

New Construction

DSO Checklist

Project Name	Date
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Notes:

1. Refer to Chapter 6.0 for Introduction and Instructions related to this Checklist. Direction on completing and submitting the checklist is provided in Chapter 6.0, Section 6.0.13.
2. Refer to Chapter 6.0, Section 6.0.09 regarding changes to these Standards made since the last version of the CDM.
3. The number used to identify each listed Standard may have changed from the last CDM version.

N01__ Housing Design : General

No.	Class	√	CD Ref.	Item	OHCS Guidance Ref.
N01.01	G	<input type="checkbox"/>		<p><u>Attentive Design</u> The Department considers contemporary architectural design approaches and principles to be in alignment with the fundamental goals of Affordable Housing Development: Building form and composition are borne out of an honest expression of function, purpose, and time; a sensitive response to site and environment; a conscientious use of resources; and an efficient and intuitive application of the contemporary design vernacular. To the extent possible, “affordable housing” design preconceptions have been challenged, unnecessary complexity reduced to elemental solutions, design clichés, and arbitrary architectural adornment have been avoided.</p>	

N02__ Development & Construction Codes/Regulations

No.	Class	√	CD Ref.	Item	OHCS Guidance Ref.
N02.01	R	<input type="checkbox"/>		<p><u>Conformance with CDM Chapter 5.1 (BPR)s</u> To the best of the Project Architect’s knowledge, the project has been designed in conformance with the Baseline Project Requirements (BPR)s as defined in Chapter 5.1 of this Manual and as deemed by the Architect to be applicable to the subject project.</p>	

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N03 Accessibility

No.	Class	√	CD Ref.	Item	OHCS Guidance Ref.
N03.01	R	<input type="checkbox"/>		<p>Code/Regulation Reminder <u>Oregon Structural Specialty Code (OSSC) Chapter 11:</u></p> <p>The required number and types of Accessible, Type A, and Type B dwelling units including all related design characteristics have been incorporated into the project design as governed by <u>Chapter 11 of the Oregon Structural Specialty Code (OSSC)</u>.</p>	
N03.02 M	R	<input type="checkbox"/>		<p>Code/Regulation Reminder <u>Fair Housing Act and Americans with Disabilities Act (ADA):</u></p> <p>Compliance with Chapter 11 of the OSSC (see N03.01 of this checklist) is intended to meet or exceed ADA requirements and the accessibility requirements of the Fair Housing Act. Nevertheless, the Project Architect has familiarized themselves with the ADA and the accessibility aspects of the Fair Housing Act and has, independently from reliance on the OSSC, affirmed that the project design satisfies the requirements of these two Acts.</p>	
N03.03 M	R	<input type="checkbox"/>	<input type="checkbox"/> -NA	<p>Code/Regulation Reminder <u>Section 504 of the Rehabilitation Act of 1973</u> (hereinafter referred to as <u>Section 504</u>):</p> <div style="background-color: #e0e0e0; padding: 5px; margin: 10px 0;"> <p>This item applies only to projects subsidized with federal funding.</p> </div> <p>In addition to the accessibility requirements listed in N03.01 and N03.02 of this checklist, the Project Architect has done all of the following:</p> <ol style="list-style-type: none"> 1) Confirmed with the Project Owner the type of funding subsidies the project is receiving and whether any such funding is federally sourced. 2) Familiarized themselves with the scoping and technical requirements of Section 504. 3) Reviewed the <u>Note</u> located at the end of this DSO item. 4) Provided an integrated approach to accessibility in the design of the project that complies with all applicable accessibility laws and their associated requirements including the requirements of <u>Section 504</u>. <p>Note: Section 504 attaches an added layer of overlapping accessibility scoping and technical standards to projects subsidized with federal funding. Project Architects responsible</p>	

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				<p>for the design of projects receiving federal funding must ensure that project designs comply with both the scoping and associated technical requirements of Section 504 while also maintaining compliance with all other accessibility scoping and technical requirements that apply to the project.</p> <p>Additional information and resources given in Chapter 5.1, Section 5.1.03-3, b) and c) may be of some assistance in satisfying this requirement.</p> <p>-----</p> <p><i>If this item does not apply to the subject project place a check mark in the "NA" box located in the CD Ref. column directly to the left of this column and leave the orange check box unchecked.</i></p>	
N03.05	R	<input type="checkbox"/>	<input type="checkbox"/> -NA	<p>Code/Regulation Reminder</p> <p>OHCS <u>Visitability</u> requirements, as applicable, have been incorporated into the project design.</p> <p>-----</p> <p><i>If this item does not apply to the subject project place a check mark in the "NA" box located in the CD Ref. column directly to the left of this column and leave the orange check box unchecked.</i></p>	
N03.06 D	G	<input type="checkbox"/>		<p>Wayfinding for Sight Impaired Persons</p> <p>In addition to minimum accessibility related code and regulation requirements that may apply, braille or tactile type signage has been employed in the project design where it could improve wayfinding capabilities for sight impaired persons.</p>	
N03.07 D	G	<input type="checkbox"/>		<p>Automatic Door Closing Device</p> <p>In addition to accessibility related code and regulation requirements that may apply, Accessible dwelling units have been specified to have automatic closing devices i.e. closers, spring hinges, etc. on exterior doors.</p>	
N03.08 D	R	<input type="checkbox"/>		<p>Accessibility Summary</p> <p>The code summary sheet of the construction drawing set contains an area where the Accessibility/Visitability related codes and regulations listed in Section N.03 of this Checklist are listed (e.g. item numbers N03.01 through N03.05 from this section). The Accessibility related section of the drawing sheet must state after each Accessibility law/regulation listed that the item "applies" or is "not applicable" to the subject project.</p>	

