Race and Social Justice Toolkit
for
Neighborhood Planning

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Introduction

The overarching goal of Neighborhood Planning is to achieve livability for all. In a collaborative process, the City will create neighborhood plans for accommodating the City's growth. The toolkit seeks to uncover unintended impacts of planned changes to neighborhoods and to understand who benefits and who bears the burden of the proposed changes. Planned changes will bring new amenities and services to communities and neighborhoods. However, there may also be associated changes, particularly impacts to equity, that negatively affect communities and neighborhoods. These unintended impacts might also thwart progress towards the City's Race and Social Justice goals. Thus, in the course of planning neighborhood improvements, the City also wishes to uncover any unintended impacts. Then the City can determine how these impacts might be avoided or mitigated.

As one example, real estate development, such as transit-oriented development around light rail stations or other transit centers, may push up housing costs in nearby areas. Higher housing costs may displace people with lower incomes. This displacement may lead to lower diversity and greater homogeneity of services and businesses and clientele for businesses.

As another example, the introduction of light rail service could result in reduced bus service. If the reduction in service included local routes with closely spaced stops, then there may be less access to transit for some people. Also, if light fares are higher than bus fares, then this differential could contribute to transit inequity.

The neighborhood plans will:
- reflect the input of the variety of neighborhood interests of those living and working within a neighborhood (residents, workforce, business/property owners, etc.); and
- comply with the City's Comprehensive Plan

The plans will create neighborhoods that:
- meet our social, economic, environmental and cultural needs;
- are places where all people can feel comfortable – a mix of ages, incomes, interests, and lifestyles;
- are convenient places to live, work, shop and recreate, building on the value of a transit-oriented environment with a range of active spaces and recreational facilities, entertainment and cultural venues, community services, and businesses that celebrate the neighborhoods' rich cultural heritage;
- are green, clean, safe, affordable, and healthy, where daily needs can be met without a car;
- are vibrant, creative and active places that reflect the diversity of the community;
- are communities in which local investment and character are supported, protected and enhanced.

The City's Goals of the Neighborhood Planning Engagement Process are to:
- Reach out to all groups including under-represented and unrepresented groups in neighborhoods and build positive working relationships with community groups,
- Reinforce the long-term benefits of neighborhood and station area plans; and the urban village strategy, including transit-oriented communities.

This toolkit incorporates Race and Social Justice best practices:
- Assess community conditions and the desired community impact
- Expand opportunity and access for all individuals
- Effect systemic change
- Promote racially inclusive collaboration and civic engagement; and
- Educate on racial issues and raises racial consciousness.

The purpose of this **Race and Social Justice Toolkit for Neighborhood Planning** is to provide guidance and information for the planning process so that neighborhood plans Citywide accomplish the goals of greater investment in neighborhoods and infrastructure in accordance with the principles of the Race and Social Justice Initiative, i.e., the greatest investment in people to result in a more environmentally sustainable and socially and economically just city.

Topic Area · **RSJ Goals** · **Data** · **Topic Sub Areas** · **RSJ Prompts**

0. Community Outreach and Engagement

To develop strategies and tools please see the Inclusive Outreach and Public Engagement Guide. It can be found at:
http://inweb1/neighborhoods/outreachguide/howtoguides.aspx

0a. Promote racial / cultural / and economic equity, by achieving meaningful plan input from racial, cultural, economic and other historically under-represented communities
0b. Achieve meaningful involvement that is reflective of the community
0c. Achieve equitable community development. Ensure that the benefits and burdens of change are equitably shared
0d. Achieve broad and inclusive community understanding of the plan
0e. Achieve long-term engagement of historically underrepresented populations in civic processes

What are the racial / cultural / economic / age / disabled characteristics of those affected by changes taking place in the neighborhood now or changes that are contemplated in the neighborhood plan? (youth, seniors, disabled, immigrants and refugees, people of color, homeowners/renters, low/high-income, etc)

