



Social Services Department Housing Services

Policy Name: Over Housed RGI **Policy Catalogue #** HS 2019-PA 21.1

Department: Social Services **Approved by:** Director of Housing

Approval Date: June 7, 2019

Signature:

A handwritten signature in black ink, appearing to read "John Pettigrew".

1.0 PURPOSE

To establish process for over housed rent-geared-to-income (RGI) households in all units administered by the County of Wellington, CMSM, Wellington Housing Corporation, and the County's housing providers.

2.0 REVISION HISTORY

N/A

3.0 POLICY

A household occupying an RGI unit that is larger than the largest size permissible under the local Occupancy Standards (HS2019-PA 5.2) is considered over housed and stand to cease to be eligible for RGI assistance.

An over housed household must be notified that the household occupies a unit that is larger than the largest size permissible under the local Occupancy Standards and is required to move to an appropriate sized unit.

A household will continue to be eligible for RGI assistance, for a period of a year after the date it was notified of being over housed. The household will not cease to be eligible for RGI assistance if the household is following the process specified by the housing provider to be moved to a unit that is permissible under the occupancy standards.

If the housing provider does not have the unit size required under the local Occupancy Standards (HS2018-PA 5.1), the household must make an external application to the Centralized Waiting List.

A year after the date the household was notified of being over housed, the over housed households is determined to be over housed and will be added to the Centralized Waiting List as a priority; the priority status date will correspond to the date that the household is determined over housed. Over housed households will have priority over chronological households, but not over urgent or special priority households.

Over housed households will be required to make 5 building selections. If a household does not make 5 building selections, they will be added to all buildings they are eligible for.

Over housed households, who remain in their current unit, can do so if they become a market rent household.

Addition to household requests for an over housed household

Once a household has been determined to be over housed under the local Occupancy Standards, they may only apply to add individuals to their household who are one of the following:

- Spouse of a member of the household; or
- Child of a member of the household

Exception to addition to household requests for an over housed household:

The member who left the household, causing the household to be over housed, may be added back to the household within 12 months after the household is notified that they are over housed.

5.0 DEFINITIONS

(1) “Child” for the purposes of applying the Occupancy Standards, is less than eighteen (18) years of age, unless the child meets the definition of a child as outlined in the s. 42 (1) of O Reg. 367/11.

(2) “CMSM” means Consolidated Municipal Service Manager. The Corporation of the County of Wellington is the Consolidated Municipal Service Manager for the geographic area that includes The County of Wellington and the City of Guelph for the purposes of the Housing Services Act, 2011;

(3) “housing provider” means a person who operates a housing project;

(4) “Over housed” means a household that has a unit larger than it is eligible for under these Occupancy Standards;

(5) “Spouse” for the purposes of applying the Occupancy Standards, means, an individual who, together with the member of the household, has declared to the Service Manager that the individual and the member are spouses.

(6) “Unit” means a unit intended for use as residential accommodation in a housing project. (Housing Services Act 2011, section 2).

6.0 APPLICATION

The over housed policy comes into effect on the policy approval date. The rules established in this policy will apply to all current and future programmes administered by

the County of Wellington, CMSM, Wellington Housing Corporation, and its housing providers. All future vacancies must be filled in accordance with this policy or Directive 2017-01 and all current households will be subject to the policy upon annual review.

7.0 RELEVANT LEGISLATION & POLICY

Housing Services Act, 2011 s. 43

Ontario Regulation 367/11, s. 42 & 43

Directive Number: 2019-01



Alternative Formats Available Upon Request