N04__ Natural Hazards Mitigation

No.	Class	√	CD Ref.	Item	OHCS Guidance Ref.
N04.01	R	<input type="checkbox"/>		<p>Natural Hazards Mitigation</p> <p>Natural Hazards Risks (Earthquake, Flood, Landslide, Wildfire, Etc.) as may be applicable per investigative reports and/or project scope defining tasks, or stemming from compliance with Chapter 5.1, Sections 5.1.03-4 and 5.1.03-5 of this Manual, have, to the satisfaction of the Project Architect,</p>	

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			been adequately addressed by the project design and the Construction Documents.	
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N05 Environmental Hazards

No.	Class	√	CD Ref.	Item	OHCS Guidance Ref.
R05.01	R	<input type="checkbox"/>	<input type="checkbox"/> -NA	<p>Radon Unless more stringent or restrictive radon mitigation requirements apply per authority outside that of OHCS, the project design incorporates radon mitigation strategies complying with the Oregon Structural Specialty Code, Section 1812 when either or both items a) and b) below apply to the project. This OHCS requirement applies to areas of the State covered by items a) and b) even when such areas are not identified in the OSSC as areas required to employ radon mitigating design features.</p> <p>a) When radon mitigation related design protocols are required by State and/or Local Construction and Development Codes.</p> <p>b) When the project site is located in a moderate to high risk area as determined by Oregon Health Authority's (OHA) Online /Interactive Map of Radon Risk Levels in Oregon. Projects located in areas of the map that are shaded in light yellow, yellow, pink, and red are considered by OHCS to be moderate to high level areas requiring radon mitigation design strategies.</p> <p>-----</p> <p><i>If this item does not apply to the subject project place a check mark in the "NA" box located in the CD Ref. column directly to the left of this column and leave the orange check box unchecked.</i></p>	

N06 Sustainability / Energy Conservation

No.	Class	√	CD Ref.	Item	OHCS Guidance Ref.
N06.01	R	<input type="checkbox"/>		<p>General The project design complies with Part 7 of this Manual, Sustainable Development Standards (SDS).</p>	

N07__Stormwater Management

No.	Class	√	CD Ref.	Item	OHCS Guidance Ref.
N07.01 M	R	<input type="checkbox"/>		Stormwater Management Plan A Stormwater Management Plan (SMP) has been included as part of the Construction Drawing Set. The SMP must be a separate site plan drawing sheet dedicated to conveying the stormwater management design strategy for the project site.	
N07.02	G	<input type="checkbox"/>		Avoiding Off-Site Discharge To the greatest extent practical, the stormwater management strategy for the project manages all stormwater on the project site and avoids discharge to the municipal stormwater system.	

N08__Site Elements

No.	Class	√	CD Ref.	Item	OHCS Guidance Ref.
N08.01 D	G	<input type="checkbox"/>		As much as possible site design elements, especially building placement and massing, have been used to create and support outdoor common areas.	
N08.02 D	G	<input type="checkbox"/>		As much as possible, buildings are oriented so that unit front entries are visible from the street and/or the parking area used by visitors and emergency vehicles.	
N08.03 M	G	<input type="checkbox"/>		Privacy The relationship of dwelling units and outdoor common use areas such as walkways, roadways, parking, play areas, etc. have been conscientiously designed to maximize privacy and minimize the impact of outdoor activity on the dwelling unit interiors.	
N08.04	R	<input type="checkbox"/>		Code/Regulation Reminder <u>Slope at Paved Areas:</u> All paved areas are designed to slope so that water does not accumulate on the surface. Cross-slopes at accessible paved areas including accessible parking spaces and loading zones do not exceed 2%.	
N08.05 D	G	<input type="checkbox"/>		50% or greater permeability paving materials have been used in newly paved areas and where old paving has been replaced with new paving.	
N08.06 D	G	<input type="checkbox"/>		The site design keeps the use of site steps and stairs to a minimum. Topography has been used to the greatest extent practical to gain level entry at different areas of the site and at building entrances.	
N08.07 D	E	<input type="checkbox"/>		Accessible walkways adjacent to vehicle parking areas are designed and indicated in the drawings to allow for a 2 foot vehicle overhang and still maintain a 4 foot clear path of travel. Wheel stops to prevent vehicles from encroaching into	

