

**SUBMISSION GUIDE FOR ARCHITECTS**

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NOT RECEIVING OR ASSUMING A PHFA LOAN**

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**SECTION 6.01**  
**SUBMISSION REQUIREMENTS FOR LIHTC DEVELOPMENTS**  
**NOT RECEIVING AN AGENCY LOAN**

**6.01.1 Submission Process**

At least 60 days prior to the construction closing, all LIHTC developments that are not receiving PHFA loan funds shall submit 2 sets of drawings and specifications for review by the Technical Services Division of PHFA (Exception - only one copy of the Phase I Environmental Site Assessment is required). Civil engineering, architectural, structural, HVAC, plumbing, and electrical drawings and specifications shall be submitted, as applicable. Hard copies of all documents shall be submitted, except for the Phase I Environmental Site Assessment, which must be submitted in PDF format on a CD. Drawings shall be to scale and a minimum size of 24" x 36" and a maximum of 30" x 42". Dwelling unit plans should include room dimensions for all spaces and shall include furniture layouts.

All submissions shall be sent to the Development Officer assigned to the project at least 2 months prior to the construction closing. **Submission of the required documents within this timeframe does NOT guarantee a review will be completed in 60 days.** If PHFA's review of the submitted documents finds conditions that are not in compliance with these requirements, written comments will be forwarded to the sponsor identifying the deficiencies. Revised documents addressing these comments along with written responses to the comments must be submitted to PHFA. When all of the documents are found to be in compliance, an approval letter from the Technical Services Division of PHFA will be issued. When submitting documents for 10% Test for the Carryover Agreement, a copy of the approval letter must be included.

**6.01.2 Criteria Requiring Review**

The documents submitted should be approximately 90% complete, and of sufficient completeness that the following Items can be reviewed, as applicable:

- A. All Threshold Criteria certified in the application *(must be included on the drawings)*;
- B. All Selection Criteria certified in the application *(must be included on the drawings)*;
- C. Accessibility, Adaptability & Visitability features and clearances (clearances at doors, fixtures and appliances shall be indicated on the drawings)
- D. Required dwelling unit and community room areas (provide dimensions)
- E. Energy Efficiency Requirements: Insulation levels, Energy Star labeled equipment and products, Preliminary HERS index, REScheck/COMcheck certificates, Window efficiency, Air sealing requirements

- F. Renewable energy documentation to verify percentages certified in the application (the submitted drawings must show locations and layout of all components)
- G. Green building/sustainability documentation to verify materials, products, and percentages certified in the application
- H. Mechanical equipment and systems (locations of ductwork and piping must be clearly identified)
- I. Availability of utilities
- J. Full Phase I Environmental Site Assessment report
- K. Minimum development standards checklist (Section 6.02)
- L. All certifications included in the application.

**SECTION 6.02**  
**MINIMUM DESIGN STANDARDS CHECKLIST**

Development Name: \_\_\_\_\_ PHFA No.: \_\_\_\_\_

The undersigned certifies that all items checked have been provided in the drawings and/or the specifications.

Design Architect (Print or type): \_\_\_\_\_

Design Architect (Signature): \_\_\_\_\_

Date: \_\_\_\_\_

Check the appropriate line if the development conforms to the requirement. Note N/A if it is not applicable. The Architect must submit a written request to PHFA for any waiver of the PHFA Design Requirements or for any items that are neither checked nor indicated as not applicable. This checklist must be submitted with the drawing/specification submission.

**6.02.1 Minimum Development Standards**

Minimum Development Standards are applicable to New Construction and Rehabilitation Developments (Preservation developments shall comply to the extent possible):

- A. Dwelling Unit Size Requirements** – The following matrix establishes the minimum and maximum allowable net square footage area for units. **Net** square footage shall be measured from the inside face of the exterior walls to the inside face of interior demising walls. **Gross** square footage shall be measured from the outside face of exterior walls to the centerline of interior demising walls. Rehabilitation developments may vary from the maximums and minimums by 10%, *with an acceptable furnishing plan*. Accessible units may vary from the maximums as required to provide an accessible route and accessibility maneuvering clearances. *An Efficiency Dwelling Unit is defined as having a single habitable room without demising walls/doors separating the Living, Dining, Kitchen and Sleeping areas.*

