

Equity Impact Report (EIR) Draft September 12, 2007

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Introduction: Urban and Regional Inequality and Equity Planning

The Twin Cities metro region, like similar urban areas of its size, faces important issues of regional and local equity. Regional and local equity refers to the presence and growth of disparities in income, access to transportation, housing, environmental concerns, schools, fiscal expenditures, public and private sector business and services across ethnic, racial, and socioeconomic lines. The Institute on Race and Poverty at the University of Minnesota has documented in great detail the spatial, racial and socioeconomic disparities across the metro region. Addressing these disparities requires committed and varied approaches. Public sector programs—enterprise zones, tax credits, urban land recycling, brownfields revitalization, Community Development Block Grant, and redevelopment are just a few of the programs that can address regional equity. These programs, however, face increasing cuts as federal, state, and local funds are increasingly limited. Another approach to addressing regional equity is to focus current and future development towards equity issues. This includes both land use and zoning powers, as well as an overall approach of planning, often called “equity planning.”

Equity planning is a framework in which urban planners working within government use their research, analytical, and planning skills to ensure that economic development is improving equity issues rather than exacerbate them.¹ For instance, using Tax Increment Financing and federal grants to promote the development of a local retail center without any regard to small business impact, the jobs created on site, and without considering targeted employment opportunities for local residents with barriers to employment may not be the best approach to land use and economic development decision making.

¹The equity planning literature has grown rapidly. Overall, the research shows that such efforts can provide important benefits to both private and public sector parties in local and regional economic development. Clavel, Pierre and Wim Wiewel, ed. *Harold Washington and the Neighborhoods*. New Brunswick: Rutgers, 1991. Krumholz, Norman and Pierre Clavel. *Reinventing Cities: Equity Planners Tell their Stories*. Philadelphia: Temple University Press, 1994. Krumholz, Norman and John Forester. *Making Equity Planning Work: Leadership in the Public Sector*. Philadelphia: Temple University Press, 1990. Metzger, John. “The Theory and Practice of Equity Planning: An Annotated Bibliography.” *Journal of Planning Literature*, vol. 11, #1 (1996): 112-126. Mier, Robert. *Social Justice and Local Development Policy*. New York: Sage, 1993.

Rationale for An Equity Impact Report

There are numerous reasons for creating an EIR policy and implementing it at the city level. The fundamental concerns of any EIR, however, surround the issue of equity. These are also numerous, but for the purposes of looking at economic development projects, or any private development projects, the following equity issues are critical. I have outlined these as key rationales for proposing and supporting an EIR.

Fiscal Equity²

Fiscal equity refers to the use of public funds and other financial resources in a way that addresses racial and economic disparities, rather than increasing them, or neglecting them while resources are available. There is a long history of research documenting how local budget and resource allocation practices are traditionally biased toward more affluent and white residents of local jurisdictions.³

The research shows a long history of local government bias in fiscal expenditures and cutbacks. An EIR will not address the overall fiscal equity of a municipality, but can provide information on a project by project basis, which could be used to address the concern as expenditures on development occur. Indeed, what should be issued annually is a report card on city and neighborhood equity. Any analysis of fiscal equity would include the following, and parenthetically, I have included how an EIR would address that issue on a project level basis.

- a. Are there persistent economic disparities across neighborhoods: poverty and unemployment differentials in white versus minority neighborhoods? (an EIR should provide project level data on the racial and economic conditions in the project impact area, which can then be used to make such an assessment)
- b. Inequitable use of public resources—are minority and poor neighborhoods receiving the bulk of public funds and resources for community development, or are they being sent to more affluent and white neighborhoods—as demonstrated by earlier IRP research? (an EIR would provide an assessment of the funds being invested and the racial and economic composition of the area)

²These are my own terms and definitions, drawn from equity planning and other literature.

