MFA 2018 Mandatory Design Standards for Multifamily Housing
Part A

The following Design Standards, including the MFA 2018 Submission Instructions for Preliminary Architectural Documentation for Multifamily Housing Applications, contained herein as **Part B,** represent the minimum requirements for New Mexico Mortgage Finance Authority (MFA) financed rental housing and are herewith incorporated by reference into MFA's 2018 Qualified Allocation Plan (QAP). Capitalized terms are defined either herein or in the QAP.

MFA values excellence in design because well designed housing meets the needs of tenants, attracts market tenants and promotes community acceptance of housing financed by MFA. All Projects shall meet or exceed each of these standards, as well as the minimum requirements of all applicable building codes (hereinafter referred to as "Code"), regulations, and local zoning ordinances. In addition, Projects shall meet Americans with Disabilities Act (ADA) and Fair Housing Act (FHA) requirements as applicable. Depending on the funding sources and other partners' requirements, the Project may also be subject to Uniform Federal Accessibility Standards (UFAS) requirements. The development team is responsible to know and meet all accessibility requirements for their Project. Each Project Owner and architect will be required to certify at Application that the Project design meets these Design Standards, and at completion will be required to certify that the Project was built in compliance with these Design Standards. The Design Standards have been arranged into three sections: "New Construction," "Rehabilitation," and "Special Projects" and shall be used as applicable for each type of Project or each portion of a Project.

Generally: Each Project must satisfy the desires and demands of the rental market. The physical characteristics of Projects will vary and depend on such matters as rentals, characteristics of population served, size of households, and comparable Projects.

Design: Housing rental Projects must provide a continuing market appeal. Amenities, space and aesthetics must be competitive with other properties serving the same market segment. The Project must be visually pleasing, well suited to the needs of the residents, and of good design reflecting the architectural standards of the neighborhood and of the community in which it is situated. Site, building and dwelling unit designs must be practical and use space effectively.

Cost Concerns: The design should incorporate proven construction cost-saving techniques, durable cost-effective materials suitable for the intended use, energy saving features, and cost-efficient mechanical systems. Minimizing initial construction costs and continuing operation and maintenance costs are essential to MFA's affordable housing programs.

For purposes of this document, the ANSI A 117.1 standard means the then-current version of the ANSI A.117.1 standard adopted by the state of New Mexico as same applies to the Project at the time of construction.

NEW CONSTRUCTION

A. GENERAL DESIGN

1. New construction Projects shall conform to the following provisions and requirements as described in the New Construction section of this Standard unless specific site conditions make compliance technically infeasible, in which case the Application must contain a detailed explanation of why a provision or requirement cannot be met.

2. Provisions shall be made for ACCESSIBILITY for people with disabilities in conformance with the requirements of federal and state law including the FHA and the ADA, as applicable. A minimum 5 percent of the units on a Project site shall meet the provisions of a Type A accessible unit as described in the ANSI A117.1 standard. An additional 2 percent of the units shall meet the provisions of a "hearing impaired unit." Depending on the funding sources and other partners' requirements, the Project may also be subject to UFAS requirements. The development team is responsible to know and meet all accessibility requirements for their Project.
   a. Site elements, accessible routes, buildings, and units shall be constructed in accordance with the ANSI A117.1 standard.
   b. An accessible route shall be provided to all accessible units, to all public use spaces, to all common use spaces, and to site amenities (such as mail centers and dumpsters).
   c. All common areas, including playgrounds and exercise rooms, shall be made accessible in accordance with FHA and ADA requirements.
   d. Not less than one of the Type A units provided shall be fitted with a roll-in shower which shall be constructed in conformance with the ANSI A117.1 standard.
   e. A van accessible parking space shall be provided for each designated Type A accessible unit and for the Community Building at the ratios required by ADA.
3. Provisions shall be made for ADAPTABILITY for people with disabilities in conformance with the requirements of federal and state law including the FHA and the ADA. All units located on an accessible path shall meet the provisions of either a Type A or Type B accessible unit as described in the ANSI A117.1 standard. An accessible route shall be provided to all ground floor units (unless noted through exception as found within the FHA and ANSI standards based on site configuration – See FHA Design Manual and ANSI A117.1 for additional information.)