Inclusive Outreach [outreach = make contact, begin relationship development]

0.1. Identify sensitive and historically underrepresented population groups, including: youth, seniors, non-English speaking, immigrants and refugees who may not have regular government engagement or connection, people of color, home-owners/renters, low-income, and people with disabilities, among others
0.2 Identify potential partners among the community, funders, and other resources
0.3. Identify strategies to ensure that the range of voices providing input is reflective of the community
0.4. Identify strategies to meaningfully reach sensitive and underrepresented populations, including appropriate interpretation and translation services
0.5. Identify resources to assist with inclusive outreach, plan development and plan review

Community Impacts

0.6. What are the racial / cultural / economic / age / disabled characteristics of those affected by changes taking place in the neighborhood now or changes that are contemplated in the neighborhood plan? (youth, seniors, disabled, immigrants and refugees, people of color, homeowners/renters, low/high-income, etc)
0.7. Identify how these groups are likely to be affected (who benefits/who bears the burden) by neighborhood change
0.8. Identify community engagement strategies to minimize negative impacts of community change
0.9. Identify which communities support the plan or specific proposal within the plan and why
0.10. Identify which communities oppose the plan or specific proposal within the plan and why

Increased Capacity and Opportunity [engagement = an exchange; deliberation, dialogue and action]

0.11. Identify opportunities for broad and inclusive, long-term civic participation
0.12. Identify barriers to broad and inclusive, long-term civic participation
0.13. Identify strategies to increase the capacity of historically under-represented groups so that they can sustain long-term civic engagement

1. Community Fabric

1a. Maintain or increase economic and cultural diversity and support cross-cultural integration of community
1b. Minimize displacement, maximize inclusion
1c. Promote land uses that benefit the neighborhood
1d. Encourage a built environment that serves the diverse needs of the neighborhood

A. What are the core demographic characteristics of the neighborhood? Core characteristics include: race, age (including under 18 and over 75 years old), gender, poverty (compare to city-wide averages), income, which languages spoken in the home, household size.
B. What are the trends/changes in demographics from 1990-2000?

Social Fabric

1.1. What factors might contribute to communities of color, low-income people, youth and elderly residents at risk of being displaced from the neighborhood?
1.2. What supports do community members have to remain integrated cross-culturally?
1.3. What unique characteristics contribute to the identity of the neighborhood and are to be preserved and strengthened?

The Built Environment (i.e. zoning/land use, streetscape amenities such as street furniture, lighting, public art; place for formal and informal gatherings, etc)

1.4. How does the built environment address the needs and cultures of the people residing in the neighborhood?
1.5. How do the land use and zoning decisions promote the RSJ Goals?
1.6. What are the unintended consequences of proposed urban plan on housing affordability?
1.7. What are the unintended consequences of proposed urban plan on commercial affordability?
1.8. What are the unintended consequences of proposed urban plan on transit costs and travel time for the low-income communities dependent on transit?
1.9. Do the planning strategies address the fact that transportation costs are particularly burdensome to low-income households, which devote greater proportions of their income to transportation-related expenses than do highter-income households?
1.7. Do the planning strategies respond to the greater relilance on on transit by people of color and people from low-income households?

2. Housing

2a. Maintain or increase economic and cultural diversity; minimize displacement, maximize inclusion
2b. Promote housing affordable over the long term for a range of affordabilities and for the range of household types, especially in locations central to transit and other services

C. What is the average rent by unit type in the neighborhood and how is it trending?
D. How many subsidized units with rents that are protected over the long term?
E. When do rent restriction terms end? New and/or existing units created through: MFTE, Incentive zoning, subsidized rental, etc; with investments from SHA, nonprofits, rehab and weatherization, etc
F. What is the median home sale value? How does this compare to median of incomes?
G. Are there mortgages appropriate for the diverse needs of the community?
H. What is the range of types of housing (privately-owned and rentals) available? How does this compare with the range of household sizes?
I. How many units have restricted resale prices and what is the timelines/length of restrictions? (ie community land trust, HomeSight units)
J. What is the number of foreclosures in the area, by price range?
K. How many ARMS will reset in the next year, 3 years, 5 years?