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				walkways is one acceptable method, among others.	
N08.08 M	E	<input type="checkbox"/>		Refuse Collection Areas Refuse collection stations are designed and specified in the CD's to include the following: 1) Screened with a durable permanent enclosure. 2) Conscientiously located to balance convenience for residents with adequate separation for minimizing sound and odor impacts and for allowing adequate access for the refuse hauler.	
N08.09 D	E	<input type="checkbox"/>		Site lighting is provided to enhance the safety and security of residents and physical property. As much as possible, lighting is conscientiously designed to avoid unwanted impacts on unit interiors.	
N08.10 D	G	<input type="checkbox"/>		As much as possible, privacy screening is deployed between private outdoor areas.	
N08.11 D	G	<input type="checkbox"/>		As much as possible, fencing or vegetative screening is used to buffer or soften the transitions between incongruent uses on adjacent sites, between common and private use areas and to mitigate the visual impacts of vehicles and parking areas.	
N08.12 D	G	<input type="checkbox"/>		Unit entryways are designed such that residents are not required to pass over or through the entryway of another resident to gain entry to their own unit.	
N08.13 D	G	<input type="checkbox"/>		Visual privacy between units and from unit interiors and common exterior walkways and spaces is supported to the greatest extent possible.	
N08.14	R	<input type="checkbox"/>		Landscaping The landscape design is in keeping with the project site's native biome and is designed such that irrigation and maintenance are minimized to the greatest extent practical.	
N08.15	E	<input type="checkbox"/>		Relationship of Buildings to Landscaping Plant materials are kept clear of the building envelope. Plant species located near the building(s) have been placed and specified to have little to zero negative impact on the building envelope as the plants mature.	
N08.16 D	E	<input type="checkbox"/>		All disturbed areas of the site are shown in the plans to receive some form of landscape stabilization—no areas of the site/landscape plan are left undefined.	
N08.17	R	<input type="checkbox"/>		Invasive Plant Species Unless a more restrictive requirement is given as part of compliance with CDM Part 7, Sustainable Development Standards (SDS), a minimum of 50% of all new vegetation is specified to be "native" or "adapted" with respect to the project site's region or locality. Species considered to be invasive have not been specified.	
N08.18 A	R	<input type="checkbox"/>		Wetland Preservation The Project Architect has confirmed with the Project Owner if any <u>wetland</u> preservation/mitigation related regulations and associated design requirements apply to the project <u>based on the presence of federal funding in the project</u> . Further, other federal, State and local regulatory agencies often have wetland preservation/mitigation requirements that are not associated with project funding sources. To the best of the project	

			architect’s knowledge, all wetland preservation/mitigation related requirements have been incorporated in to the project design.
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N09 Exterior Elements

No.	Class	√	CD Ref.	Item	OHCS Guidance Ref.
N09.01	R	<input type="checkbox"/>		Durability of Essential Exterior Elements Essential Use Exterior Building Elements and Appendages such as stairways, landings, elevated walkways, etc., that are exposed to rain and/or direct sun are designed to be highly durable low maintenance building elements. Structural members are designed with dimensionally stable sized pressure treated wood members, hot dipped galvanized (HDG) steel, aluminum, concrete or similar highly decay and corrosion resistant materials. Railings and guards are shown to be HDG steel, aluminum, or similar material. Decking materials are shown to be durable, highly decay and corrosion resistant, highly stable materials such as market proven wood/plastic composites, concrete, sustainably harvested tropical hardwoods, etc.	
N09.02	R	<input type="checkbox"/>		Non-Essential Exterior Elements 1 of 2 Non-Essential Use Building Elements and Appendages such as decks and balconies that are not necessary for providing access to upper level living units <u>have not</u> been included as part of the project design, or if they have been included, they have been designed for durability per N09.01. (Note: OHCS may not approve decks or balconies that are exposed to weather if they are considered by the Department to pose a high cost maintenance and/or safety risk to the project).	
N09.03	R	<input type="checkbox"/>		Non-Essential Exterior Elements 2 of 2 Decorative exterior Building Elements either attached or unattached to the primary structure(s) such as trellises, pergolas, gazebos, platforms and other non-essential accents that are exposed to weather (if present) have been designed for long term durably and maintenance-free service similar to that described in N09.01.	
N09.04	R	<input type="checkbox"/>		Thoroughly Detailed Documents The Architect’s drawings demonstrate that stairs, ramps, decks, balconies, elevated walkways and similar structures, all associated railings and guards, all associated structural connections and all associated attachments to the primary building structure(s) have been carefully detailed to defeat the damaging effects of moisture on these elements and on the primary building envelope components.	
N09.05 D	E	<input type="checkbox"/>		As much as possible Mechanical Equipment is screened from view in an aesthetically pleasing and/or inconspicuous manner.	
N09.06	R	<input type="checkbox"/>		Protection from Weather at Primary Entrances The building is designed such that all <u>exterior</u> front doors to	

