



## Administrative Process to Approve/Deny a Construction Project as Essential Activity, Critical Infrastructure, Essential Business, or Affordable Housing Project

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- A Committee chaired by the Development Services Department Director [DSD] (or designee) is the authorizing body to determine whether a project (1) can continue to operate or needs to cease; (2) is an affordable housing project, or (3) needs to continue due to public health and/or safety concerns.
- The Committee includes representatives from the following City Departments/Areas:
  - o Law
  - o Neighborhood Housing and Community Development (NHCD)
  - o Austin Code Department
  - o Austin Fire Department (AFD)
  - o Public Works Department (PW)
  - o Economic Development Department (EDD)
  - o The City's Building Official
- The Committee will be supplemented as needed by the following City Departments:
  - o Austin Police Department (APD)
  - o Austin Transportation Department (ATD)
  - o Austin Energy (AE)
  - o Austin Water (AW)
- Enforcement inspectors report potential violations to the committee before any action is taken. DSD is the portal for receiving these reports. Inspectors may issue citations related to social distancing after attempts to gain compliance fail. Inspectors should take into consideration the nature of the work and space available when evaluating each situation.
- 3-1-1 reports potential violations via Service Requests to the Committee before any action is taken.
- Project owners submit requests to the Committee for authorization to continue operations. Project owners should review the Stay Home/Work Safe Order and published Guidance documents to ensure their submission meets the parameters. DSD is the portal for receiving these requests.
- Project owners submit requests to the Committee to be deemed an affordable housing project. DSD is the portal for receiving these requests.
- The Committee meets daily (via teleconference or video conference) until such time the workload allows for less frequency.
- When the Committee determines a construction project needs to cease, the Committee will determine a date for the construction project to safely cease. The Project Owner will provide information to the Committee relevant to a project safely ceasing.