4. New construction properties shall be designed and constructed in such a way as to provide greater energy efficiency, decreased water usage, and increased durability over a similarly sized minimum Code compliant Project.
   a. New construction units shall achieve a HERS certification not greater than 65.
   b. New construction units shall utilize plumbing fixtures with flow rates and flush rates that are less than those required by Code.
   c. The Project team shall implement durability measures intended to extend the livability and to decrease maintenance costs of the property.

B. SITE DESIGN AND DEVELOPMENT

1. Sites shall be designed, constructed, monitored and maintained in accordance with the federal Clean Water Act. See EPA's "Managing Your Environmental Responsibilities: A Planning Guide for Construction and Development" for additional information and requirements. http://water.epa.gov/polwaste/npdes/stormwater/upload/myerguide.pdf.

2. Sites shall be constructed to drain away from buildings. Storm water recharge of groundwater is a goal. Ponding areas shall be made attractive but reduce risk to tenants.

3. Parking shall be provided at the minimum numbers as defined by local Zoning Ordinance.

4. Parking for bicycles shall be provided at all properties at the ratio of .5 bicycle parking space per unit.
   a. Senior properties so designated by the U.S. Department of Housing and Urban Development (HUD) funding definitions applicable to the property and/or the Housing for Older Persons Act (HOPA) shall be required to provide bicycle parking at the ratio of .25 spaces per unit.
   b. Bicycle parking should be provided in secure areas outside of the unit and in locations that do not compromise building safety or exiting. Bicycle parking at exterior locations shall be placed in highly visible locations and adjacent to the units the spaces serve. Bicycle parking may be congregate. Multiple spaces may be accomplished on a single rack. Bicycle parking racks should be fixed and permanent in nature.

5. Common use site areas shall include refuse collection, mail distribution, laundry, recreation, and congregation. All such areas shall be connected with an accessible route.
   a. Refuse collection areas shall be convenient to the units, shall be screened, and shall offer room for recycling activities if such service is available in that municipality.
   b. Mail distribution areas shall be well lit and secure but shall remain open to the b. tenants at all times.
   c. Unless washers and dryers are provided in each individual unit, laundry facilities shall be provided for tenant use at all properties with more than 20 units on the site as follows:
      i. One each washer and dryer shall be provided for every 12 units.
      ii. Laundry facilities shall be secured and well-lit from dusk until dawn.
      iii. An accessible clothes folding table or counter shall be provided in each laundry facility.
   d. Site recreational areas shall be provided at all properties.
      i. Site recreational facilities shall be provided on an accessible route, and shall encourage physical activity and community interaction.
      ii. Site recreational facilities shall include accessible play areas, shall be provided for different age groups, and shall encourage physical activity. Activities/play areas for different age groups may be combined within a common play area as appropriate.
         a) All play areas shall be located away from high automobile traffic and shall be situated for maximum visibility from the dwelling units.

b) A play area for children under age 5 shall be provided within direct visibility of common spaces.
c) A play area for children ages 5 – 12 shall be provided.
d) For children over age 12 an area of congregation that encourages physical activity shall be provided.
e) Visible warning signs describing play area rules and warning that use is at one's own risk shall be provided at each play area.
f) An accessible, weather resistant, permanently-mounted bench shall be provided at each separate play area.
g) Senior properties so designated by HUD funding definitions applicable to the property and/or the HOPA shall be exempt from the requirement to provide play areas, but shall provide areas of congregation that encourage physical activity.

6. Landscaping shall be required at all properties:
   a. A complete landscape plan which maximizes existing natural features or otherwise enhances open space is required.
   b. Native, semi-native, or drought tolerant plants shall be used.
   c. Low water use irrigation systems shall be used.

7. Interior community spaces and business offices shall be provided at all properties.
   a. All properties shall have an on-site business office of at least 200 square feet and a maintenance room of at least 100 square feet.
   b. Accessible public restrooms, at the ratios required by Code, shall be provided.
   c. Properties containing 20 or fewer units shall be exempt from the requirement to provide interior community spaces, public restrooms and business offices.

