CHARLES CITY HOUSING & REDEVELOPMENT AUTHORITY

PUBLIC NOTICE

14-DAY PUBLIC COMMENT PERIOD

Proposed Revisions to the Administrative Plan and Admissions and Continued Occupancy Policy (ACOP)

Posted: November 4, 2026

The Charles City Housing & Redevelopment Authority (CCHRA) hereby provides notice that proposed revisions to the Housing Choice Voucher (Section 8) Administrative Plan and Public Housing Admissions and Continued Occupancy Policy (ACOP) are available for public review and comment.

These revisions are being made primarily to incorporate federal requirements under the Housing Opportunity Through Modernization Act of 2016 (HOTMA) and the National Standards for the Physical Inspection of Real Estate (NSPIRE), along with related policy updates and clarifications.

SUMMARY OF PROPOSED CHANGES

1. HOTMA – Income and Asset Requirements

- Updates to how household income and assets are calculated and verified when determining eligibility and rent.
- Changes to how certain types of income and assets are counted or excluded.
- Updated requirements for reporting changes in household income.
- Changes to how income increases and decreases are processed between annual recertifications.
- Updated procedures for verifying income and assets, including the use of self-certification when permitted by HUD.
- Updated requirements regarding household assets, including certain real estate ownership restrictions and applicable asset limitations.

2. HOTMA – Annual and Interim Recertifications

- Updated procedures for annual income reviews and rent calculations.
- Changes to when an interim recertification is required based on increases or decreases in household income.
- Updated documentation requirements for verifying household income and changes in family circumstances.

3. NSPIRE – Housing Quality and Inspection Standards

- Updates to inspection procedures to comply with HUD's National Standards for the Physical Inspection of Real Estate (NSPIRE).
- Revised health and safety requirements for assisted housing units.
- Updated procedures for identifying and correcting housing deficiencies.
- Clarification of resident, landlord, and Housing Authority responsibilities related to maintaining safe, sanitary, and habitable housing.
- Updated inspection and follow-up procedures to ensure compliance with applicable HUD requirements.

4. General Policy Updates

- Clarifications to existing policies and procedures to align with current HUD regulations.
- Updates to administrative processes and terminology.
- Revisions intended to improve consistency between the Housing Choice Voucher Administrative Plan, Public Housing ACOP, and applicable federal requirements.

These revisions may affect how household income is verified, how rent is calculated, when changes in income must be reported, and how housing units are inspected. Actual changes to rent or assistance will depend on each household's circumstances and applicable HUD requirements.

PUBLIC REVIEW AND COMMENT PERIOD

November 4, 2026, through November 18, 2026

Copies of the proposed revisions are available for review at the CCHRA office during regular business hours.

Residents, Housing Choice Voucher participants, applicants, and other interested members of the public are encouraged to review the proposed changes and submit written comments.

All written comments must be received by November 18, 2026, at 4:00 p.m.

Comments may be submitted in person, by mail, or by email to the Charles City Housing & Redevelopment Authority.

Following the public comment period, comments received will be reviewed and considered before final approval of the revised policies by the CCHRA Board of Commissioners.

The proposed revisions are anticipated to become effective **January 1, 2027**, subject to Board approval and applicable HUD requirements.

Charles City Housing & Redevelopment Authority

Stacy Ollendick
Executive Director**Posted: November 4, 2026**