

CITY OF PHOENIX

TEMPORARY

RELOCATION POLICY

LEAD HAZARD CONTROL PROGRAM

Lead Hazard Control Program
City of Phoenix
Neighborhood Services Department
Neighborhood Revitalization Division
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Phoenix, AZ 85003

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INTRODUCTION

This Policy has been prepared to provide information regarding the requirement for protecting occupants of dwelling units undergoing lead-based paint hazard remediation as provided under the Title X of the Housing and Community Development Act of 1992, Section 1012 and 1013 of the Residential Lead-Based Paint Hazard Reduction Act of 1992. Temporary relocation will be provided only when it is essential for the safety of the occupants as determined by the City. This will be based on the amount and type of lead-based paint remediation. In some cases, families will need to move out of the home while the interior work is being conducted and until testing shows that it is safe for the family to move back in.

The City of Phoenix, Neighborhood Services Department Lead Hazard Control Program is a federally funded program and all evaluation, hazard control activities, risk assessment and interim controls will be performed based on the HUD Guidelines for the Evaluation and Control of Lead-Based Paint Hazards in Housing. .

PURPOSE

Childhood lead poisoning is a preventable environmental illness, which affects many body systems. Children under six who live in older housing are most at risk. Although there are many sources of lead in a child's environment, lead-based paint and dust from that paint are the most common sources. Homes built before 1978 are most likely to contain lead-based paint.

One goal of the Lead Hazard Control Program is to control lead hazards from lead-based paint and dust, and lead-contaminated soil, in 315 homes in selected Phoenix neighborhoods. The type or amount of lead remediation work being done in a home may require that the family be moved out of the home temporarily, to ensure that they are not exposed to dangerous amounts of lead. This will not be necessary in some homes.

The Temporary Relocation Program is designed to make relocation as convenient and pleasant for the family as possible. The Relocation Coordinator will assist the family in all relocation activities. The Lead Hazard Control Program staff will determine whether relocation will be necessary and what benefits will be provided, on an individual basis, to meet the specific needs of each family.

DEFINITIONS

Temporary Relocation - For single family housing, the temporary move of a family and specific belongings out of a residence, during the conduct of lead remediation activities and until the property has received safety clearance.

For multi-family housing, the removal of a family and specified belongings out of a residence, during the conduct of lead remediation activities and until the property has received safety clearance, OR permanent removal to a comparable, but remediated, unit within the same rental complex, so that lead remediation activities can take place in the formerly occupied unit.

Family - Persons living in a household, as determined by intake information.

Head of Household - For purposes of this program, this is the individual designated by the family to receive payments of relocation funds. Each family will have one person so designated, and that person will be responsible for distributing funds appropriately among the family members.

Temporary Housing - Living accommodations provided for a family during the conduct of lead remediation activities at their home and until the residence passes safety clearance, and the family can reoccupy their home.

Food Allowance - Funds provided to families for meals during the temporary relocation period, including moving days, based on the established schedule for the number and ages of persons in the family.

Relocation Inspections - An inspection that is conducted to insure that the temporary replacement dwelling unit generally conforms with all appropriate maintenance, safety and building codes, including an adequate heating and cooling system.

Scope of Work -

Remediation -An activity which reduces the health hazards of lead-based paint, soil and dust.

YOUR LETTERS

1) Non- Displacement Letter

The Non-Displacement Letter is the initial letter presented to you at the time the interview is conducted and documentation is gathered. This letter advises you that you will not be required to move permanently and not to move temporarily until instructed to do so by your Relocation Coordinator.

Temporary Relocation Criteria:

In general, appropriate temporary relocation services will be provided, if the remediation plan designates disturbance of lead-based paint in any of the following:

1. The only bathroom or all bathrooms in the dwelling unit.
2. Sleeping areas for which there are not sufficient alternatives within the residence, or
3. The kitchen, if alternative arrangements for meals cannot be conveniently provided.

Final decisions about eligibility for relocation will be determined on a case by case basis.

2) Eligibility Letter

A benefits letter outlining your eligible benefits will be prepared and presented to you. The Relocation Coordinator will explain these benefits and answer any questions you may have.

