

**NORTH CHARLESTON HOUSING AUTHORITY**

**RESOLUTION NO: 2025 - 04**

**Meeting Date: June 18, 2025**

**Agenda Item Number: V1.d**

**RESOLUTION OF THE NORTH CHARLESTON HOUSING AUTHORITY  
TO RADIFY A REVISED ADMINISTRATIVE PLAN FOR  
THE SECTION 8 HOUSING CHOICE VOUCHER (HCV) PROGRAM**

**WHEREAS**, the North Charleston Housing Authority's (NCHA) Board of Commissions and staff are committed to providing safe and affordable housing to eligible individuals and families, including persons with disabilities; and

**WHEREAS**, the United States Department of Housing and Urban Development has authorized Public Housing Agencies (PHA) to administer a Housing Choice Voucher program, through the use of the PHA's Administration Plan; and

**WHEREAS**, the Administrative Plan must state the PHA's policies on matters for which the PHA has discretion to establish local policies; and

**WHEREAS**, a PHA is required to revise its Administrative Plan as necessary to remain in compliance with the Department of Housing and Urban Development (HUD) regulations and requirements set forth in 24 CFR 5, 8, 35, 92, 882, 887, 888, 903, 908, 982, 983, 984 and 985; and

**WHEREAS**, the Administrative plan for the Section 8 Housing Choice Voucher Program of NCHA, currently states that the NCHA will review and update the Administrative Plan to reflect changes in regulations, PHA operations, or when needed to ensure staff consistency in operation; and

**WHEREAS**, NCHA staff reviewed the Administrative Plan and made revisions to reflect changes in regulations and NCHA operations; and

**WHEREAS**, NCHA provided a 30 day comment period and invited the public to attend a Public Hearing to provide verbal and/or written comments.

**NOW, THEREFORE BE IT RESOLVED**, that the North Charleston Housing Authority hereby

- (1) deletes from its Administrative Plan all policies and procedures pertaining to matters for which the PHA has discretion that are inconsistent with current HUD regulations and requirements,
- (2) incorporates into its Administrative Plan all current non-discretionary requirements, and
- (3) automatically incorporates into its Administrative Plan future non-discretionary requirements concurrent with the Effective Date of the Federal Register rule or other binding program directive establishing such requirements
- (4) The Revised Administrative Plan for the Section 8 Housing Choice Voucher Program, with revised chapters in substantially the form circulated to the Board is approved.
- (5) The Executive Director hereby is authorized and directed to make minor procedural changes as necessary between any annual updates.

The within Resolution is to be approved the effective date of the Federal Register rule or other binding program directive establishing such requirements by the Board of Commissioners.

Resolved this 18th day of June 2025

  
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Jeff Baxter, Chairperson

Attest:

  
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Quiana Abney, Acting Secretary