

# LIVONIA HOUSING COMMISSION CITIZEN PARTICIPATION PLAN

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*City of Livonia, Wayne County, Michigan  
Community Development Block Grant Program*

## I. INTRODUCTION

Federal Regulation at 24 CFR Part 91.105 requires that the City of Livonia adopt a citizen participation plan that shall be followed when developing applications, amending previously approved funded programs, and preparing performance reports. The primary purpose of this requirement is to encourage citizen participation, particularly among low- and moderate-income persons/households, residing in areas of slum and blighted areas, or in areas where Community Development Block Grant (CDBG) funds are proposed to be used and residents of public and assisted housing.

The citizen participation plan adopted by the City of Livonia conforms to the regulations set forth at 24 CFR Part 91.105.

## II. DEVELOPMENT OF CDBG CONSOLIDATED PLAN

The City of Livonia via the Housing Commission-Community Development Office shall hold two public hearings during the development of the CDBG Five Year Consolidated Plan and Annual Action Plans. A written comment period will also be made available to residents prior to formal adoption of the "Plan" by the Board of Commissioners of the Livonia Housing Commission.

### Public Hearing # 1:

The first public hearing shall discuss the following topics:

- Summary of Purpose and Content of the Consolidated Plan and Annual Plan
- Identified Housing and Homeless Needs
- Preliminary Budget

At this first hearing public comments will be solicited regarding housing and homeless needs in the community and on the proposed CDBG program for the upcoming year.

### Public Hearing #2:

The second public hearing shall discuss the following topics:

- Comments on Proposed Consolidated Annual Action Plan
- Review of Past Program Performance

Written Comment Period:

In addition to holding two public hearings, the City of Livonia shall provide citizens with 30 days to comment on the proposed Consolidated Plan/Annual Action Plan prior to adoption by the Livonia Housing Commission.

Public Notice Requirements:

When notifying the public of public hearings and written comment periods the City of Livonia Housing Commission shall comply with the following procedures:

- Public Notices shall be published in the Observer and Eccentric Newspaper at least 10 days prior to the Public Hearing. Notices shall also be posted at the Livonia City Hall, on the local access channel (City Channel 8) and at the two administrative offices of the Livonia Housing Commission:

~McNamara Towers #2, 19300 Purlingbrook, Livonia, Mi. 48152

~LHC South-CDBG, 10800 Farmington Road, Livonia, Mi. 48150

- For the purpose of the 30-day written comment period, a summary of the Consolidated Annual Plan will be published in the Observer and Eccentric Newspaper. The notice shall also state where copies of the Consolidated and Annual Action Plan may be obtained for review. All policies established by the City of Livonia regarding requests for information shall be followed.
- All Public Hearings will be held at the CDBG administrative office (10800 Farmington Road) unless other locations are determined to be more appropriate. If an alternative location is used it must be accessible to persons with disabilities.
- Upon request, special accommodations will be made to persons with disabilities.

### III. AMENDMENTS TO THE CONSOLIDATED PLAN

Federal requirements at 24 CFR Part 91.105(c) require that the City of Livonia establish criteria for determining what changes in planned or actual activities constitute a "substantial amendment" to the Consolidated Plan. To this end, the following events will constitute a substantial amendment:

1. Any change in the use of CDBG funds from one eligible use to another eligible use.

2. Cancellation of an activity during a program year.
3. The application of un-programmed funds when that amount exceeds 10 % of the total grant amount received during the current program year.
4. The transfer of CDBG funds to carry out emergency activities as a result of a natural disaster or other events that endanger the health and safety of the community.

In the event that a substantial amendment to the Consolidated Plan occurs, citizens shall be notified in the following manner:

Public Notice and Hearing:

The City of Livonia via the Housing Commission shall hold one public hearing to discuss the proposed changes and to receive public comments. When holding a public hearing, the City of Livonia shall follow the procedures spelled out in Part I of the Citizen Participation Plan (including notification procedures).

Written Comment Period:

In accordance with federal requirements, citizens will be provided 30 days to submit written comments on the proposed changes to the Consolidated Plan.

In cases of national crisis or state declared emergency, when allowed by statute or regulation:

The City of Livonia will provide a shorter public comment period, not less than five days, with posting on the City of Livonia website, at City Hall, and other City buildings.

#### IV. PERFORMANCE REPORTS

In compliance with federal regulations (24 CFR 91.105 (d)), the City of Livonia shall provide residents the opportunity to comment on all performance reports for the CDBG program. Public comments shall be encouraged by holding one public hearing and providing a fifteen-day written comment period. The procedures for public notices, hearings, and written comment periods spelled out in Part I of the Citizen Participation Plan shall be followed.

*Amended and adopted by the Livonia Housing Commission on March 15, 2012 (LHC#12-12)  
Amended and adopted by the Livonia Housing Commission on April 23, 2020 – Part III Public Notice and Hearing (LHC#10-20)*