

RECOMMENDATIONS FOR MULTIFAMILY DESIGN & MATERIALS

The purpose of the CalHFA Architectural Review is to determine if a project meets the Agency's recommended architectural standards. Upon review, we shall provide comments and/or recommendations within 15 business days that you may choose to incorporate at your option. Once this review process has been completed, no additional review shall be required nor shall further design requirements be imposed.

DOCUMENTS

The following list identifies the stages of CalHFA's design review.

CONCEPTUAL DESIGN REVIEW (optional but highly recommended).

Conceptual plans may be submitted by the developer or architect prior to the formal Loan Application.

- Conceptual plans sufficient to reflect the character and intent of the project, typical plans include: site plan, building floor plans, elevations, typical unit plans.
- Unit floor plans with furniture layouts reflecting minimum furnishings needed for the expected family size.

PRELIMINARY DESIGN PACKAGE FOR FINAL LOAN COMMITMENT

(Preferably submitted for review 6 weeks prior to the scheduled Board meeting).

- Design development plans: site plan, preliminary grading plan with existing topographical contours, building plans 1/8"=1'-0" scale, exterior elevations, typical cross section(s), unit plans 1/4"=1'-0" (show minimum furnishings, unless previously provided), and conceptual landscape plans.

Loan Application Package Reports (reports listed below and submitted to underwriting will also be reviewed by Architectural Services).

- Soils/Geotechnical Report, dated within 2 years of submission.
- ALTA/Topo survey, stamped & signed within one year of submission.
- Outline Specifications HUD Form 5087 briefly describing expected project design.
- Acoustical Report, if requested by CalHFA, prepared in accordance with HUD Noise Guidelines.
- Provide project schedule information when special handling may be necessary.

CONSTRUCTION DOCUMENT PACKAGE

(Preferably submitted for review 6 weeks prior to the scheduled construction loan closing or when submitted for plan check review).

- Construction Documents (architectural, structural, mechanical, electrical, plumbing, civil, landscape) normally at 90% completion or when submitted for plan check.
- Project Specifications Manual based on CSI standards, include AIA General Conditions A201-1997.
- Project Specifications for smaller projects (fewer than 26 units) may use an alternate specification format and may use design/build contracts for simple mechanical/electrical/plumbing plans if prepared by appropriately licensed engineer. Design/Build plans are subject to review by the Agency prior to start of construction.

CalHFA's design review is based on the following recommendations.

UNIT LIVABILITY:**Apartment Unit Plan Design**

The long-term marketability of apartment units is affected not only by their sizes but also by the livability of the units. One important functional component of livability is the ability of the space to accommodate the potential number of occupants and the basic pieces of common furniture necessary for daily activities. A well thought out furniture plan may reveal conflicts in the unit layout which are not otherwise obvious. Please provide typical unit plans at 1/4" scale.

Unit Design Components**Kitchen**

- Kitchen cabinets and appliance space recommended at 16 lineal feet for 1 & 2 bedroom units, with the additional of a pantry for larger units. Utilize 18" clear counter space one side of each appliance and fixture and a minimum of 9" on the opposite side of a range.

Bathrooms

- Optimal bathrooms recommended:
 - 3 bedroom units minimum 1 ½ bathrooms
 - 4 bedroom units minimum 1 ¾ bathrooms
 - 3 bedroom or larger townhouse units minimum half-bath on the entry level (when a bedroom occurs on the entry level a complete bathroom should be provided).

Closets

- Recommend 6 lineal feet of closet in master bedroom and 5 lineal feet in other bedrooms.
- Entry coat closet and linen closet in multiple bedroom units, if possible.

Windows

- Identify window sill height above finish floor on exterior elevations. Heights should comply with building code requirements, and child safety considerations.

COMMON AREA DESIGN CONCEPTS

- Community/Recreation Center suggested size of 12 sq. ft. per unit for family and senior projects (not necessary in projects with less than 16 units) with a community kitchen, sink, refrigerator and range or microwave.
- Management office with a waiting area at a suggested size of no less than 100 sq ft (not necessary in projects with less than 16 units).
- Maintenance workshop and storage room that provides a workbench, sink, and shelving area.
- Common area laundry room when washers/dryers are not provided in the units. Suggest that the common laundry room provide 1 washer/dryer per 12 family units, 1 each per 30 senior units and 1 accessible front loading washer at each laundry room with a floor drain, folding table and seating area.
- Elevators are recommended in multistory senior projects. Trash chutes are recommended in 3 story and taller elevator buildings with ventilated vestibule.
- Exterior trash enclosures should have enclosure protection and a nearby hose bib.
- In Supportive Housing Redevelopments, office space for service staff and service space.

Site Accessibility

- Accessible path to the primary entry of all ground floor units.
- Identify all common area facilities on an accessible path (show walkways, slope and landing dimensions at ramps, accessible parking spaces, van stall location, and trash enclosures).