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				dwelling units and to common spaces have overhead protection from weather. At a minimum, the protective elements are designed to completely shed water (as opposed to overhead spaced decking) and are ample enough to provide cover for a minimum of two people.	
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N10__ Building Envelope

No.	Class	√	CD Ref.	Item	OHCS Guidance Ref.
N10.01	G	<input type="checkbox"/>		Roof Geometry Simple, unobstructed planes are maintained to the greatest degree possible. Arbitrary accents such as false dormers are avoided. Roof areas that are not bounded by parapets maintain a minimum 4:12 slope unless higher level design priorities dictate otherwise. More steeply pitched roofs are encouraged to lengthen the service life of the roof covering and to minimize the potential for water intrusion.	
N10.02	E	<input type="checkbox"/>		Roof Covering A durable low maintenance system with a minimum 20 year Estimated Useful Life has been specified. For proposed systems where a 20 year EUL is not available or reasonable a Variance Request must be issued to the Department.	
N10.03	E	<input type="checkbox"/>		Roof Overhangs/ Eaves Where applicable, roof overhangs have been designed to aid in the protection of the building envelope from exposure to sun and rain.	
N10.04	E	<input type="checkbox"/>		Roof Drainage When external downspouts are deployed they are shown/specified to be piped away from the building perimeter to an approved stormwater pretreatment/retention area or other approved stormwater management system.	
N10.05	G	<input type="checkbox"/>		Roof/Attic Venting (Where Applicable) Has been designed to exceed code minimums where possible and where practical.	
N10.06	R	<input type="checkbox"/>		Exterior Walls / Rainscreen One of the following approaches has been taken in the design: 1) A back- draining and ventilated (top and bottom vent) Rainscreen with a 3/8 inch minimum ventilated cavity is employed as part of the envelope design where annual average rainfall is 20 inches or more. Also see a) below. a) Structures located in areas prone to higher than average incidences of wind either in frequency of occurrence or force e.g. coastal and Columbia Gorge regions of the State, or when the subject structure exceeds four stories, the option 1 rainscreen described above is also a pressure moderated (compartmentalized) system. 2) In buildings consisting of four or fewer stories that are not	

				located in areas prone to high or frequent wind events and where the annual rainfall is less than 20 inches; a Rainscreen complying with option 1) above is preferred however a system without a ventilated cavity but employing a Weather Protective Barrier (WRB) having a 90% drainage efficiency per ASTM E 2273 is permissible as an alternate.
N10.07	G	<input type="checkbox"/>		<u>Exterior Traffic Areas Built Over Interior Space or Over Concealed Floor/Ceiling Cavities</u> The project design does not include such spaces or if such spaces are proposed a Variance Request has been approved by the Department. Due to the construction complexity associated with these areas the department may require the participation of an envelope consultant as a condition of approving a Variance Request.
N10.08	E	<input type="checkbox"/>		<u>Exterior Wall Cladding</u> The design employs a proven, highly durable, low maintenance cladding system.
N10.09	E	<input type="checkbox"/>		<u>Exterior Cladding Design</u> The design demonstrates an emphasis on durability and low maintenance. Building geometries have been kept simple, unnecessary surface complexities are avoided, material interfaces have been designed such that the dependence of the system on caulk/sealants is minimized.
N10.10 M	R	<input type="checkbox"/>		<u>Synthetic Stucco (EIFS)</u> <u>Exterior Insulation Finishing Systems</u> are not an approved cladding system and have not been deployed in the design of the project.
N10.11 A	R	<input type="checkbox"/>		<u>Hard Coat Portland Cement Based Stucco</u> When used as part of the exterior cladding system Cement Stucco must be installed over a drainable and vented cavity per item N10.06, item 1 of this Section. Item 2 under N10.06 is not applicable to cement stucco cladding regardless of the site's location.
N10.12	E	<input type="checkbox"/>		<u>Envelope Response to Building Orientation</u> To the maximum degree possible, the Architect has considered and accounted for the effects of sun (south and west orientations) and prevailing storm driven rain exposure on the building skin; its geometry, material, and detailing.
N10.13	E	<input type="checkbox"/>		<u>Exterior Doors and Windows</u> These elements have been specified based on proven performance and durability.
N10.14	R	<input type="checkbox"/>		<u>Exterior Door and Window Material</u> Wood exterior doors and windows that are not protected with an integral weather protective cladding <u>have not</u> been specified.
N10.15	R	<input type="checkbox"/>		<u>Exterior Door and Window Installation</u> Detailed installation guidance has been provided in the Construction Documents that clearly specifies the installation procedures for these elements and their integration with related exterior envelope components.
N10.16	R	<input type="checkbox"/>		<u>Window Testing</u>

