

CITY OF COFFEYVILLE
MINIMUM STANDARDS FOR RENTAL HOUSING
Adopted Pursuant to Ordinance G-18-02

HOUSING QUALITY STANDARDS GENERAL REQUIREMENTS

Rental property shall conform to the requirements of the following Housing Quality Standards (HQS). At least annually, it is the responsibility of the owner of rental property to conduct inspections of rental units to determine compliance with the HQS. Inspections may be completed by the owner or by contract personnel. HQS encompass the following areas:

- Sanitary facilities
- Food preparation and refuse disposal
- Space and security
- Thermal environment
- Illumination and electricity
- Structure and materials
- Interior air quality
- Water supply
- Access
- Sanitary condition
- Smoke Detectors

The following criteria for each HQS area help determine if a rental unit meets the minimum standards for rental housing.

Sanitary Facilities

- The dwelling unit must include a bathroom and sanitary facilities within the dwelling unit, for the exclusive use of the occupants.
- The sanitary facilities must be in proper operating condition and adequate for personal cleanliness and disposal of human waste. The bathroom must be located in a separate room and have a flush toilet in proper operating condition. The sanitary facilities must be usable in privacy.
- The unit must have a fixed basin (lavatory) with a sink trap and hot and cold running water in proper operating condition.
- The unit must have a shower or tub with hot and cold running water in proper operating condition.
- The tub/shower, toilet, and basin/lavatory must have a proper sewer trap, drain, and vents to prevent the escape of sewer gases or severe leakage of water. Drains must not be clogged and the toilet must flush.

- The facilities must utilize an approved and operable wastewater system.
- Only one bathroom is required to meet HQS. Additional bathrooms do not have to contain all plumbing fixtures (tub/shower, toilet or lavatory), but if present, they must not create any unsanitary conditions, be properly plumbed, and be free of sewer gases.
- Other room standards that apply to bathroom facilities, such as illumination and electricity, are discussed under those performance requirements.

Food Preparation and Refuse Disposal

- The dwelling unit must have suitable space and equipment to store, prepare, and serve food in a sanitary manner.
- For dwelling units with appliances furnished by the landlord, the appliances must be in proper operating condition and be free of gas leaks or electrical hazards.
- The dwelling unit must have a kitchen sink in proper operating condition, with a sink trap and hot and cold running water. The sink must drain into an approved wastewater system.
- The dwelling unit must have adequate space for storage, preparation, and serving of food.
- The dwelling unit must have facilities and services for the sanitary disposal of food waste and refuse.

Space and Security

- The dwelling unit must provide adequate space and security for the family. □□ At a minimum, the dwelling unit must have a living room, a kitchen and a bathroom.
- Dwelling unit windows that are accessible from the outside must be lockable. Windows with sills less than six feet off the ground are considered accessible. Windows leading to a fire escape or required to meet ventilation requirements may not be permanently nailed shut.
- Exterior doors to the unit must be lockable. Doors leading to the outside and common hallways, fire escapes, and porches or otherwise accessible from the ground must have operable locks.
- Window and door surfaces (including the door frame) must be in sufficient condition to support the installation and proper operation of windows, doors, and window/door locks.

Thermal Environment

- The dwelling unit must be able to provide a thermal environment that is healthy for the human body.

- There must be a safe system for heating the dwelling unit, such as electric baseboard, radiator, or forced air systems. Portable electric room heaters or kitchen stoves with built-in heating units are not acceptable as a primary source of heat. In order to ensure a healthy living environment appropriate for the climate, the system must be able to provide adequate heat either directly or indirectly to each room. A heating system capable of maintaining an interior temperature of 65° between October 1 and May 1 is adequate.
- If present, the air conditioning system or evaporative cooler must safely provide adequate cooling to each room.
- The heating and/or air conditioning system must be in proper operating condition. Improper operating conditions, including all conditions that may be unsafe, such as broken or damaged source vents, flues, exhausts, gas or oil lines that create a potential fire hazard or threats to health and safety, are not permitted. Heating unit safety devices must be present, and the heating equipment must have proper clearance from combustible materials.

