

# 1. Fair Housing Action Plan

Actions	Responsible Entities	Year to be Completed	Potential Cost/Other barriers	Date Completed
<b>Proposed Action:</b> The city's CDBG application review process should be amended to include a fair housing component. Local non-profits are important distributors of information throughout the community and educating them to disperse fair housing information and conduct their programs in non-discriminatory ways is an important component of building a comprehensive fair housing network.	City and non-profits	2015	Existing Staff – no additional cost.	
<b>Proposed Action:</b> The city should update its website to include a fair housing page with basic info and links to HUD, OHR, and other local fair housing resources.	City	2015	Existing staff – no additional cost.	
<b>Proposed Action:</b> The city should continue offering fair housing training to boards, commissions, and resident groups through its continuing participation on the IFHCG.	City and members of Interagency Fair Housing Coordinating Group (IFHCG)	2016	New staff or additional training for existing staff	
<b>Proposed Action:</b> The city should work through the IFHCG to convince the county to relax confidentiality standards related to fair housing complaints. By revealing the outcome of complaints, the county can educate landlords and others about the financial consequences of illegal housing discrimination.	City and Office of Human Rights/ County Council	2019	OHR Not supportive of this action	
<b>Proposed Action:</b> The city should continue to provide fair housing training to local landlords. The training should include information about the Section 8 voucher program, laws regarding source of income legislation, the rights and responsibilities of landlords, etc.	City staff	2016	New Staff or additional training for existing staff	
<b>Proposed Action:</b> The city should require landlords and rental agents to take fair housing training as part of their rental unit licensing process every two years.	City staff	2017	City staff – resistance from Landlords	

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<p><b>Proposed Action:</b> The city should expand fair housing education programs to local condo associations with specific information on how condo associations must also meet fair housing regulations. Focus should include how condo associations must meet reasonable accommodation requests, for example.</p>	<p>City staff OHR, and Montgomery County</p>	<p>2017</p>	<p>Additional training for staff and properties</p>	
<p><b>Proposed Action:</b> The city should continue to conduct its annual housing survey to provide accurate and up-to-date information on housing and rent levels in the city.</p>	<p>City and County staff</p>	<p>2016</p>	<p>City staff and Montgomery County Department of Housing and Community Affairs (DHCA)</p>	
<p><b>Proposed Action:</b> The city should evaluate all racially/ethnically concentrated areas of poverty to determine whether these areas should be exempt from the MPDU program. By exempting these areas, the city would effectively be incentivizing market-rate construction in those areas and help to eliminate poverty disparities throughout Gaithersburg.</p>	<p>City staff and legislative body</p>	<p>2017</p>	<p>City staff to provide analysis; legislative body to vote on any regulatory changes</p>	
<p><b>Proposed Action:</b> The city should establish a mechanism to review areas exempted from the MPDU program. The analysis should determine at what point the balance of affordable and market-rate housing in those areas has reach a tipping point in which newly constructed units should be required to include affordable housing set-asides.</p>	<p>City staff and legislative body</p>	<p>2017</p>	<p>City staff to provide analysis; legislative body to vote on any regulatory changes</p>	
<p><b>Proposed Action:</b> The city should maintain its strategy of using a balance of Housing Initiative Funds throughout the City, with the majority of funds going to areas outside of traditional low-income communities, providing persons with low-to-moderate income additional options when selecting an area of the city in which to live.</p>	<p>City staff and legislative body; embedded in the City's Housing Strategic Directions</p>	<p>2015</p>	<p>City staff to provide regular updates to Council for consideration of any policy changes</p>	

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<p><b>Proposed Action:</b> The city should conduct the four-factor analysis to determine the extent to which translation services may be needed to expand access to its services and programs for persons with LEP.</p>	City staff and Consultants	2016	\$10,000 budgeted for consultant services	
<p><b>Proposed Action:</b> The city should include architects, builders, engineers and local code officials in its fair housing training. Specifically, design and construction education should be provided to these groups to ensure accessibility features are included as required.</p>	City staff	2016	Requires additional training	
<p><b>Proposed Action:</b> The city should require that all newly constructed units utilizing public funds from any source should be 100% visitable. These units should include MPDUs, and any buildings constructed with Housing Initiative Funds or other local funds.</p>	City staff and legislative body	2017	Could be significant cost in tax credits and other fee waivers	
<p><b>Proposed Action:</b> The city should partner with the county to financially support the efforts of qualified fair housing advocacy organizations to conduct random paired testing of the applicant screening and selection process. This should be undertaken in the rental market for race, disability, national origin and source of income. Results for the city should be requested separately from the county.</p>	City and Montgomery County Office of Human Rights (OHR)	2016	County has agreed to conduct testing within the City	

