

safe and sanitary. There are Federal restrictions on the amount to be paid depending upon how much the displaced person needs in additional money over the amount he receives for his former house. The Relocation Advisor can explain in detail what is needed to qualify.

If an owner-occupant wants to rent a new home instead of buy, an amount not to go beyond \$4,000 is available under certain conditions to rent a decent, safe and sanitary house.

In addition, a renter-occupant may also qualify for financial assistance in purchasing a replacement dwelling in an amount not to exceed \$4,000. Full details can be provided by the Relocation Advisor.

Before payments for any replacement dwelling benefits can be made, the replacement dwelling must be inspected by Portland Development Commission personnel to ascertain that it meets the decent, safe, and sanitary standards in accordance with the requirements of the Secretary of the Department of Housing and Urban Development.

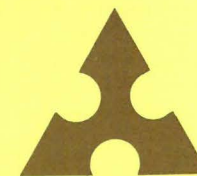
ELIGIBILITY

Eligibility requirements for relocation payments may vary depending upon the type of activity causing displacement, the length of time the dwelling unit has been occupied by the person displaced, and other factors. To determine eligibility for relocation payments, the Relocation Office of the Portland Development Commission should be contacted.

APPEALS

Any person who is dissatisfied with a determination as to his eligibility, the amount of payments, or service received may have his case reviewed by the Executive Director of the Portland Development Commission. Such person should contact the Supervisor of the Relocation Office for assistance in filing his appeal. A final appeal may be made to the Department of Housing and Urban Development.

**Portland Development Commission
1700 S.W. Fourth Avenue
Portland, Oregon 97201**



**PORTLAND
DEVELOPMENT
COMMISSION**

RELOCATION ASSISTANCE BENEFITS

**An outline of
regulations governing
relocation assistance
available if you
move because of
urban renewal or
other Federally-
assisted programs**

On January 2, 1971, the Federal Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 was signed into law. It replaces all previous Federal relocation legislation.

Under the provisions of the law, no family or individual will be required to vacate any dwelling until that family or individual has found or been offered reasonable choices of replacement dwellings which are:

- decent, safe, and sanitary
- open to all persons regardless of race, color, religion, sex, national origin, or source of income
- in an area with satisfactory environmental conditions and accessible to public services
- adequate in size, facilities and amenities to accommodate the needs of the family or individual
- available on the market at a price or rental within the financial means of the family or individual

The law further provides that no person lawfully occupying a property will be required to move without receiving at least 90 days written notice of the date by which such move is required.

Relocation legislation, because of its wide scope, is somewhat complicated and difficult to read and interpret. This information Statement is intended as a broad summary of the principal provisions to which a displaced person may be entitled.

PERSONS READING THIS STATEMENT ARE URGED NOT TO FORM ADVANCE OPINIONS AS TO THE BENEFITS AND AMOUNTS TO WHICH THEY MAY BE ENTITLED. CERTAIN CONDITIONS MUST BE MET BEFORE ELIGIBILITY CAN BE ESTABLISHED AND PAYMENT BENEFITS DETERMINED. FULL RELOCATION ASSISTANCE WILL BE GIVEN IN DETERMINING ELIGIBILITY AND BENEFITS.

RELOCATION SERVICES

Displaced persons will be given detailed information regarding their eligibility and possible benefits by representatives of the Portland Development Commission. The Central Relocation Staff is located at 1700 S.W. Fourth Avenue, Telephone 224-4800. In addition, site offices are established in some project areas. Relocation services are available in each of such site offices.

Relocation services for this project are available at:

A boundary map for this project is included.

Displaced persons should personally visit or telephone the Relocation Office for the project when help in relocation is needed. Information available through such office includes current list of replacement dwellings and business locations as well as current data on available financing, including FHA and VA requirements and information. Other information such as locations of schools, parks, playgrounds and shopping areas, and public transportation routes is available. A qualified Relocation Advisor is available to aid displaced persons to the fullest extent.

MOVING EXPENSES

Individuals and Families. Any eligible individual or family displaced by a project financed in whole or in part by Federal funds is entitled to receive either (1) a payment for reasonable expenses of moving personal property and disconnecting and

reconnecting utilities and appliances; *or*, (2) a moving expense allowance not to exceed \$300 as computed by an approved schedule *and* a dislocation allowance of \$200.

Business and Non-Profit Organizations. Eligible displaced businesses and non-profit organizations are entitled to receive actual reasonable moving expenses for moving personal property and for disconnecting, dismantling, removing, reassembling, reconnecting and reinstalling machinery and equipment, including inventory. Also, the actual reasonable cost of searching for a replacement location may be claimed up to \$500.