C. BUILDING DESIGN AND CONSTRUCTION

1. Exterior Building Design
   a. Buildings shall be designed to meet the local zoning requirements for that Project site, including requirements for unit densities, building heights, building setbacks, massing, colors, and materials.
   b. Definitions: The following specific terms as used in this document shall be defined as following:
      i. Building Façade: The "Building Façade" shall be defined to be: "Any elevation of a building facing a public way or space." A Building Façade shall be inclusive of all building elements compiled to create a visual impression. This is much more inclusive than just the building skin.
      ii. Building Shape: The "Building Shape" shall be defined to be: "The primary rectilinear volume of the building structure."

iii. Building Shape Variations: "Building Shape Variations" shall be defined to be: "any deviation in plane from the Building Shape."

c. Unless more stringent local zoning requirements apply, the following minimum design requirements shall be met:
   i. Building Façades shall be multi-faced.
      a) In no case shall a Building Shape be confined to a straight rectangle. Building Shape Variations shall be required at a ratio of not less than the number bedrooms situated on the ground floor plane.
   ii. Building Façades shall utilize not less than three different building materials.
      a) Changes in building materials may also satisfy the requirements for shape changes if the materials are not in the same plane.
      b) Exterior building materials exposed to the elements shall be low b) maintenance relative to the Project's geographic location.
   iii. Building Façades shall be multi-colored.
      a) Each Building Façade shall include not less than two distinct colors.
      b) Colors may be from the same hue family, but shall be distinct from each other.
   iv. Building Façades shall be complementary to the form and massing of existing buildings throughout the community.
   v. Building Façades shall be unique to the location and shall be of attractive design.

d. Buildings shall be individually marked with visible, contrasting identifying signage to minimize the response time of emergency personnel. Building identifying signs shall be illuminated so as to be clearly visible from dusk until dawn.

2. Integrated Pest Management
   a. Building construction shall also include sealing all walls, floor and joint penetrations with low-VOC caulking or other appropriate nontoxic sealing methods to prevent pest entry.

D. UNIT DESIGN AND CONSTRUCTION

1. All units shall be constructed to meet Code requirements and the following minimum bedroom areas and dimensions requirements:
   a. The primary bedroom in each unit shall be not less than 120 square feet.
   b. Secondary bedrooms shall not be less than 100 square feet.
   c. No bedroom shall have a dimension less than nine linear feet.
   d. Bedroom areas shall not include wall thicknesses, closets, hallways, or adjoining rooms, but shall be the area immediately surrounding the intended bed location.

2. All units shall meet the following minimum storage requirements:
   a. A clothes closet in each bedroom shall be provided. Bedroom closets shall not be dual purposed to meet other storage requirements.
   b. A mechanical closet (as appropriate for the system to be utilized) shall be provided. Mechanical closets shall not be dual purposed to meet other storage requirements.

c. A laundry room or utility closet (if included in the unit design with the intent to provide washer and dryer hook ups) shall be provided.
d. A multi-use storage closet or closets which total not less than 8 square feet in area shall be provided. Multi-use closets shall be equipped with shelving at multiple heights.
e. Larger units (three bedrooms or more) shall be provided with an entry or coat closet in addition to the multi-use closet(s).

3. Three and four bedroom units shall be provided with not less than 1.75 baths.

4. Single lever deadbolts and eye viewers are required on all entry doors to residential units.

5. Interior finishes shall be easily cleanable and durable.

6. Carpet shall not be installed in high moisture areas including: entryways, bathrooms, kitchens, and laundry rooms/closets. All carpet shall be CRI Green Label Plus and hard surface flooring shall be SCS Floorscore certified.

7. Units shall be individually marked with visible contrasting identifying signage that shall be illuminated so that it is clearly visible from dusk until dawn, as well as daylight hours.

8. Every room and space intended for human occupancy shall be equipped with permanent, hardwired, energy efficient light fixtures. Switched outlets will not satisfy this requirement.

9. Sites shall be developed and units constructed so as to include wiring and infrastructure needed to allow for access to high speed broadband internet[1], telephone, and cable/satellite television.

