

**City of San Jose  
Department of Housing**

***Rehabilitation  
Grades and Standards***

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Department of Housing  
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## **GENERAL STANDARDS AND ARCHITECTURE**

### **Adherence to Building Codes and Quality Control**

1. The Project shall be constructed in accordance with all local, state, and federal codes, statutes, and regulations and/or homeowner association or mobile home park rules, and historic preservation requirements, as applicable. Contractor to meet all local, state, and federal requirements, including Worker's Compensation coverage, CAL-OSHA and OSHA requirements, as applicable.
2. Only new materials will be used in this program. Used materials are unacceptable. All proposed materials must be reviewed and approved by the Rehabilitation Inspector.
3. Building permits must be obtained by the Contractor for any work done that falls under the purview of the San Jose Building Department. All code-related work must be inspected by the San Jose Building Department. Building inspections shall be scheduled by the contractor.
4. In addition to the San Jose Building Department inspection process, this program has its own grades and standards. The Rehabilitation Inspector and the Applicant must be satisfied with the finished product in order for disbursements to be made, unless otherwise noted in the policy and procedure manual.
5. The general standard for this program is the use of medium grade materials and quality workmanship. Materials and workmanship must conform to the Grades and Standards established for the Program. All Contractors will receive a copy of these Grades and Standards, and will receive any revisions made prior to bidding on any Project.
6. Every effort shall be made to either maintain or complement the original architecture of the dwelling. When in doubt as to whether a particular material is acceptable, the contractor shall verify acceptability with Rehabilitation Inspector before submitting the bid.
7. The general contractor bears the ultimate responsibility for all work performed on a rehabilitation project. This includes all work done by subcontractors. If the inspector finds work that is below standard (either in materials or workmanship), the contractor may be required to tear that work out and replace it.
8. Unless otherwise noted, the standards outlined in this document will apply to all work done during the course of a rehabilitation project.
9. Alternate materials or methods from this standard must be approved by the Rehabilitation Inspector before work commences. Deviations to these standards may be approved, when deemed appropriate by the Rehab Inspector, depending on funding type, promotional savings on materials, and client need, for example, use of funds targeted toward exterior improvements and/or loans. Alternate materials must be submitted to the Rehab Inspector for approval prior to use, and must meet or exceed the quality specified in these Grades and Standards and be equivalent or less in cost.

## **Removal and Replacement of Furniture/Appliances during Work**

In the event that it is necessary to move heavy furniture in the course of the remodeling work undertaken by the contractor, the contractor or his/her sub-contractor will provide manual labor for the removal and replacement of these items of furniture and/or appliances, unless agreed to with the homeowner(s). Owner will be responsible to remove all personal items from areas affected by the construction work.

## **ACCESSIBILITY STANDARDS**

Based on client need, reasonable modifications may be made to the home to provide enhanced accessibility for persons with disabilities. All proposed modifications are subject to review and approval of the Rehab Inspector. Examples of such modifications are listed below.

Exterior: Widening of driveways and walkways; provide accessible transitions up to the front door, including “easy riser” steps (4” rise), portable metal ramps, or lifts; handrails; motion-sensing lighting; and garage door openers.

Interior: Widening of doorways; removal or relocation of doors; replace floor coverings with vinyl or VCT tile; handrails and grab bars; limited structural alterations; lighting and ventilation modifications; alter bedroom windows to meet egress requirements; accessible showers and toilets; adjustable-height shower fixture; cabinet alterations to allow for access; replace faucet handles with lever-type handles.

Specific product allowances may be increased in order to meet accessibility goals, based on Rehab Inspector review and approval.

## **APPLIANCES**

Kitchen appliances that are inoperable or past their service life may be replaced using program funds. Such appliances should be built-in. Appliances allowed under this program are ranges/ovens, refrigerators, and hood fans. Dishwashers and garbage disposals may be replaced, if pre-existing. Other appliances will not be replaced unless otherwise allowed under special funding. Where feasible, appliances must be Energy Star compliant.

The following prices shall be based on the **best available** appliance with a unit price (including tax) not to exceed the following amounts. Delivery, haul away and installation costs shall be bid separately, but will not be counted toward the following amounts.

- Counter-mount (cooktop) range price not to exceed \$650, including tax plus installation.
- Gas range and oven price not to exceed \$700. Add \$200 for a medium grade electric range.
- Single built-in oven price not to exceed \$650.
- Dishwasher price not to exceed \$550.
- Hood fan price not to exceed \$200, including tax plus installation.