2.1. Rentals: How does range of rents (for decent, safe units) compare to the range of incomes in the neighborhood? Will the number of long term protected affordable units serve the needs of the community?
2.2. Ownership: How does the range of homes prices in the neighborhood (for safe, decent units) compare to the range of incomes in the neighborhood? Are there mortgages appropriate for the diverse needs of the community?
2.3. Housing Types: How does the range of appropriately sized housing types available compare with the range of household sizes and other needs in the community?
2.4. Gaps: What are the gaps between household incomes and housing (rental and ownership) for appropriately sized units?
2.5. What are the unintended consequences of proposed urban plan on housing affordability?

3. Economic Vitality

3a. Minimize displacement and maximize inclusion of immigrant/refugee /minority-owned small businesses
3b. Promote a mix of goods and services that serve the diverse needs of the neighborhood
3c. Promote living wage jobs available to local residents and support training for residents to access higher wage jobs
3d. Promote a strong, local business organization that serves the diversity of the businesses.

L. What is the percentage of locally-owned and immigrant-owned small businesses in the neighborhood?
M. What are the major employment sectors and who are the key employers?

Existing Businesses

3.1. What will support a strong neighborhood commercial district building on its unique character? Is there a strong and inclusive business association representing the needs of the business community?
3.2. What will strengthen existing neighborhood businesses including those owned/operated by immigrants or communities of color?
3.3. Are locally-owned and immigrant/refugee-owned businesses able to benefit from the proposed changes?
3.4. What may help insulate locally-owned and immigrant/refugee-owned businesses from being displaced with the rising price of commercial space?
3.5. Would the potential displacement disproportionately affect communities of color/immigrants? What types of appropriate business loans/business support are available?

New Businesses

3.6. Are culturally appropriate goods and services available in the community?
3.7. Is affordable, fresh and nutritious food available in the neighborhood?
3.8. What are the impacts of having (or not having) a new large retail store in the neighborhood?

Jobs

3.9. How do local employment opportunities compare with the educational and vocational skills of neighborhood residents?
3.10. What types of job training programs exist? How do they meet the needs of residents?
3.11. How does the plan increase the availability of a range jobs in the neighborhood?
3.12. In what ways do the new jobs increase opportunities for local residents?
3.13. What are the likely wage rates of the new jobs created and/or lost as a result of the plan recommendations?
3.14. What job types are at risk?
3.15. What are the convenient, affordable and accessible transportation options to livable wage jobs outside the neighborhood?

Topic Area	RSJ Goals	Data	Topic Sub Areas	RSJ Prompts

4. Public Safety

4a. Foster a productive relationship between community and public safety officials

4b. Foster a safe environment for the diverse community

N. What are the key community organizations that support the diverse communities?

- 4.1. What is the perception of crime/safety in the neighborhood?
- 4.2. How are public safety officials meeting the needs of the residents?
- 4.3. What are the ways to strengthen the working relationship between community and public safety officials? (Police and Fire)
- 4.4. What ways can the community fabric be strengthened to improve public safety?
- 4.5. How does the design and use of public and private space foster/promote safety for people across cultures?
- 4.6. What urban design and architectural design elements can be incorporated to improve crime prevention and public safety for people across cultures?

