

### **Procedure for a Reasonable Accommodation for a Group Home**

A group home may be permitted in any zoning district that allows single family homes if the Planning Director determines that allowing it is reasonable and necessary according to the Fair Housing Act, the Americans with Disabilities Act, and current case law interpreting the request. The process for obtaining a reasonable accommodation is as follows:

- An applicant submits an application to the Office of the Planning Commission on the form provided.
- The Planning Director (or his/her designee) reviews the application to determine if it is reasonable and necessary.
  - In determining whether a request for a reasonable accommodation is reasonable, the following issues shall be considered:
    - (1) Whether the proposed group home for people with a disability would cause a fundamental change in the City-Parish's zoning;
    - (2) Whether the proposed facility would cause any undue financial or administrative burden on the City-Parish; or
    - (3) Any other reason constituting "reasonableness" under the federal Fair Housing Act.
  - In determining whether a request for a reasonable accommodation is necessary, the Planning Director shall consider the following:
    - (1) The economics of the group home's operation;
    - (2) The need for residential opportunities for handicapped persons, or
    - (3) Any other reason constituting "necessity" under the federal Fair Housing Act.
- The Planning Director (or his/her designee) renders a decision in writing within 10 business days after receipt of the application. If no decision is made within this time the application shall be deemed to be approved.
  - If the request is approved, the decision of the Planning Director (or his/her designee) shall be considered final and no further action shall be required.
  - If the request is denied, the applicant may appeal the denial in writing within 5 working days of receipt of the denial by providing additional information to support the request for reasonable accommodation. The Planning Director shall review the additional material provided and within 30 working days render a final decision on the appeal.
- The Office of the Planning Commission will maintain a file on all requests for a Reasonable Accommodation for a Group Home.