

HAWAII PUBLIC HOUSING AUTHORITY

ADMINISTRATIVE PLAN

SECTION 8 – HOUSING CHOICE VOUCHER PROGRAM

Revision	Approved by HPHA Board of Directors
Chapters 1-19	January 25, 2001
Chapters 4, 6, & 11	August 18, 2005
Chapter 7	November 28, 2005
Chapters 2, 9, 10, 13, & 15	November 16, 2006
Chapters 7, 10, & 11	January 18, 2007
Table of Contents, Introduction, Chapters 1-4, 6, 8-10, 12-13, 15-17, & Glossary	April 10, 2007
Chapter 8	July 18, 2007
Chapters 1, 3, 5-7, & 12	Not applicable (no policy changes), revisions distributed October 2007
Table of Contents, Introduction, Chapters 3, 7, 11, 12, & 16	Not applicable (no policy changes), revisions distributed February 2009
Chapter 5	November 19, 2009
Chapter 8	November 17, 2011

Submitted to HUD

November 23, 2011

Administrative Plan -Table of Contents

Chapter 8 HOUSING QUALITY STANDARDS AND RENT REASONABLENESS DETERMINATIONS

[24 CFR 982 Subpart I and 24 CFR 982.507]

PART I:	PHYSICAL STANDARDS	8-2
8.I.A.	General HUD Requirements.....	8-2
	HUD Performance and Acceptability Standards	8-2
	Tenant Preference Items	8-2
	Modifications to Provide Accessibility	8-3
8.I.B.	Additional Local Requirements.....	8-4
	Thermal Environment [HCV GB p.10-7].....	8-4
	Clarifications of HUD Requirements	8-5
8.I.C.	Life Threatening Conditions [24 CFR 982.404(a)].....	8-7
8-I.D.	Owner And Family Responsibilities [24 CFR 982.404]	8-8
	Family Responsibilities	8-8
	Owner Responsibilities.....	8-8
8-I-E.	Special Requirements For Children With Environmental Intervention Blood Lead Level [24 CFR 35.1225].....	8-9
8-I-F.	Violation Of HQS Space Standards [24 CFR 982.403]	8-9
PART II:	THE INSPECTION PROCESS	8-10
8-II.A.	Overview [24 CFR 982.405]	8-10
	Types of Inspections	8-10
	Inspection of PHA-owned Units [24 CFR 982.352(b)].....	8-10
	Inspection Costs.....	8-10
	Notice and Scheduling.....	8-11
	Owner and Family Inspection Attendance	8-11
8-II.B.	Initial HQS Inspection [24 CFR 982.401(a)]	8-12
	Timing of Initial Inspections	8-12
	Inspection Results and Reinspections.....	8-12
	Utilities	8-13
	Appliances	8-13
8.II.C.	Annual HQS Inspections [24 CFR 982.405(a)].....	8-14
	Scheduling the Inspection.....	8-14
8-II.D.	Special Inspections [HCV GB p. 10-30]	8-14
8-II.E.	Quality Control Inspections [24 CFR 982.405(b), HCV GB p. 10-32].....	8-14
8.II.F.	Inspection Results And Reinspections For Units Under HAP Contract.....	8-15
	Notification of Corrective Actions	8-15
	Extensions.....	8-15
	Reinspections or Documentation of Corrective Actions	8-16
8.II.G.	Enforcing Owner Compliance	8-17
	HAP Abatement.....	8-17
	HAP Contract Termination.....	8-17

8.II.F. INSPECTION RESULTS AND REINSPECTIONS FOR UNITS UNDER HAP CONTRACT

Notification of Corrective Actions

The owner and the family will be notified in writing of the results of all inspections. When an inspection identifies HQS failures, the PHA will determine (1) whether or not the failure is a life threatening condition and (2) whether the family or owner is responsible.

PHA Policy

When life threatening conditions are identified, the PHA will immediately notify both parties by telephone, facsimile, or email. The notice will specify who is responsible for correcting the violation. The corrective actions must be taken within 24 hours of the PHA's notice.

When failures that are not life threatening are identified, the PHA will send the owner and the family a written notification of the inspection results within 5 business days of the inspection. The written notice will specify who is responsible for correcting the violation, and the time frame within which the failure must be corrected. Generally not more than 30 days will be allowed for the correction.

The notice of inspection results will inform the owner that if life threatening conditions are not corrected within 24 hours, and non-life threatening conditions are not corrected within the specified time frame (or any PHA-approved extension), the owner's HAP will be abated in accordance with PHA policy (see 8-II.G.). Likewise, in the case of family caused deficiencies, the notice will inform the family that if corrections are not made within the specified time frame (or any PHA-approved extension, if applicable) the family's assistance will be terminated in accordance with PHA policy (see Chapter 12).

Extensions

For conditions that are life-threatening, the PHA cannot grant an extension to the 24 hour corrective action period. For conditions that are not life-threatening, the PHA may grant an exception to the required time frames for correcting the violation, if the PHA determines that an extension is appropriate [24 CFR 982.404].

PHA Policy

Extensions will be granted in cases where the PHA has determined that the owner has made a good faith effort to correct the deficiencies and is unable to for reasons beyond the owner's control. Reasons may include, but are not limited to:

A repair cannot be completed because required parts or services are not available.

A repair cannot be completed because of weather conditions.

A reasonable accommodation is needed because the family includes a person with disabilities.

The length of the extension will be determined on a case by case basis, but will not exceed 60 days, except in the case of delays caused by weather conditions. In the case of weather conditions, extensions may be continued until the weather has improved sufficiently to make repairs possible. The necessary repairs must be made within 15 calendar days, once the weather conditions have subsided.

Reinspections or Documentation of Corrective Actions

PHA Policy

The PHA may conduct a reinspection immediately following the end of the corrective period, or any PHA approved extension.

When the deficiencies requiring corrective action are life-threatening or otherwise related to the health and safety of the family, the PHA will conduct a reinspection immediately following the end of the corrective period or any PHA-approved extension. The family and owner will be given reasonable notice of the reinspection appointment. If the PHA is unable to gain entry to the unit to conduct the scheduled reinspection, the PHA will consider the family to have violated its obligation to make the unit available for inspection, and may result in termination of the family's assistance in accordance with Section 8 Administrative Plan, Chapter 12.

If the required repairs do not include conditions related to health and safety the PHA may, at its discretion, require the property owner to provide documentary proof by the end of the corrective period that the repairs were made, instead of conducting a reinspection. Acceptable documentation in lieu of reinspection will be determined by the PHA, and may include proof such as paid bills if the repair was completed by a contractor, or parts and supplies receipts and a signed statement if the owner completed the repairs. Repairs documented in lieu of reinspection will be confirmed at the next scheduled inspection. If the repairs are found to have not been made as claimed, the owner will be subject to reinspection instead of repair documentation in the future.

If the deficiencies have not been corrected by the time of the reinspection or have not been documented within the time given in the deficiency notice, the PHA will send a notice of abatement to the owner, or in the case of family-caused violations, a notice of termination to the family in accordance with PHA policies.