

# MEMORANDUM

TO: Persons Requesting a Reasonable Accommodation  
FROM: District of Columbia Housing Authority  
RE: General Principles to Requests for Reasonable Accommodations  
DATE: December 1, 2001

## GENERAL PRINCIPLES TO REQUESTS FOR REASONABLE ACCOMMODATIONS

- A. The person requesting the reasonable accommodation is usually an expert in regard to his or her own disability and the accommodations that may be appropriate. Generally, we presume that the information the person provides concerning his or her own needs is accurate and the method proposed for accommodating those needs is the most appropriate.
- B. This procedure for evaluation and responding to requests for a reasonable accommodation relies on a cooperative relationship between us and the applicant/resident. The process is not adversarial.
- C. The Form, "Request for a Reasonable Accommodation" is designed to help us and applicants/residents. If an applicant/resident does not, or cannot, use the Form, DCHA will reduce the request for an accommodation to writing and process it in accordance to its policies.
- D. If the accommodation is reasonable, we will grant it (see principle F below).
- E. Where the reasonable accommodation is requested by an applicant in order to overcome negative information, or by a resident in order to overcome a lease violation, we will make the following additional determinations: 1) the essential impact of the negative information or lease violation and 2) whether the requested accommodation eliminates or satisfactorily reduces the essential impact, so that the person can occupy the housing with a reasonable expectation of success. If the requested accommodation is reasonable and produces the reasonable expectation of success, we will grant the request.
- F. Reasonable accommodations will be focused on the person and designed to address each person's situation.

## EXAMPLES OF REASONABLE ACCOMMODATION METHODS

The following are examples of modification which may constitute reasonable accommodations for individual residents. The accommodations listed below will not necessarily be available to all residents in all developments. They may not be structurally practicable in all apartments or developments.

### I. Apartment Entrance and/or Interior Doors

- Widen doors
- Rehang door to lay flat against a wall when opened
- Rehang door to swing out instead of into a space
- Add or adjust "door closer"
- Adjust door for appropriate opening force for disabled persons
- Provide lever type or other accessible door handles
- Provide lower peep holes or "telescoped" peep holes for people with mobility impairments
- Attach a flashing light signal to door bell for individuals with hearing impairments
- Bevel any changes in pathway level that exceed ¼" in height
- Utilize different/proper color paint for doors or around doorways, windows or baseboards for people with sight impairments

### II. Apartment Interiors

- Cover or protect exposed hot water pipes in bathroom or kitchen or where hot water is used for heating purposes
- Utilize different/proper color paint for doors or around doorways, windows or baseboards for people with sight impairments

### III. Apartment Closets

- Provide accessible or adjustable closet rods and shelves

### IV. Apartment Bathrooms

- Provide wider bathroom door
- Provide lever type faucets
- Lower wash basin
- Lower mirror
- Provide accessible toilet
- Relocate toilet paper dispenser
- Provide grab bars in toilet and/or tub area
- Provide seat for tub
- Provide hand-held shower device
- Relocate bathtub and/or shower controls
- Provide roll-in shower or shower with seat