10. Interior paints and sealants shall be low volatile organic compounds (VOC) or no VOC.

11. Kitchen and laundry equipment and appliances shall be Energy Star rated. (Cooking appliances are exempt from this requirement).

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[1] Under the final HUD rule governing installation of broadband, any new and substantially rehabilitated "public housing project" of four or more units must include infrastructure capable of supporting broadband access to residents as of January 19, 2017, unless the federal fund recipient can document one of the following three grounds for waiver:

- Location of property makes it infeasible;
- Costs of broadband infrastructure deployment changes the nature of the project or is an undue financial burden; or
- Nature of the structure being rehabbed makes installation infeasible.

Under the new regulation, "broadband infrastructure" is defined to include cable and fiber optic wiring, as well as wireless infrastructure, that is capable of meeting the FCC's definition of "advanced telecommunication capability." The FCC currently defines that term as broadband with at least 25 Mbps of downstream capability and 4 Mbps of upstream capability.

REHABILITATION

A. GENERAL DESIGN

1. Rehabilitation Projects shall conform to the following provisions and requirements as described in the Rehabilitation section of this standard unless specific building and/or site conditions make compliance technically infeasible, in which case the Application must contain a detailed explanation of why a provision or requirement cannot be met. In addition, for Projects receiving federal funding, rehabilitation Projects must comply with HUD's Uniform Physical Condition Standards and all units shall be decent, safe, sanitary, and in good repair, as described in 24 CRF 5.703.

2. Provisions shall be made for ACCESSIBILITY for people with disabilities in conformance with the requirements of federal and state law including the FHA and the ADA. At minimum 5 percent of the units on a Project site shall meet the provisions of a Type A accessible unit as described in the ANSI A117.1 standard. An additional 2 percent of the units shall meet the provisions of a "hearing impaired unit." Depending on the funding sources and other partner requirements, the Project may also be subject to Uniform Federal Accessibility Standards (UFAS) requirements. The development team is responsible to know and meet all accessibility requirements for their Project.
   a. Site elements, accessible routes, buildings and units shall be constructed in accordance with the ANSI A117.1 standard.
   b. An accessible route shall be provided to all accessible units, to all public use spaces, to all common use spaces and to site amenities (such as mail centers and dumpsters).
   c. All common areas, including playgrounds and exercise rooms shall be made accessible in accordance with FHA and ADA requirements.
   d. Not less than one of the Type A units provide shall be fitted with a roll in shower which shall be constructed in conformance with the ANSI A117.1 standard.
   e. An accessible parking space shall be provided for each designated Type A accessible unit and for the community building at the ratios required by ADA. At least one "van accessible" parking space shall be provided near the Business Office.

3. Rehabilitation properties shall be designed and constructed in such a way as to provide greater energy efficiency, decreased water usage, and increased durability to the buildings, units and site elements.
   a. Rehabilitation units shall achieve a post-construction HERS score better than 75.
   b. Plumbing fixtures to be replaced as part of the rehabilitation scope shall be replaced with fixtures utilizing flow rates and flush rates that are less than those required by Code.

B. SITE DESIGN AND DEVELOPMENT

1. Sites shall be improved, constructed, and monitored in accordance with the federal 1. Clean Water Act.

2. Sites shall be constructed to drain away from buildings. Storm water recharge of groundwater is a goal. Ponding areas shall be made attractive but reduce risk to residents.