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				The project specifications include and require an industry standard protocol for window testing during construction.	
N10.17	R	<input type="checkbox"/>		<p>Exterior Envelope Mock-Up</p> <p>The project specifications include and require an industry standard protocol for a building envelope “mock-up” during construction including, but not necessarily limited to, window, siding, and other prominent envelope related installation details and methods. Specifications require the Contractor to coordinate timing of construction of the Mock-Up with the Project Architect, the OHCS Architect, and the OHCS CA Consultant as applicable.</p>	
N10.18	R	<input type="checkbox"/>		<p>Building Envelope Details</p> <p>The drawings include a complete set of building envelope details showing how all surface transitions, material and geometric interfaces, penetrations, and critical connections are to be made. Information given in the details demonstrates how the weather barrier, flashings, and cladding system maintain a weather tight interface at all conditions. Cladding details have been developed such that the need for caulk/sealants are minimized or not needed as part of the assembly.</p>	
N10.19	R	<input type="checkbox"/>		<p>Trim and Other Accents</p> <p>Have been efficiently utilized and tightly integrated in to the envelope design such that caulks and sealants can be kept to a minimum. Durable, stable, decay resistant materials have been specified.</p>	
N10.20	R	<input type="checkbox"/>		<p>Flashings at Transitions</p> <p>Durable corrosion resistant flashings are shown integrated in a weather-lapping manner into the envelope system at all material transitions, horizontal trim surfaces, and as otherwise deemed prudent by the Architect. Flashings are specified to slope at horizontal surfaces to guide water away from the building envelope. Drips at terminal edges are shown.</p>	
N10.21	E	<input type="checkbox"/>		<p>Grade to Cladding Separation</p> <p>Building cladding is held up away from grade at least 8 inches unless durably and aesthetically designed for less separation.</p>	
N10.22	E	<input type="checkbox"/>		<p>Grade at Building Perimeter</p> <p>Grade is sloped to drain away from the building foundation such that water flows naturally to a storm water management system or is easily managed by the surrounding soils without pooling near the building. A low to zero maintenance design for stormwater drainage and management at the building perimeter is reflected in the drawings. Plant materials are kept clear of the building perimeter. A low maintenance non-vegetative groundcover designed to minimize storm and irrigation related ‘splash-up’ on the building envelope is shown.</p>	

N11 Common Areas

No.	Class	√	CD Ref.	Item	OHCS Guidance Ref.
N11.01 A	G	<input type="checkbox"/>		<p>Gender-Neutral Facilities Restrooms and other spaces that traditionally have been given gender specific designation and are intended to be used in common by the residents or by the public are, to the greatest degree permissible (as determined by the building code official having jurisdiction) designed as, and designated with appropriate signage as Gender Neutral Facilities.</p> <p>Note: The Department encourages gender-neutral design but leaves the decision regarding how, when, and to what extent this priority is addressed in the project to the Project Owner and the Project Architect. Some code jurisdictions such as the City of Portland (Oregon) have adopted code interpretations that allow greater flexibility in the design and gender-neutral designation of restrooms. Other code jurisdictions may require a building code appeal to allow greater gender-neutral design flexibility than what is currently permissible under OSSC 2902.2. At the time of this writing, the City of Portland code interpretation of “separate facilities” and associated alternative design requirements can be accessed via the following web link: https://www.portlandoregon.gov/bds/article/591508</p>	

N12 Elevator

No.	Class	√	CD Ref.	Item	OHCS Guidance Ref.
N12.01 M	R	<input type="checkbox"/>		<p>General In addition to compliance with elevator requirements that may apply based on authority outside OHCS, the degree/extent of elevator access proposed for the subject project is at least equal to the degree/extent of elevator access that is present in similar residential development located in the same market area and that is serving a similar resident demographic as that expected to occupy the proposed project.</p>	

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N13__ Dwelling Units : General

