

Newton Fair Housing Committee Architectural Accessibility Action Plan

January, 2012

The Newton Fair Housing Committee has identified seven priorities that if implemented will become significant steps in eliminating impediments to fair housing choice in Newton for people with disabilities. The matrix below organizes these priorities by identifying action steps for implementation including the role(s) of the Newton Fair Housing Committee, and by identifying and prioritizing other parties whose involvement is essential in ensuring successful implementation.

Actions	Newton Fair Housing Committee Role(s)	Primary Parties	Secondary / Outside Parties
1. ADA and SECTION 504 ADMINISTRATION*			
<p>Update ADA Plan, add Section 504, include measurable goals, periodic updates and reporting process.</p> <p>Remove internal and external communication barriers.</p> <p>Make ADA/Section 504 Plan available to public in a variety of locations and accessible formats.</p>	<p>Advocate for updated ADA Plan and integration of Section 504 requirements.</p> <p>Advise on incorporation and implementation of fair housing related activities.</p> <p>Review draft plan, measureable goals and periodic updates.</p> <p>Promote and participate in public process to revise plan, assist with plan dissemination.</p>	<p>ADA/Section 504 Accessibility Coordinator</p> <p>Fair Housing Committee</p> <p>Commission on Disability</p> <p>Planning and Development Dept.</p> <p>Inspectional Services Dept.</p> <p>City Clerk</p>	<p>All City Departments</p> <p>Community Advocates</p> <p>Disability Advocates</p> <p>Housing and Service Providers</p> <p>Elderly community</p> <p>Civic and Neighborhood Groups</p>
<p>Strengthen ADA/Section 504 Accessibility Coordinator position.</p>	<p>Advocate importance of position with other primary parties.</p> <p>Work with ADA/Section 504 Accessibility Coordinator.</p>	<p>Executive Office</p> <p>ADA/Section 504 Accessibility Coordinator</p> <p>Planning and Development Dept.</p> <p>Commission on Disability</p>	<p>All City Departments</p>

*Americans with Disabilities Act of 1990, as amended and Section 504 of the Rehabilitation Act of 1973, as amended.

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Strengthen ADA/Section 504 Accessibility Coordinator position <i>(continued)</i> .		Fair Housing Committee Law Dept.	
2. FEDERAL ACCESSIBILITY ENFORCEMENT SYSTEM			
Pursue federal accessibility inspection and notification system for City - administered residential projects. Begin planning for possible expansion of inspection and notification system for residential developments not using City - administered funds.	Advocate for inspection and notification system. Provide technical assistance and advisement on enforcement procedures for areas of noncompliance, as needed. Review work and results.	Planning and Development Dept. Inspectional Services Dept. ADA/Section 504 Accessibility Coordinator	Fair Housing Committee Commission on Disability Human Rights Commission
3. MONITORING AND EVALUATING ACCESSIBILITY NEEDS, CHANGE AND PROGRESS			
Develop self-reporting documents for use by housing providers regarding accessible units proposed and provided; assure their usage.	Advocate. Review proposed documents.	Planning and Development Dept. Fair Housing Committee	Housing Providers ADA/Section 504 Accessibility Coordinator Law Dept.
Periodically review accuracy of provided data regarding accessibility. Use survey and other tools to determine and update the number and type of accessible units in Newton's affordable housing inventory.	Review proposed survey and other tools. Encourage housing providers to respond to surveys. Review survey results.	Planning and Development Dept.	Housing Providers Fair Housing Committee Commission on Disability Human Rights Commission

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<p>Maintain detailed records of 'Accessibility in Affordable Housing Guidance' usage and levels of accessibility achieved.</p>	<p>Assist in reviewing and evaluating progress on periodic basis.</p> <p>Assist in determining best practices.</p> <p>Advocate for best practices once established.</p>	<p>ADA/Section 504 Accessibility Coordinator</p> <p>Planning and Development Dept.</p> <p>Development Review Team</p>	<p>Fair Housing Committee</p> <p>Commission on Disability</p> <p>Newton Housing Partnership</p> <p>Housing Providers</p>
4. FAIR HOUSING MARKETING PLANS			
<p>Develop guidelines and require use of marketing plans that ensure accurate accessibility information in all outreach and marketing.</p>	<p>Advocate.</p> <p>Provide technical assistance, as needed.</p> <p>Review proposed documents.</p>	<p>Planning and Development Dept.</p> <p>Fair Housing Committee</p>	<p>Housing Providers</p> <p>Housing Lottery Agents</p> <p>Property Management Companies</p> <p>Real Estate Agents</p> <p>MassAccess Housing Registry</p> <p>Newton Housing Partnership</p>
<p>Broaden fair housing marketing requirements to increase targeted efforts to people with disabilities.</p>	<p>Advocate for implementation of broadened marketing.</p> <p>Assist in identifying effective marketing techniques.</p> <p>Assist in developing list of target organizations.</p> <p>Ensure additional recommendations are included in appropriate policies and procedures.</p>	<p>Planning and Development Dept.</p> <p>Fair Housing Committee</p>	<p>Commission on Disability</p> <p>ADA/Section 504 Accessibility Coordinator</p> <p>Housing Lottery Agents</p> <p>Massachusetts Rehabilitation Commission</p> <p>Independent Living Centers</p>

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Broaden fair housing marketing requirements to increase targeted efforts to people with disabilities <i>(continued)</i> .			MA Dept. of Mental Health MA Dept. of Housing and Community Development Newton Housing Partnership
5. DISPARATE IMPACT			
Review City plans for negative disparate impact on people with disabilities.	Review and monitor City plans related to housing to ensure disparate impact is addressed. Advocate for and provide education to relevant parties.	Planning and Development Dept. Fair Housing Committee ADA/Section 504 Accessibility Coordinator Commission on Disability	Board of Aldermen Law Dept. Newton Housing Partnership Planning and Development Board Community Preservation Committee
Advocate that housing developers not use forms of housing that have negative disparate impact regarding access.	Identify likely negative impact forms of housing. Collaborate with and provide education to relevant parties.	Planning and Development Dept. Development Review Team	Fair Housing Committee Commission on Disability Board of Aldermen Newton Housing Partnership

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6. REASONABLE ACCOMMODATION AND MODIFICATION POLICIES			
Require reasonable accommodation and modification policies (online if possible) of all housing providers receiving City-administered federal, state, or local funding.	Develop elements of a reasonable accommodation and modification policy based on the Joint Statements of the U.S. Department of Justice and Department of Housing and Urban Development for use by housing providers.	Planning and Development Dept. ADA/Section 504 Accessibility Coordinator Law Dept.	Housing Providers Fair Housing Committee
7. TRAINING AND EDUCATION			
Seek funding to provide accessibility training on such topics as design and construction standards, technical specifications including scoping and coverage requirements, and Section 504 implementation including policies and procedures.	Identify funding sources and provide technical assistance in securing funding, as needed. Advocate for ongoing and different types of training to various stakeholders.	Fair Housing Committee Commission on Disability ADA/Section 504 Accessibility Coordinator Planning and Development Dept.	Housing Providers Relevant City Departments Construction Professionals Design and Engineering Professionals
Explore joint fair housing training with the local real estate board.	Explore collaboration options.	Fair Housing Committee Planning and Development Dept.	Commission on Disability Greater Boston Real Estate Board Local Real Estate Agencies