

Standard Operating Policy

City of Oakdale

Policy Number: EPB-026

Pages: 2

Subject: Fair Housing

Date Approved: 2019

1.0 Purpose

- 1.1 This policy establishes the City's commitment to assuring equal housing opportunity for all residents as well as the necessary administrative practices to implement this policy.

2.0 Authority

- 2.1 Minnesota state law provides the Oakdale City Council with the authority to establish a Fair Housing Policy.

3.0 Fair Housing Policy Statement

- 3.1 Fair housing is rooted in Title VIII of the Civil Rights Act of 1968, and as amended in 1974 and 1988, and also in MN Statute 363A, the Minnesota Human Rights Act established in 1973. It is also the policy of the City of Oakdale to ensure that all persons have fair and equal access to existing and new housing opportunities regardless of race, color, religion, gender, sexual orientation, marital status, status with regard to public assistances, familial status, national origin, or disability. To ensure fair and equal access to existing and new housing opportunities the City provides access to fair housing information and referral services for all persons as well as ensures its development practices, including land use, subdivision, and financing practices, do not result in disparate treatment or impact on protected classes under the Civil Rights Act of 1968, and as amended in 1974 and 1988, and also under the Minnesota Human Rights Act established in 1973.

4.0 Fair Housing Officer

- 4.1 The Director of Community Development is designated as the Fair Housing Officer (FHO) for the City. The Director may designate Community Development staff to fulfill the duties of the FHO.
- 4.2 The FHO is responsible for the intake and referral of all fair housing complaints.
- 4.3 The FHO will be familiar with state and federal fair housing laws, the process for filing discrimination complaints, and the state and federal agencies that handle complaints.
- 4.4 The FHO shall use a Fair Housing Complaint Log to document the date, time, and nature of any fair housing complaint, as well as the referrals and information provided to the complainant.

- 4.5 The FHO shall monitor City activities affecting fair housing and identify issues and concerns and assist the City Council to resolve those issues and concerns.

5.0 Ensuring Access to Fair Housing Information

- 5.1 **Information Available Online:** The City website shall include information about fair housing and the FHO's contact information. At a minimum, the website shall include links to resources such as the Department of Housing and Urban Development, Minnesota Department of Human Rights, Mid-Minnesota Legal Aid, the State of Minnesota's Olmstead Plan, as well as links to state and federal fair housing complaint forms.
- 5.2 **Information Available at City Hall:** The City shall provide fair housing information to anyone requesting such information at the City offices. Information provided will include:
 - a) A list of fair housing enforcement agencies;
 - b) A FAQ of Fair Housing Law; and
 - c) Fair Housing Complaint Forms

6.0 City Development Practices to Support Fair Housing

- 6.1 **Staff and Elected Officials Training:** Staff and elected officials shall regularly participate in fair housing training.
- 6.2 **Periodic Housing Analysis:** The City shall periodically review the local housing inventory to examine the affordability of both rental and owner-occupied housing and emerging housing needs. This analysis shall inform City actions related to land use planning, housing development, and housing programs.
- 6.3 **City Ordinance and Policy Review:** The City shall periodically review its ordinance and policies related to housing, including residential zoning codes, building codes, property maintenance codes, and rental licensing to identify any potential for disparate impact or disparate treatment.
- 6.4 **Planning and Development Analysis:** City planning functions, including development/redevelopment review, shall consider fair housing issues, including whether potential projects may perpetuate segregation or lead to displacement of protected classes.
- 6.5 **Affirmatively Furthering Fair Housing:** From time to time, the City may receive Community Development Block Grant (CDBG) or other federal funding through Washington County. Recipients of federal funds are obligated to affirmatively further fair housing. The City agrees to consider recommendations by the regional Fair Housing Implementation Council (FHIC) for potential integration into City planning documents, including the Comprehensive Plan and other related documents.