware on all exterior doors.

Thresholds
- Interior maximum of ¼ inch beveled (flush preferred).

Interior Doors
- Lever door hardware on all interior doors.

Interior Stairways/Hallways
- Lighting which illuminates the entire stairway, landings and hallways.
- Handrails on both sides of the stairs (if the design permits).

Electrical, Lighting, Safety and Security
- In rooms where wiring is being replaced, light switches, thermostats, and other environmental controls are placed in accessible locations no higher than 42 inches from floor and electrical outlets, phone jacks and data ports are installed at least 18 inches from floor.
- Thermostats must be easy to read (large numbers).
- Rocker or touch light switches.
- Wired smoke alarms to allow for future installation of visual alarms.

Faucets
- Lever handles or pedal controlled.
- Thermostatic or anti scald control.
- Pressure balanced faucets.

Flooring
- Smooth, non-glare, slip resistant surfaces, interior and exterior.

Bathroom
- Bracing (blocking) in walls around toilet for future installation of grab bars to support 250 300 pounds.
- Where the tub or shower is being replaced, either an ADA compliant tub/shower combination or a roll in, curbless (no threshold) ADA compliant shower, minimum of 36 inches wide is to be installed. Installation of either of these units must also comply with ADA standards.
- Light in shower stall or over tub area.

- Where the toilet is being replaced, a toilet 2 ½ inches higher than standard toilet (17 to 19 inches) or height adjustable is to be installed.
- Where the sink and/or vanity is being replaced, a wall hung sink is to be installed with drain and water pipes protected to avoid burns and bumps.
- Slip resistant flooring.

Kitchen

- If replacing the countertops and cabinets:
- Multi level counters to accommodate people both seated and standing are to be installed.
- Base cabinets must have some (or all) roll out shelves and lazy susans.
- Sink area is designed with a base cabinet with retractable doors, no center stile and removable floor. Drain and water pipes are protected to avoid burns or bumps.
- All flooring extends wall to wall so that it runs under the cabinets and appliances.
- Placement of task lighting in appropriate work areas.
- Loop handles on drawers and cabinets for easy grip and pull.
- Pull out spray faucet; levered handles on faucets.
- If replacing the range, both a range with front controls and a smooth surface cook top, or a wall oven with a separate in counter smooth surface cook top that can be used by a person who is seated is to be installed. The area under the cooktop is designed with a base cabinet with retractable doors, no center stile, and removable floor.

6. Visitability Requirements

All newly constructed units must incorporate the following Universal Design elements that constitute "visitability":

____ Applicant is requesting a waiver (complete OHFA Form 001A Reconsideration of Visitability Requirements and attach a copy of the approval letter)

- No step entrance: Provide at least one no step entrance into the unit. The required no step entrance shall be accessed via an accessible route.
- Doors/Openings: All doors and openings shall have a minimum net clear width of 32 inches.
- Bathroom/Half Bath: Provide a bathroom or half bath on the main floor with clear floor space of 30 inches by 48 inches.

7. Bathrooms

For new construction or adaptive reuse buildings only, all units meet the minimum project standards for number of bathrooms (listed below).

____ Yes_____ Not applicable (all existing buildings)

____ Applicant has an approved waiver request (attach explanation)

Minimum number of bathrooms for new construction and adaptive reuse buildings are as follows:

- 1 and 2 Bedroom Units: 1 Bathroom
- 3 Bedroom Units: 1.5 Bathrooms
- 4 or more Bedroom Units: 2 Bathrooms

8. Central Air Conditioning

All units are provided with energy efficient central air conditioning systems that comply with the EPA Energy Star Program requirements.

____ Yes____ Applicant is requesting a waiver (attach explanation and approval letter)

9. Single Family Home Standards

a.) All homes include washer and dryer hookups on the first floor or in the basement

____ Yes ____ Applicant has an approved waiver request (attach explanation)

b.) Will all homes contain three or more bedrooms?

____ Yes ____ No, applicant, has an approved waiver request (attach explanation)

c.) Will all homes provide either a two car garage OR a one car garage and a full basement?

____ Yes ____ No, applicant has an approved waiver request (attach explanation)

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10. Energy Efficiency

Part A is required for single family and multifamily buildings with three or fewer stories. Part B is required for multifamily buildings with four or more stories.

PART A

Single family and multifamily buildings with three or fewer stories (new construction or rehabilitation) must comply with all applicable codes, including the 2006 Ohio Residential Code and the 2006 International Energy Conservation Code, and also select one of the following options to assure safe, healthy, durable, efficient homes.

