



# Saugus Housing Authority

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## **SECTION 8 HOUSING CHOICE VOUCHER RENT INCREASE POLICY**

Pursuant to Part C, Paragraph 15(d) of the Housing Assistance Payment (HAP) Contract, “the owner must notify the Public Housing Authority (PHA) of any changes in the amount of the rent to owner at least sixty days before any such changes go into effect, and the amount of the rent to owner following any such agreed change may not exceed the reasonable rent for the unit as most recently determined or redetermined by the PHA in accordance with HUD requirements.” (See the Saugus Housing Authority’s SECTION 8 HOUSING CHOICE VOUCHER RENT REASONABLENESS POLICY.)

Within fourteen (14) days following the receipt of the owner’s written request for a rent increase the Saugus Housing Authority (SHA) will determine if the increase is reasonable and will notify the owner in writing using the same means with which the request was submitted.

If the SHA determines that the requested rent increase is not reasonable, the owner must either reduce the amount of the request or terminate the tenancy in accordance with the terms set forth in the lease agreement.

In addition to the SHA making a rent reasonableness determination the owner must submit one or more of the following items in support of their request:

- Copies of tax bills or your water & sewer bills for any given quarter of the current year as well as for the same quarter of the prior year. i.e. 1<sup>st</sup> quarter of 2013 and for the 1<sup>st</sup> quarter of 2014; *or*,
- Copies of the prior year’s property insurance premium notice and the current year’s premium notice; *or*,
- Copies of paid invoices for any capital improvements made to the property during the prior twelve (12) months.

In addition, the unit must be in compliance with all Housing Quality Standards (HQS) and the owner must provide documentation regarding the status of tenant’s current rent account.

*Adopted by the Board of Commissioners of the Saugus Housing on April 11, 2018*



**RENT INCREASE POLICY**  
*(continued)*

If the unit is not in compliance with the HQS and / or the tenant is not current in their monthly rent, the SHA will postpone the owner's request for an increase until such time that these conditions have been satisfied.

As previously stated, all rent increases approved by the SHA will go into effect on the first day of the month following the sixty (60) day period after the owner requested the increase or on the date specified by the owner, *whichever is later*.