3. Parking for bicycles shall be provided at all properties at the ratio of .25 bicycle parking spaces per unit.
   a. Senior properties so designated by HUD funding definitions applicable to the property and/or the HOPA shall be required to provide bicycle parking at the ratio of .15 spaces per unit.
   b. Bicycle parking should be provided in secure areas outside of the unit area and in locations that do not compromise building safety or exiting. Bicycle parking at exterior locations shall be placed in highly visible locations and adjacent to the units the spaces serve. Bicycle parking may be congregate. Multiple spaces may be accomplished on a single rack. Bicycle parking racks should be fixed and permanent in nature.
4. Common use site areas shall include refuse collection, mail distribution, laundry, recreation and congregation. All such areas shall be connected with an accessible route.
   a. Refuse collection areas shall be screened, and shall offer room for recycling if such service is available in that municipality.
   b. Mail distribution areas shall be well lit and secure but shall remain open to the tenants at all times.
   c. If an existing Project proposed for rehabilitation has washers and dryers and/or washer/dryer hook-ups provided in each unit, then no laundry facility is required as part of the proposed rehabilitation. If existing units do not contain washer/dryer hook-ups, then laundry facilities shall be provided for tenant use at all properties with more than 20 units on the site as follows:
      i. One each washer and dryer for every 12 units.
      ii. Laundry facilities shall be secured and well-lit from dusk until dawn.
      iii. An accessible clothes folding table or counter shall be provided in each laundry facility.
   d. Site recreational areas shall be provided at all properties.
      i. Site recreational facilities shall be provided on an accessible route, shall encourage physical activity, and shall encourage community interaction.
      ii. Site recreational facilities shall include accessible play areas, shall be provided for different age groups, and shall encourage physical activity. Activities for different age groups may be combined within a common play area as appropriate.
         a) All play areas shall be located away from high automobile traffic and shall be situated for maximum visibility from the dwelling units.
         b) A play area for children under age 5 shall be provided within direct visibility of common spaces.
         c) A play area for children ages 5 – 12 shall be provided.
         d) For children over age 12 an area of congregation that encourages physical activity shall be provided.
         e) Visible warning signs describing playground rules and warning that use is at one's own risk shall be provided at each play area.

f) An accessible, weather resistant, permanently mounted bench shall be provided at each play area.
g) Senior properties so designated by HUD funding definitions applicable to the property and/or the HOPA shall be exempt from the requirement to provide play areas, but shall provide areas of congregation that encourage physical activity.

5. Landscaping shall be required at all properties:
   a. A complete landscape plan which maximizes existing natural features or otherwise enhances open space is required.
   b. Native, semi-native, or drought tolerant plants shall be used.
   c. Low water use irrigation systems shall be used.

6. Interior community spaces and business offices shall be provided at all properties.
   a. All developments shall have an on-site business office of at least 200 square feet and a maintenance room of at least 100 square feet.
   b. Accessible public restrooms, at ratios required by Code, shall be provided.
   c. Properties containing 20 or fewer units shall be exempt from the requirement to provide interior community spaces, public restrooms and business offices.

C. BUILDING DESIGN AND CONSTRUCTION

1. Exterior Building Design
   a. Unless more stringent local zoning requirements apply, the following minimum design requirements shall be met:
      i. Building Façades shall utilize not less than three different building materials.
         a) Exterior building materials exposed to the elements shall be low maintenance relative to the Project's geographic location.
      ii. Building Façades shall be multi-colored.
         a) Each Building Façade shall include not less than two distinct colors.
         b) Colors may be from the same hue family, but shall be distinct from each other.
      iii. Buildings shall be individually marked with visible, contrasting identifying signage to minimize the response time of emergency personnel. Building identifying signs shall be illuminated so as to be clearly visible from dust until dawn.

D. UNIT DESIGN AND CONSTRUCTION

1. Single lever deadbolts and eye viewers are required on all entry doors to residential units.

2. Interior finishes shall be easily cleanable and durable.

3. Carpet shall not be installed in high moisture areas including: entryways, bathrooms, kitchens, and laundry rooms/closets. All carpet shall be CRI Green Label Plus and hard surface flooring shall be SCS Floorscore certified.

4. All hot water lines exposed as a result of the construction shall be insulated and sealed in additional rigid pipe insulation to the insulation values required by ASHRAE standards.

5. Bathrooms shall be equipped with exhaust vents that vent directly to the exterior of the building unless equipped with operable exterior windows with screens.

6. Units shall be individually marked with visible contrasting identifying signage that shall be illuminated so that it is clearly visible from dusk until dawn, as well as daylight hours.

7. Heating and cooling systems shall be sized in accordance with ACCA Manual J and Manual D requirements or in accordance with ASHRAE standards.

8. Sites shall be developed and units constructed so as to include wiring and infrastructure needed to allow for access to high speed broadband internet[2], telephone, and cable/satellite television.