Note: The development must be designed in accordance with all applicable handicapped accessibility requirements. In particular, it should be noted that if the project also receives funding from a federal source, federal laws governing accessibility may apply.

RECOMMENDED MATERIALS by DIVISION

These standards have been developed to define a minimum level of quality and project scope of work. The content is organized in the CSI Master Format 2004.

General Requirements – Division 01

- General Conditions AIA A201-1997.
- Architect's Observation with monthly reports.
- Minimum extended contractor guarantees: roofing-3 years, 2 years on elastomeric coating, damp proofing, sheet metal, caulking and sealants.
- 20 year minimum, with a recommended No Dollar Limit (NDL) manufacturer's warranty on roofing.

Thermal and Moisture Protection – Division 07

- Incorporate minimum damproofing requirements as recommended in Soils Report.
- Fiber cement siding is preferred over less durable products such as T-1 11.

Roofing

- Minimum roof slope 3/8" in 12".
- Protect exterior entry doors with overhang or other design feature.
- Gutters and downspouts recommended at eaves less than 12" on 1 story and less than 24" on 2 story.
- Downspouts to underground drain system or concrete splash blocks or hard surface.

Doors and Windows – Division 08

- Individual garage door remote control opener.
- Double hung windows are recommended in lieu of single hung windows in family projects when the window sill is less than 36" above the finish floor.
- Unit entry door(s) lockset and separate dead-bolt should have integral operation. Provide door viewer.

Finishes – Division 09

- Polystyrene stucco forms with mesh reinforcement installed per Plastering Information Bureau or other industry standard (not recommended below 7'-0" AFF or where abusive contact may occur).
- Carpet or another acceptable quality floor covering.
- Back-prime or back-coat all exterior wood and wood type products.
- Paint should be applied per manufacturer's recommendations.

Specialties – Division 10

- Exterior mailboxes (recommend sheltered, illuminated and accessible).
- Recommend for senior projects handrail complying with ANSI 117.1 on one side of corridor minimum.
- Screw flange mounted shower curtain rod.
- Recessed medicine cabinet or storage within bathroom.
- Recommend for senior projects (2) 24" grab bars in accessible bathtub or shower, at control end and/or long side or (1) 48" grab bar.

Equipment – Division 11

- Refrigerators, range/ovens, range hoods, and garbage disposals are to be provided for every unit. Energy star ratings are recommended for refrigerators, also for dishwashers and washing machines, when provided.
- Suggested refrigerator minimum sizes: 1 and 2 bedroom units 14 c.f., larger units 16 c.f.
- Ducted range hoods are recommended in family projects; ductless hoods are acceptable in senior units.
- 1/2 hp garbage disposals for family units, 1/3 hp in senior units.
- Play equipment at family projects, appropriate to the project size and unit mix.

Furnishings – Division 12

- Recommend cabinet minimum standards for fabrication and installation are Woodwork Institute (WI) Economy grade. Vinyl cabinets are not recommended.

Conveying Systems – Division 14

- Elevator minimum 2500 lb capacity, one year maintenance contract.

Plumbing – Division 22

- Central boiler in buildings with more than 25 units should have a multi-boiler system designed to provide backup and/or redundancy.
- Copper pipes preferred but PEX is acceptable for domestic water if locality approves.
- Kitchen sink: double bowl or single if dishwasher provided, 24" wide minimum.

Heating, Ventilation and Air-Conditioning – Division 23

- Heated bathrooms recommended.
- Heated corridors are recommended at senior projects.
- Bathroom exhaust fan switched with primary ceiling light, or use of a humidistat, or installation of non-organic gypsum board.
- HVAC system per market comparable units.
- Air conditionings in community center and management offices.

Electrical – Division 26

- Site utilities are to be placed underground.

Earthwork – Division 31

- Soil treatment for termites.
- Site grading minimums: 2% for 5 feet from building, 1% on pervious swales, .05% on impervious swales.
- Current Soils/Geotechnical Report incorporated as part of scope of work. Letter from soils engineer indicating completed project is in compliance with Soils Report.

Exterior Improvements – Division 32

- Grading plan indicating elevations of finish floors, finish pads, building corners, landings and ramps, etc.
- Recommend retaining wall greater than 18" to be concrete or CMU.
- Landscape plans and specifications by licensed landscape architect using drought resistant plants and water conservation techniques.
- Screening of unsightly items, such as transformers, with appropriate landscape planting or architectural screen.
- Quick couplers/hose bibs @ 150' o.c. max and near trash enclosures.
- Landscape maintenance contract, 60 day minimum, and 1 year guarantee for trees.
- Trash enclosures: concrete apron 6" thick suggested, concrete curbs or other devices inside to protect walls.
- Concrete curbs or walks separating asphalt from planting at all driveways and parking areas.