- Kitchen hood fans shall be rated a minimum of 180 cubic feet per minute. Size, color, and material to be noted on bid sheet, and shall be Nu-tone or equivalent in quality.

## **CABINETRY**

The following specifications shall apply to all kitchen cabinets and bath vanities installed in this program.

### **General Information**

Cabinets are generally graded "Good, Better, or Best" by individual cabinet manufacturers. Use the "Better" standard when bidding on kitchen cabinets and bath vanities. **Include all hardware.** Cabinet finish and style to be selected by owner.

### **Specifications**

1. All cabinets shall have solid hard wood face frames.
2. Cabinet box and shelves may be constructed of 1/2" to 3/4" plywood. All interior surfaces **must** be sealed or finished with a vinyl (lamine or Viraguard®) surface. Exterior end panels must be finished to match face frame. If wood end panels are extra (over and above the cost of laminate end panels), they shall be included as a separate line item bid, and may be included at homeowner's option.

Cabinets shall include shelving. Cabinet style and finish to be selected by owner. All selections shall conform to rehab grades and standards and be subject to review and approval by the Rehab Inspector.

### **Cabinet Doors**

All doors shall have either solid hard wood frames or made of 3/4" plywood panel with a center panel door constructed of wood or furniture-core grade particle board (48 lbs. psi) with a laminate or wood veneer finish to match door frame.

Door style and finish to be selected by owner from doors available in "Better" cabinet price range. No glass doors. Doors to have finger-tip beveled edge or finger pull without additional knobs or pulls required.

Hardware shall be included. All hinges shall be self-closing.

### **Cabinet Drawers**

Drawer fronts to be constructed of solid wood. Drawer boxes must be four-sided in addition to drawer front, constructed of 1/2" or 3/4" plywood. Drawers to have finger-tip beveled edge or finger pull without additional knobs or pulls required. Drawer guides to be side mounted, roller type.

## **Examples of Acceptable Cabinetry**

The following are examples of acceptable cabinetry (check with the program inspector if in doubt whether another line will qualify): KraftLine (manufactured by KraftMaid), American Woodmark "Better" cabinets, Diamond, or equivalent. Custom built cabinets are acceptable if they adhere to the above standards of construction. Kitchen cabinets and bath vanity cabinets shall have paint or stain-grade wood doors and face frames, and to include all hardware. Cabinet finish and style to be selected by owner, subject to approval of the Rehab Inspector.

## **COUNTER TOPS**

Counter tops shall be either formica-type prefabricated units or ceramic tile, to be noted on bid sheet. Formica-type prefabricated units shall be manufactured from 3/4" wood products with a glued-on plastic laminated finish, 4" covered backsplash. Also add a 4" end splash and/or cap as required. Alternate materials for counter top shall fall within cost range of above materials, and must be approved by the Rehab Inspector.

Ceramic tile counter tops shall be set in place on a mortar backing, with grouted joints, edge tiles and a single-row backsplash. All finished surfaces shall be plumb, square and level. Surfaces that are not level or tiles that are not straight shall be removed and reset if requested by inspector. Grout color and width to be selected by homeowner, joints to be 3/8" or less.

Vanity counter tops in bathrooms shall be either prefabricated cultured marble units with pre-formed sink, marble units with sink holes, or ceramic tile over mortar board, or an alternative material approved by the Rehab Inspector. Alternate materials must be submitted to the Rehab Inspector for approval prior to use, and must meet or exceed the quality specified above and be equivalent or less in cost.

## **DOORS**

### **Exterior Doors**

Front entry doors shall be 1 3/4" pre-hung solid core insulated (metal or fiberglass) or foam core, such as Simpson or Stanley, and shall include new hardware, including new lockset and single-throw deadbolt. When two or more locksets are installed, they are to be keyed alike.

All other exterior entry doors and doors into garage shall include new weather stripping and threshold. All weather-stripping must be good quality and durable (not self-adhesive). The passage door from the garage to living area must be self-closing.

### **Interior Doors**

All interior doors and wardrobe closet doors shall be 1-3/8" hollow core, paint- grade.

Doors between attached garages or carports and living areas shall be a minimum 1-3/8" solid-wood core, flush type, with self-closing and self-latching hardware. (No openings are allowed from garages into rooms intended for sleeping purposes.)

## **Garage Doors**

Overhead garage doors to be standard aluminum sectional or rigid-unit type, with locking handle and latches.

