

Housing Choice Voucher Program's Occupancy Standards

This policy is to serve as River Rouge Housing Commission's Housing Choice Voucher Program's Occupancy Standards. The updated Occupancy Standards will be incorporated into the updated Admin Plan once updated. In order to prevent future financial shortfalls, the RRHC has deemed it necessary to revise the Occupancy Standards. The policy will go into effect July 1, 2026. Updated standards will be enforced at each family's annual recertification or change of unit. Families will not be required to move from their current units as a result of this updated policy.

For each family, the RRHC determines the appropriate number of bedrooms under the RRHC subsidy standards and enters the family unit size on the voucher that is issued to the family. The family unit size does not dictate the size of unit the family must actually lease, nor does it determine who within a household will share a bedroom/sleeping room.

The following requirements apply when the RRHC determines family unit size:

- The subsidy standards must provide for the smallest number of bedrooms needed to house a family without overcrowding.
- The subsidy standards must be consistent with space requirements under the housing quality standards.
- The subsidy standards must be applied consistently for all families of like size and composition.
- A child who is temporarily away from the home because of placement in foster care is considered a member of the family in determining the family unit size.
- The unborn child of a pregnant woman must be counted as a household member,
- Any live-in aide (approved by the RRHC to reside in the unit to care for a family member who is disabled or is at least 62 years of age) must be counted in determining the family unit size; and
- Unless a live-in-aide resides with a family, the family unit size for any family consisting of a single person must be either a zero- or one-bedroom unit, as determined under the RRHC subsidy standards.

Live-in Aides (LIA) who are family members but move into the unit as a live-in aide are prohibited from changing this status and gaining rights to the voucher. In accordance to PIH Notice 2010-26, a live-in aide should not be required to share a bedroom with another family member of the household and the live-in aide and his/her family members are restricted to one (1) bedroom.

When a Live-In Aide (LIA) is added to the voucher or when an existing member is changed to this designation, staff must inform them that they have no right to the voucher in writing.

In addition, the Live-In Agreement requires them to affirmatively acknowledge each one of the statements listed. Any adult coded as a LIA, must also sign their own Live-In Aide Agreement.

The RRHC will assign one (1) bedroom for the head of household and spouse or co-head and an additional bedroom for each two (2) persons within the household regardless of gender and/or age. The live-in aide and his/her family members will not be classified as family members to the Head of Household.

| Voucher Size | Number of Household Members |
|----------------------------------------------------------|-----------------------------|
| 0 bedroom - voucher size only issued if unit is a studio | 1 - 2 |
| 1 bedroom | 1 - 2 |
| 2 bedrooms | 2 - 4 |
| 3 bedrooms | 4 - 6 |
| 4 bedrooms | 6 - 8 |
| 5 bedrooms | 8 - 10 |
| 6 bedrooms | 10 - 12 |

Exceptions to Subsidy Standards

In determining family unit size for a particular family, the RRHC may grant an exception to its established subsidy standards if the RRHC determines that the exception is justified by the age, sex, health, handicap, or relationship of family members or other personal circumstances [24 CFR 982.402(b)(8)].

Reasons may include, but are not limited to:

- A need for an additional bedroom for medical equipment



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- A need for a separate bedroom for reasons related to a family member’s disability, medical or health condition

For a single person who is not elderly, disabled, or a remaining family member, an exception cannot override the regulatory limit of a zero or one bedroom unit [24 CFR 982.402(b)(8)].

The RRHC will consider granting an exception for any of the reasons specified in the regulation: the age, sex, health, handicap, or relationship of family members or other personal circumstances. The family must request any exception to the subsidy standards in writing. The request must explain the need or justification for a larger family unit size, and must include appropriate documentation. Requests based on health-related reasons must be verified by a knowledgeable professional source (e.g., doctor or health professional), unless the disability and the disability–related request for accommodation is readily apparent or otherwise known. The family’s continued need for an additional bedroom due to special medical equipment must be reverified at regular reexamination, unless the disability is designated as chronic or long-term.

The RRHC will notify the family of its determination within 14 calendar days of receiving the family’s request. If a participant family’s request is denied, the notice will inform the family of their right to request an informal hearing.