	<b><u>FLATS</u></b>	<b><u>MULTI-FLOOR UNITS</u></b>
___ SRO	90 to 200	
___ EFF	400 to 600	
___ 1 BR	550 to 850	650 to 950
___ 2 BR	700 to 1,100	850 to 1,300
___ 3 BR	950 to 1,350	1,000 to 1,550
___ 4 BR	1,100 to 1,550	1,200 to 1,750
___ 5 BR	1,300 to 1,750	1,400 to 2,000

**B. Minimum room areas and dimensions:**

- \_\_\_ 1. Living Room: 150 sq. ft., minimum dimension 11'-0" (dining area shall be in addition to this area if a combination living/dining room is proposed)
- \_\_\_ 2. Primary bedroom: 120 sq. ft., minimum dimension 10'-0"

- \_\_\_ 3. Additional Bedrooms: 90 sq. ft., minimum dimension 9'-0"
- \_\_\_ 4. Ceiling Height: 7'-6" minimum, except that 7'-0" ceiling height is allowable in bathroom, storage rooms, mechanical room, corridors and closets. A maximum of 15% of any other room may have a ceiling height of 7'-0" to allow for soffits and bulkheads.

**Note:** Minimum room areas do not include unusable alcove space at doors. Accessible rooms may require additional area in order to provide an accessible route and maneuverability clearances. Waivers may be granted for room sizes and minimum dimensions in rehabilitation developments based on the submission of acceptable furnishability plans.

**C. Minimum closet sizes:**

- \_\_\_ 1. Primary bedroom: 5 linear feet minimum x 24" minimum depth
- \_\_\_ 2. Additional bedrooms: 3 linear feet minimum x 24" minimum depth
- \_\_\_ 3. Coat closet: 2 linear feet minimum x 24" minimum depth
- \_\_\_ 4. Miscellaneous: 6 sq. ft. minimum
- \_\_\_ 5. Closet door widths shall be sized to offer maximum access to the closet interior. Closet interior shall not extend more than 12" on each side of door opening.

**D. Bathrooms:**

- \_\_\_ 1. Efficiencies, one-bedroom, and two-bedroom units shall have a minimum of 1 bathroom; three-bedroom units shall have a minimum of 1½ baths; and four-bedroom and larger units shall have a minimum of 2 baths.
- \_\_\_ 2. Floor finish in bathrooms shall be sheet vinyl or ceramic tile. *Luxury Vinyl Tile (LVT) is permitted in Baths only if manufacturer's documentation, which specifically indicates the product is permitted in Baths, is provided.*
- \_\_\_ 3. Accessories: Vanity bases must be provided in all bathrooms and powder rooms. Removable fronts are recommended in adaptable units. All bathrooms shall have a minimum of (2) 24" towel bars, a toilet paper holder, shower rod, and medicine cabinet and mirror. A light fixture shall be provided above the vanity sink.
- \_\_\_ 4. Blocking: Solid blocking must be provided behind all wall mounted accessories. *Blocking for installed or future grab bars shall be continuous behind the bar location. Where small grab bars are installed for Visitability or Fair Housing Act conformance, the blocking shall be sized to accommodate the grab bars required by ANSI A117.1-2009.*

\_\_\_ **E. Natural light and ventilation:** Must be provided in all living rooms and bedrooms. Skylights will not be accepted as meeting this requirement.

\_\_\_ **F. Below-Grade Units** – *The maximum distance a floor level in any dwelling unit may be below finish grade elevation outside the unit is 4'-0". Finish grade must slope away from the building. Area wells/window wells are permitted only in Rehab Projects with PHFA approval.*

\_\_\_ **G. Sound Transmission:** Dwelling unit separation assemblies must meet the following minimums.

Location	<u>Normal</u>		<u>High Noise</u>		STC: Sound Transmission Class IIC: Impact Insulation Class N/A – Not Applicable
	STC	IIC	STC	IIC	
Walls	50	N/A	55	N/A	
Floor/Ceiling	50	50	55	55	

Normal – Assemblies separating living units from other living units or common areas

High Noise –Assemblies separating living units from high noise areas (mechanical, emergency generator, trash compactor, elevator equipment and laundry rooms, trash chutes, elevators, maintenance areas, garages, etc.)

