

**Lambton County Community Services
Housing Services Department
Policy and Procedure Manual**

SUBJECT: Building Standards		INDEX NO.: 1.016
EFFECTIVE: January 1, 2001	APPROVED: May 5, 2004	REVISED:

Policy:

The Building Standards Guidelines were established by the County of Lambton to ensure that all Social Housing units managed and/or administered by the County of Lambton are physically maintained to an acceptable standard.

Procedure:

Each Housing Provider will conduct a minimum of one inspection per year of all properties using the Building Standards Guidelines to assess conditions of properties.

Any deficiencies must be corrected immediately following the appropriate purchasing policies and procedures as established by the Housing Provider.

The Housing Services Department will conduct a Building Condition Assessment once every five years to ensure the Housing Provider is meeting the Building Standard Guidelines and to assist with the preparation of a Capital Reserve Plan.

County of Lambton Building Standards Guidelines

Item No.	Building Element	Building Standard
Site Work		
1	Driveways/Parking Lots	<ul style="list-style-type: none"> • adequately sloped to drain (no ponding water) • no uneven pavement surfaces or tripping hazards • minimal surface cracking, fissuring or spalling • no open potholes and minimal number of repaired potholes • perimeter curbs in good repair with little evidence of cracking, breaking or surface spalling • no steel reinforcement visible • meets all legislative requirements including signage for access routes and fire routes • disabled parking space sufficient for building needs • adequate lighting to enhance personal safety
2	Walkways Ramps/ Patios/Curbs/Exterior Stairs	<ul style="list-style-type: none"> • adequately sloped to drain (no ponding water) • no uneven surfaces or tripping hazards • minimal breaking, cracking, fissuring or surface spalling • no steel reinforcement visible • meet legislative requirements including those slopes and elevation differences for stairs and curbs
3	Storage/Maintenance Outbuildings	<ul style="list-style-type: none"> • safe and structurally sound condition
Structure		
1	Foundation Footings/Walls	<ul style="list-style-type: none"> • structurally sound condition • no evidence of major structural cracking or excessive differential settlement • no exposed steel reinforcement or areas of excessive spalling • minimal cracking, spalling, heaving, settlement or evidence of water penetration
2	Shear (Load-Bearing) Walls/Columns	<ul style="list-style-type: none"> • structurally sound condition • no evidence of major structural cracking, spalling, delamination or exposed steel reinforcement • minimal cracking or spalling
3	Structural Floor and Roof Slabs	<ul style="list-style-type: none"> • structurally sound condition • no evidence of major structural cracking, spalling, delamination or exposed steel reinforcement • no evidence of excessive movement, sagging or deflection

County of Lambton Building Standards Guidelines

Item No.	Building Element	Building Standard
Building Exterior		
1	Roofing System/Canopies	<p><u>Built-Up/Inverted/Metal/Single Ply Roofing Systems</u></p> <ul style="list-style-type: none"> • watertight and fully secured • all projections and penetrations including roof jacks, vents, parapets and pitch pockets properly flashed and sealed • adequately sloped to drain (no ponding water) • no major defects including excessive ridging, blistering, splitting, fish mouths, insufficient ballast or wet insulation <p><u>Shingled Roofs</u></p> <ul style="list-style-type: none"> • watertight • all projections and penetrations including vents, exhaust stacks and valleys properly flashed and sealed • adequately drained and ventilated • no missing or damaged shingles • no major defects including excessive curling, clawing, blistering or loss of surface granules
2	Exterior Walls/Parapets	<ul style="list-style-type: none"> • structurally sound • watertight • minimal cracking, spalling, bulging or displacement • no loose bricks, blocks or concrete • no exposed steel reinforcement • control and expansion joints properly sealed and functional • metal siding to be sound, watertight and free of excessive corrosion
3	Windows	<ul style="list-style-type: none"> • Frames in safe, secure and structurally sound condition • no major deterioration/damage • no broken or cracked glass
4	Doors	<ul style="list-style-type: none"> • safe, secure and structurally sound condition • no major deterioration/damage • latches, locks, hinges and closers operate in a controlled and proper fashion • no broken or cracked glass
5	Caulking/Flashing	<ul style="list-style-type: none"> • caulking to be in sound and functional condition • no areas of excessive cracking, debonding, splitting, bulging, sagging or voids • no water penetration • flashing to be adequately secured and fastened • no major or excessive are areas of visible damage or deterioration

Building Interior (excluding interiors of individual dwelling units)		
1	Walls/Ceilings in Hallways & Stairwells	<ul style="list-style-type: none"> • smooth, even sound surface • no sagging, cracking, bulging or holes • no water penetration • penetrations through fire walls and ceilings properly fire-stopped • required fire separations present
2	Floor Finishes (carpet/tile/concrete) in Hallways & Stairwells	<ul style="list-style-type: none"> • sound, firm surface • no uneven areas, depressions, holes or tripping hazards • no major cracks, fissuring or spalling • no rips, tears or areas of excessive wear
3	Plumbing Fixtures	<ul style="list-style-type: none"> • fixtures are free from excessive corrosion, cracks • cracks in basins and sinks • no leaks, cracks
4	Cabinets, Counters	<ul style="list-style-type: none"> • no sagging, edging is intact • doors hang properly • hinges operate • shelves are not sagging or warped • melamine has not delaminated • no major burns or cuts in countertop
5	Doors/Hardware/Hand Rails in Hallways & Stairwells	<ul style="list-style-type: none"> • safe, sound condition • no major deterioration or damage • no broken or cracked glass • operable and functional with proper hardware (panic hardware to close and latch) • proper signage
Elevators		
1	Elevators	<ul style="list-style-type: none"> • safe and fully operational • adequately illuminated for client safety and security • adequately ventilated • minimal damage or deterioration to all interior surfaces or finishes • proper signage • meets legislative requirements
Electrical		
1	Electrical Panels	<ul style="list-style-type: none"> • accessible and secured • circuits properly identified • safe and operational • no major deterioration or damage • ULC/CSA approved • meets legislative requirements
2	Electrical Distribution System	<ul style="list-style-type: none"> • safe and operational • no loose connections or missing covers, screws, etc. • meets legislative requirements

