5-1984

Training Materials for a Study of Housing, Vacant Land, and Neighborhood Conditions in the City of Lincoln

Center for Public Affairs Research (CPAR)
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TRAINING MATERIALS
FOR A STUDY OF
HOUSING, VACANT LAND,
AND NEIGHBORHOOD CONDITIONS
IN THE CITY OF LINCOLN

CAUR
Center for Applied Urban Research
University of Nebraska at Omaha

May, 1984
Training Schedule Outline

9:30 - 10:00  Introduction/Scope of the project
              Statement of Purpose and Objectives

10:00 - 10:30 Systematic Approach
              Inventory Form/Base Maps
              Section I. Parcel Summary and Housing Unit Classification System

10:30 - 11:30 Section II. Structural Component Rating System
               Primary and Secondary Components
               Relative Condition and Guiding Definitions
               Housing Condition Classifications

11:30 - 12:00 Section III. Block Summary
                 Capital Improvements/Repairs
                 Environment
                 Relative Condition and Guiding Definitions

1:30 - 3:00  Field Practice
HOUSING AND NEIGHBORHOOD CONDITIONS INVENTORY FORM

Section I. Parcel Summary

1. Neighborhood __________________________
2. Block number __________________________
3. Address ________________________________

   New (1)  Not found (2)  Different address (3)

4. Type unit  (1) single family  (2) duplex  (3) multi-family  (4) mixed use  # units ________
5. (1) Unit under construction/rehabilitation  (2) for sale  (3) both
6. Vacant unit  (1) inhabitable  (2) red card  (3) white card  (4) burnt out  (5) boarded up  (6) otherwise unfit
7. Vacant parcel  (1) under construction/development  (2) vacant attached  # ________
8. Non-residential use  (1) commercial  (2) industrial  (3) public  (4) other

Comments: __________________________________________________________

Section II. Structural Component Rating System

Primary Components

<table>
<thead>
<tr>
<th>Component</th>
<th>Critical</th>
<th>Substantial</th>
<th>Minor</th>
<th>None</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Roof structure</td>
<td>35</td>
<td>15</td>
<td>5</td>
<td>0</td>
</tr>
<tr>
<td>2. Wall structure</td>
<td>35</td>
<td>15</td>
<td>5</td>
<td>0</td>
</tr>
<tr>
<td>(1) Frame</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(2) Masonry</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(3) Siding</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(4) Combination</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(5) Other</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3. Foundation</td>
<td>35</td>
<td>15</td>
<td>5</td>
<td>0</td>
</tr>
<tr>
<td>(1) Concrete</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(2) Stone</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(3) Slab</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(4) Brick covered/other</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(5) NV</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Secondary Components

<table>
<thead>
<tr>
<th>Component</th>
<th>Major</th>
<th>Substantial</th>
<th>Minor</th>
<th>None</th>
</tr>
</thead>
<tbody>
<tr>
<td>4. Roof covering</td>
<td>15</td>
<td>10</td>
<td>2</td>
<td>0</td>
</tr>
<tr>
<td>(1) Asphalt shingles</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(2) Rolled asphalt</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(3) Cedar</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(4) Combination</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(5) Other</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5. Chimney</td>
<td>10</td>
<td>5</td>
<td>2</td>
<td>0</td>
</tr>
<tr>
<td>6. Gutters and downspouts, soffits, facia</td>
<td>10</td>
<td>5</td>
<td>2</td>
<td>0</td>
</tr>
<tr>
<td>7. Wall surface/paint</td>
<td>15</td>
<td>10</td>
<td>2</td>
<td>0</td>
</tr>
<tr>
<td>8. Doors, windows, storms, screens</td>
<td>10</td>
<td>5</td>
<td>2</td>
<td>0</td>
</tr>
<tr>
<td>9. Porches, steps, fire escapes</td>
<td>10</td>
<td>5</td>
<td>2</td>
<td>0</td>
</tr>
<tr>
<td>10. Site condition, driveway, auxiliary structures</td>
<td>5</td>
<td>3</td>
<td>1</td>
<td>0</td>
</tr>
</tbody>
</table>

Estimated overall condition: Excellent  Good  Fair  Poor  Dilapidated

Comments: __________________________________________________________
INSTRUCTIONS

Section I. Parcel Summary

1. Neighborhood - Each neighborhood has an assigned identification number. (See city-wide neighborhoods map.)

2. Block number - Each block has an assigned identification number. (See U.S. Census tract map.)

3. Address - House number obtained from platt map. If a unit is found in field which was not on the map, Circle (1) "New"; if unable to locate in field, Circle (2) "Not found"; if different, Circle (3) "Different address."