## **DRIVEWAYS**

Driveways shall be a minimum of 4" of concrete. Concrete mix shall be 5 sack, 3/4" aggregate. Concrete shall have expansion joints, and shall be broom finished. All driveways shall be reinforced with 1/2" rebar (#4) on a 24" grid each way, or 3/8" rebar (#3) on an 18" grid each way. All rebar must be maintained at least 2" off the soil and must be a minimum of 1" from surface. Contractor shall obtain required permits from the City for concrete approaches and sidewalks. All concrete in public areas must conform to Dept. of Transportation specifications. Asphalt may be used for mobile home projects, as allowed by mobile home park regulations.

Walkways and porches shall be dug out and have 2" of sand, cinder or gravel underbed, and 4" of concrete. Concrete shall have expansion joints, and shall be light broom finished.

## **FAUCET SETS**

Kitchen and bath faucet center sets shall be single or double control, as noted in bid sheet, and shall be chrome-plated Moen, American Standard or equivalent in quality and design.

Kitchen faucet sets shall be equipped with a spray attachment.

Laundry faucet sets, over laundry trays, shall be standard double control with spout and connections for washer hoses. Wall or deck mount shall be noted on bid sheet.

Washing machine connections shall be equipped with shut-off valves, and include anti-hammer devices, as per Uniform Plumbing Code.

## **FENCING**

All fences and gates to comply with City of San Jose zoning requirements for maximum height. Contractor to verify all setback requirements prior to installation.

Wood fencing material to be redwood or cedar. Grade shall be "Select" or better. 1" x 6" or 1" x 8" material shall be rough-sawn, nail-on type, and shall be installed in a "good neighbor" fence style. Nails shall be galvanized. Posts shall be pressure-treated and set a minimum of two feet deep in concrete. Gate material shall be redwood or cedar, with self-latching hardware and hinges. Grade shall be "Select" or better. All hardware shall be homeowner approved.

Steel (tube) fencing may be used in the front yard/setback, as budget allows, and per zoning requirements. Tube steel fencing shall be powder-coated, 1/2" steel spindles, minimum of 1 1/2"

posts, 16 gauge 1/2" x 1/2" tubing. Fencing over 3' shall be submitted for review and approval by the Rehab Inspector.

## **FLOOR COVERING**

Sheet vinyl goods shall be single sheet whenever possible, no-wax type, and shall include proper preparation of floor surface prior to application of floor covering, per manufacturer's specifications.

The minimum and maximum thickness of the wear layer of sheet vinyl shall be: 12/20 mils  
The minimum and maximum total thickness of the sheet vinyl shall be: 65/80 mils  
The material selected must fall within the min/max limits in both categories.

Examples of the above specifications can be in the major manufacturers in the following series:

Mannington: Artisan, Quicksilver, Villa, Realistique, Ceramica, Affinity, and Aurora

Armstrong: Starstep, Urban Settings, Memories, and Canyon Creek

Congoleum: Pacesetter, Concept, and Utopia

As a general rule, any proposed sheet vinyl over \$3.00 per square foot requires Rehab Inspector prior approval.

On raised foundations with wood sub-floor, the underlayment shall be a minimum 3/8" particle board suitable for underlayment.

Vinyl floor tile to be 12" squares, priced not to exceed \$2.00 per tile (not including installation).

Carpet to be priced not to exceed \$3.50 per square foot, plus 1/2" (or 7 pound) rebound pad (not including installation).

Alternate flooring may be acceptable depending on client need, cost of material, and subject to Rehab Inspector approval.

## **FURNACES - AIR CONDITIONING**

Section T20 - 1405(a) requires that all heating and cooling equipment shall conform to the requirements of California Administrative Code Title 20, Sub-Chapter 4, Article 4.

Maximum BTU output on furnaces shall not be more than 1-1/2 times the design heat loss of the structure and shall be at least 80% efficiency units. Contractor to inspect and repair/replace, as necessary, all components related to the furnace installation, including vent system, gas lines, framing, sheetrock, roof jacks, etc. Contractor to specify brand name, model number, size, and efficiency of furnace. Contractor to patch/repair sheetrock and floors when converting from wall or floor furnaces to forced air systems. Any removal of materials containing asbestos shall be performed by a certified contractor, including proper disposal manifesto.

