

Lambton County Community Services Social Housing Department Policy and Procedure Manual

SUBJECT: Occupancy Standards		INDEX NO.: 1.005
EFFECTIVE: 01/10/01	APPROVED: 27/11/02	REVISED: 08/12/08

Introduction:

Provincial Occupancy Standards are set out in O. Reg.298/01 s. 27, 28. The Service Manager may set local occupancy standards. The County of Lambton has accepted the provincial occupancy standards. A household will be placed on the waiting list for the largest size unit that the household is determined to be eligible unless the household requests to be put on the waiting list for the smallest unit.

Largest Unit (Ont. Reg. 298/01, s 27)

The largest unit that a household is eligible for is a unit that has

- a) one bedroom or bachelor for any two members of the household who are spouses of each other or same-sex partners of each other;
- b) one bedroom for each additional member of the household; and
- c) any additional bedrooms for
 - i) spouses who require separate bedrooms because of a verified medical condition that requires life sustaining equipment which substantially interferes with the day to day activities of another member
 - ii) storage of a member's medical equipment when the equipment is essential to the sustenance, not the quality, of life and cannot be accommodated within the unit due to the size of the unit or storage space within the unit
 - iii) more than 1 piece of large equipment required for mobility purposes when there is significant mobility issue for a member of the household
 - iv) support staff who provide a member with support services
 - v) a member who is pregnant
 - vi) a member with joint custody or visitation rights over a child who is not a member of the household and the bedroom is required to accommodate the child if the household requests it .

The smallest unit a household is eligible for is a unit that has

- a) one bedroom for every two members of the household and

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- b) an additional bedroom if there is an odd number of members in the household.

A full-time student who is in attendance at a recognized institution who does not live with the household while in school but who is financially dependent and lives with the household when not in school is considered a member of the household for the purposes of determining size of the unit.

An applicant, without custody of their children, will be placed on a 1 bedroom waiting list or an appropriate size waiting list based on the number of household members currently residing in the family home. The household must advise the Access Co-ordinator when custody has been regained and the household will then be placed on the appropriate waiting list, with the original date of application.

Annually, or more often, a review of whether the size and type of the unit is within the range for which the household is eligible will be done. If it is determined that the household occupies a unit larger than what it is eligible for, the Service Manager or its designate will give the household written notice of the determination.

Overhoused Households (O. Reg. 298/01 sec. 27, 33, 34, 37, O. Reg 339/01 sec 11)

If a household is determined to occupy a unit larger than what it is eligible for and the household is not eligible for special needs housing, the household will be placed on the following waiting lists:

- i) the centralized waiting list if the housing provider does not have an appropriate size unit;
- ii) the internal waiting list for an appropriate size unit if the housing provider has such a unit;
- iii) the centralized waiting list for an appropriate size unit if the household remains on the internal waiting list after one year.

Note: If a household in receipt of Rent-Geared-to-Income assistance is deemed to be over housed due to children taken into temporary care of C.A.S. the above will not apply for a period of 6 months allowing the family an opportunity to reconcile.

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The Housing Provider, acting as an agent for the Service Manager, must notify the Access Co-coordinator if a household is to be placed on the Centralized Waiting List when i) or ii) above apply. The Housing Provider must also notify the Access Co-coordinator if a household has refused an offer or offers under ii) above. All households determined to be overhoused and placed on the centralized waiting list must specify a minimum of three (3) complexes contained the appropriate size and type of unit.

If the household that is determined to be over housed has refused three offers for an appropriate sized unit or if the household requests that its name be removed from the centralized waiting list, the household ceases to be eligible for rent geared-to-income assistance.