4. Type unit - Identify residential structures as either single-family, duplex, or multi-family. For all structures, write in the number of units.

5. Under construction/for sale - Circle (1) if the unit is undergoing substantial rehabilitation the point where rating the condition of the structure would involve guesswork as to the finished result. In this case do not rate the components. Minor repairs should not delay rating the structure/components if you feel confident the repairs will be satisfactorily completed.
   - Circle (2) if a for-sale sign is present.
   - Circle (3) if unit is both under rehabilitation and a for-sale sign is present.

6. Vacant Unit - Circle (1) if unit appears to be vacant and is habitable. If unit is occupied leave vacant unit category unmarked.
   - Circle (2) if posted with a red card.
   - Circle (3) if unit has a white condemnation notice posted. If unit has a condemned notice and is also boarded-up and/or burnt out circle (2) or (3), as appropriate.
   - Circle (4) if unit has been damaged by fire.
   - Circle (5) if unit has been boarded up.
   - Circle (6) if unfit for other reason and list in comments.
7. Vacant Parcel - Circle (1) for unkept, unattached vacant lots. Indicate on block map by darkening vacant parcels and assigning a number on both the map and inventory form.
- Circle (2) if earth is being moved and development of some sort is under-way. Indicate on map as in (1) above.
- Circle (3) if vacant parcel is attached to a residential unit and is under care as part of a yard. Indicate on block map with appropriate mark and on form by noting, e.g., "Part of 2526."

8. Non-residential use - Circle (1) for retail and wholesale stores. Mark map with "C" on these parcels.
- Circle (2) for light manufacturing and industrial uses. Mark map with "I."
- Circle (3) for schools, government offices, parks, etc. Mark map with "P."
- Circle (4) for churches, all other uses. Mark map with "O." Also note in comments section some more specific, written, identifying, e.g., "church on southwest corner."
Criteria for Rating Structural Components

**Primary Components**

These include the basic elements of any building: the foundation and foundation walls; load-bearing walls and columns; and roof structures, including rafters, joist, and trusses.

---Roof Structure

None: No problem

Minor: Only slight bulging or deflection (the movement of a structural part as a result of stress), some rotted or broken eaves apparent.

Substantial: Significant structural deterioration or deflection over 30-50% of roof

Critical: Structural failure or failure imminent, necessary to remove and rebuild entire structure

Things to look for: Saging ridge line, deflection, rotten eaves

---Wall Structure

None: No problem

Minor: Slight bulging (up to 2 inches of unevenness) or cracking the basic wall plane.

Substantial: Bulging beyond 2 inches, significant diagonal cracking in masonry surfaces.

Critical: Structural failure or failure imminent; pulling apart of wall from other structural elements

Things to look for: plumbness, bulges, buckles, missing material, rotted or open cracks.

---Foundation Structure

None: No problem

Minor: Minor settlement and/or cracks

Substantial: Major cracks and/or holes; continuing collapsed settlement of the foundation
Critical: Severe settlement, makeshift supports are visible, foundation has collapsed or collapse is imminent.

Things to look for: bulges, buckles, cracks, holes, crumbling material, settlement.

Secondary Components

These are components generally added to the primary structural components and are necessary parts of the building: roof covering, wall covering and paint, porches and steps, fire escapes, windows and window units, doors and door units, chimneys, and gutters and downspouts.

--Roof Covering

None: No problem

Minor: Minor repairs needed for less than 10% of the surface area, slight deterioration, unprotected/ unpainted eaves and trim, discolored or patched roofs which are still "tight."

