

**FAIR HOUSING ACTION PLAN
TOWN OF HAMDEN, CT**

WHEREAS, the Congress of the United States in 1866 (the 1866 Civil Rights Act, 42 U.S.C. 1982) has declared that all citizens of the United States shall have the same rights to inherit, purchase, lease, sell, hold and convey real and personal property;

WHEREAS, the Congress of the United States has further declared by the Civil Rights Act of 1968, known as the Fair Housing Act (P.L. 90-284) (18 U.S.C. 245) (hereinafter called the "Act") that it is the policy of the United States to provide, within Constitutional limitations, for fair housing throughout the United States, thereby prohibiting discrimination by reason of race, color, religion, national origin, or sex in the sale or rental of housing; and

WHEREAS, Section 808 and 809 of the ACT provide that the authority and responsibility for administering the Act shall be vested in the Secretary of Housing and Urban Development (hereinafter called the "Secretary") and the Secretary is required to cooperate with and render technical assistance to private agencies, groups and institutions which are formulating or carrying on programs to prevent or eliminate discriminatory housing practices and to undertake conciliatory activities which will further the purpose of fair housing and to work out programs of voluntary compliance with the cooperation and advice of the housing industry and other interested persons; and

WHEREAS, the Town of Hamden will comply with the requirements of Section 8-37ee of the Connecticut General Statutes and the Connecticut Fair Housing Act, including but not limited to sub-sections 303- 305 (Tenant Selection), and 311 (Fair Housing Policy Statement)

WHEREAS, the Town of Hamden believes that the national policy of fair housing can effectively be promoted through programs of affirmative action in the private housing industry and markets; and

WHEREAS, the Town of Hamden believes it desirable to establish a local fair housing plan for the purpose of effectuating the requirements of all applicable fair housing laws;

NOW, THEREFORE, in order to encourage public and private cooperation in achieving fair housing through affirmative action and other efforts, the Town of Hamden establishes this **FAIR HOUSING ACTION PLAN** ("Plan"):

A. STATEMENT OF EQUAL HOUSING OPPORTUNITY POLICY

The Town has a policy of promoting and assuring equal housing opportunity based on aforementioned civil rights legislation. This policy is intended to be consistent with, and to meet the requirements and objectives of the Civil Rights Act of 1968, Title V or the National Housing Act (as amended), and all legislation related to non-discrimination in housing. To implement this

policy, the Town has adopted this plan, the principal objectives of which are (1) to take steps to encourage full compliance with all the requirements of the fair housing laws by all affected private and public persons, institutions, agencies, or bodies and (2) where appropriate, promote and encourage affirmative marketing and similar efforts within the Town. While the principal persons, institutions, agencies and bodies who potentially will make the greatest contribution to achieving the attainment of the above objectives are Realtors, lenders, developers, apartment and other rental unit owners and managers and Town and governmental units having responsibility for building and providing housing, the Community Development Advisory Commission also believe that it is important to strive for maximum public awareness and participation in the process of achieving these fair housing objectives.

The Mayor exercises personal leadership in carrying out the Town's affirmative action efforts. To assist him in carrying out these policies, the Mayor may assign to one or more individual employees responsibilities and authority for implementing equal housing responsibilities.

The Mayor and/or the individuals assigned responsibilities for implementation of this plan shall develop and recommend plans and actions for carrying out the objectives of this equal housing opportunity policy.

Positive action and initiative should be taken if housing is to be open to all. Accordingly, specific educational and other goals will be established and good faith effort by all Town department heads in helping to achieve such goals will be required. The Town must reach out and draw upon all possible sources so that men and women of all backgrounds are aware of housing opportunities within the Town:

B. STATEMENT OF GOALS:

1. To seek full compliance by all citizens with all Fair Housing Laws, including, but not limited to, Title VIII of the Civil Rights Act of 1968, Title V of the National Housing Act (as amended), and the Connecticut Public Accommodations Act (Title 53 of Connecticut General Statutes).
2. To identify and work with those persons, groups or agencies having resources and ability to significantly impact the achievement of the fair housing objectives set forth above.
3. To promote fair housing in the Town by dissemination of relevant information as to fair housing requirements to all persons having a direct involvement and interest in the provision of housing, including Realtors, leading institutions, developers, apartment and other rental unit owners and affected Town agencies. More specifically it is intended that workshops and other educational sessions be held for the following purpose, among others:

- a) to review equal opportunity lending programs with local lending institutions;
- b) to review with Realtors, developers and multi-unit dwelling owners or managers the requirements of federal and state Fair Housing Laws affecting them, and to offer guidance or assistance to such persons as to affirmative marketing and other techniques;
- c) to hold general public information sessions to review housing requirements and impact;
- d) to assist affected Town agencies in the administration of Town programs or requirements which impact housing opportunities; and
- e) to encourage generally greater understanding and familiarity with both the objective of equal housing opportunity and the various techniques by which such objective may be furthered.