³Mark Schneider and John R. Logan. 1982. "Suburban Racial Segregation and Black Access to Local Resources." *Social Science Quarterly* 63, pp. 762-70. Persky, Joseph and Wim Wiewel, 1995. "Economic Development and Metropolitan Sprawl: Changing Who Pays and Who Benefits." mimeo. Pack, Janet Rothenberg. 1995. "Poverty and Urban Public Expenditures." Zell/Lurie real Estate, Center at Wharton Working Paper 197. Philadelphia: University of Pennsylvania, October. Lineberry, Robert L. 1977. *Equality and Urban Policy: The Distribution of Municipal Public Services*, Sage Library of Social Research, vol. 39. Beverly Hills, Calif: Sage Publications. Daniel J. Monti *Race Redevelopment and the New Company Town*, State University of New York Press (November 1990)

- c. Are public funds, including Redevelopment Agency resources and federal and state funds being targeted to areas with great need, or in areas which are more “project” specific and politically motivated—such as funding a new convention center or sports complex while funding for low-income and minority communities is lacking? (this would require a comparative analysis, but an EIR would provide the data on a project level so that such a comparison was made)
- d. Is affordable housing being created in communities of color/poverty where there is the highest need, or is it being “redistributed” across the municipality, or within neighborhoods where there may be less need? ((this would require a comparative analysis, but an EIR would provide the data on a project level so that such a comparison was made)

Transportation Equity

Transportation Equity refers to the development and use of transit (public and private) in ways that differentially impact people of different ethnic/racial and economic status. Long-standing research documents how poor and minority communities are adversely affected by local and regional investment and planning decisions regarding transit.⁴ Spatial and transportation inequalities are often contributing factors to persistent poverty and unemployment for low-income and minority neighborhoods (lack of access to transit is a barrier to employment, and vice versa). Equity planning and development must include the issue of transit. An EIR would provide the needed data and information to analyze a projects impact on transportation equity. Topics included in an EIR to address transportation equity include: will there be transit or multi-modal transit as a part of the project? Is the area of project impact an area underserved by transit? Will transit lines or construction displace or alter existing community housing, parks, or other features?

Housing Equity

Housing Equity refers to the development and use of housing (public and private) in ways that differentially impact people of different ethnic/racial and economic status. Again, longstanding research documents how racial and ethnic

⁴Equity concerns in transit are multiple: the negative effects of highway construction on the viability of minority neighborhoods, the lack of accessibility, poor service and high costs for minority and poor residents, as well as the role of transit planning on exacerbating racial and ethnic segregation. Barnes, Catherine A. *Journey from Jim Crow: The Desegregation of Southern Transit*. New York: Columbia University Press, 1983. Bayor, Ronald H. “Planning the City for Racial Segregation: The Highway Street Pattern Atlanta.” *Journal of Urban History* Vol. 15 (1988): 3-21. Mohl, Raymond A. “Race and Space in the Modern City: Interstate-95 and the Black Community in Miami.” In Arnold Hirsch and Raymond Mohl, ed., *Urban Policy in Twentieth-Century America*. New Brunswick: Rutgers University Press, 1993. Bullard and Glen Johnson, ed. *Just Transportation: Dismantling Race and Class Barriers to Mobility* (Branford, CT: New Society Press, 1997).

discrimination in housing markets, both public and private, have adversely impacted poor and minorities.⁵ An EIR would address this concern by providing data and information on issues such as housing created, housing displaced, the cost of new units, and the racial/ethnic composition of those displaced. An EIR would also provide information on the use of different fiscal and policy tools to promote housing equity (or lack thereof).

Employment Equity

Employment Equity refers to the creation and retention of jobs as part of an overall strategy to address poverty across racial/ethnic lines. Any equity planning effort must consider the employment created, directly and indirectly, by an economic development project. The EIR will provide the data and information to discern what types of jobs—including quantity and quality, as well as any local or targeted programs or policies that will be used to address employment and poverty concerns within the project impact area. This section of an EIR will address critical questions that not only promote greater equity, but are better for overall economic development—e.g. “high road” policies that encourage high wage employment generate more for local and regional economies than low-wage employment creation. The EIR should also state the linkage to any federal, state, or city programs for minority hiring, contracting, as well as monitoring and enforcement to ensure that goals of these programs are met.