As an alternate, the displaced business or non-profit organization may accomplish the move itself. In this case, the amount of the payment usually will not exceed the estimated cost of accomplishing the move commercially, as determined by the Portland Development Commission.

Under certain conditions, businesses and non-profit organizations may receive payments for direct losses of tangible personal property resulting from the necessity to relocate.

In most cases moving expenses will be made for moving personal property to a distance of not more than 50 miles.

In lieu of moving expense payments, a displaced or discontinued business may, under certain conditions, elect to receive an amount equal to the average annual net earnings of the business during the two tax years immediately preceding the year in which such business is displaced. The payment will not be less than \$2,500 nor more than \$10,000. Those who choose this payment will not be eligible to receive any other payment.

Storage of Personal Property. Occasionally, unusual circumstances may make the storage of personal property necessary. This expense may qualify for a payment. Generally the payment period will not exceed six months.

REPLACEMENT HOUSING

A displaced owner-occupant who is found qualified may be eligible for a payment which does not exceed \$15,000 so that he can apply this toward the purchase of a comparable home which is decent,

HOUSING CRITIQUE
SUMMARY AND CONCLUSIONS

While in theory it would be desirable to develop a solid framework of consensual community development goals to guide housing administration efforts, in practice the deep cleavages within the community make this an impossibility. For this reason it is probably wiser to simulate extrapolations of alternative program mixes (including code administration) and to arrive at community choices based on projected, differing consequences of these mixes. The key element in goal and program formulation and implementation, including meaningful code administration, is intelligent, forceful and adaptable political and administrative leadership.

Neighborhood improvement and code compliance, housing services and housing data are the three basic functions in a comprehensive up-to-date approach toward housing administration. Neighborhood improvement and code compliance is the major function for bringing housing up to standards through the correction of housing deficiencies and the prevention of substandard conditions. The neighborhood improvement and code compliance function must:

1. be planned and systematic;
2. be based on providing adequate services and incentives;
3. have recourse to a complete range of inspectional devices;
4. include substantial involvement of residents and citizen groups;
5. emphasize tenant education;
6. incorporate a full measure of workable administrative and court remedies.

These characteristics are designed to encourage a maximum degree of voluntary compliance and a minimum of law enforcement.

The housing services function enables the codes agency to provide quality surveys and inspections of housing on behalf of public and private agencies involved in neighborhood and community development.

The housing data function gives the housing agency major responsibility for carrying out a continuing inventory of housing which is useful for a variety of housing and environmental planning, programming and evaluation purposes.

There is a deep-seated, fully justified dissatisfaction with traditional forms of organizational patterns for housing code administration.

Major defects in organization for housing code administration and related housing services include:

1. Fragmentation and dispersion of responsibility and authority;
2. Lack of coordination among code compliance agencies and between code compliance agencies and related activities in community development;
3. Lack of clear-cut assignments of codes agency responsibilities.

Present administrative structures have not been rationally designed to meet rapidly changing requirements. The organizational patterns are often a major source of bewilderment to owners, tenants and groups concerned with housing conditions. They are partly responsible for the friction and frustration among officials and employees involved in the administration of housing and housing-related programs.

An effective administrative organization provides the necessary foundation for the use of housing codes as effective instruments of community

development. There are three other prerequisites, one of which, political leadership, has already been mentioned. The two others are competent staff and adequate financing.

Effective use of housing code administration as a critical element in community development depends in great measure on up-grading current levels of staffing quality. Professionalization of the staff should be accompanied by a broadening of recruitment to include, e.g., minority groups and women and an initiation of formal and substantial training programs linked to much higher academic prerequisites (e.g., two years of college, plus nine months special training should be required for housing inspectors, to be renamed Housing Services Officers).

This much needed improvement in staff quality calls for a new approach to training and recruitment which places major emphasis on experience and education in human and physical development factors going well beyond the housing construction background currently considered desirable for key inspections positions by most codes agencies.

Current levels of financial support for housing code administration are grossly inadequate. This has been a major source of many of the past failings of this function.

RECOMMENDATIONS

Functions and Programs

1. The following statements of principle are recommended as guidelines for determining appropriate housing administration functions and programs:

- a. They should focus on people as well as on structures.