Substantial: Continued deterioration of the shingles or sheathing up to 40% of the surface area

Major: Continued massive deterioration, replacement of entire roof covering required.

--Wall Coverage/paint

None: No problem

Minor: Cracking, blistering, peeling of paint and/or bare wood over 10 to 30% of the exterior walls*

Substantial: Evidence of surface deterioration, missing material, cracking, blistering, peeling of paint and/or bare wood over 30 to 50% of the exterior surface.

Major: Severe surface deterioration, missing material, cracking, blistering, peeling of paint and/or bare wood over 50% or more of the surface; removal/replacement of deteriorated surface or missing materials required.

*Structures with slightly faded, dirty, or poorly painted surfaces; or painted surfaces which show signs of slight deterioration or roughness due to weathering should be rated as having minor problems.
--Gutters and Downspouts

None: No problem

Minor: Paint blisters, slight evidence of rust and leakage.

Substantial: Missing sections over a limited area, missing connectors, improper slope, continued deterioration and evidence of leakage.

Major: Complete lack of gutters and downspouts, extensive deterioration and/or missing sections.

--Chimneys

None: No problem

Minor: Slight cracks or holes, loose material over a limited area, slightly leaning or out-of-plumb.

Substantial: Continued cracks, holes, loose material and out-of-plumb.

Major: Cracks, holes over extensive area, combustible material in direct contact with or in dangerous proximity to chimney, substantial leaning or out-of-plumb.

Things to look for: Missing mortar in brick, leaning, combustible material

--Porches, Steps and Fire Escapes

None: No problem

Minor: Isolated incidences of deterioration, minor sag in porch roof, floor or porch supports, slight cracks in steps, or wear due to aging; open crawl space.

Substantial: Continued deterioration and sagging of porch floor, and porch foundation.

Major: Roof/roof supports, porch unsafe due to deterioration or lack of adequate support or foundation.

Things to look for: Loose or missing concrete; cracks and holes; sagging porch roof and floors; lack of handrails; pillars and foundation leaning and out of plumb; lack of fire escape when applicable, missing stairs.
--Site Condition, Driveway, Auxiliary Structures

None: No Problem – Premises neat and orderly.

Minor: Property is slightly disordered; lawn unkept, some litter, cluttered porch, etc.

Substantial: Disorder more apparent and widespread and will involved more than normal maintenance to correct.

Major: Disorder an eyesore and potentially a hazard to continued habitation.

Things to look for: Cluttered driveway or porch; cracked driveways; cluttered garages; and deteriorating uncared for trees, lawns and shrubs, etc...

Doors, windows, storms, screens

None: No problem.

Minor: Isolated problems including broken windows, unpainted sashes, sills, frames, torn screens, deteriorating doors, etc.

Substantial: Continued deterioration encompassing up to 40% of the housing structure.

Major: Pervasive deterioration requiring extensive repair or replacement throughout.

Things to look for: out of plumb openings; absence of screens, storm doors or windows; deterioration of sash, sill or frame; cracked or broken panes; torn screens.
<table>
<thead>
<tr>
<th>Classification</th>
<th>Description</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>STANDARD</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Excellent</td>
<td>Slight minor primary and secondary deficiencies</td>
<td>0-9</td>
</tr>
<tr>
<td>Good</td>
<td>Minor primary and secondary deficiencies (Normal maintenance possible by owner)</td>
<td>10-28</td>
</tr>
<tr>
<td><strong>STANDARD/DETERIORATING</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fair</td>
<td>Substantial primary and/or major and substantial secondary deficiencies</td>
<td>29-69</td>
</tr>
<tr>
<td></td>
<td>(Feasible to repair, more than normal maintenance required)</td>
<td></td>
</tr>
<tr>
<td><strong>SUBSTANDARD/DETERIORATED</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Poor</td>
<td>Critical primary (1) and/or major secondary deficiencies</td>
<td>70-109</td>
</tr>
<tr>
<td></td>
<td>(Questionable to repair, major replacement/rebuilding effort by skilled people in building trades)</td>
<td></td>
</tr>
<tr>
<td><strong>SUBSTANDARD/DILAPIDATED</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Dilapidated</td>
<td>Critical primary (2 or more) and/or major secondary deficiencies</td>
<td>110+</td>
</tr>
<tr>
<td></td>
<td>(Defects so extensive and severe that structure is beyond cost effective repair)</td>
<td></td>
</tr>
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### Section III. Block Summary

