

---

TECHNICAL HANDBOOK FOR  
ENVIRONMENTAL HEALTH AND ENGINEERING  
VOLUME IV - REAL PROPERTY MANAGEMENT  
**PART 36 - QUARTERS MANAGEMENT**

---

**CHAPTER 36-5 QUARTERS STANDARD**

36-5.1	GUIDELINES FOR DETERMINING STANDARDS . . . . .	(36-5)	1
36-5.2	STANDARDS . . . . .	(36-5)	1
36-5.3	SUBSTANDARD QUARTERS . . . . .	(36-5)	2
36-5.4	STANDARDS FOR MOBILE HOMES . . . . .	(36-5)	3

**36-5.1 GUIDELINES FOR DETERMINING STANDARDS**

The construction standards and policies contained in the Department of Housing and Urban Development (HUD) issuance entitled Minimum Property Standards for Housing, publication No. 4910.1 (see Chapter 36-7.7) are the standards for new family housing. In evaluating existing quarters, good judgment will be exercised in interpreting the extent to which these standards apply. A single defect, unless critical, shall not be considered cause for declaring any living unit standard.

**36-5.2 STANDARDS**

In general, the following standards should be met:

- A. Location - Quarters should not be located adjacent, or in close proximity to, railroads, industrial areas, solid waste disposal facilities, wastewater treatment plants, or similar objectionable noise, odor, health and/or safety hazards.
- B. Physical layout and Services
  - (1) No trespassing - Each unit shall be so designed that it can be used and maintained individually, without trespass upon adjoining properties.
  - (2) Amount of space - The minimum net floor areas set forth in Chapter 36-7 of this Handbook shall be used as a guide in measuring the adequacy of the space available in the unit; however, only under unusual circumstances will any unit be declared substandard solely because of insufficient space.
  - (3) Minimum amenities - Every quarters unit shall be provided with the following:
    - a. A dependable supply of potable water;
    - b. Sanitary facilities and a safe method of wastewater disposal;
    - c. Heating capacity sufficient to assure healthful and comfortable living conditions;
    - d. A supply of hot water adequate for domestic use;
    - e. Electrical service and properly installed house wiring suitable for lighting, appliances, and other household

---

TECHNICAL HANDBOOK FOR  
ENVIRONMENTAL HEALTH AND ENGINEERING  
VOLUME IV - REAL PROPERTY MANAGEMENT  
**PART 36 - QUARTERS MANAGEMENT**

---

electrical equipment; and

f. Sanitary storage for/and removal of solid wastes.

- (4) Minimum No. of rooms - At a minimum, each family housing unit shall have a kitchen, bathroom, dining room, living room, and one bedroom. If the minimum net area per unit is otherwise met, a unit which combines either the living-dining area or the kitchen-dining area will be considered acceptable.
- (5) Bachelor accommodations - Each bachelor housing unit shall be afforded the equivalent of sitting room and bedroom accommodations, either private or shared with other occupants of the building (e.g., double rooms, community lounges, etc.) and each bedroom accommodation shall have an adjoining private or shared bath.

### **36-5.3 SUBSTANDARD QUARTERS**

The Delegated Official (DO) shall not designate a housing unit substandard unless it can be demonstrated that it is clearly inferior in one or more of the following respects:

- A. It has substantial structural or design defects. It is not structurally sound.
- B. It lacks essential utilities or facilities. It does not have hot and cold running water, a shower or bath, and at least one flushable toilet. It doesn't have a heating system where the climate requires one.
- C. It is in a substantially deteriorated condition.
- D. By virtue of its location, its occupants are subjected to serious health and/or safety hazards. The location is significantly beyond the typical commuting distance. (See Chapter 36-3.8B.)
- E. It lacks the minimum number of bedrooms to assure no more than two persons per bedroom. It has less space than the minimum prescribed in the following HUD standards:
- HUD 4910.1, "Minimum Property Standards for Housing."
  - HUD Manufactured Home Construction and Safety Standards for mobile homes/trailers (Title 24, Code of Federal Regulations, Part 3280).

Housing units which have significant deficiencies as described in this Chapter, shall be classified as substandard. Substandard Quarters which have multiple defects shall not be assigned to civilian personnel or Commissioned Officers prior to reconditioning sufficient to remove the unit from its substandard rating, unless in extraordinary cases where occupancy may be allowed by written permission from the DO.

---

TECHNICAL HANDBOOK FOR  
ENVIRONMENTAL HEALTH AND ENGINEERING  
VOLUME IV - REAL PROPERTY MANAGEMENT  
**PART 36 - QUARTERS MANAGEMENT**

---

Whenever substandard quarters are identified and continued occupancy is essential, prior approval by the Director, Division of Facilities Management, Headquarters is required. A memorandum describing the deficiencies and outlining the agency actions and time frame to bring the unit up to standards shall be submitted with the request for approval.

All substandard units absolutely must, during the next full fiscal year, be repaired or reconditioned to bring them at least above the substandard level, converted to another use, or declared excess.

#### **36-5.4 STANDARDS FOR MOBILE HOMES**

All mobile homes/trailers manufactured after June 15, 1976, and bearing the permanently-affixed HUD Inspection Primary Inspection Agency (IPIA) metal plate which certifies that the unit was manufactured according to HUD's Federal Manufactured Home Construction and Safety Standards, shall be classified as standard unless serious deficiencies are noted such as lack of utilities of water, etc. (See section 5.3).

Mobile homes/trailers manufactured prior to June 15, 1976, shall also be classified as standard unless deficiencies noted in section 5.3 are present.