- b. They should emphasize services and incentives designed to encourage high standards of housing maintenance and voluntary rehabilitation rather than punitive enforcement.
- c. They should lean heavily on techniques of prevention in recognition of their lower cost and more permanent benefits as compared with corrective and treatment techniques.
- d. They should encourage and support efforts to expand the numbers of owner occupants, including cooperatives and condominiums, since owner occupancy stimulates continuing, high-quality maintenance of housing.
- e. They should promote the development of a constituency of tenants, property owners and community groups.
- f. They should evolve from and be subjected to continuing planning and evaluation.
- g. They should complement, supplement and be closely coordinated with public and private activities designed to develop, improve and conserve the physical environment and human resources of a community.
- h. They should be oriented toward entire neighborhoods rather than individual structures and their operations should be decentralized and neighborhood-based.
- i. They should incorporate activities and/or be allied with actions which generate clearly visible neighborhood improvements.

- j. They should reflect adaptability to changing patterns of housing supply and demand for different groups of people and give consideration to the housing needs and choices of persons for whom government has become a special advocate.
2. The neighborhood improvement and housing services agency, the recommended title for a model housing agency, should have the following major functions:
- a. Responsibility for planning and carrying out, in close cooperation with other planning, renewal and human resource agencies, systematic programs of neighborhood improvement and voluntary rehabilitation including the selective use of a variety of workable administrative remedies and code compliance devices.
 - b. Responsibility for providing housing inspection, compliance and related housing services to public, nonprofit and private agencies and institutions engaged in residential development, renewal and housing activities and concerned with the achievement of common goals in housing and neighborhood improvement.
 - c. Responsibility for gathering, analyzing and disseminating information on housing patterns, conditions and trends through regular and special surveys and inspections and in close cooperation with other agencies engaged in community development.

3. A systematic, city-wide program of neighborhood improvement and code compliance tied closely to an overall cooperative effort to improve the city's physical and human resources is recommended as the major program strategy.

- a. In the most dilapidated areas with the worst housing conditions, the program should take the form of a stop-gap holding action assuming urban renewal treatment is applied quickly and on the necessary scale. The program should not be used as a permanent substitute for or as an alternative to renewal. When these areas are officially designated as survey and planning areas, code compliance should be limited to properties and housing conditions which present pressing dangers to public health and safety. This limited policy should not extend beyond the date of urban renewal execution or two years, whichever comes first. In these areas, special Federal financial assistance is recommended to help communities alleviate housing and environmental conditions until permanent relief arrives through urban renewal.
- b. For residential areas which are basically sound but which are declining, often designated as gray areas, neighborhood improvement and voluntary rehabilitation on a systematic, block-by-block basis should be used as the major tool, in conjunction with other city services, to prevent further deterioration, to upgrade the areas and to bring housing up to code standards within a specified period of time.

- c. In good areas, for which Federal code enforcement assistance is not now available, the major goal of neighborhood improvement should be the prevention of deterioration and the maintenance of existing high-level environmental and housing conditions.
- 4. A variety of services and incentives should be used to achieve a high level of voluntary compliance with a minimum of law enforcement, including the use of a neighborhood office for services being rendered under the program; community organization and information services to keep residents involved in and informed about all aspects of the program; technical advice and assistance to property owners on rehabilitation and mortgage financing; educational services to train tenants in the proper care of housing; concentrated social services to tenants; and municipal improvements to upgrade the neighborhood.
- 5. Portland should make full use of a range of inspectional techniques to carry out neighborhood improvement and code compliance, including area inspections--which should be the major inspectional device--cycle inspections, license and certificate inspections and complaint inspections.
 - a. Licensing the management of multi-dwelling properties is recommended as a device for expanding voluntary rehabilitation and for strengthening the compliance process.
 - b. Portland should strengthen their housing complaints and referral network by:
 - (1) Providing persons with the opportunities to register compliants with the codes agency on a 24-hour basis.

- (2) Training employees of non-housing city agencies and nonprofit agencies who work in neighborhoods to recognize housing code violations and to refer such conditions to the codes agency on a simple, standard form.
6. Home ownership should be expanded because it holds long-range promise for achieving continuing high standards of housing maintenance.
7. Portland should make selective use of licensing multiple dwellings in order to facilitate and finance cyclical inspections of problem category properties.
8. Certificates of code compliance or legal recording of final notices of housing code violations should be used to alert prospective buyers of property that housing code violations exist on such properties.
9. The following innovations are recommended for consideration as significant program elements for strengthening neighborhood improvement and code compliance:
 - a. The establishment of non-profit housing development cooperations, organized and administered with substantial participation of neighborhood groups for the purchase and rehabilitation of substandard housing and for subsequent sale to owners, including owner occupants, or for retention by the corporation.
 - b. Development of a rehabilitation industry consisting of local contractors and tied closely to the housing development corporation with the objective of providing faster, less expensive and improved sources of privately-sponsored rehabilitation services.