Furnaces shall also include simple, easy-to-use setback thermostat control. Contractors shall select from one of the following acceptable models:

1. White-Rodgers (model #1F78-151, single stage, 2 programs) ~ \$50.00
2. Climatouch (model # CT03TS21) \$79.00 ea (\$73.00, 5 or more)  
 Only available locally at HVACquick.com  
 1585 N. 4<sup>th</sup> St., Suite BB  
 San Jose, CA 95112  
 877-711-4822 ph  
 408-437-1558 fax
3. Honeywell (model # FocusPro 600 TH6110-D-1021, large screen) \$77.00  
 Available at most local heating & A/C supply houses.

Air conditioning shall only be for replacement of existing units or in situations where medically necessary, as evidenced by a letter from a medical doctor verifying same.

## **WATER HEATER**

Water heaters shall include new water supplies, full-sized ball valve, and shut off. Contractor to inspect and repair/replace, as necessary, all components related to the water heater installation, including vent system, gas lines, seismic strapping, etc. Water heaters shall also include a new temperature-pressure relief valve and drain. Tankless water heaters are acceptable as an option, per Rehab Inspector review and approval. Water heater installations shall conform to both the UPC and local building department requirements.

## **LUMBER**

Lumber products for exposed sheathing, fascia, barge rafters and similar items shall be framing lumber that is readily available and that meets current industry standards with minimal knots. Exposed framing lumber shall also be pre-primed on all faces (including end grains), for example, pre-primed spruce or pine. All exterior replacement shall have a minimum of one coat of primer paint.

Repair of existing materials shall match the existing material as close as possible. Alternate materials shall be approved by the Rehab Inspector.

## **PAINTING**

### **Painting Standards**

There are three levels defined in this specification.

1. Economy: Lowest cost paint job. Minimum preparation. All loose or peeling paint removed.
2. Standard: Recommended level of prep and painting. This level is what the contract is based on unless specified otherwise.

3. Premium: More extensive preparation and finishing.

The following chart contains requirements for the different levels. Where specific conditions are not listed, the chart shall be used as a guidance document.

<b>Description of Task</b>	<b>I Economy</b>	<b>II Standard</b>	<b>III Premium</b>
Wet scrape all loose and peeling paint	X	X	X
Clean/Degloss	X	X	X
Prime	Spot prime all bare wood areas	Spot prime all bare wood areas	Spot prime all bared wood areas
Stains	Stain killing primer	Stain killing primer	Stain killing primer
Nails, hooks, insulators, miscellaneous unused materials	No requirement	Remove, patch holes	Remove, patch holes
Set all nails and fill nail holes	X	X	X
Holes and voids: Fill when	Greater than ¼" in diameter	Greater than 1/8" in diameter	All holes
Caulk building envelope, vertical siding joints, trim, casings	X	X	X
Mapping	Visible mapping, no loose edges	Visible mapping. Edges shall be wet sanded to soften them.	Feather edge smooth. Shall not be visible at six feet under normal lighting conditions.
Pre-existing defects in paint, for example, runs, spatters, brush-marks	No requirement	Visible. Sharp edges shall be wet sanded to soften them.	Visible. Sharp edges shall be wet sanded to soften them.
Contractor caused damage: Raised grain, scraping, gouges, etc.	Minor damage allowed	Repair by sanding/filling.	Repair by sanding/filling
Visible grain (from weathering)	No requirement	No requirement	Fill, sand smooth

## **Interior Paint**

All walls, ceilings and wood trim shall be properly prepared for texture, priming and painting. All texture shall match the existing surrounding walls and ceilings as close as possible. All new walls, ceilings and wood trim shall have one (1) coat of interior primer installed before painting. All walls and ceilings shall be painted with a minimum of one (1) coat of interior flat latex paint (except kitchens and bathrooms). All wood trim, kitchens and bathrooms shall be painted with one (1) coat of semi-gloss enamel. Semi-gloss enamel used for kitchens and bathrooms shall include a mildewcide added to inhibit mold and mildew growth.

## **Exterior Paint**

All exterior surfaces to be painted shall be properly prepared by pressure washing or scraping and sanding, as needed. All exterior surfaces shall have one (1) coat of exterior primer installed where substrate is exposed, before painting. All exterior surfaces to be painted shall have one (1) coat of exterior paint.

All projects where lead-based paint is identified and disturbed by the proposed work shall conform to Department of Health Services lead safe work practices. Projects with lead-based paint will receive project-specific scopes of work and specifications.

## **Paint Color**

Owner is allowed up to two colors for exterior paint and two colors for interior paint; however, selection must be made from the paint palette provided by program staff.