No.	Class	√	CD Ref.	Item	OHCS Guidance Ref.
N13.01	E	<input type="checkbox"/>		<u>Proportional Sizing of Spaces</u> Unit common spaces i.e. Living, Dining, Kitchen spaces are sized appropriately for the overall size of the unit. For example, a living room in a 1000 SF apartment is designed to be larger than a living room in an 800 SF apartment.	
N13.02	R	<input type="checkbox"/>		<u>Hypothetical Furniture Layout Shown</u> The drawings show hypothetical furniture layouts for the typical unit types proposed. To the greatest extent possible the units have been sensitively designed to accommodate “real life” expected use scenarios of the future inhabitants, on reasonable expected furnishings, on reasonable sizes of the furnishings, on reasonable spacing between furnishings, and on circulation needs generally.	
N13.03	G	<input type="checkbox"/>		<u>Efficient Use of Space</u> As much as possible, the proposed design maximizes the efficiency of the space by avoiding hallways and other spaces devoted more to circulation than to usable “living” space.	
N13.04	G	<input type="checkbox"/>		<u>Openness and Interior Views</u> The design maximizes the flexibility and openness of the spaces to the greatest extent possible by balancing the use of walls with maximizing visual continuity across the unit and to windows.	
N13.05	E	<input type="checkbox"/>		<u>Access to Bathrooms</u> In units with two or more bedrooms, bathrooms not associated with a master bedroom are designed such that they are not accessed directly from any of the main spaces but rather access is achieved via a transition space.	
N13.06	R	<input type="checkbox"/>		<u>Functional Design of Bedrooms</u> All bedrooms have been sensitively configured with respect to their space, window and door locations, and heat source locations such that they are capable of being furnished with two twin beds.	
N13.07 D	E	<input type="checkbox"/>		Eight foot (nominal) or greater ceiling heights have been provided. 7’ 6” ceiling heights (minimum) are permissible where necessitated by more dominant design goals. Soffited areas can be a minimum of 7’ 0” AFF where the affected area does not exceed 20% of a room’s total area.	

N14__ Interior Environment

No.	Class	√	CD Ref.	Item	OHCS Guidance Ref.
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N15 Dwelling Unit Size & Room Size Standards

No.	Class	√	CD Ref.	Item	OHCS Guidance Ref.
N15.01	R	<input type="checkbox"/>		<p>Dwelling Unit Size Dwelling Unit Sizes associated with the proposed design comply with Table N15.01 or, alternatively, the project has requested and received an approved Variance Request from the Department.</p>	

Table N15.01 Dwelling Unit Size Standards			
Unit Type	Min. Unit Floor Area (Sq. Ft.)	Max. Unit Floor Area (Sq. Ft.)	
		Units other than Townhouses & Accessible Units	Townhouses and Accessible Units
SRO	175	---	---
Studio	350	---	---
1 Bedroom	600	690	740
2 Bedroom	800	925	950
3 Bedroom	1,000	1,200	1,250
4 Bedroom	1,250	1,400	1,450

Notes:
 1) See Appendix A.2 for OHCS Approved Area Calculation Methods.

N15.02	R	<input type="checkbox"/>		<p>Living Room Size Living Rooms in dwelling units other than Studio Apartments are designed to be a minimum of 150 SF in size and are 10 feet or greater in width and length.</p>	
N15.03	R	<input type="checkbox"/>		<p>Size of Rooms (Except Living Room) Habitable rooms other than Living Rooms are designed to be a minimum of 100 SF in size and are 9 feet or greater in width and length.</p>	
N15.04	R	<input type="checkbox"/>		<p>Unit Square Foot Sizes Shown on Plans Dwelling Unit SF sizes have been clearly indicated on the Floor Plans.</p>	

N16 Dwelling Unit Kitchens

No.	Class	√	CD Ref.	Item	OHCS Guidance Ref.
N16.01	E	<input type="checkbox"/>		<p>Kitchen Size Kitchens in three and four bedroom dwelling units have been designed to accommodate at least 2 people working in the</p>	

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				space at the same time.	
N16.02	R	<input type="checkbox"/>		Pantry A pantry cabinet or closet with 24” minimum door width has been provided in or near the kitchen in dwelling units with 1 or more bedrooms.	
N16.03	R	<input type="checkbox"/>		Finished Accessible Sink Areas Kitchens and bathrooms with accessible sink bases, have been designed such that the below counter knee space area is completely finished i.e. flooring, walls, cabinet side panels, pipes neatly insulated, etc. An easily removable front panel may be incorporated into the design if desired.	
N16.04	R	<input type="checkbox"/>		Storage at Accessible Kitchens Fully accessible dwelling units have been designed such that, at a minimum, the kitchens have the same amount of cabinet/pantry space as standard dwelling units.	
N16.05 M	R	<input type="checkbox"/>		Full Size Appliances Except for SROs and Efficiency Units, all dwelling units have been designed to include a kitchen area that, among other elements, includes a standard size range/oven unit and a full size refrigerator.	
N16.06 M	R	<input type="checkbox"/>		Dishwasher At a minimum, kitchens in dwelling units with two or more bedrooms have been designed to include a dishwasher. <u>Approved Alternate:</u> In cases where the Project Owner has determined that dishwashers are not a desired amenity to the target clientele, then all kitchens required to have dishwashers under this section may, as an alternate, be designed to be ‘ <u>Dishwasher-Ready</u> ’. Dishwasher-Ready requires that a space sized to accept a standard, under-counter dishwasher has been provided directly adjacent to the sink and that such space has been wired for electric power. Such space may be filled by a different use such that the initial use of the space can be removed and a future dishwasher installed without requiring destructive impact or reconfiguration of surrounding elements.	
N16.07 D	R	<input type="checkbox"/>		Anti tip devices have specified on all appliances when such devices are required or recommended by the appliance manufacturer.	