Environmental Equity

Environmental Equity refers to the need to ensure that environmental hazards and impacts are mitigated and are not distributed unevenly across residents based on race, ethnicity, or socioeconomic status. The issue of environmental hazards falling disproportionately onto poor communities and communities of color is well documented.⁶ Although large projects may trigger an Environmental

⁵Galster, George C. and Sean P. Killen. 1995. “The Geography of Metropolitan Opportunity: A Reconnaissance and Conceptual Framework.” *Housing Policy Debate* 6 (1); Kasarda, John. 1993. “Inner-City Concentrated Poverty and Neighborhood Distress: 1970-1990.” *Housing Policy Debate* 4 (3); Massey, Douglas S. and Nancy A. Denton. 1993. *American Apartheid: Segregation and the Making of the Underclass*. Cambridge, MA: Harvard University Press, The Metropolis in Black and White: Place, Power and Polarization, George C. Galster and Edward W. Hill, eds. New Brunswick, NJ: Center for Urban Policy Research, Rutgers University; Zubrinsky, Camille L. and Lawrence Bobo. 1996. “Prismatic Metropolis: Race and Residential Segregation in the City of the Angels.” *Social Science Research* 25: 335-374. *Not in My Backyard: Removing Barriers to Affordable Housing*. Washington, DC: ACRBAH. Briggs, Xavier de Souza, Joe T. Darden, and Angela Aidala. 1999. “In the Wake of Desegregation: Early Impacts of Scattered-Site Public Housing on Neighborhoods in Yonkers, New York.” *Journal of the American Planning Association*. 56,1:27-49.

⁶ General Accounting Office, *Siting of Hazardous Waste Landfills and Their Correlation with Racial and Economic Status of Surrounding Communities* (1983), and a study organized by Ben Chavis, *Toxic Wastes*

Impact Statement (EIS), the results are often not well disseminated into affected communities, and the statements are often in a format that prevents thorough review by the public. An EIR would provide a summary of impacts of significance in the EIS, as well as additional environmental issues that are relevant to the project. This information will provide the public with a more transparent and clear set of information about the environmental impact of a project. Importantly, the EIR would be the *only* document that provides the means to link together the environmental impacts with the demographic (racial, ethnic, age) and socioeconomic characteristics of affected communities.

Zoning and Planning Equity

Zoning and Planning Equity refers to the need to ensure that zoning and planning regulations and policies are not adversely impacting people differently based on socioeconomic, ethnic, or racial status. Exclusionary and discriminatory zoning and land use policies have a long history in the United States; these are typically mechanisms encouraging segregation, barring the movement of residents into or out of an area, and contribute to the overall inequity of cities and regions.⁷ An EIR would require the disclosure of any proposed zoning ordinances, zoning changes, or any changes to existing land use, community, comprehensive plans, or overlay zones. This information will provide the public with important information on land use and planning policies that may affect the community in the short or long-term. There are currently no reports that provide zoning and land use plan changes in a single location along with the economic, environmental, housing, and fiscal impacts. Including any zoning and planning changes with the project impacts is vital to ensure that exclusionary zoning and

and Race in the United States: A National Report on the Racial and Socioeconomic Characteristics of Communities with Hazardous Waste Sites (New York: United Churches of Christ, 1987). The EPA has also conducted several important studies. Bryant, Bunyan and Paul Mohai, ed. *Race and the Incidence of Environmental Hazards*. Boulder, CO: Westview Press, 1992. Bullard, Robert D., *Dumping in Dixie: Race, Class and Environmental Quality*. Boulder, CO: Westview Press, 1990. Bullard, Robert D., ed. *Unequal Protection: Environmental Justice and Communities of Color*. San Francisco: Sierra Club Books, 1994. Bullard, Robert D., ed. *Confronting Environmental Racism: Voices from the Grassroots*. Boston: South End Press, 1993. An overview of the issues involved is available in Robert W. Collin and Robin M. Collin, "Urban Environmentalism and Race," in June M. Thomas and Marsha Ritzdorf, ed., *Urban Planning and the African American Community* (Thousand Oaks: Sage, 1997).

