


Tab 2	Section 2.5
Applications & Tenant Placement	Occupancy Guidelines
	Sub-Section 2.5.1
	General
Effective: April 16, 2008	Revised April 23, 2008
Recommended by: Jag Klair	Approved:  Don Littleford Department Manager

PURPOSE

To have consistent and fair guidelines for matching unit size with household size in Metro Vancouver units.

APPLICATION

The National Occupancy Standards as determined by the Canada Mortgage and Housing Corporation are used as a guideline. Exceptions with documentation as determined necessary by the Area Manager are acceptable.

POLICY

1. There shall be no more than 2 or less than 1 person per bedroom.
2. Spouses and couples share a bedroom.
3. Parents do not share a bedroom with children.
4. Dependants aged 18 or more do not share a bedroom.
5. Dependants aged 5 or more of the opposite sex do not share a bedroom.

In recognition of a variety of co-parenting arrangements, a child who resides with their parent(s) a minimum of 40 per cent of the time will qualify as a permanent member of the household when determining eligibility and appropriate unit size.

Single applicants (seniors or people with disabilities) are eligible to apply for bachelor and one-bedroom units. Couples (two individuals) are only eligible to apply for one-bedroom units, as they would be under-housed in a bachelor unit. To maximize the use of limited one-bedroom units, priority for available units is as follows:

- Couples
- Single applicants with a documented medical need for a one-bedroom unit,
- All other single applicants.

RESPONSIBILITY

The Area Manager is responsible for assuring units are allocated with adherence to the above guidelines.

Appendix:

The Metro Vancouver Housing Corporation houses new Building Managers according to the National Occupancy Standard. However, in the event that no appropriate size suite is available after a reasonable amount of time, the Area Manager may use their discretion and overhouse the Building Manager.