Illumination and Electricity

- Each room must have adequate natural or artificial illumination to permit normal indoor activities and to support the health and safety of occupants.
- The dwelling unit must have sufficient electrical sources so occupants can use essential electrical appliances.
- Electrical fixtures and wiring must not pose a fire hazard.
- The kitchen area and the bathroom must have a permanent ceiling or wall-mounted fixtures in proper operating condition.
- The kitchen must have at least one electrical outlet in proper operating condition.
- The living room and each sleeping space must have at least two electrical outlets in proper operating condition. Permanent overhead or wall-mounted light fixtures may count as one of the required electrical outlets.
- The electrical system must be free of hazardous conditions such as exposed, uninsulated, or frayed wires, improper connections, improper insulation or grounding of any component of the system, overloading of capacity, or wires lying in or located near standing water or other unsafe places.
- Outlets must be properly installed in the baseboard, wall, or floor. Hanging light fixtures or outlets from electric wiring, missing cover plates on switches and outlets, badly cracked outlets or cover plates, exposed fuse box connections and, overloaded circuits are unacceptable.

Structure and Materials

- The dwelling unit must be structurally sound.
- The structure must not present any threat to the health and safety of the occupants and must protect the occupants from the environment.
- Ceilings, walls, and floors must not have any serious defects such as severe bulging or leaning, large holes, loose surface materials, severe buckling, missing parts, or other serious damage.
- The roof must be structurally sound and weather-proof.
- The foundation and exterior wall structure and surface must not have any serious defects such as serious leaning, buckling, sagging, large holes, or defects that may result in air infiltration or vermin infestation.
- The condition and equipment of interior and exterior stairs, halls, porches, and walkways must not present the danger of tripping and falling.
- Elevators, where present, must be working safely.
- Manufactured homes must have proper tie-down devices capable of surviving wind loads common to the area.

Interior Air Quality

- The dwelling unit must be free of air pollutant levels that threaten the health of any occupants.
- The dwelling unit must be free from dangerous air pollution levels from carbon monoxide, sewer gas, fuel gas, dust, and other harmful pollutants.
- There must be adequate air circulation in the dwelling unit, meaning sufficient circulation to remove air contaminants, prevent vapor buildup, and ensure a consistent exchange of air.
- Bathroom areas must have one openable window or other adequate ventilation, meaning sufficient circulation to remove air contaminants, prevent vapor buildup, and ensure a consistent exchange of air.
- Any sleeping room must have at least one window. If the window was designed to be opened, it must be in proper working order.
- The windows must adequately protect the unit's interior from the weather. Windows designed to open must not be painted or nailed shut.

Water Supply

- The dwelling unit must be served by an approved public or private water supply that is sanitary and free from contamination.
- Clean water must be distributed to all unit fixtures and waste water must leave the unit to an approved area without presence of sewer gas and backups.
- Plumbing fixtures and pipes must be free of leaks and threats to health and safety.
- Water-heating equipment must be installed safely and must not present any safety hazards to families. All water heaters must be free of leaks, have temperature/pressure relief valves, and a discharge line. Unless safety dividers or shields are installed water heaters must not be located in bedrooms or living areas where safety hazards may exist. Fuel burning equipment must have proper clearance from combustible materials and be properly vented.

Access

- Use and maintenance of the unit must be possible without unauthorized use of other private properties.
- The building must provide an alternate means of exit in case of fire, such as fire stairs, or windows, including use of a ladder or other safe means of escape from windows above the second floor.

Sanitary Condition

- The dwelling unit and its equipment must be in sanitary condition; i.e., clean and conducive to good health at the time the unit is rented.
- The dwelling unit and its equipment must be free of vermin and rodent infestation.

Smoke Detectors

- On each level of the dwelling unit, including basements, but excluding unfinished attics, at least one battery-operated or hard-wired smoke detector in proper operating condition must be present.
- Smoke detectors must be installed in accordance with and meet the requirements of the National Fire Protection Association Standards.