⁷Huls, Mary E. *Exclusionary and Inclusionary Zoning: A Bibliography*. Monticello: Vance Bibliographies, 1985. Rabin, Yale. "Expulsive Zoning: The Inequitable Legacy of Euclid," in Charles Harr and Jerold Kayden, ed. *Zoning and the American Dream: Promises Still to Keep*. Washington, D. C.: American Planning Association Press, 1989. Ritzdorf, Marsha. "Family Values, Municipal Zoning, and African American Family Life." In June M. Thomas and Marsha Ritzdorf, ed. *Urban Planning and the African American Community: In the Shadows*. Thousand Oaks: Sage Publications, 1997. Ritzdorf, Marsha. "Locked out of Paradise: Contemporary Exclusionary Zoning, the Supreme Court, and African Americans, 1970 to the Present." In June M. Thomas and Marsha Ritzdorf, ed. *Urban Planning and the African American Community: In the Shadows*. Thousand Oaks: Sage Publications, 1997.

other potentially adverse impacts are addressed.

Feasibility

Any new report required by city staff entails an increase in departmental effort. An EIR is likely to be viewed as an unnecessary burden by many staff in development services, planning, and other offices. One of the main reasons for opposition to such a policy is the perception that information on development projects is already available to the public, and reproducing the information is an unnecessary burden on already understaffed city departments. Additionally, many city staff, as well as elected officials, may see the EIR as a fiscal cost to departments that have, almost by definition, tight budgets. Finally, developers and the business community may view the EIR as unnecessary regulation—thereby preventing development and creating an uncompetitive environment for a city or municipality in a competitive regional economy. This last issue may be particularly salient in municipalities that are actively courting private sector investment or development.

There are reasons to suggest an EIR policy is likely to be more feasible than anticipated. The established equity planning research, however, does indicate that public/private efforts at equity planning can effectively address pressing urban and regional problems. Additionally, the preparation of an EIR may in fact be quite feasible given that much of the information is already available to city staff—it does need to be compiled—but the proposed EIR would only take effect if a development project meets specific thresholds. Finally, the benefits of an EIR are multiple and will provide far greater savings in time and cost to the development process. This is likely because EIRs provide transparency, clarity, and easy access to information which allows developers, elected officials, and city staff to all have equal access to critically important information.

EIR Contents and Draft Ordinance Language

1. Goals of the Equity Impact Report (EIR)

- 1.1. Access to information: Provide access to information about the project in a single document. It should be in a format that is easily understandable.
- 1.2. Co-operative dialogue and civic engagement: Create an opportunity for the community to review and comment on the impacts in a non-litigious forum
- 1.3. Transparent decision-making: Provide the staff and public agency officials with an objective report that helps them in making decisions to promote the objectives of the Comprehensive and Local Plans.
- 1.4. Risk-mitigation: Provide information on potentially controversial projects much ahead in the process to promote certainty against last-minute ill-informed opposition. This will help both applicants/developers and the

City by anticipating potential pitfalls before substantial investment is made into the project.

- 1.5. Provide information on the impact of the project on ethnic and racial minorities in the project area.
- 1.6. Provide information on the programs and policies to promote equity that will be used in the project.

2. Proposed Projects that will require an EIR

- 2.1. All discretionary commercial or industrial development that will include 80,000 square foot of total floor area.
- 2.2. All Disposition and Development Agreements, Public Property Sale, or Development Agreements as part of a Redevelopment Project.
- 2.3. All projects that require a Community Plan Amendment.
- 2.4. All discretionary residential development projects that include more than x00 units. *(this must be further determined by research with staff and proponents—are there thresholds that the proponents want to ensure are met when considering projects to trigger the EIR? Anything can be put forward as a triggering threshold)*

3. Procedures for the EIR

- 3.1. *Initial determination* – If the development application requires a EIR under Section 2, then the application instructions, pre-application meetings with Development Services and other information meetings shall make it clear to the applicant/developer that an EIR is required.
- 3.2. *Preparation of the EIR* – The City staff is responsible for accepting, reviewing and distributing the EIR. The staff has the discretion to correct any inaccuracies in the EIR, based on reasonable evidence. The EIR should be released for public review within 30 days of the development permit application, and at least 10 days prior to any approval on the project. *(this timeframe should be discussed further; is this adequate for community use? Will the city be able to actually adhere to this)*
- 3.3. *Publication and availability*. The EIR shall be made available upon public request along with other public documents related to the project and shall be accessible to the public. The staff shall make a best faith effort to notice the availability of the EIR in public notices under current processes, for the project. If an EIR is completed, the notice of completion and a copy of the EIR will be made available to the local planning group and neighborhood councils.
- 3.4. *Subsequent Determination and Update of EIR* – If there are minor changes in information about the project impacts, the City staff shall make a good faith effort to update the EIR before any project approval. However, if the staff determines major changes in the project proposal including substantial changes in the landuse and scale of the project, then the EIR will need to be updated.

