



**Town of Portland, CT ❖ www.portlandct.org
FAIR HOUSING POLICY
Discrimination Complaint Procedures**

January 28, 2014

If any person believes that his or her rights have been violated under the Fair Housing Act, he or she may file a complaint with the Fair Housing Officer of the Town of Portland at Town Hall.

Filing a complaint

Complaints shall be filed with the Fair Housing Officer not later than sixty (60) days after the act of discrimination occurred.

Complaint form

The complainant should use the HUD Housing Discrimination Information Form available from the Fair Housing Officer or online: http://portal.hud.gov/hudportal/HUD?src=/topics/housing_discrimination

Review of Complaint

The Fair Housing Officer shall review the complaint and attempt to effect voluntary compliance with the law on the local level. If this is not possible, Fair Housing Officer will refer the complainant to the Department of Housing and Urban Development (HUD) and/or to the Connecticut Commission on Human Rights and Opportunities (CHRO).

Additional Information

The deadline for filing written complaints with HUD and CHRO are one year and eighteen months respectively after the violation occurred.

<p>For Connecticut, Maine, Massachusetts, New Hampshire, Rhode Island, and Vermont: BOSTON REGIONAL OFFICE U.S. Dept. of Housing and Urban Development New England Office 10 Causeway Street, Suite 308 Boston, MA 02222 Telephone (617) 994-8320 or 1-800-827-5005 Fax (617) 565-7313 o TTY (617) 565-5453 E-mail: Complaints_office_01@hud.gov</p>	<p>CT Commission on Human Rights and Opportunities Fair Housing Unit EASTERN REGION OFFICE 100 Broadway Norwich, CT 06360 Telephone: 860-886-5703 Fax: 860-886-2550 TDD (860) 886-5707 for the hearing impaired</p>
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The Fair Housing Officer shall maintain records of complaints and referrals.

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The Fair Housing Officer, First Selectwoman Susan Bransfield, or their designated representative is responsible for the enforcement and implementation of the Fair Housing Regulations/Plan and the enforcement of this policy. The Fair Housing Officer may be reached Monday through Friday at 860-342-6715.