

Requirements for Completing the Fair Housing Plan

- I. Indicate whether this is the first Fair Housing Plan submitted by the recipient or if one has been previously submitted.
- II. List the **major** obstacles and impediments to affirmatively furthering fair housing in the recipient's community, e.g. lack of knowledge among citizens of fair housing laws, lack of affordable housing stock, etc. These will be specific to the recipient community.
- III. Indicate whether the activities apply to part or all of the recipient's community. If some of the activities apply to only part, include an explanation.
- IV. List the activities the recipient will undertake to affirmatively further fair housing in the recipient's community. *The activities should address the obstacles identified in Section II.* Activities should be planned for the life of the grant beginning with the quarter in which the grant agreement was signed and should be listed by quarter with at least one activity per quarter. (For *example*, Quarter 1, Jan –Mar 2009: Distribute fair housing brochures to public library and local banks). The first activity **must** be establishing and/or publishing the grantee's fair housing complaint procedure and TDD number in the local newspaper. In addition, the grantee **must** have at least one activity for community outreach for fair housing in the form of a workshop or designated fair housing fair within an identified quarter. Many recipients have chosen to do this particular activity in the quarter containing April to celebrate National Fair Housing Month.
- V. Describe recipient's method of receiving and resolving housing discrimination complaints. The *four key elements* to include in complaint procedures are given in the example below. The recipient may add additional information as appropriate.

Note: Municipalities may elect to adopt the fair housing plan and activities in the county Analysis to Impediments to Fair Housing Choice, of the county in which they are located, but CI needs this in writing, signed and dated by the local chief elected officer *with* the local complaint procedure. The local activities **must** also adopt the county's Analysis of Impediments to Fair Housing Choice and the local activities **must** coincide with the county activities.

Fair Housing Links

For more information on promoting fair housing, please visit:

<http://www.hud.gov/offices/ftheo/promotingfh.cfm>
<http://www.hud.gov/local/index.cfm?state=nc>
<http://www.hud.gov/offices/ftheo/FHLaws/index.cfm>
<http://www.doa.state.nc.us/hrc/fairhousing.aspx>
<http://www.hud.gov/offices/ftheo/images/fhpg.pdf>

VI. To have the plan approved, please do the following:

1. It is recommended to submit an electronic copy in Word format to the Compliance Office at compliance@nccommerce.com. After review, a Compliance staff person will notify the contact person of any required changes.
2. For approval, please submit an original hardcopy with signature of the local Certifying Officer to the Compliance Office.
3. Upon receipt of the plan, the Compliance Office will issue an official letter notifying the grantee that the Fair Housing Plan is approved.

VII. Compliance Reviews

Please note that the Compliance Office will conduct random desktop and on-site reviews of fair housing plans in conjunction with Grant Representatives to ensure that applicants are conducting fair housing activities as certified in the approved Fair Housing Plan. Please ensure to maintain comprehensive documentation of fair housing activities for reporting and monitoring.

Recipient's Plan to Further Fair Housing

Grantee: City of Hendersonville

**Recipient's Address: 145 Fifth Ave E,
Hendersonville, NC 28792**

Contact Person: John Connet

Contact Phone #: 828-233-3201

Contact Email: jconnet@hvlnc.gov

TDD #:

I. Indicate if the Recipient will be affirmatively furthering fair housing for the first time or has implemented specific activities in the past.

First Time_____

Past Activities___X___

II. Identify and analyze obstacles to affirmatively furthering fair housing in recipient's community. (Use additional pages as necessary)

The following impediments were identified in the COH AI and are explained in more detail in that document:

1. Inadequate housing supply, both for-sale and rental
2. Inadequate supply of accessible housing options
3. Lack of housing finance options to achieve homeownership
4. Discrimination based on source of rental income and previous eviction
5. Lack of transportation
6. Lack of awareness of fair housing laws

III. Will the above activities apply to the total municipality or county?

Yes___X___ No_____

If no, provide an explanation.

(Use additional pages as necessary)

IV. Briefly describe the quarterly activities that the recipient will undertake over the active period of the grant to affirmatively further fair housing in their community. A time schedule and estimated cost for implementation of these activities must be included. *Activities must be scheduled for implementation at least on a quarterly basis.* (Use attached table)

Grantee Name: City of Hendersonville

Quarterly Fair Housing Activity	Months	Year	Estimated Cost	Actual Cost
<i>Example: Establish FH policy, Complaint Procedure</i>	<i>Jan-Mar.</i>	<i>20xx</i>	<i>\$xxxx</i>	<i>\$xxxx</i>
Review Fair Housing Complaint Procedure (https://www.hendersoncountync.gov/planning/page/fair-housing-complaint)	Apr-Jun	2021	\$0	\$0
Replenish Fair Housing brochures in City Hall	Jul-Sept	2021	\$150	
Provide municipal buildings with FH posters	Oct-Dec	2021	\$0	
Host Regional Fair Housing Training	Jan-Mar	2022	\$0	
Host Affordable Housing Webinar for Local Government Leadership	Apr-Jun	2022	\$0	
Update Regional Affordable Housing Directory	Jul-Sept	2022	\$0	
Replenish Fair Housing brochures in City Hall	Oct-Dec	2022	\$150	
Assess homeownership counseling services and ways how to increase capacity and outreach.	Jan-Mar	2023	\$0 (covered in grant admin contract)	
Analyze potential zoning updates to increase housing supply and diversity as a part of the city's Comprehensive Plan update.	Apr-Jun	2023	\$0 (covered in comp plan consultant fees)	
Conduct stakeholder outreach around potential zoning updates and other ways to increase housing supply, diversity and access as a part of the city's Comprehensive Plan update.	Jul-Sept	2023	\$0 (covered in comp plan consultant fees)	

V. Describe recipient’s method of receiving and resolving housing discrimination complaints. This may be either a procedure currently being implemented or one to be implemented under this CDBG grant. Include a description of how the recipient informs the public about the complaint procedures.

Henderson County manages fair housing complaints for the entire county including for COH. The complaint procedure is posted here:

<https://www.hendersoncountync.gov/planning/page/fair-housing-complaint>

- 1) Any person or persons wishing to file a complaint of housing discrimination in the city may do so **by informing** the county planning department of the facts and circumstance of the alleged discriminatory acts or practice.
- 2) Upon receiving a housing discrimination complaint, the county planning department shall acknowledge the complaint within **10 days in writing** and inform the Division of Community Assistance and the North Carolina Human Relations Commission about the complaint.
- 3) The county planning department shall **offer assistance** to the Commission in the investigation and reconciliation of all housing discrimination complaints which are based on events occurring in the county.
- 4) The county shall **publicize** in the local newspaper, with the TDD#, who is the local agency to contact with housing discrimination complaints.

Approved By:

Name and Title of Chief Elected or Executive Officer	Signature	Date
---	-----------	------