4. Content of the EIR

1.0. The EIR shall consist of seven sections outlined in the attached EIR questionnaire.

The seven sections are:

- (1) Project and Community Overview;
- (2) Economic Benefits;
- (3) Fiscal Benefits;
- (4) Employment Benefits;
- (5) Housing Benefits;
- (6) Community Services Benefits;
- (7) Smart Growth and Environmental Health Benefits.

In addition, there are three attachments:

Attachment 1. Community Overview

Attachment 2. Questionnaire for Applicants/Developers, Prospective Tenants, and Service Contractors

Attachment 3. Smart growth questionnaire

Attachment 4. Environmental Equity Component

1. PROJECT AND COMMUNITY OVERVIEW

1.0. *Description of the project.* The description shall include the following information:

- (a) Current uses and land-ownership
- (b) Proposed uses and land-ownership
- (c) Details of proposed uses by size (square foot) tenancy, lease or sub-lease
- (d) Details of users, operators and tenants (if known)
- (e) Process for approval and permits needed
- (f) Size of the project, including number of residential units
- (g) Project Contacts (including project manager)
- (h) Details on the following:
 - Community Plan Area
 - Current Zoning Designation
 - Any Special District
 - Overlay Zone

1.1. *Community Overview.* The City will attach baseline data including economic, housing, and racial/ethnic data. This report will include the community plan area data, as well as any adjacent community plan data if the adjacent community plan area is deemed to be affected by the project.

1.2. ECONOMIC BENEFITS

If the applicant/developer has done a market study, please attach it.

1.3. FISCAL BENEFITS

1.3.1. Has the project received public financing assistance from the City? If so, provide the terms of any public grants and loans the applicant/developer has applied for or and any public financing that has been approved, including the projected interest rate, the term of the loan, the method of repayment, the method of guaranteeing the loan, and the timetable for remaining approvals needed.

1.3.2. What is the net fiscal return of the project at the end of twenty years? (Itemize those items that benefits or cost the City of St. Paul. Those items that do not impact the city should be kept blank).

BENEFITS TO CITY	\$	COSTS TO CITY	\$
Sales Tax		Sales tax rebate/refund	
Use Tax		Use tax rebate/refund	
Base Property Tax		Land-write-down	
Tax Increment (for redevelopment)		Public Safety (Police and Fire)	
Developer Proceeds		Support Services (incl. staffing, legislative services)	
Development Impact Fees/Facilities		Other Public Services (incl. traffic & libraries)	
Benefits Assessments		Public Improvements specifically for project (paid by the City)	
Public improvements on public property (paid by developer)		Water-sewer fee reductions	
Other development fees (incl Park fees)		Interest on loans (to developer etc)	
Transient Occupancy Tax (TOT)		Below market leases	
User fees		Owner participation payments	
Owner participation revenues		Site preparation, remediation and cleanup costs	
Other revenues (Please specify _____)		Other City assistance (Please specify _____)	
TOTAL BENEFITS		TOTAL COSTS	

1.4. EMPLOYMENT BENEFITS

1.4.1. *Construction Jobs*

- a. Number of Jobs- Estimate of the total number of construction man-hours expected at the proposed project.
- b. Prevailing Wages- Indicate whether federal, state, or local law or policy will require payment of prevailing wages for construction employment

at the proposed project. If prevailing wages will not be required, estimate the projected wages and benefits for the construction jobs at the proposed project.

- c. Does the development include a proposal for a local hiring or first source hiring agreement for construction jobs? If so, please attach the proposal.
- d. Will local or minority contracting policies or programs be implemented at this project? If so, please attach a description of the program, including monitoring procedures.
- e. Does the project include any welfare-to-work or job apprenticeship programs? If so, please attach a description of the program, including monitoring procedures.
- f. Does the project include any ex-offender, enterprise zone, or similar targeted hiring program? If so, please attach a description of the program, including monitoring procedures.
- g. Does the employer have an affirmative action/minority hiring program, if so, provide details of the program including monitoring and reporting requirements.