**H. Energy efficiency:**

- \_\_\_ 1. All roof trusses with insulation located along the bottom chord shall be “energy” or “raised heel” trusses which allow for full depth (uncompressed) insulation to extend to the exterior face of the wall insulation.
- \_\_\_ 2. Interior wall insulation at all below grade walls shall be foil-faced rigid foam insulation board rated for an exposed installation (in storage or mechanical rooms) or rigid foam insulation board covered with a code approved material (in all finished areas). All joints in the insulation board shall be air sealed. Fiberglass or cellulose insulation will not be allowed.
- \_\_\_ 3. Rim joists, *that are not insulated on the exterior*, shall be air sealed and insulated with unfaced rigid foam insulation with edges sealed with closed cell spray foam insulation or entirely with closed cell spray foam insulation.
- \_\_\_ 4. The foundation insulation at all slab-on-grade construction shall begin at the top of the slab and extend the code required depth below grade. The top of the insulation may be beveled at a 45 degree angle per the 2009 International Energy Conservation Code.

**I. Pipe and duct locations:**

- \_\_\_ 1. All piping and heating/cooling ductwork shall be located within the conditioned space (on the living unit side of the air barrier required on the interior side of the building envelope). *No ductwork will be allowed on the roof or on the exterior of the building.*
- \_\_\_ 2. All domestic water pipes, except for PEX piping, shall be insulated.

\_\_\_ **J.** Mechanical equipment servicing: In mechanical rooms or closets containing multiple pieces of equipment, it must be possible to service and replace each piece of equipment without removing any other equipment.

\_\_\_ **K. Electric resistance heat restriction:** Electric resistance heating is not allowed as the primary heating source.

**L. Elderly Housing:** (age 55 and older)

- \_\_\_ 1. Handrails must be installed on both sides of all common area corridors. Handrail ends must return to the wall.
- \_\_\_ 2. An emergency call system with actuating devices in all bedrooms and bathrooms must be provided. The system shall register an audible and visual signal at:

- A central supervised location which identifies the call origination; or
- A location directly outside the dwelling unit entrance door.

*The system may be hard wired or wireless, but must be provided at no cost to the Resident.*

**M. Accessible Dwelling Units:**

NOTE: For developments with federal funding and subject to the Uniform Federal Accessibility Standards (UFAS), note that HUD allows conformance with the 2010 ADA in lieu of UFAS, with a few limitations (see <http://nlihc.org/article/alternative-accessibility-standards-issued> for details).

- \_\_\_\_\_ 1. A minimum of 5%, but at least one, of the total dwelling units shall be accessible by persons with mobility impairments. *These units must include audible and visual signaling devices for hearing/vision impaired.* Accessible units shall be dispersed throughout the development and provided in a range of unit sizes comparable to those available to a non-disabled individual. An additional 2%, but at least one, of the units shall be equipped for the hearing and vision impaired. *These units shall not be equipped for persons with mobility impairments and must include the following at a minimum:*
  - a. Strobic visual signal wired to the dwelling unit smoke detectors, visible in all rooms of the dwelling unit including the bathroom.
  - b. Strobic visual signal wired to the central fire alarm system (if one is required by code), visible in all rooms of the dwelling unit including the bathroom. This signal must be distinguishable from that in paragraph "a", above.
  - c. A doorbell at the dwelling exterior or corridor entrance door with a visual signaling device.
  - d. TTY capable telephone in the unit.
  - e. In buildings with a common entrance, a means for a hearing impaired individual to identify visitors without leaving his/her dwelling unit.
  
2. All accessible units shall meet the requirements of ICC/ANSI A117.1-2009 Section 1003 "Type A Units" with the following additional provisions:
  - \_\_\_\_\_ a) Grab bars must be installed at all required locations.
  
  - \_\_\_\_\_ b) A minimum of 50% of the accessible units shall include a bathroom with an accessible shower. (Not applicable to dwelling units in general occupancy developments with only one bathing facility). All accessible showers shall have a maximum curb height of ½". The remaining accessible units shall have an accessible bathtub/shower. A removable seat, as shown in ANSI Figure 610.2, shall be provided in all accessible tub/showers. (The above information is recommended but not required in preservation developments)
  
  - \_\_\_\_\_ c) Accessible showers must be provided with a folding seat firmly secured to the shower walls, shower controls and an adjustable height hand-held shower head within reach of the seat, and a compressible dam at the shower entrance.
  
  - \_\_\_\_\_ d) All bathrooms with ½" curbed showers shall have a floor drain provided in the bathroom floor outside of the shower.
  