N17 Dwelling Unit Bathrooms

No.	Class	√	CD Ref.	Item	OHCS Guidance Ref.
N17.01	R	<input type="checkbox"/>	<input type="checkbox"/> -NA	Required Number – One Bedroom One bedroom units have been designed with at least one and no greater than one full bathroom. ----- <i>If this item does not apply to the subject project place a check mark in the “NA” box located in the CD Ref. column directly to</i>	

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				<i>the left of this column and leave the orange check box unchecked.</i>	
N17.02	R	<input type="checkbox"/>	<input type="checkbox"/> -NA	<p>Required Number – Two Bedroom Two bedroom units have been designed with at least one full bathroom and no more than 1-1/2 bathrooms. A Variance Request allowing two bedroom units to have two full bathrooms may be granted when the target population justifies the exception.</p> <p>-----</p> <p><i>If this item does not apply to the subject project place a check mark in the "NA" box located in the CD Ref. column directly to the left of this column and leave the orange check box unchecked.</i></p>	
N17.03	R	<input type="checkbox"/>	<input type="checkbox"/> -NA	<p>Required Number – Three Bedroom Three bedroom units have been designed with at least 1-1/2 bathrooms and no more than 2 full bathrooms.</p> <p>-----</p> <p><i>If this item does not apply to the subject project place a check mark in the "NA" box located in the CD Ref. column directly to the left of this column and leave the orange check box unchecked.</i></p>	
N17.04	R	<input type="checkbox"/>	<input type="checkbox"/> -NA	<p>Required Number – Four Bedroom Four bedroom units have been designed with at least 2 and no greater than 2 full bathrooms.</p> <p>-----</p> <p><i>If this item does not apply to the subject project place a check mark in the "NA" box located in the CD Ref. column directly to the left of this column and leave the orange check box unchecked.</i></p>	
N17.05	R	<input type="checkbox"/>	<input type="checkbox"/> -NA	<p>Half-Bathroom on Grade Level When the proposed design includes new Townhouses, a half bathroom has been included on the main grade-level floor and the walls of the bathroom have been reinforced where appropriate to accept either immediate or future installation of accessibility grab bars.</p> <p>-----</p> <p><i>If this item does not apply to the subject project place a check mark in the "NA" box located in the CD Ref. column directly to the left of this column and leave the orange check box unchecked.</i></p>	

N18__ Laundry

No.	Class	√	CD Ref.	Item	OHCS Guidance Ref.
N18.01 M	R	<input type="checkbox"/>		<p>General The manner and degree to which laundry space and equipment have been included in the design is at least equal to what similar conventional market-rate housing developments in the local community provide but in no case has less than the following been provided: (i) Laundry space has been provided</p>	

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				<p>either within each unit and/or in a shared laundry room(s) within the building or complex. (ii) Units having three or more bedrooms have been provided with a laundry space and associated hook-ups within the dwelling unit.</p> <p><u>Note regarding (ii) above:</u> Where a clothes washer and dryer is not deemed to be a currently needed or desired amenity, the water, drain and ventilation connection points may be covered with a code compliant covering such as, but not limited to, an access panel. The cover or coverings must allow for finishing out the service connections in the future without requiring significant modification to the service connections or to the surrounding space(s). The designated area may be used for another purpose except that it <u>cannot</u> be used to serve a fundamental or critical function of the dwelling that would be displaced if or when there were to be a future desire to install appliances in the designated space.</p>
N18.02	E	<input type="checkbox"/>	<input type="checkbox"/> -NA	<p>Minimum Space Where laundry facilities have been provided within the dwelling unit, the space provided is a minimum of 36 inches deep measured from the back wall to the inside face of the door when the door is fully closed.</p>
N18.03	E	<input type="checkbox"/>	<input type="checkbox"/> -NA	<p>Ventilation When a laundry space has been provided within the dwelling unit, provision for adequate ventilation has been provided to the space such as, but not necessarily limited to, a through-door ventilation grill.</p> <p>-----</p> <p><i>If this item does not apply to the subject project place a check mark in the "NA" box located in the CD Ref. column directly to the left of this column and leave the blue check box unchecked.</i></p>