____ Option I. Builder Option Package Approach – New Construction

1. Minimum Features:

Attic:	R 30	(with heal truss or air barrier at perimeter)
Ext Wall:	R 13	(in contact with conditioned surface)
Floor / cold:	R 19	(installed against the floor above)
Basement:	R 5	(top to footer)
Crawl:	R 5	(all crawls will be unvented)
Slab on grade:	R 10	(2 feet if <6000 HDD / 4 feet if >6000 HDD)
Windows:	U 0.48	(up to 12% win/wall) <U 0.40 (above12% win/wall)
Heating unit:	90 AFUE	(2 pipe) OR 8.0 HSPF OR 3.0 COP (Elec resistance permitted if design load <30k – see sizing caution above)
AC	13 SEER	
Hot water	Gas direct vent OR 0.91 EF if electric	

2. Inspections:

- (In each project, the 1st unit, 1 of the next 4, and 1/7 of the rest)
- Inspector must be properly certified (e.g. HERS) and not affiliated with builder or agency.
- Foundation – before backfill to note drain and insulation system.
- AIP – before drywall to note duct connections and insulation.
- Verify load calcs have been performed and that equipment is over sized by no more than 15% (exception: where equipment is the next size available) for each model built.

3. Performance tests:

- Blower door for whole house air leak rate; cannot exceed 0.35 ACHnat.
- (Mechanical ventilation required <0.20 ACHnat – must be hard wired, rated for continuous duty, < 1 sone, and use </= 25 watts [typ. Panasonic FV 08VF2].)
- Duct testing using Delta Q or Duct Blaster; leakage rate cannot exceed 6% of the total system airflow to the outside, with deficiencies corrected and retested if necessary.

____ Option II. Builder Option Package Approach – Existing or Rehab Units

1. Minimum Features:

Attic	R 30	(with heal truss or air barrier at perimeter)
Ext Wall:	R 13	(in contact with conditioned surface)
Floor / cold	R 19	(installed against the floor above)
Basement	R 5	(installed a minimum of 4 feet down from top with air sealing at the edges)
Crawl	R 5	(all crawls will be unvented)
Windows	U 0.48	(up to 12% win/wall) <U 0.40 (above12% win/wall)
Heating unit	90 AFUE	(2 pipe) OR 8.0 HSPF Air Source Heat Pump OR 3.0 COP (Elec resistance permitted if design load <30k – see sizing caution below)
AC	13 SEER	
Hot water	Gas direct vent OR > 0.91 EF if electric	

2. Inspections:

Verify load calcs and equipment sizing have been performed for each rehab model after energy upgrade efforts have been applied (maximum oversize is 15% or next available equipment size).

3. Performance tests:

- Blower door testing for whole house air leak rate with a target of 0.35 ACHnat but with a 50% reduction as a minimum.
- (Mechanical ventilation required <0.20 ACHnat – must be hard wired, rated for continuous duty, < 1 sone, and use </= 25 watts [typ. Panasonic FV 08VF2].)
- Duct testing using Delta Q or Duct Blaster; leakage rate cannot exceed 6% of the total system airflow to the outside, with deficiencies corrected and retested if necessary.
- Not required if all ducts are visible in conditioned space – type of ranch on basement units.
- Worst case exhaust testing for all units using open combustion appliances with flagging of backdraft potentials.

____ Option III. Energy Star Home ® Approach

ENERGY STAR HOME ® certification by an accredited HERS Rater that must include:

- Design – A rating from plans for each model done in Ohio worst case configuration.
- Inspection – Perform a successful EPA thermal bypass checklist.
- Audit – Perform all mandated air leak and duct system leak testing.
- The minimum requirement in each of these approaches includes the attached Construction Guidelines and Inspections / Performance testing performed by an accredited independent third party.
- Performance testing will be done on each Single Family unit; multifamily units can be tested at the One in Four rate if the builder maintains consistent production quality, first measured

by initial successful audits of four units. Failures require testing two additional units for the failed item, corrective action to bring the failed unit up to standards, and may require retesting for the failed component. Three or more failures in a subdivision require full audits for that subdivision.

PART B

Multifamily buildings with four or more stories must comply with all applicable codes, including the 2006 Ohio Residential Code and the 2006 International Energy Conservation Code, and also select one of the following options to assure safe, healthy, durable, efficient homes.

____ Option I. New Construction

1. Minimum Energy Standard:
- Buildings must be constructed that use 20% less energy than that required by the energy requirements of ASHRAE 90.1 2004 or the IECC 2006. A modeling approach based on the Performance Rating Methodology (Appendix G) of ASHRAE Standard 90.1 2004 must be used to demonstrate compliance.

2. Inspections:
- Verify design plans will result in a building that uses 20% less energy than required by Code.
- Verify load calcs have been performed and that equipment is over sized by no more than 15% (exception: where equipment is the next size available) for each model built.
- Foundation – before backfill to note drain and insulation system.
- AIP – before drywall to note duct connections and insulation, airsealing details as required by the code.
- Final – verify correct HVAC, appliances, lighting, windows installed.

3. Performance tests:
- Infrared scans of exterior surfaces are recommended.
- HVAC efficiency and system flows; to include safety testing of combustion appliances, ventilation system flows, duct system flows, heating and A/C temperature drops are mandatory.

____ Option II. Rehabilitation

1. Minimum Energy Standard:
- Rehabilitated multifamily buildings must meet the thermal (Ua) requirements of ASHRAE 90.1 2004 or the IECC 2006 and have Energy Star® HVAC systems, appliances and lighting installed.