1.4.2. Permanent Jobs

- a. Specify the number of workers who will be employed in proposed project by occupation for each tenant and/or anticipated use. Applicant/Developer should fill out the employment questionnaire in attachment 2, describing employee compensation and benefit information for the whole project.
- b. All permanent employers and prospective tenants, if known, should also fill out the questionnaire for employment in their respective establishments.
- c. Does the development include a proposal for a local hiring or first source hiring agreement for construction jobs? If so, please attach the proposal.
- d. Will local or minority contracting policies or programs be implemented at this project? If so, please attach a description of the program, including monitoring procedures.
- e. Does the project include any welfare-to-work or job apprenticeship programs? If so, please attach a description of the program, including monitoring procedures.
- f. Does the project include any ex-offender, enterprise zone, or similar targeted hiring program? If so, please attach a description of the program, including monitoring procedures.
- g. Does the employer have an affirmative action/minority hiring program, if so, provide details of the program including monitoring and reporting requirements.

1.5. HOUSING BENEFITS

Housing Creation and Rehabilitation

1.5.1. What are the characteristics of the housing units being created?

- a. The number of units to be created, the size of the units in number of bedrooms and square foot area, and the affordability levels of those units by size;

	# of detached single-family units	# of apts	# of condos	# of attached homes	Rent/Price Distribution	Affordability level (income range)	Affordability Restriction (if any)
0 BR							
1 BR							
2 BR							
3 BR							
3 BR+							

- b. The terms of any affordability restrictions; payment of in lieu fees (inclusionary housing).
- c. Will the housing created include any local provisions for tenancy, or additional housing attainment programs such as Section 8? Please describe and attach any supporting information.
- d. Will there be provisions for local residents (existing neighborhood or community plan area) to have first application status for the new housing units?
- e. Provide a separate chart with the portion of residents by race that will be able to afford the new housing based on federal housing guidelines. *(racial and ethnic status will have to determined; do you want to use the census categories? Federal housing categories? Or a combination of different categories? Municipalities use all of the above or none...)*

Housing Displaced

(Fill this section only if there are housing units that will be demolished.)

1.5.2. What is the profile of housing being demolished?

- a. Fill out the following table that gives the distribution of the units.

	# of detached single-family units	# of apts	# of condos	# of attached homes	Rent/Price Distribution	Affordability level (income range)	Affordability Restriction (if any)
0 BR							
1 BR							
2 BR							
3 BR							
3 BR+							

- b. Specify the nature of the affordability restrictions. Also, mention whether the owner accepts Section 8 subsidies, or if the project has publicly subsidized housing.
- c. Specify the racial/ethnic composition of the housing being demolished.
- d. Specify any replacement units being proposed, and their distribution to displaced residents.

Financial Impact on Affordable Housing Funds

- 1.5.3. What is the contribution of the project to public affordable housing funds?
 - a. Calculate the present value of the projected tax increment from the development project dedicated to affordable housing (for redevelopment projects).
 - b. Describe any contributions to affordable housing that the applicant/developer will make.
 - c. Enumerate housing-related public funds the project will be given either loaned or granted.

1.6. COMMUNITY SERVICES BENEFITS

- 1.6.1. Is the project providing any of these public facilities on-site?
 - a. Parks, playgrounds, open space
 - b. Schools
 - c. Child-care/day care centers
 - d. Medical clinics
 - e. Transit stops, trolley stations
 - f. Employment agency/job training center
 - g. Community center/youth center
- 1.6.2. Is the project applicant/developer going to submit a Facilities Financing Plan Amendment? If so, describe.
- 1.6.3. Is the project located in a special Assessment District? Or a Mello Roos district?

1.7. SMART GROWTH & ENVIRONMENTAL BENEFITS

- 1.7.1. The applicant/developer should fill out the Smart Growth questionnaire (Attachment 3).
- 1.7.2. List the permits that the project applicant/developer has applied for, or received from the Air Pollution Control District (APCD).
- 1.7.3. Will the project will apply for LEED certification? If so, describe

1.7.4. Will the project use renewable energy sources? If so, list the sources.

1.8. Existing Business Impact

1.8.1. Will any existing businesses be displaced or re-located by the project?

1.8.2. Provide the name and location of the business and any re-location plans.

1.8.3. Provide a retail sales leakage or market analysis, if one has been conducted by the developer or tenants, indicating the potential impact on local retailers.