#### Neighborhood

Block Number

#### Capital Improvements/Repairs

<table>
<thead>
<tr>
<th></th>
<th>Major</th>
<th>Substantial</th>
<th>Minor</th>
<th>None</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Street condition</td>
<td>20</td>
<td>10</td>
<td>5</td>
<td>0</td>
</tr>
<tr>
<td>2. Curbs</td>
<td>15</td>
<td>5</td>
<td>2</td>
<td>0</td>
</tr>
<tr>
<td>3. Storm drains</td>
<td>10</td>
<td>5</td>
<td>2</td>
<td>0</td>
</tr>
<tr>
<td>4. Sidewalks</td>
<td>10</td>
<td>5</td>
<td>2</td>
<td>0</td>
</tr>
<tr>
<td>5. Street lights</td>
<td>10</td>
<td>5</td>
<td>2</td>
<td>0</td>
</tr>
<tr>
<td>6. Street signs/signals</td>
<td>10</td>
<td>5</td>
<td>2</td>
<td>0</td>
</tr>
<tr>
<td>7. Obstructed intersection</td>
<td>10</td>
<td>5</td>
<td>2</td>
<td>0</td>
</tr>
</tbody>
</table>

#### Environment

<table>
<thead>
<tr>
<th></th>
<th>Major</th>
<th>Substantial</th>
<th>Minor</th>
<th>None</th>
</tr>
</thead>
<tbody>
<tr>
<td>8. Dead trees, overgrown vegetation</td>
<td>10</td>
<td>5</td>
<td>2</td>
<td>0</td>
</tr>
<tr>
<td>9. Litter</td>
<td>10</td>
<td>5</td>
<td>2</td>
<td>0</td>
</tr>
<tr>
<td>10. Unkempt yards, alleys, vacant lots</td>
<td>10</td>
<td>5</td>
<td>2</td>
<td>0</td>
</tr>
<tr>
<td>11. Abandoned vehicles, junk cars, appliances</td>
<td>10</td>
<td>5</td>
<td>2</td>
<td>0</td>
</tr>
<tr>
<td>12. Heavy traffic, parked cars</td>
<td>10</td>
<td>5</td>
<td>2</td>
<td>0</td>
</tr>
<tr>
<td>13. Other pollution, noise, odor, etc.</td>
<td>10</td>
<td>5</td>
<td>2</td>
<td>0</td>
</tr>
</tbody>
</table>

**Notes:**
Criteria for Rating  
Capital Improvements and Environmental Components

--Capital Improvements

None: No problem

Minor: Isolated incidents which pose no immediate threat to neighborhood quality. E.g., slight cracking in a street or sidewalk segment, a plugged storm drain, a broken street light, etc.

Substantial: More numerous incidents or incidents of a more serious and obvious nature which jeopardize neighborhood quality and which may become major problems if allowed to continue. E.g., deteriorating street segments with numerous potholes, large segments of broken or missing sidewalks or curbs, numerous instances of missing street signs, signals or street lighting, lack of storm drains, partially obstructed intersections.

Major: Continued deterioration or total lack of facilities to the point where they constitute very serious or critical problems and reduce the quality of life in the neighborhood. E.g., unpaved or seriously deteriorated streets or sidewalks, complete lack of street lights, street signs, curbs, storm drains; dangerous or blind intersections.

--Environment

None: No problem

Minor: Isolated incidents which pose no immediate threat to neighborhood quality.

Substantial: More numerous incidents or incidents of a more serious or obvious nature which jeopardize neighborhood quality and which may become major problems if allowed to continue.

Major: Continued deterioration of conditions to the point where they constitute very serious or critical problems and reduce the quality of life in a neighborhood.