## **ROOFS**

All roofs shall be stripped down to the existing substrate and inspected for damage. Any damage exceeding \$400 requires Rehab Inspector approval before proceeding with repair work.

All roof replacements shall be a minimum of 40 year composition shingle material with pitches 2 and 12 and greater. All new roofs will include all new flashing, valley metal, jacks, caps, and scuppers, painted to match roof color. Where possible, extra ventilation shall be included, such as eyebrow vents. Tile, wood shake or shingle roofs shall only receive repairs, if possible.

Roofs with a pitch of 2 and 12 or less will be either hot-mopped or double-layer torch down.

Hot mopped roofs shall be minimum of one 30-lb. and two 15-lb. layers of impregnated felt paper with a mineral-surfaced cap sheet. This cap sheet shall be cemented to the roofing plies using no less cementing material than specified for between the plies.

All flashings, roof jacks and caps shall be replaced. Hot mopped roofs shall have full cap flashing or gravel stop.

Mobile home roof replacements may be foam metal, composition shingle, or an approved sealant, such as elastomeric, subject to mobile home park rules.

## **SHOWERS/TUB ENCLOSURES**

A complete shower/tub enclosure repair shall include removal of existing wall coverings to stud wall, required structural repairs if any, and installation of new material, as per bid sheet. Type of finished shower/wall surface material to be noted on bid sheet. Approved materials include Vikrell, cultured marble/onyx, or ceramic tile at standard 6 foot height. Ceramic tiles shall be standard 4" with mortar-backing on shower and tub surrounds.

A complete shower/tub enclosure repair shall also include new thermostatic pressure balance faucet set, shower head and tempered-glass enclosure door or shower curtain. If replacement of the shower pan is necessary, it shall be noted on the bid sheet. Shower pans shall be molded fiberglass, or other one-piece molded units, or other materials as approved by the Rehab Inspector. All intersecting joints must be caulked.

With the exception of manufactured/mobile homes, tubs shall be standard 5' enamel over minimum 14-gauge steel or cast iron and shall include new drain and overflow assembly, and shall be Norris, Crane or equivalent in quality and design.

Approved enclosures for mobilehomes shall be Swanstone and fiberglass.

All water lines exposed during construction shall be replaced with type L copper, throughout accessible areas. Any alternative materials must be per code and approved by the Rehab Inspector.

## **SINKS AND BASINS**

Kitchen sinks shall be vitreous cast iron, vitreous china, or 20 gauge stainless steel with ring or self-rimming. Type of sink and number of compartments to be noted on bid sheet.

Drop-in basins for bathroom vanities shall be vitreous cast iron or vitreous china, with ring or self-rimming. One-piece molded basins and vanity tops shall be cultured marble/onyx. Type of sink to be noted on bid sheet.

Sinks and basins shall include a new strainer, tailpiece, trap, trap arm, ball type stop valves, and water supply lines, and shall be Kohler, Norris, American Standard or equivalent in quality and design. Color to be noted on bid sheet.

## **SMOKE DETECTORS**

As per Uniform Building Code, smoke detectors shall be located in each sleeping room and the hallway leading to them.

## **TOILETS**

Toilets shall comply with Dept. of Housing & Community Development, Section 17921.3 of the Health and Safety Code for water discharge. For list of manufacturers and models, refer to Information Bulletin, SHL 78-5.

Toilets shall include new seat with lid, wax seal, flange bolts, ball type stop valve and water supply line, and shall be Toto, Gerber, American Standard or equivalent in quality and design. Toilets are to be Grade A in quality and low water capacity type (1.6 gallon).

## **WINDOWS AND SLIDING GLASS DOORS**

Window and sliding glass doors shall be aluminum or vinyl dual-pane type, with either white vinyl or anodized aluminum finish. Windows shall be Millguard, Simonton, Jeldwin or equivalent for all window replacements. Windows to be consistent with the architectural style of the house.

All window and sliding glass door replacements or installations shall include all related refinishing, rebuilding and repair of exterior and interior wall surfaces and structure of surrounding area and shall match existing surrounding finishes.

All new windows and sliding glass doors shall include new aluminum-framed screens with aluminum or fiberglass screening material.

Every sleeping room shall have at least one operable window to be used for escape or rescue.

All required safety glazing material is pursuant to Chapter 54 of the Uniform Building Code and the Consumer Product Safety Commission, 100 Pine Street, San Francisco (telephone 415-556-1816).