9. Interior paints and sealants shall be low VOC or no VOC.

10. Kitchen and laundry equipment and appliances, proposed to be replaced as part of the scope of work for rehabilitation, shall be Energy Star rated.

SPECIAL PROJECTS

A. SINGLE ROOM OCCUPANCY (SRO) DEVELOPMENTS

1. Tenant rooms (units) shall be 140 square feet minimum gross heated area with a maximum size of 500 square foot gross heated area.

2. Each unit shall contain at least one full size bed, a lockable storage compartment or chest of drawers, and a vertical clothes closet measuring at minimum 36 inches wide.

3. Each building containing units shall provide bathroom facilities.
   a. A bathroom facility shall be provided for every 16 units or fraction thereof in that building.

[2] Under the final HUD rule governing installation of broadband, any new and substantially rehabilitated "public housing project" of four or more units must include infrastructure capable of supporting broadband access to residents as of January 19, 2017, unless the federal fund recipient can document one of the following three grounds for waiver:

- Location of property makes it infeasible;
- Costs of broadband infrastructure deployment changes the nature of the project or is an undue financial burden; or
- Nature of the structure being rehabbed makes installation infeasible.

Under the new regulation, "broadband infrastructure" is defined to include cable and fiber optic wiring, as well as wireless infrastructure, that is capable of meeting the FCC's definition of "advanced telecommunication capability." The FCC currently defines that term as broadband with at least 25 Mbps of downstream capability and 4 Mbps of upstream capability.

b. Each bathroom facility shall provide bathroom fixtures at a ratio of the number of units it serves.
   i. One sink, one shower with curtain or door and one toilet with a door shall be provided for every four units.

4. Each building containing units shall include a food preparation area unless provided within all units within that building.
   a. The food preparation area shall be adequately sized for the number of units it serves.

5. A community center, community living area or meeting room shall be provided on the property.

6. Laundry facilities shall be provided for tenant use at all properties with more than 20 units.
   a. Laundry facilities shall be secured and well-lit from dusk until dawn.
   b. One each washer and dryer shall be provided for every 20 units.
   c. An accessible clothes folding table or counter shall be provided in each laundry facility.

B. ADAPTIVE REUSE PROJECTS

1. Adaptive reuse Projects shall be subject to the full provisions of the Mandatory Design Standards for new construction unless it is demonstrated to MFA's satisfaction that specific elements or requirements are technically infeasible to accomplish, in which case the Application must contain a detailed explanation of why a provision or requirement cannot be met.

Part B: MFA 2018 Submission Instructions for Preliminary Architectural Documentation for Multifamily Housing Applications

All Applications shall provide at the time of submission the preliminary architectural documentation of the proposed Project. This submission shall be provided to demonstrate the intent of the Project to comply with the MFA 2018 Mandatory Design Standards for Multifamily Housing, New Mexico building Codes, the FHA, and the 2010 ADA Standards for Accessible Design as applicable.

All Applicants will be required to sign a certification stating that there have been no Material Design Changes, as defined in the QAP, between the plans and specifications submitted at Application and those contained in final construction documents. In the event there are Material Design Changes between the plans and specifications submitted at Application and those contained in final construction documents, MFA will require Applicant to submit a detailed narrative (at time of submission of final construction documents) of the changes made to the final construction documents and the reason(s) for the change(s). Changes made to the original Application may require additional MFA approval and payment of the applicable fees as described in the QAP. Significant changes in the scope could result in the rescoring of the Application and the potential loss of tax credits.

The Preliminary Architectural Documentation shall include the following:

A. SITE INFORMATION

1. City or jurisdiction map and detailed directions to the site.
2. Legal description of site.
3. Aerial view or satellite view of the site. The view shall show the areas adjacent to the site within a half mile of the site.
4. Location and Linkages map
   a. The map shall be scaled to show the roadways within at least a half mile radius of the site.
   b. The map shall indicate bus and/or commuter rail stops or stations within a half mile of the site.
   c. If any of the above services are not available within the half mile radius, the map shall so state.
5. Color Photos
   Current color photographs of the Project site (images obtained from a website are not acceptable); include images looking out toward each of the cardinal directions. If a rehabilitation Project, include images of each façade of the existing structure(s) as well as existing amenities.
6. Preliminary Site Plan
   a. The site plan shall show the extents of the site and shall label adjacent roadways.
   b. The site plan shall include a north arrow and scale.
   c. The site plan shall show the buildings and identify the number of units to be included in each building.