- c. Self-help rehabilitation by neighborhood residents working under the direction of skilled tradesmen to improve homes in the neighborhood as part of the on-the-job training.
10. The housing agency should provide the following services to public and private agencies responsible for the planning, development, operation and management of housing:
- a. Surveys and inspections of housing on behalf of municipal planning organization to determine housing conditions and degrees of blight as part of community-wide and special studies of neighborhoods.
 - b. Inspection of housing on behalf of the renewal agency--for the preparation of survey and planning applications in connection with designated renewal project areas; inspection of houses to be rehabilitated and enforcement of compliance with the rehabilitation requirements in connection with rehabilitation and conservation projects; certification through inspection that housing to be used for relocating persons and families displaced by renewal meets relocation standards.
 - c. Determination on behalf of local housing authorities of steps needed to bring housing to be leased or purchased up to codes standards and to check periodically that the standards are maintained.
 - d. Inspection and related services on behalf of non-profit housing corporations as part of their acquisition, rehabilitation, operation, lease and sale of housing to low income persons and families.

- e. Other direct services: (1) inspectional and related services to banks in connection with the issuance of certificates of code compliance; (2) central information services to individuals and institutions (private corporate, universities, etc.) concerned about the codes status of housing of their employees, students, etc.; (3) the operation of a housing bureau in low-income neighborhoods which would serve as an information center on housing of standard quality available throughout the city; and (4) inspectional and related services to the local welfare and antipoverty organizations.
11. The housing agency should work very closely with welfare agencies in determining and implementing legal and administrative arrangements, such as rent withholding, which will improve the effectiveness of code compliance programs affecting the housing and neighborhoods of public assistance recipients.
12. A continuing housing inventory is recommended as essential for policy and program planning, including the preparation of proposals for Federal and state assistance in many areas of community development. It is indispensable for comparing results with goals.
13. The continuing housing inventory should be established and maintained through a computerized housing data system, which would be feasible for 15,000 dwelling units or more.
14. Great care should be taken to give adequate protection to privacy in setting up and maintaining computerized housing files.

Administrative Organization

1. The following criteria are suggested as guidelines for the design of a new administrative organization or the redesign of existing administrative organizations to plan and carry out recommended functions and programs:
 - a. Housing code administration should be made an integral part of a unified administrative organization responsible for community development and community renewal activities to ensure close working relationships and clear lines of communication with municipal agencies actively engaged in the community development process.
 - b. A single agency should have responsibility for all municipal activities with a direct and day-to-day bearing on the regulation of housing facilities, maintenance, and occupancy. All inspections, surveys and related services applicable to existing housing should be consolidated within this organization, the title of which should be the neighborhood improvement and housing services agency.
 - c. The neighborhood improvement and housing services agency should be positioned at the highest possible administrative rank within the community development organization; this would help to facilitate communication between housing code enforcement officials and elected appointed municipal officials responsible for establishing major policies of community development and help the agency progress towards goals of greater professionalization, higher staffing standards, and more realistic financial support.

- d. The neighborhood improvement and housing services agency should incorporate into its administrative structure the goal of maximum practicable participation for the development of meaningful citizen involvement and effective relationship with affected individuals, groups, and neighborhoods. Codes review committees or their equivalent, one of five specific requirements for code adoption and code enforcement under the Workable Program for Community Improvement, should be adapted as the channel for maximum practicable participation of the Model Cities Program.
2. The following modifications should be made in the structure and composition of the codes review committee:
 - a. There should be both a central, city-wide codes review committee and neighborhood codes review committees serving major residential neighborhoods.
 - b. The central codes review committee should broaden its relatively narrow definition of policy advice and program review and the restricted composition of its membership which reflects a completely technical and building orientation. It should be assigned a broader role of responsibility and scope of interest in policy formulation and program formulation and program evaluation. It should expand its composition to include laymen representatives of public agencies other than codes agencies as well as local codes officials, representatives of the building trades and allied groups interested in building construction. The laymen and

public agency representatives should include persons concerned with public health, social welfare, human resources development, such as Community Action Agencies, representatives of legal services programs for low-income families and persons, etc. Non-technical persons should constitute a majority of each committee. The neighborhoods codes review committee should have representation on and ready access to the city-wide codes review committee.