  - \_\_\_\_\_ e) *Shower heads and mirrors in accessible units shall be mounted to permit use by those with mobility impairments and those without.*
  
  - \_\_\_\_\_ f) *Due to the requirement for knee space beneath the kitchen sink and work counter, and the minimal accessibility of the wall cabinets, pantry cabinets/closets must be provided in accessible kitchens.*

- \_\_\_\_\_ g) *Removable kitchen base cabinets may be installed at the areas requiring knee space. These cabinets must be removable without disconnection of any plumbing lines.* The walls, floor and sides of adjacent cabinets must be finished and wall base installed during the initial construction.
- \_\_\_\_\_ h) Protection on drain and water piping beneath kitchen sinks and bathroom lavatories must be installed, even if removable cabinets are installed at these locations.
- \_\_\_\_\_ i) A 30" minimum width kitchen work surface with knee space (or removable cabinet) beneath must be provided beside the oven in all accessible kitchens.
- \_\_\_\_\_ k.) All bedrooms in an accessible unit must be accessible. Accessible bedrooms must have a minimum 30" access aisle on both sides and the foot of the bed. The primary bedroom must accommodate a queen size bed. All other bedrooms must accommodate a twin bed. Beds and other bedroom furnishings shall be shown on the drawings.

\_\_\_\_\_ **M. Radon Protection:** A passive sub-slab de-pressurization system, vented through the roof is required in all newly constructed buildings to reduce the levels of radon gas (see EPA publication EPA/402-K-01-002). Provisions for an in-line fan, including electrical power, or a conduit with a pull string run to a power source, shall be made in the vent pipe above the highest floor level, along with a conduit to a junction box mounted in an occupied portion of the unit or building. All of the dwelling units on the lowest level of each portion of the building and all ground level or sub-grade level *common* spaces shall be tested for radon in new construction, rehabilitation, and *preservation* developments and found to have levels below 4.0 picocuries/liter (pCi/L) prior to occupancy. If radon levels above 4 pCi/L are found, an *active sub-slab depressurization system must be installed* and the unit(s) or areas retested and/or the system modified until satisfactory results are obtained. Although rehabilitation projects are required to test for radon prior to submitting an application, developers should be aware that most buildings are more air-tight after rehab than before, and a building with acceptable pre-construction levels may have higher radon levels after construction. Therefore venting systems in rehab developments should be considered to avoid costly retrofit installations later if high levels of radon are found.

\_\_\_\_\_ **N. Broadband Infrastructure** – *The installation of broadband infrastructure is required in all new construction and substantial rehab developments, in compliance with Federal Register Citation 81 FR 31181 "Narrowing the Digital Divide Through Installation of Broadband Infrastructure". (This provision is encouraged, but not required, in preservation developments)*

**SECTION 6.03**  
**DOCUMENTS REQUIRED FOR CLOSING**

**2017-2018 TAX CREDIT / TAX EXEMPT BOND / PHARE PROJECTS**

**ONE COPY OF THE FOLLOWING DOCUMENTS MUST BE SUBMITTED TO  
PHFA FIVE (5) DAYS PRIOR TO THE SCHEDULED CLOSING**

**TECHNICAL SERVICES DOCUMENTS**

- \_\_\_\_\_ Final Construction Cost Breakdown signed by General Contractor and Owner.
- \_\_\_\_\_ Fully executed Construction Contract (AIA A101, 2007 Edition) *(PHFA Addendum and PHFA Supplemental General Conditions for Projects with PHARE Funding)*
- \_\_\_\_\_ *Payment Bond and Performance Bond with PHFA Identified as Dual-Obligee or Unconditional and Irrevocable Letter of Credit (Projects with PHARE Funding)*
- \_\_\_\_\_ Construction Schedule
- \_\_\_\_\_ Signed Architect's Certification of Compliance with Design Requirements for Accessible Housing
- \_\_\_\_\_ Fully executed Architect(s) Contract (AIA B101 or B108, 2007 Edition)
- \_\_\_\_\_ 1 complete set of Final Plans (HALF SIZE) & Specifications
  - Each drawing sheet must be sealed by the design professional responsible for its preparation
  - If any addenda were issued, each sheet must be initialed by the Owner, Contractor and Architect and attached to each specification manual
  - The wage rate determination, if applicable, must be bound into the specification manual
- \_\_\_\_\_ Building & Zoning Permit(s)
- \_\_\_\_\_ 1 CD with a PDF Copy of all above mentioned document

## FINAL CONSTRUCTION COST BREAKDOWN

Development Name: _____	PHFA Number: _____
Sponsor: _____	_____
Contractor: _____	_____
Form Completed by (print): _____	Date: _____

