

MAINTENANCE GUIDEBOOK V ROOF AND WATERPROOFING MAINTENANCE

CHAPTER ONE - GENERAL

SECTION A PURPOSE AND SCOPE

The purpose of this Guidebook is to provide technical guidance and assistance to personnel responsible for planning and inspecting roofs and waterproofing and carrying out the maintenance and repair of roof and waterproofing systems of the properties of Public Housing Agencies and Indian Housing Authorities (jointly referred to as HAs).

SECTION B USE OF GUIDEBOOK

This Guidebook should be read in its entirety by all HA personnel responsible for managing, inspecting, and maintaining roofs and waterproofing of HA developments, and should be used while carrying out such activities. It should also be useful for training HA staff, for assisting HAs in the process of deciding whether to replace a roof or continue to make repairs, and for deciding when to seek outside assistance.

SECTION C IMPORTANCE AND TIMING OF INSPECTIONS

1. GENERAL

The intent of performing timely and regularly scheduled inspections of roof and waterproofing systems is to identify conditions requiring maintenance, repair, or replacement so that corrective action can be taken. As a minimum, such systems should be inspected annually as required by the Public Housing Management Assessment Program (PHMAP) of the Department of Housing and Urban Development (HUD), and the defects corrected as necessary. Deficient conditions observed during inspections may or may not be contributing to active leaks. If the inspections are not completed, however, these conditions could easily result in serious problems before they are noticed as leaks or other defects. Early discovery and correction of minor defects averts major repairs and extends the service life of the roof and waterproofing system.

2. LOW-SLOPE ROOFING SYSTEMS—INSPECT TWICE A YEAR

All low-slope roof systems should be inspected by a qualified technician twice a year, once in the spring and once in the fall. If only one inspection a year is made, it should be done in the spring.

3. SPECIAL INSPECTIONS

Special inspections should be performed after major storms and after any construction on or adjacent to the roof.

4. STEEPLY-SLOPED ROOFS—INSPECT ONCE A YEAR

Steeply-sloped roof systems should be inspected once a year. The drainage of steep sloped roofs should be inspected twice a year, once in the spring and once in the fall. Such inspections should be performed concurrently with maintenance work, such as removing leaves and debris from the gutters, to save time. Special inspections should also be made after major storms.

5. WATERPROOFING SYSTEMS

Waterproofing systems such as stucco, masonry pointing, sealant joints, and foundation waterproofing should be inspected every year, and when leaks occur.

END OF CHAPTER ONE