3	Transformer	<ul style="list-style-type: none"> • safe and operational • no major deterioration or damage • meets legislative requirements
4	Security Entrance Door System/Intercom	<ul style="list-style-type: none"> • safe, secure and operational • accessible • minimal deterioration or damage • appropriate for client requirements and abilities
5	Exterior Lighting System	<ul style="list-style-type: none"> • safely and securely fastened or encased • no cracking, spalling or exposed steel reinforcement • no heaving or leaning of poles or standards • no missing bolts or fasteners • no loose, corroded or broken connections • no areas of excessive corrosion or peeling paint • no evidence of excessive damage or deterioration • wired and operational and meets legislative requirements
Life Safety Systems		
1	Fire Alarm System (Including alarm panels, smoke detectors, pull stations, alarm bells, voice communication system)	<ul style="list-style-type: none"> • fully operational and functional with clear access to total system • system in compliance with Ontario Fire Code or as directed by local Fire Official
2	Fire Suppression System (Including sprinkler system, fire hoses, fire extinguishers, fire standpipe (siamese connections), fire hydrants)	<ul style="list-style-type: none"> • fully operational and functional with clear access to total system • no hazardous conditions such as loose connections, missing bolts or hangers, malfunctioning sprinkler heads • no areas of excessive corrosion, deterioration or deformation • no broken or cracked glass • no torn, cut or missing hoses • no missing or insufficiently charged fire extinguishers • system in compliance with Ontario Fire Code or as directed by local Fire Official
3	Emergency Generator	<ul style="list-style-type: none"> • fully operational and functional • no areas of excessive corrosion, peeling paint or damage • system in compliance with Ontario Fire Code or as directed by local Fire Official

4	Emergency/Exit Lighting System	<ul style="list-style-type: none"> • proper signage and location • securely fastened in place • adequate illumination for means of egress • operational, functional • no broken, cracked or missing glass, or burned out bulbs • no damage or deterioration • batteries adequately sized for required loads • meets legislative requirements
Mechanical		
1	Heating System	<ul style="list-style-type: none"> • safe and securely fastened • properly wired, operational and functional • materials containing friable asbestos fully encapsulated • no leaks or cracks • no protruding hazards or loose or missing bolts • no loose or corroded connections • no areas of excessive corrosion or peeling paint • no major damage or deterioration • meets legislative requirements including Boiler and Pressure Vessels Act, the Ontario Electrical Code and the Gas Utilization Code
2	Air Make-Up System	<ul style="list-style-type: none"> • adequately sized for building • safely and adequately secured in place • adequate structural support • waterproof if exterior installation • operational and functional • no leaks or cracks • no loose or missing bolts • no loose or corroded connections • no areas of excess corrosion or peeling paint • no major damage or deterioration • meets legislative requirements
3	Exhaust Systems (Central only)	<ul style="list-style-type: none"> • adequately sized for building • safely and adequately secured in place • waterproof if exterior installation • properly wired, operational and functional • no cracks, loose or missing bolts or connections • no areas of excess corrosion or deterioration or damage • meets legislative requirements

4	Water Supply/Distribution System	<ul style="list-style-type: none"> • potable supply with adequate pressure • adequate supply for size of project/building • storage reservoirs and tanks structurally sound, watertight and free of excessive corrosion • distribution system safely and adequately secured in place • storage and distribution system operable and functional • properly wired • materials containing friable asbestos fully encapsulated • no leaks, cracks, spalling, exposed steel reinforcement, splitting or displacement • no loose or missing bolts, hangers or supports, loose connections, malfunctioning pumps or valves • no areas of excessive corrosion or peeling or chipped paint • no evidence of excessive damage or deterioration • meets legislative requirements
5	Sanitary Sewage System	<ul style="list-style-type: none"> • operational and functional • system to be watertight, clear and free-flowing • gravity controlled lines to have adequate slope and be free of sagging, depressions, negative slope and obstructions • no leaks, cracks, spalling, exposed steel reinforcement, splitting or displacement • no loose or missing bolts, hangers or supports, loose connections, malfunctioning pumps or valves • no areas of excessive corrosion or peeling paint • control and expansion joints sealed and functional • no evidence of excessive damage or deterioration
6	Storm Water System	<ul style="list-style-type: none"> • adequately sized • operational and functional • all drains to be properly sized and located • system to be watertight, clear and free-flowing • gravity controlled lines to have adequate slope and be free of sagging, depressions, negative slope and obstructions • pump chambers and storage tanks structurally sound, watertight and free of excessive corrosion • no leaks, cracks, spalling, exposed steel reinforcement, splitting or displacement • no loose or missing bolts, hangers or supports, loose connections, malfunctioning pumps or valves • no areas of excessive corrosion or peeling paint • expansion joints sealed and functional • no evidence of excessive damage or deterioration • meets legislative requirements