C. ADMINISTRATION

1. General responsibility for implementation and day-to-day administration of this Plan shall, per assignment by the Mayor, be vested with the Manager of the Office of Housing and Neighborhood Development. The Manager of the Office of Housing and Neighborhood Development is Chris Marchand. His address is the Keefe Community Center, 11 Pine Street in Hamden, CT 06514. Office hours are Monday-Friday 8:30-4:30. His phone number is 203-776-5978.
2. General responsibility for periodically evaluating the extent to which the objectives of this Plan have been achieved, for identifying problem areas and recommending changes to this Plan and for working with providers and other private groups to develop education and other programs to carry out the objectives of this Plan, shall be vested with the Mayor and those individuals from his staff to whom he may assign responsibility therefor.

The Community Development Advisory Commission may request the affected Town agencies, boards or commissions to designate one or more persons for such organizations to work with or assist the Mayor's staff in the performance of these obligations.

D. IMPLEMENTATION

1. Dissemination
 - a) Copies of this plan shall be distributed to all Town and local governmental departments, agencies, boards and commissions having any official responsibility relating to any aspect of housing opportunities within the Town.
 - b) Copies of this plan shall be made available to all persons, institutions or agencies, public and private, having a direct involvement and interest in the

provisions of housing (hereinafter referred to as "providers") including those referred to in paragraph B(2) above, with a request that such be retained and made available for examination of their respective premises.

c) Each provider shall be requested to disseminate to their agents and employees having responsibility for housing-related functions, copies of the Plan in order that such agents and employees may be familiar with such policy.

2. Educational Programs

The staff assigned by the Mayor to assume individual responsibilities for the implementation of this Plan shall have the responsibility for establishing timetables for dissemination of copies of the Plan for working with available private resource personnel to develop and present such training programs or workshops as will best further the objectives of this plan.

E. REVIEW PROCEDURES

The Manager of the Office of Housing and Neighborhood Development shall have the primary responsibility for reviewing the day-to-day effectiveness of the efforts to carry out the objectives of this plan, including:

1. Requesting providers who furnish services to the Town to affix their commitment to equal opportunity housing objectives and provide an annual statement indicating their familiarity with the responsibilities imposed upon them under the provisions of the federal and state Fair Housing Laws;
2. Requesting those local banking institutions who are signatories to the program to furnish to the Town copies of the reports to the Department of Housing and Urban Development required under that agreement;
3. Obtaining confirmation from affected providers and Town agencies of their receipt and, where applicable, their subsequent re-dissemination of this Plan.
4. To the extent consistent with the privacy rights of individual citizens, maintaining information as to the achievement of those providers whom have adopted fair housing or affirmative marketing plans in order to document the usefulness and achievement relating to the goals established under this Plan.

F. DISCRIMINATION COMPLAINT PROCEDURES/ TENANT SELECTION METHODOLOGY

Any person who feels that he or she has been discriminated against in an attempt to secure housing within the Town of Hamden may file a complaint with the Fair Housing Officer of the Town of Hamden. The Fair Housing Officer is Chris

Marchand. His address is the Keefe Community Center, 11 Pine Street in Hamden, CT 06514. Office hours are Monday-Friday 8:30-4:30. His phone number is 203-776-5978. **Complaints shall be filed no later than sixty (60) days after the act of discrimination occurred.** To facilitate and standardize the complaint filing procedure, forms provided by the Department of Housing and Urban Development (HUD) may be used. Additional forms or background information will be developed as required.

The Fair Housing Officer shall review the complaint and if he cannot effect voluntary compliance with the law on the local level, the complainant shall be referred to Department of Housing and Urban Development and/or the Connecticut Commission on Human Rights and Opportunities. The Fair Housing Officer shall be responsible for keeping track of all referrals, including progress and status reports, and providing whatever assistance is needed by the agencies involved.

Complaints shall be filed with CHRO or HUD no later than one hundred eighty (180) days after the alleged unfair act of discrimination occurred.

Tenant Selection Methodology: Per Sec. 8-37ee-305 of the Connecticut General Statutes and the Connecticut Fair Housing Act, the Town of Hamden will use:

Random Selection Method ó Lottery: (With the following stipulations)

- (1) Determining the income eligibility of all applicants;
- (2) Pre-screening/interviewing for credit worthiness and other reasonable common rental or ownership criteria; and for verification of applicant information.
- (3) Putting all applicants with favorable interviews, that is, having no ground for disqualification based on subsection (e) of this section, back in the pool and choosing by a lottery system.

G. TECHNICAL ASSISTANCE

The Fair Housing Officer shall be authorized to request technical assistance from the Department of Housing and Urban Development as contemplated by Title VIII of the Civil Rights Act of 1968, as and to the extent deemed necessary, to aid in the effectuation and implementation of this Plan.

H. EVALUATION AND PERIODIC REPORTING

1. The Fair Housing Officer initially shall review the progress achieved under this Plan within six months and twelve months following adoption hereof by the Community Development Advisory Commission and report their evaluations and recommendations in connection therewith to the Community Development

Advisory Commission and the Department of Housing and Urban Development. Thereafter, such review and evaluation shall be made annually.

2. If otherwise during the term of this Plan, the Fair Housing Officer shall determine that any of the provisions of this Plan require modification or amendment, they shall forward their recommendations to the Community Development Advisory Commission for approval or disapproval.
3. In carrying out such review and evaluation, the Fair Housing Officer shall use his/her best efforts to involve providers and other persons affected by the Plan of the purpose of obtaining their views as to the achievements or deficiencies or other suggestions for improved implementation of this Plan.