d. The site plan shall include a unit matrix giving the number, type and sizes of units to be included in the Project.
e. The site plan shall show the preliminary parking layout and enumerate the number and type of parking spaces to be provided.
f. The site plan shall show the locations of bicycle parking spaces.
g. The site plan shall show the locations of site elements if required or provided, including but not limited to:
    i. Monument signs
    ii. Recreational and/or play areas with required features
    iii. Community areas
    iv. Garbage enclosures
    v. Mail centers
    vi. Laundry facilities
    vii. Office spaces
    viii. Maintenance room
    ix. Accessible features, including but not limited to:
        a) Accessible units
        b) Accessible routes
        c) Accessible parking spaces

7. Preliminary Landscape Plan
    a. The Landscape plan shall show tree and plant locations and relative sizes.
    b. The Landscape plan shall who the plant types anticipated for use.
    c. The Landscape plan shall describe the irrigation system to be used.
8. Preliminary Building Plans
    a. Building plans shall be provided showing the ground floor layouts for each building type to be included in the Project.
    b. Building plans shall be provided showing the typical upper floor layouts for each building type to be included in the Project.
    c. Building plans shall call out the following spaces, if required or provided, and show their locations relative to the remainder of the building elements on that floor:
        i. Laundry facilities
        ii. Community rooms
        iii. Accessible units
        iv. Leasing/program/special services offices
        v. Maintenance rooms
        vi. Elevators
9. Preliminary Building Exterior Elevations
    a. Building elevations shall be provided for each building type.
    b. Building elevations shall describe the following attributes:
        i. Building height
        ii. Exterior materials
        iii. Colors and/or color schemes

iv. Building signage
v. Building lighting
vi. Vertical circulation if provided

10. Preliminary Unit Plans
    a. Unit plans shall be provided for each typical unit type.
    b. Unit plans shall be provided for all accessible units.
    c. Unit plans shall describe the following attributes:
        i. The overall layout of the rooms or spaces
        ii. Bedroom locations, numbers and square footage
        iii. Linear dimensions for bedrooms
        iv. Storage closets
        v. Mechanical systems to be used with space requirements and space locations
        vi. Lighting layout
        vii. Kitchen cabinetry and appliances
        viii. Doors and swings
        ix. Laundry equipment and/or hook ups if provided
        x. Accessible features, clear floor spaces and clear turning spaces
11. Preliminary Specifications:
    a. Preliminary specifications shall be provided for all Projects.
    b. The preliminary specifications shall describe the following aspects of the work:
        i. Proposed building systems, including but not limited to:
            a) The exterior envelope including windows, doors, roofing and wall surface finishes
            b) The building insulation systems
            c) The structural systems
            c) The mechanical systems
            d) The plumbing and hot water systems
            e) The electrical systems
            f) The lighting systems
        ii. Proposed interior fixtures, finishes and installations, including but not limited to:
            a) Cabinetry
            b) Appliances
            c) Wall and ceiling finishes
            d) Floor finishes
            e) Plumbing fixtures and trim
            f) Electrical fixtures and trim
            g) Interior doors
12. Rehabilitation Scope of Work Narrative: (Required for all rehabilitation Projects)
    a. A rehabilitation scope of work shall be provided for all rehabilitation Projects.
    b. The rehabilitation scope of work shall describe the following:
        i. Proposed changes to the site to remove barriers to accessibility
        ii. Proposed changes to the buildings to provide a minimum 5 percent accessible units
        iii. Proposed strategy to achieve a maximum HERS certification of 75 or better

iv. Proposed changes to the site to meet the requirements of the Mandatory Design Standards: Rehabilitation Section B
v. Proposed changes to the buildings to meet the requirements of the Mandatory Design Standards: Rehabilitation Section C
vi. Proposed changes to the units to meet the requirements of the Mandatory Design Standards: Rehabilitation Section D
vii. A detailed description of all demolition activities