3. The following general allocations of codes review functions are suggested for the central codes review committees and the neighborhood codes review committees:
 - a. The central committee should be responsible for recommending to the local legislative body revisions in housing code standards and for proposing broad policies and guidelines for adoption by the responsible codes administrators.
 - b. The neighborhood committees should review proposed compliance policies and procedures applicable to their neighborhoods, such as plans for the establishment of new careers in codes administration, recommendations for special programs of tenant education, etc. The neighborhood committees should also evaluate petitions for codes variances affecting their neighborhoods, and relay their opinions thereon to the responsible codes administrators through the central committee.
4. The neighborhood improvement and housing services agency should adopt a decentralized system of administration to meet the proposed criteria for maximum practicable participation.

5. The State should fulfill its responsibility for upgrading the quality of codes staff by encouraging state vocational education and higher educational agencies and institutions to undertake special training programs. Use should be made of matching Federal funds available under Title VIII of the Housing Act of 1964 for community development training and under Title I of the Higher Educational Act of 1965. State assistance should be authorized for training programs to upgrade the quality of inspectors and to meet shortages of rehabilitation specialist, mortgage finance advisors, etc.
6. Political and administrative leadership responsible for community development and housing code administration should be sensitive to the implications for administrative organization of the rapid rate of change.

Financial Requirements

1. It is not feasible to suggest expenditure guidelines for the housing services program and the housing data program. Whether municipal or other funds are involved, the estimated expenditures for performing these activities should be based on actual costs derived from operating experience with the systematic program of neighborhood improvement and code compliance.

Research

A broad research program on urban processes, including goals and means, should be initiated. Studies should cover the following elements:

1. The reasons why areas develop into slums or are upgraded, the relationships between population composition and housing code compliance, the importance and impact of alternative government priorities, and

the ways in which public education can create a solid basis of private action for housing and neighborhood improvement.

2. Techniques for simplifying and dramatizing important community improvement programs.
3. Exploration of the use of computer simulation to test out programs at zero risk and minimal cost and assess their impact before funds are voted, the staff is hired and the ponderous machinery is set in motion. It is necessary to ensure that the computer print-outs present a reasonable facsimile of the real world. With the use of the computer, workable estimates of consequences can be prepared ranging from the net results over time of following current policies to the end product of injecting major policy changes into the equations. The choice of goals, priorities and policies can then be made on the basis of alternative pictures of the future rather than abstractions once or twice removed from the world of decisions.
4. Minimum standards in the light of existing knowledge--and ignorance--and in view of emerging trends of the 1970's and beyond.
5. The role of private enterprise in the revitalization of cities, including questions of decision-making authority, profit levels and resolution of conflicts.
6. Various types of program design and evaluation--cost benefit techniques--plus housing technology, housing code standards, community fiscal structures, intergovernmental relations, professional training for housing and code specialists and various mixes of private and public inputs.

7. The human aspects of housing, codes and neighborhoods, including tenant and landlord aspirations, behavior and reactions to change.
8. Model Cities, urban transportation, economic development and human resource programs as they relate to the housing and code administration problems; the massive increase in public and private financial resources which is on the immediate horizon and which will permit action on domestic problems on a hitherto unheard of scale.
9. Effective practices at home and abroad in terms of housing codes, special programs for newcomers and other aspects of community development.
10. Public education.
11. The growing role of municipal government in housing repairs and the municipality as an owner-operator or lessee of "last resort" when landlords cannot or will not carry out housing upgrading up to code standards.
12. Organizational alternatives, including potential of cooperatives and condominiums in slum areas.
13. The advantages and disadvantages of various types of citizen participation in housing and code compliance programs.

Goals

1. Housing administration should be used to achieve the following major goals:
 - a. Protecting and maintaining minimum housing standards affecting personal health, safety, comfort and amenity.
 - b. Preventing blight from spreading to areas with standard quality housing.

- c. Upgrading basically sound and restorable "gray" areas.
- 2. Since housing administration is an integral part of community development, goals for housing administration should be formulated within the overall context of community goals which reflect full attention to human factors and requirements.
- 3. The following general criteria for goal formulation are recommended:
 - a. Quantitative and qualitative specification of goals to achieve a major impact over a reasonable period of time.
 - b. Integration of physical and human resources development goals.
 - c. Enlistment of major inputs from the private sector as well as from the public sector.
 - d. Active participation of all communities and affected neighborhoods.
 - e. Active participation by appropriate state agencies.
 - f. Clarifying and rendering consistent interrelated Federal goals in community development.
 - g. A research program related to decision-making design, evaluate and revise goals and programs.
- 4. Model simulation, which projects the consequences of alternative mixes of community development and codes programs, may be used as a basis for making choices among tentative priorities and programs.

DSS:ves

Researched by Don Silvey, Chief, Housing Rehabilitation and Development,
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