2. Inspections:
- Verify design plans will result in a building that meets the Ua requirements of the appropriate compliance path.
- Verify load calcs have been performed and that equipment is over sized by no more than 15% (exception: where equipment is the next size available) for each model built.
- Foundation – before backfill to note drain and insulation system.
- AIP – before drywall to note duct connections and insulation, airsealing details as required by the code.
- Final – verify correct HVAC, appliances, lighting, windows installed.

3. Performance tests:
- Infrared scans of exterior surfaces are recommended.
- HVAC efficiency and system flows; to include safety testing of combustion appliances, ventilation system flows, duct system flows, heating and A/C temperature drops are mandatory.

Construction Notes – Minimum Guidelines for all New construction:

<u>Water management</u> Keep it out & let it out

<u>House wrap</u>
- Flashed at all openings including window sill panning (a Drained System)
- Extends above wall to cover gable ends
- Kick out flashing on shed roofs
- Grade away from foundation (grade slope away guaranteed 1 year)
- Granular fill or drain board against foundation
- Bitumen spray or damp proofing on below grade walls
- Footer tile (below top of footer) to daylight or to interior tile/ sump

<u>Insulation</u>
- Adjacent, enclosed, & kept dry – installed attic to footer
- Foundations – place insulation:
- On the exterior, before backfill
- Top to footer
- Or, grade down, if…
- On poured walls – interior insulation above grade (overlaps by 1')
- On block walls – above grade foam filled block (overlaps by one block)

<u>Walls</u>
- Install insulation against conditioned surface (face staple batts)
- Enclose insulation on all six sides – protected from air wash

<u>Ceilings</u>
- Even depth (blow bags, not inches to reach R 30 min)
- Soffit chutes are to be full cavity with tabs to protect edge of perimeter insulation
- Guarantee depth 1 year after occupancy
- Floors over cold space
- Bonus room
- Seal floor from adjacent attics and outside air
- Place insulation against floor above
- Cantilevers
- Seal from conditioned space
- Place insulation against floor above

<u>Vapor Barrier</u>: Use a smart vapor barrier

- Kraft backed fiberglass insulation
- Or CertainTeed MemBrain over insulation
- Or drywall with two coats of paint

- Over damp spray cellulose
- Or over any dense packed, cavity filled insulation

Air barrier Continuous, rigid, & durable

Exterior
- Continuous, sealed exterior sheathing at all joints, top and bottom edges
- Or house wrap taped on all seams, including top and bottom edges

Interior
- Seal the drywall
- Seal recessed can lips, utility boxes, door jambs
- Glue drywall to top plate on all walls adjacent to cold space above
- Kneewalls need top & bottom plates and covered backside
- Framing return air cavities will be in interior walls with drywall glued on all eight faces
- Tubs, showers, stairs and fireplace enclosures require exterior walls to be pre insulated and boarded before being built against

Accessibility Certification

We certify that the following does apply to the project listed above:

The project will be designed and constructed to comply with the Fair Housing Accessibility Guidelines (FHAG), the Americans with Disabilities Act Accessibility Guidelines (ADAAG) and any other local, state, or federal accessibility guidelines. Additionally, the cost of the construction to these guidelines has been included in the development Proforma and estimate of costs of construction. I understand this includes parking, outside route to dwellings, dwelling units, common facilities (rental office, laundry room, community room, etc.), etc.

If federal funds are utilized in the project, including but not limited to, HOME and Community Development Block Grant (CDBG) funds, the project will be designed and constructed in compliance with Section 504 of the Rehabilitation Act of 1973, as amended, as implemented in 24 CFR Part 8; Subpart C Program Accessibility. Please note this includes homeownership projects with five or more units, including single-family detached dwellings on various sites.

1. To be completed by the design professional for the project:

I certify that I have reviewed the plans and scope of work for the project and that all information included on this form is true and correct.

_____

Printed Name

_____

Title

_____

Signature

_____

Date

_____

Company/Firm Name:

_____

_____

_____

Company/Firm Address:

_____

Phone Number

_____

Email

2. To be completed by the contractor for the project:

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I certify that I have reviewed the plans and scope of work for the project and that all information included on this form is true and correct.

Printed Name

Title

Signature

Date

Company/Firm Name:

Company/Firm Address:

Phone Number

Email

3. To be completed by the owner of the project:

I certify that I have reviewed the plans and scope of work for the project and that all information included on this form is true and correct. I understand that incorporating some of these design features will likely result in higher project costs. The increased costs have been accurately estimated and are listed in the Affordable Housing Funding Application. If, for any reason, the design features listed on this form are not included in the final project, I understand that the Agency may revoke the project's allocation of housing credits and/or limit or prohibit the future participation of the general partners and parent organizations in the Ohio Department of Development's and Ohio Housing Finance Agency's housing programs.

Owner Name

Title

Signature

Date

Phone Number

Email

Reviewed and Approved by:

OHFA Staff

Date