

Chapter 10 Part 1 UTILITIES

- A. All utility service shall be individually metered to residents, either through provision of retail service to the residents by the utility supplier or through the use of check meters, unless:
 1. Individual metering is impractical, such as in the case of a central heating system in an apartment building;
 2. Change from a master metering system to individual meters would not be financially justified based upon a benefit/cost analysis; or
 3. Check metering is not permissible under State or local law, or under the policies of the particular utility supplier or public service commission.
 - B. If check metering is not permissible, retail service shall be considered. Where check metering is permissible, the type of individual metering offering the most savings to the Shelton Housing Authority shall be selected.
- 1. Resident allowances for Utilities**
 - a. In rental units for which utilities are furnished by the Shelton Housing Authority but there are no check meters to measure the actual utilities consumption of the individual units, residents shall be subject to charges for consumption by resident-owned major appliances, or for optional functions of Shelton Housing Authority-furnished equipment, in accordance with 24 CFR [§ 965.502\(e\)](#) and [965.506\(b\)](#), but no utility allowance will be established.
 - 2. Utility Allowance Surcharges for Excess Consumption of Shelton Housing Authority furnished utilities:**
 - a. For dwelling units subject to allowances for Shelton Housing Authority-furnished utilities where check meters have been installed, the Shelton Housing Authority shall establish surcharges for utility consumption in excess of the allowances. Surcharges may be computed on a straight per unit of purchase basis (e.g., cents per kilowatt hour of electricity) or for stated blocks of excess consumption and shall be based on the Shelton Housing Authority's average utility rate. The basis for calculating such surcharges shall be described in the Shelton Housing Authority's schedule of allowances. Changes in the dollar amounts of surcharges based directly on changes in the Shelton Housing Authority's average utility rate shall not be subject to the advance notice requirements of this section.
 - b. For dwelling units served by Shelton Housing Authority-furnished utilities where check meters have not been installed, the Shelton Housing Authority shall establish schedules of surcharges indicating additional dollar amounts residents will be required to pay by reason of estimated utility consumption attributable to resident-owned major appliances or to optional functions of Shelton Housing Authority-furnished equipment. Such surcharge schedules shall state the resident-owned equipment (or functions of Shelton Housing Authority-furnished equipment) for which surcharges shall be made and the amounts of such charges, which shall be based on the cost to the Shelton Housing Authority of the utility consumption estimated to be attributable to reasonable usage of such equipment.
 - 3. Review and revision of Allowances**
 - a. *Annual review.* The Shelton Housing Authority shall review at least annually the basis on which utility allowances have been established and, if reasonably required in order to continue adherence to the standards stated in 24 CFR [§ 965.505](#), shall establish revised allowances. The review shall include all changes in circumstances

(including completion of modernization and/or other energy conservation measures implemented by the Shelton Housing Authority) indicating probability of a significant change in reasonable consumption requirements and changes in utility rates.

- b. ***Revision as a result of rate changes.*** The Shelton Housing Authority may revise its allowances for resident-purchased utilities between annual reviews if there is a rate change (including fuel adjustments) and shall be required to do so if such change, by itself or together with prior rate changes not adjusted for, results in a change of 10 percent or more from the rates on which such allowances were based. Adjustments to resident payments as a result of such changes shall be retroactive to the first day of the month following the month in which the last rate change taken into account in such revision became effective. Such rate changes shall not be subject to the 60-day notice requirement of 24CFR [§ 965.502\(c\)](#).

4. Individual Relief

Requests for relief from surcharges for excess consumption of Shelton Housing Authority-purchased utilities, or from payment of utility supplier billings in excess of the allowances for resident-purchased utilities, may be granted by the Shelton Housing Authority on reasonable grounds, such as special needs of elderly, ill or disabled residents, or special factors affecting utility usage not within the control of the resident, as the Shelton Housing Authority shall deem appropriate. The Shelton Housing Authority's criteria for granting such relief, and procedures for requesting such relief, shall be adopted at the time the Shelton Housing Authority adopts the methods and procedures for determining utility allowances. Notice of the availability of such procedures (including identification of the Shelton Housing Authority representative with whom initial contact may be made by residents), and the Shelton Housing Authority's criteria for granting such relief, shall be included in each notice to residents given in accordance with 24 CFR [§ 965.502\(c\)](#) and in the information given to new residents upon admission.