Temporary Relocation Benefits

Your temporary relocation benefits will be based on the amount and type of lead-based paint remediation. Therefore, ONLY City staff make that determination. Temporary relocation benefits will be for eligible family members only. They may include temporary housing, daily food allowance and other moving expenses.

RELOCATION SERVICES:

If occupants cannot safely live in a dwelling during lead hazard control work, they must be relocated to a suitable dwelling unit until the work is completed and the dwelling unit has passed a safety test. **Temporary relocation will be required only when it is essential to the safety of the occupants as determined by the City.**

- o The dwelling (apartment, hotel or house) selected for temporary relocation must meet the Relocation Inspection requirements of the City of Phoenix.. Families will receive a referral to pre-selected dwelling, but may use any dwelling that meets the standards.

- o Food Allowance- Families remaining in the home, without access to the kitchen will receive funds for meals from the time that work begins until the time that the kitchen has passed clearance. Families relocating will be given funds based on the number of meals during the temporary relocation.

- o Transportation - Costs of transportation in excess of usual expenses, which result from the temporary relocation of the family, will be determined on a case- by- case basis.

- o Security - Property will be secured by the abatement contractor. The contractor may request an inventory of property. Small valuables **must** be removed from the property by the owner.

- o Moving Costs - Allowance will be determined on a case-by-case basis.

- o Telephone - Long distance calls are **NOT** eligible for reimbursement.

- o Cable service will **NOT** be provided.

- o Pets -

- Animals normally kept out of doors, such as small livestock or caged birds, may be left on the premises, if arrangements can be made for their care.

- Residents are encouraged to find safe, suitable lodging for pets with friends or relatives during the temporary relocation,

- A maximum of two animals (cats or dogs), may be boarded at a pet boarding facility, if they are licensed and up to date on their shots. A maximum of \$16.00 per pet for the first day, for each additional day dogs, \$8.00 and cats \$6.50 will be reimbursable as a relocation expense. Transport of the pet(s) to a temporary location will be the responsibility of the resident.

METHOD OF PAYMENT:

TEMPORARY HOUSING ASSISTANCE

If the family uses a pre-paid temporary housing unit, which the City selects for the purpose of temporary relocation, no funds will be dispersed directly to the family for rent.

If the family selects to relocate temporarily with a friend or relative, a maximum benefit per night will be made payable to the head of household.

Claiming Your Benefits

Your Relocation Coordinator will provide you with the necessary claim form(s) and help you fill them out.

FOOD ALLOWANCE

A daily food allowance for each family member (as documented at the initial interview) will be determined. Funds will be made available to the head of household on the first day of the temporary relocation.

Food Allowance

	Breakfast	Lunch	Dinner
Adults (children 13 and over)	\$5.50	\$7.50	\$10.00
Child(ren) (12 and under)	\$3.50	\$5.00	\$8.00

IMPORTANT

Relocation payments are not considered as income for Federal or State Income Tax purposes. They do not influence eligibility for Social Security payments, welfare or other related governmental assistance.

NOTE:

If a family requiring temporary relocation chooses to obtain their own accommodations, they must verify that the chosen property meets the relocation requirements.

WAIVER

I have been advised and understand that, in the interest of health and safety, the property chosen by me for temporary location of my family during lead remediation work must meet the following requirements of the City of Phoenix,

A functioning bathroom

Sufficient sleeping quarters to meet the needs of the occupants

Sufficient facilities for preparation of food

Operational heating and cooling equipment

An absence of fire and electrocution hazards

The City of Phoenix will not conduct an inspection to determine the condition of the home with regard to decency, safety, and sanitary condition. The City of Phoenix will conduct a visual inspection of the home to which a family temporarily relocates to determine if there is paint in poor condition. Intermediate interventions may be required if the temporary housing appears to present a lead hazard with regard to paint.

Head of household

Date

TEMPORARY RELOCATION POLICY RECEIPT

I have received a copy of the Temporary Relocation Policy for the Lead Hazard Control Program. The relocation benefits, as outlined in the policy, have been explained to me/us.

Head of household

Date

Relocation Coordinator

Date