**Note:** Divisions 1-33 must not include Builders Overhead or Profit. Allowances are not permitted.

Div. #/Description	Residential	Commercial	Total
<b>01-General Requirements</b> <i>Limited to 6% of the total of Divisions 2 - 33</i>			
Project Management/Coordination			
Security			
Temporary Facilities/Controls			
Execution/Closeout Requirements			
Equipment			
Other (explain)			
Division 01 Total			
<b>02-Existing Conditions</b>			
Building Demolition			
Selective Demolition			
Soil Stabilization			
Environmental Remediation			
Offsite Improvements (explain)			
Other (explain)			
Division 02 Total			
<b>03-Concrete</b>			
Cast-in-Place			
Pre-Cast			
Cement Underlayment			
Other (explain)			
Division 03 Total			
<b>04-Masonry</b>			
Block			
Brick/Stone Veneer			
Restoration/Cleaning			
Other (explain)			
Division 04 Total			
<b>05-Metals</b>			
Structural			
Joists/Decking			
Framing			
Railings			
Other (explain)			
Division 05 Total			

Div. #/Description	Residential	Commercial	Total
<b>06-Wood, Plastics and Composites</b>			
Rough Carpentry			
Finish Carpentry			
Architectural Woodwork			
Cultured Marble/Solid Surface			
Other (explain)			
Division 06 Total			
<b>07-Thermal and Moisture Protection</b>			
Dampproofing/Waterproofing			
Insulation			
Roofing			
Exterior Finish			
Misc. (Gutters, flashing, etc.)			
Other (explain)			
Division 07 Total			
<b>08-Openings</b>			
Exterior Doors/Frames			
Interior Doors/Frames			
Windows			
Storm Windows			
Other (explain)			
Division 08 Total			
<b>09-Finishes</b>			
Plaster Repair			
Drywall			
Tile Work			
Resilient Flooring			
Carpet			
Suspended Ceilings			
Painting and Wallcoverings			
Other (explain)			
Division 09 Total			
<b>10-Specialties</b>			
Mailboxes, Bath Accessories, Signage, etc.			
Other (Explain)			
Division 10 Total			
<b>11-Equipment</b>			
Residential Appliances			
Playground Equipment			
Trash Compactor			
Other (explain)			
Division 11 Total			
<b>12-Furnishings</b>			
Window Treatments			
Kitchen Cabinets			
Bath Cabinets			
Site Furnishings			
Other (explain)			
Division 12 Total			

Div. #/Description	Residential	Commercial	Total
<b>13-Special Construction</b>			
Solar, Wind, etc.			
Other (explain)			
Division 13 Total			
<b>14-Conveying Systems</b>			
Elevators			
Wheelchair Lifts			
Trash Chutes			
Other (explain)			
Division 14 Total			
<b>21-Fire Suppression</b>			
Sprinkler System			
Other (explain)			
Division 21 Total			
<b>22-Plumbing</b>			
Facility Water Distribution			
Facility Sanitary Sewerage			
Facility Storm Drainage			
Plumbing Fixtures/Equipment			
Other (explain)			
Division 22 Total			
<b>23-Heating, Ventilating and Air Conditioning</b>			
Facility Fuel System (Fuel oil, Gas, etc.)			
Facility System/Equipment			
Other (explain)			
Division 23 Total			
<b>26-Electrical</b>			
Primary Service			
Distribution System			
Generator			
Lighting			
Other (explain)			
Division 26 Total			
<b>27-Communications</b>			
Data, Communication Wiring & Devices			
Other (explain)			
Division 27 Total			
<b>28-Electronic Safety and Security</b>			
Fire Detection/Alarm			
Security System			
Other (explain)			
Division 28 Total			
<b>31-Earthwork</b>			
Earthmoving, Excavation, Grading, etc.			
Erosion & Sedimentation Control			
Special Foundations			
Offsite Improvements (explain)			
Other (explain)			
Division 31 Total			

