

## City of Shoreview, Minnesota

### Fair Housing Policy – November 19, 2018

#### 1. Purpose/Vision

The purpose of this policy is to ensure all people feel welcomed, treated fairly, and provided resources for fair housing when looking to reside in the City of Shoreview.

Our vision is that Shoreview maintains a high caliber of respect and fairness while maintaining a positive representation of equity for all people aspiring to be residents of Shoreview.

#### 2. Fair Housing Policy Statement

It is the policy and commitment of the City of Shoreview to ensure that fair and equal housing opportunities are granted to all persons in all housing opportunities and development activities funded by the city regardless of race, color, religion, gender, sexual orientation, marital status, and status with regard to public assistances, familial status, national origin, or disability. This shall be done through strong external policies that provide meaningful access to all constituents and fair housing informational and referral services; and internal practices and procedures do not discriminate and that affirmatively further fair housing.

#### 3. External Practices

##### a) Reference Organizations

The City does not claim to have all the resources needed to solve diverse fair housing issues therefore the City believes utilizing external organizations along with City resources will provide significant assistance to individuals' housing needs. If contacted by current or potential residents of Shoreview, the City we will request the individual to complete the Concern Report, the City will access the report, then determine if they could be assisted by the City or by reference organizations. The list below of organizations is not an exhausted list but a starting place for assistance. Reference organizations below:

U.S. Department of Housing and Urban Development- Minnesota  
Minnesota Department of Human Rights  
Mid-Minnesota Legal Aid  
Housing Justice Center  
Home Line Minnesota  
Southern Minnesota Regional Legal Services

##### b) Meaningful Access

1. Online Information. The City of Shoreview will have information about fair housing displayed on its website under the category "Housing". The website will also have links to fair housing resources such as the Mid-Minnesota Legal Aid, Southern Minnesota Regional Legal Services, and others. Information on the website will also include the

City Staff contact for fair housing concerns. In addition, the City will post the following policies:

- i. Shoreview Fair Housing Policy
- ii. Link to the State of Minnesota's Olmstead Plan

2. In-Person Information

Upon inquiries about fair housing policies, that individual will be directed to the City Planner that will then provide them information about our list of reference organizations and inform them of City practices to ensure fair housing.

c) Languages

The City of Shoreview is committed to providing information in diverse languages for its residents. Therefore, if requested, the City of Shoreview will connect the individual to an organization that can assist with translation of fair housing policies.

d) Rental Licensing Program.

The City administers a rental licensing program which requires the property owners of rental dwelling units to obtain an annual license from the City. The City will provide information on this fair housing policy to licensees. The City will also consider hosting a training session for landlords that provides information on fair housing and other relevant landlord/tenant issues.

**4. Internal Practices**

The City of Shoreview commits to the following steps to promote awareness and sensitivity to fair housing issues in all of its government functions. The City will address issues related to Fair Housing for these practices.

a) Reporting.

If an individual calls or comes to City Hall to voice a fair housing concern, a Concern Report Form that includes the name, contact information, description of the concern and desired outcome will need to be completed. Once the report is completed City staff will connect the individual to organizations that can assist the individual. The Concern Report Form would then be on file at City Hall. Staff will follow-up as needed to ensure the individual has received assistance.

b) Home Loan Programs.

The City of Shoreview offers Home Loan Programs available to residents and first-time homebuyers. These programs are in partnership with NeighborWorks Home Partners and are intended to make purchasing or improving homes in Shoreview more affordable. These loans will be administered in accordance with the City's Fair Housing Policy.

c) Financial Assistance.

Developers who seek financial assistance through the City for housing projects must adhere to the City's Fair Housing Policy. Information on this policy will be provided to Developers at the

onset of conversations regarding financial assistance. Developers will be required to execute a financial development agreement that includes language regarding fair housing and their commitment to uphold fair housing practices.

d) Housing Analysis.

The City will review its housing inventory to examine the affordability of both rental and owner-occupied housing and whether all reasonable actions have been taken to remove barriers to ensure adequate housing choice for all city residents.

e) Code Analysis.

The City will review its municipal code , with specific focus on ordinances related to zoning, building and occupancy standards, to identify any potential for disparate impact or disparate treatment. New ordinances will also be evaluated in the context of fair housing.

f) Project Planning and Analysis.

When reviewing proposed housing developments, the City will consider fair housing issues, including whether potential projects may perpetuate segregation or lead to displacement of protected classes. The City is committed to working with other agencies to remedy any displacement or segregation that may occur.

g) Community Engagement.

The City commits to ongoing community engagement. Specifically, the City commits to robust conversations with community regarding potential housing projects, zoning changes, and other land use planning decisions.

The City of Shoreview Economic Development Authority will review and revise, if necessary, the Fair Housing Policy on an annual basis.