

**Hastings County Community and Human Services  
Housing Services  
Administrative Policies and Procedures**

<b>SUBJECT :</b> Occupancy Standards		
<b>APPROVED BY :</b> Hastings County Council		
<b>POLICY #:</b> H.P. / L.H.C. 14		
<b>ORIGINAL ISSUED</b>	<b>SUPERCEDES</b>	<b>CURRENT VERSION</b>
March 2002	December 2013	November 2016

**PURPOSE**

To determine occupancy standards for rent-geared-to-income housing in Hastings County.

**SCOPE**

This policy applies to *Housing Services Act, 2011*, Part VII Prescribed Housing Programs and the Hastings Local Housing Corporation.

**REQUIREMENT**

**Each of the following will qualify for one bedroom:**

- One adult
- One child
- Any two members of the household who are spouses or same-sex partners of each other
- Any two children

**An additional bedroom may be added if:**

- One of the spouses or same sex partners requires a separate bedroom because of a disability or medical condition. (must be accompanied by Doctor’s verification)
- One room is required to store medical equipment required by a member of the household because of a disability or medical condition. (must be accompanied by a Doctor’s verification)
- The bedroom is required to accommodate an individual who provides a member of the household with support services. (must be accompanied by a Doctor’s verification)
- A member of the household is pregnant
- A member of the household has joint custody of a child who is not a member of the household (verification of joint custody is required)
- A member of the household has regular overnight visitation rights with a child who is not a member of the household and the bedroom is required to accommodate the child (verification of overnight visitation rights is required)
- A child of the household is away in school, is financially dependent and lives in the household when not at school

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**Duty to Accommodate**

- When a member of the household requires the use of a wheelchair/power chair for medical reasons, a modified unit is provided to accommodate their needs
- When a member of the household requires the use of a scooter for medical reasons, a modified unit with an extra room to store the scooter is provided to accommodate their needs
- Exceptions to the occupancy requirements may be granted by the service manager in extenuating circumstances

**RESPONSIBILITY**

Applicants will be placed in the appropriate bedroom size unit on the centralized waiting list following the above criteria. They are to be housed in the appropriate sized unit by the housing provider. The applicant may request a review of this decision.

**REFERENCES**

*Housing Services Act, 2011*  
Ontario Regulation 367/11 s. 42