1.8.4. Provide the racial distribution of the owners of any local businesses being affected by the project

1.9. Displacement and Eminent Domain

1.9.1. Will any property be assumed by Eminent Domain, or face condemnation under any local or state statutes? If so, describe the properties with name, address, and parcel number. Include mitigation or dispute settlement procedures.

Attachment 1: Community Overview

1. Name of Planning Area or Neighborhood (depending on which designation is used)
2. Population
3. Economically Active Population
4. Demographic Pyramid (ages of those pre, during, and post workforce)
5. Total Housing Units
6. Unemployment Rate
7. Racial Composition
8. Poverty Rate
9. Working Poor Rate (as defined as 200% FPL)
10. Commercial Space (sq. footage)
11. Industrial Space (sq. footage)
12. Community Services (schools, public offices, libraries)
13. Park Acreage Per Capita
14. Hazardous and Industrial Contamination Sites (including any federally designated sites)
15. Needed neighborhood or community services—based on existing or draft community or comprehensive plans

Attachment 2: Employment Questionnaire for Applicants/Developers, Prospective Tenants, and Service Contractors

1. Name of company _____
2. At the project site, how many employees will work
 - a. Part Time (0 to 35 hours per week) _____
 - b. Full Time (more than 35 hours per week) _____
3. What type of medical insurance do you offer your employees?
_____ Individual health benefits only _____ Full family health benefits
_____ No medical benefits
_____ Other (please explain below)
4. If you provide medical benefits, which employees may receive them?
_____ All employees _____ Management
_____ Full-time _____ Employees who work over 20 hrs/week
_____ Other (please explain below)
5. What will be the cost to the employee for these health benefits?
Individual _____ Full Family _____
Employee contribution (monthly) _____
Co-Payment for doctor's visit _____
Deductible _____

6. What retirement benefits do you provide for your employees?
401(K) Employer contribution:
7. Hourly pay for employees at the project site:
 - a. \$6.75 - \$8.25 How many employees? _____
 - b. \$8.26 - \$9.50 How many employees? _____
 - c. \$9.51-\$12.50 How many employees? _____
 - d. More than \$12.51 How many employees? _____
8. Describe any employee training programs, local hiring commitments or first-source hiring agreements for construction and permanent jobs in this project.
9. Describe any minority hiring or minority contractor programs that will be used at the proposed project.
10. Will any local hiring or first source hiring program be used? If so, describe the details of the program.
11. Does the firm have any minority hiring goals or program

Attachment 3: Smart Growth Questionnaire

1. How is the project site accessible and visible to the public? Please describe.
2. Does the project site have existing transit service? Are there multi-modal transportation options (transit, automobile, bicycle, pedestrian) to access the site? Please describe.
3. Are there currently employment opportunities within 1/4 mile walking distance to the proposed project site? Please describe.
4. Are there currently commercial opportunities in close proximity to the proposed project site? Please describe.
5. Does the project site propose to clean up or reuse a Brownfield or Greyfield? Please describe.
6. Are there currently cultural and entertainment activities in close proximity to the proposed project site? Please describe.
7. Is there a school, library, park, or community center in close proximity to the proposed site? Please describe.
8. Does the proposed location have adequate utility capacity for water, sewer, streets, and electricity? Please describe.

Attachment 4: Environmental Impact Disclosure

1. Has an Environmental Impact Statement been prepared for the project? If so, attach the main findings, including monitoring and mitigation.
2. Will any of the impacts affect residents who as a portion are more than 50% ethnic minorities?
3. List the location and amount of any of the of the following if they are part of the project:
 - a. Hazardous waste production, transport, or disposal
 - b. Non-hazardous waste disposal
 - c. Noise impacts beyond xxx decibels
 - d. Airborne particulate beyond the threshold xxx
 - e. Others thresholds as appropriate
4. Will there be any loss of parks and/or open space? If so, provide location and total land area.
5. Will any part of the development qualify as a federally regulated air pollution industry or transit activity?