

# THE MUNICIPAL HOUSING AUTHORITY FOR THE CITY OF YONKERS

## HOUSEKEEPING POLICY

The United States Department of Housing and Urban Development (“HUD”) requires that every public housing unit owned by the MHACY be inspected annually to assure that the unit is maintained in a safe, sanitary and habitable condition. In order to assure compliance with HUD’s housing standards, the MHACY requires that public housing Residents maintain their units in accordance with the following criteria:

### **A. STANDARDS APPLICABLE TO ALL PUBLIC HOUSING UNITS:**

To assure that public housing units are maintained in a safe, sanitary and habitable condition, Residents must comply with the following:

Air Quality: To maintain a healthy air quality in the unit, the Residents must not allow mold and mildew to develop, and must keep their toilets and sinks clean and free from odors.

Electrical System: The electrical system in the unit must be maintained in a manner consistent with the Yonkers City Code and New York State law. Residents must not have exposed wires, open electrical panels, uncovered electrical outlets, or any other condition that presents an electrical hazard in their unit. Smoke detectors must be present in the unit, and must be operable. Water leaks on or near electrical equipment present a major hazard to the safety of the unit’s occupants, and must be repaired immediately.

Emergency Exits: In order to assure an emergency evacuation of the unit in the case of a fire or other hazard, the Residents must avoid the build-up of clutter that could restrict access to the unit’s exits. Windows must not be nailed down, and all doors must be maintained in their frames in an operable condition.

Garbage & Debris: The accumulation of garbage in the unit can cause a major health threat. Residents must remove their garbage, and dispose of it in accordance with the county’s recycle law, with sufficient frequency so that it does not accumulate inside their unit.

Hazards: The plumbing system must be maintained by the Residents in an operable manner. All sinks and toilets must be operable and free from leaks or clogs. Flammable materials may not be stored in the unit. The unit’s exhaust fan must work and cannot be blocked either by dust or dirt, or any other material. The windows in the unit must be in good working order, and must not be broken. The presence of sharp edges and/or other hazards that can pose

the risk of bodily injury to the occupants are not allowed in the unit.

Appliances: The appliances in the unit must be maintained in an operable and sanitary manner. The Resident must not allow excessive ice to build up in the refrigerator. All burners on the range must work, and the oven must be operable.

Cabinets & Countertops: All cabinets in the unit must have doors that are in good working order and are not delaminated. The cabinet shelves must be present and both the shelves and the countertops must be in good condition.

Infestation: The presence of roaches and/or rodents in a unit causes a major health threat to the Residents of that unit, and to the other Residents of the building as well. Residents must keep their stoves free from grease and dirt, and must otherwise maintain their units in a clean condition. Residents must allow exterminators access to the unit with sufficient frequency so as to keep the unit free from roaches, mice, rats and/or other vermin.

## **B. ADDITIONAL STANDARDS APPLICABLE TO FAMILY AND SCATTERED SITE UNITS:**

The public housing units that are located in the MHACY's family and scattered site developments have areas designated for the Residents' exclusive use. As a result, the Residents occupying those units must comply with the following additional housing standards in regard to areas located outside their unit.

Outside Areas: The presence of unsafe and/or unsanitary conditions presents a major health threat to the Residents of the unit, and to other members of the community as well. Residents must keep their yards free of debris, trash and/or abandoned cars. The sidewalks and areas adjoining the premises must be kept free of snow and ice. Grass must be mowed to an appropriate height from the spring through the fall. Existing landscaping must be maintained, and supplemented only upon receipt of advanced written approval from the MHACY.

## **C. ANNUAL INSPECTIONS:**

HUD requires that every public housing unit owned by the MHACY be inspected annually to assure that the units are maintained in a safe, sanitary and habitable condition. Those inspections, known as "REAC" (Real Estate Assessment Inspection) inspections, are conducted by inspectors who have received specialized training in HUD's health and safety standards. In the event conditions exist in a Resident's unit that causes the unit, in whole or part, to fail a REAC inspection, the MHACY shall advise the Resident of the REAC findings and demand (1) in instances of a life threatening condition(s), that the Resident abate the condition(s) within 24 hours; or (2) in instances of a health and safety issue(s) that is non-life threatening, that the Resident abate the condition(s) within thirty (30) days of the date of the notice.

**D. RAMIFICATIONS OF NON-COMPLIANCE:**

It is of critical import that all public housing units be maintained in a safe, sanitary and habitable condition. In the event the Resident receives notice that his/her unit has failed a REAC inspection in whole or in part, and the Resident does not remove and/or correct the health and safety issue(s) noted, then the MHACY shall notify the Resident in writing that he/she is in substantial violation of the terms and conditions of his/her lease, and the MHACY shall proceed to terminate the lease.

At the sole discretion of the MHACY, the Resident may be given additional time to remove and/or correct the health and safety issue(s) noted. Any extension granted in regard to the removal and/or correction of the health and safety issue may be conditioned upon the Residents' attendance at a housekeeping class offered by the MHACY.

All notices sent to the Residents which assert non-compliance with the MHACY's Housingkeeping Policy are subject to the MHACY's Grievance Procedure.

Notwithstanding the provisions of this policy, a Resident who is unable to perform the obligations listed because of age or disability shall be exempt from compliance. [966.4(g)]

As head of household, I acknowledge that I have received and read the MHACY's Housekeeping Policy, and I acknowledge that I am responsible for compliance with its provisions. Additionally I acknowledge that in the event my unit is not maintained in accordance with the MHACY's Housekeeping Policy, I have the obligation to correct that non-compliance upon demand by the MHACY, or be subject to the termination of my lease, as provided for herein.

\_\_\_\_\_  
Name (please print)                      Address                      Unit Number

\_\_\_\_\_  
Resident Signature                      Date

\_\_\_\_\_  
The Municipal Housing Authority for the City of Yonkers (Official)      Date