

HOUSING AUTHORITY OF THE COUNTY OF SAN DIEGO

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Guidelines for Requesting Rent Increases

Rent Reasonableness

The Housing Authority of the County of San Diego (HACSD) must determine whether the rent requested by the landlord for a Section 8 Housing Choice Voucher household is reasonable.

The HACSD completes the rent reasonable determination by evaluating the requested rent with other comparable unassisted units in the market area. Comparability factors considered include the quality of the unit, unit type, size, age of the unit, amenities and utilities provided by the landlord. The rent requested also cannot be more than the rent for other unassisted units on the premises.

Rent reasonableness determinations must be completed prior to the approval of the rent for the assisted household's initial move-in and landlord requested rent increases. Rent reasonableness must also be determined annually for mobile home space rents.

The HACSD notifies the landlord of whether the rent requested is reasonable and is approved. If the requested rent is not approved, the HACSD will notify the landlord of the rent that can be approved based on the rent reasonable analysis. If the landlord disagrees with this analysis, the landlord may submit information on three comparable nearby units. The HACSD will consider the information and notify the landlord of a final rent determination.

Rent Increase Request

A rent increase may be requested at any time after the initial term of the lease and in accordance with any rent increase provisions specified in the lease and the HUD Tenancy Addendum. The HACSD will not approve any rent increase requests that fail to conform with all State and local laws, or from owners whose contracts are in abatement for owner violations.

The owner must notify HACSD in writing of any changes to the contract rent to owner at least 60 days before the effective date of the rent increase, please note that rent increases are always effective the 1st of the month. The Landlord Rent Increase Self Certification Form must be provided with the rent increase notice. The rent increase notice must include the following information:

- The date of the notice.
- The tenant's name and full address of the property.
- The total amount of the new rent; this amount should be one specific dollar amount and not a notice with options for different contract rent amounts for the tenant. These notices with option contract rent amounts will be postponed until the HACSD is notified of the actual rent amount being requested.
- The effective date of the rent increase must be the 1st day of the month following a full 60-day notice of the increase.

The HACSD must receive the FULL 60-day notice of rent increase or the effective date of the rent increase will be postponed.

Example: A rent increase request was submitted by the landlord on 01/07/2020, the rent increase request will be processed for an effective date no sooner than 04/01/2020.

Lease Renewal

A new lease is not required for leases that renew month to month unless other lease terms, such as utilities are changing. If the landlord is requesting a new lease or if a new lease is required then a new HAP contract must be executed. A copy of the new lease, signed by both parties, must be provided to the HACSD with the rent increase request.

Denial Letter & Change in Housing Assistance Payments (HAP) Notice

The HACSD will process the rent increase requests within 30-60 days of the effective date. Once the rent increase has been reviewed and a rent reasonableness has been made, the tenant and landlord will be notified of the decision. If the unit does not pass a rent reasonable test for the requested rent amount, the new rent will be denied and a denial letter will be mailed to both the tenant and landlord. The denial letter will include the reason for denial. If the requested rent amount is rent reasonable and the rent increase request has been approved, the tenant and landlord will receive a HAP Change Notice with the new rent amount, tenant's rent portion and the HAP amount.