Div. #/Description	Residential	Commercial	Total
<b>32-Exterior Improvements</b>			
Paving			
Walks and Curbs			
Landscaping			
Fences, Retaining Walls, etc.			
Offsite Improvements (explain)			
Other (explain)			
Division 32 Total			
<b>33-Utilities</b>			
Sanitary Sewer			
Water, Gas, Elec, Communications			
Storm Water			
Offsite Improvements (explain)			
Other (explain)			
Division 33 Total			
<b>Subtotal Divisions 1-33</b>			
Builder's Overhead (2% Limit)			
Builder's Profit (6% Limit)			
Bond Premium or LOC			
Building Permit			
Other (Explain)			
<b>TOTAL COST</b>			
<b>TOTAL CONSTRUCTION COST</b> (Residential and Commercial)			

*A cost must be provided for all applicable line items. Allowances are not permitted.*

### DEVELOPMENT INFORMATION

Number of Dwelling Units: _____	Wage Determination: _____
Gross Building Square Footage: _____	Open Shop _____
Net Commercial Square Footage: _____	Union Shop _____
Length of Construction: _____ Months	Davis Bacon _____
Estimated Start Date: _____	Date: _____
	_____ Residential
	_____ Commercial
	_____ PA Prevailing Wage
	Date: _____
The Cost Estimate is based on the following documents:	
Drawing Date: _____	Latest Revision Date: _____
Specifications Date: _____	Latest Revision Date: _____
Addendum # _____ Date: _____	
Addendum # _____ Date: _____	Addendum # _____ Date: _____
Addendum # _____ Date: _____	Addendum # _____ Date: _____
Addendum # _____ Date: _____	Addendum # _____ Date: _____
Signature of Cost Breakdown Preparer: _____	
Owner Name _____	Owner Signature _____
	Date _____
Contractor Name _____	Contractor Signature _____
	Date _____

**SECTION 6.04**  
**ARCHITECT'S CERTIFICATION OF COMPLIANCE**  
**WITH DESIGN REQUIREMENTS FOR ACCESSIBLE HOUSING**

Development: \_\_\_\_\_ PHFA No.: \_\_\_\_\_

**Check Appropriate:**

- |   |   |   |
|---|---|---|
| <input type="checkbox"/> New Construction           | <input type="checkbox"/> Single Family Homes        | <input type="checkbox"/> Elevator Building  |
| <input type="checkbox"/> Moderate Rehabilitation    | <input type="checkbox"/> Duplexes                   | <input type="checkbox"/> Non-Elevator Bldg. |
| <input type="checkbox"/> Substantial Rehabilitation | <input type="checkbox"/> Townhouses                 |   |
| <input type="checkbox"/> Preservation               | <input type="checkbox"/> Walk-up Apartments         |   |
|   | <input type="checkbox"/> Low-rise (1 – 3 Stories)   |   |
|   | <input type="checkbox"/> Mid-Rise (4 – 6 Stories)   |   |
|   | <input type="checkbox"/> High-Rise (Over 6 Stories) |   |

To the best of my knowledge and belief, I certify that I have designed the referenced project in conformance with the following rules and regulations as they apply to this development and as amended by Federal, State and Local Authorities.

**CHECK ALL THAT APPLY**

**APPLICABLE**

- |    |  |       |
|----|--|-------|
| 1. | The Fair Housing Act of 1988 & Fair Housing Design Manual  | _____ |
| 2. | ANSI A117.1-2009 (or edition currently adopted by the PA UCC)  | _____ |
| 3. | Pennsylvania Uniform Construction Code   | _____ |
| 4. | Uniform Federal Accessibility Standards (UFAS)   | _____ |
| 5. | Section 504 of the Rehabilitation Act of 1973  | _____ |
| 6. | 2010 ADA Standards for Accessible Design   | _____ |
| 7. | Any other State or Local code or regulation pertaining to design or inclusion of rental housing accessibility features (Include name of locality and citation for applicable requirements) | _____ |
|    | _____  |       |
|    | _____  |       |
|    | _____  |       |
|    | _____  |       |

In reference to the above, I hereby further certify as follows:

The project contains a total of \_\_\_\_\_ rental dwelling units.

Of this total, \_\_\_\_\_ units are accessible as defined in the applicable regulations cited on the previous page.

Of this total, \_\_\_\_\_ units have been designated to be adaptable as defined in The Fair Housing Act.

Of this total, \_\_\_\_\_ units have been designed to include features for individuals with hearing or vision impairment as defined in the applicable regulations cited on the previous page.

ARCHITECT:

Name *(printed)*: \_\_\_\_\_ Firm: \_\_\_\_\_

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

*(To be signed by authorized officer of Design Architect firm)*

Acknowledged and accepted by Owner

Name *(printed)*: \_\_\_\_\_

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

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