5. Parks, Open Spaces and Community Facilities (public and private)

5a. Promote community facilities (public and private), parks/open spaces and recreation/arts/cultural programs that serve the diverse needs of the community

5b. Promote parks/open space and recreational programs to address the needs of the neighborhood

O. What is the open space available/potentially available in the neighborhood?

- 5.1. How are parks and open space serving the needs of the young children, youth, adults and elders of the diverse community?
- 5.2. How are the recreational programs serving the needs of the young children, youth, adults and elders of the diverse community?
- 5.4. What are the program and facility needs of the diverse community?
- 5.5. What public safety concerns discourage use of parks facilities and open spaces?
- 5.6. Are there places that encourage informal gathering and mixing?
- 5.7. Are there places that strengthen a community's cultural identity which also allow for mixing across cultural lines?
- 5.8. Are there places for community gardens that provide a venue for informal mixing?
- 5.9. Are there gaps? If yes, what are they?
- 5.10. How can the development of green streets and parkways better serve the needs of the diverse community?

6. Cultural Resources

6a. Support multi-cultural communities and their cultural programs

6b. Support a range of social services that serve the diverse economic and cultural communities

P. What are the key community organizations that support the diverse communities?

Q. Number of students on free and reduced lunch?

R. School success data / How mobile is the neighborhood population (What percent of the neighborhood population has lived there less than five years?)

Cultural Facilities

- 6.1. How are community and cultural facilities serving and meeting the cultural needs of the people who live in the neighborhood?
- 6.2. How are the indoor and outdoor public and private facilities (community centers, libraries, coffee shops, bookstores, etc) serving the people who live in the neighborhood and meeting their cultural needs?
- 6.3. How are community organizations and cultural groups supported and nurtured in the community? What are opportunities for collaboration?
- 6.4. Are there places that strengthen a community's cultural identity which also allow for mixing across cultural lines?

Arts Programs

- 6.5. Are arts and cultural programs available and affordable to the broad community?
- 6.6. In what ways are these programs culturally appropriate and meaningful? In what ways does public art reflect the cultures of the community?
- 6.7. Do opportunities exist for cultural communities to develop their own programming?

Social Service Programs

- 6.8. What kinds of social service programs exist to serve diverse economic populations?
- 6.9. How do these programs meet the cultural needs of the neighborhood?
- 6.10. Do these programs adequately serve the community? What is missing?
- 6.11. Is there sufficient and safe childcare?

Educational Programs

- 6.12. What are the gaps in the educational/training needs of residents? How are these gaps being addressed?
- 6.13. How involved are community residents in helping schools in terms of volunteering and funding?

7. Transportation

7a. Ensure that the planning strategies respond to the greater reliance on transit by people of color and people from low-income households

7b. Encourage benefits of sustainable practices to accrue to communities equitably

- 7.1. Are the sidewalks and bike connections between residential areas and neighborhood amenities important to the diverse communities safe and easily navigable?
- 7.2. Does the public transit system connect members of the community to destinations such as job and education centers in a reliable and affordable manner?
- 7.3. Do the planning strategies respond to the greater reliance on transit by minorities and immigrants with low to moderate incomes?
- 7.4. In what ways do the fares allow people from across income levels to access transit?
- 7.5. What are the needs and impacts of auto/freight access for communities of color in the neighborhood?
- 7.6. What are the impacts of parking strategies and parking fees on low-income residents and diverse cultural communities?
- 7.7. How do the transportation recommendations promote equity?

8. Sustainable Infrastructure, Health, Open Space, Environment

8a. Encourage benefits of sustainable practices to accrue to communities equitably

S. What is the availability of local food/community gardens?

- 8.1. What development recommendations can be incorporated to meet the needs of the present diverse community without compromising the ability of future generations to meet their own needs?
- 8.2. Are there other ways to encourage physical activity such as: community gardens; safe playfields; community centers?
- 8.3. Is there access to healthy food? (i.e. safe and affordable grocery store; community gardens; farmers' market; etc)
- 8.4. Do parks, open space and other natural areas to provide breathing room and opportunities for rest, relaxation and informal gathering to serve the diverse needs of the community?
- 8.5. Are there other environmental issues such as air pollution and noise pollution?
- 8.6. Are there unintended consequences from these improvements?