N19__ Dwelling Unit Storage Space

No.	Class	√	CD Ref.	Item	OHCS Guidance Ref.
N19.01	E	<input type="checkbox"/>		<p>Linen Storage Linen storage located near the bedroom(s) and/or bathroom(s) has been included in the proposed design. Storage can be provided via a closet(s) or built-in cabinetry.</p>	
N19.02	E	<input type="checkbox"/>		<p>Clothes Closet in Bedrooms A clothes closet at least equal in size to similar market-rate housing developments has been provided in each bedroom. Where walk-in closets have been provided that are 36 inches or greater in depth from the back wall to the door, an overhead light operated by a wall switch has been provided.</p>	
N19.03	E	<input type="checkbox"/>		<p>Additional Storage Additional household related storage space has been provided to the greatest extent practical but in no case has each dwelling unit been provided with dedicated storage space</p>	

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			available to the tenant that that is less than similar conventional market-rate housing developments located in the local community.
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N20__ Interior Finishes

No.	Class	√	CD Ref.	Item	OHCS Guidance Ref.
N20.01	R	<input type="checkbox"/>		Floor Finishes The architect has specified easily obtainable, easily repairable, highly durable finishes. Finishes have been specified to perform well under the conditions predicted for each area and its use. Use of wall to wall carpet is highly discouraged due to the difficulty of repair, the propensity for it to hold allergens and contribute to other negative indoor environmental impacts, its high life cycle cost, and its high environmental impacts related to its production, relatively short service life and its disposal.	
N20.02	E	<input type="checkbox"/>		Low VOC Coatings Low VOC coatings have been specified.	
N20.03	E	<input type="checkbox"/>		Window Coverings Durable window coverings have been specified for all windows.	

N21__ HVAC / Plumbing / Electrical

No.	Class	√	CD Ref.	Item	OHCS Guidance Ref.
N21.01	E	<input type="checkbox"/>		Grab Bar Reinforcing Prefabricated shower and/or bathtub units have been specified to have factory installed integral reinforcing at the grab bar compliant locations of the unit.	
N21.02	R	<input type="checkbox"/>		Smart Exhaust Fan All Bathrooms are equipped with an exhaust fan that is automatically controlled by activity/inactivity and or humidity in the space.	
N21.03 M	E	<input type="checkbox"/>		Built-In Lighting and Controls Built-in lighting with a wall switch is specified for all bedrooms and living rooms.	
N21.04	E	<input type="checkbox"/>		Communication/Data/ TV Communications/Data/Television related wiring and jacks have been specified in accordance with current, local market expectations.	
N21.05	E	<input type="checkbox"/>		Landline Telephone Landline Telephone Service Connections in dwelling units have been specified in localities where such access is still customary or needed or where the clientele being served expect access to	

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				such service. Not providing such lines should be carefully considered with respect to its potential to limit residents' ability to obtain the most cost effective access to telephone services.	
N21.06 D	E	<input type="checkbox"/>		A hardwired door bell has been specified at all dwelling units where the main entry door connects the dwelling unit directly to the building exterior.	

N22__Appliances

No.	Class	√	CD Ref.	Item	OHCS Guidance Ref.
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Special Requirements by Housing Construction Type and/or Housing Intended Primarily for a Specific Demographic.

The Parts of the Standards Checklist that follow are additional requirements that apply to housing associated with a specific construction type or intended for a high concentration of a specific resident demographic. The following Parts of the Standards Checklist may not apply to some projects.

N23__Housing with Children

Section N23 Does Not Apply.

Check this box if this Part of the Standards Checklist does not apply to the subject project, leave the rest of this Part of the Checklist unchecked and move to the next Part of the Checklist.

No.	Class	√	CD Ref.	Item	OHCS Guidance Ref.
N23.01	R	<input type="checkbox"/>		At least one (1) on-site play area(s) for children under 6 years of age have been provided in the project plans. The play area(s) incorporate provisions for adults to sit near the play area(s). To the greatest extent possible, play areas have been located such that the area(s) are viewable from as many apartment units as possible and such that children do not need to cross roadways and parking areas to access the play area(s) from their dwelling units.	

N24__Housing for Seniors

Section N24 Does Not Apply.

Check this box if this Part of the Standards Checklist does not apply to the subject project, leave the rest of this Part of the Checklist unchecked and move to the next Part of the Checklist.

No.	Class	√	CD Ref.	Item	OHCS Guidance Ref.
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N24.01	--	-	(Reserved)	
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N25__ Manufactured Housing

Section N25 Does Not Apply.

Check this box if this Part of the Standards Checklist does not apply to the subject project, leave the rest of this Part of the Checklist unchecked and move to the next Part of the Checklist.

No.	Class	√	CD Ref.	Item	OHCS Guidance Ref.
N25.01	--	-	(Reserved)		

N26__ Architect's Endorsement

Project Architect:

Sign and submit the completed DSO Checklist with Submittal-4 (See Chapter 4, Section 4.1.02-4 for more information regarding Submittal-4).

As the Project Architect for this project, I have, to the best of my ability, incorporated the elements listed in this DSO Checklist into the project's design and the Construction Documents.

Signature of Project Architect

Date

Printed Name

Firm Name

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