

REPEAT OFFENDER PROGRAM (ROP)

REGISTRATION SUSPENSION AND REVOCATION PROCESS



QUALIFYING CONDITIONS: Properties registered on the Repeat Offender Program (ROP) may have their registration suspended or revoked. Properties with suspended or revoked ROP registrations will be required to keep vacant units empty until they come into compliance. Any 1 of the conditions below may trigger a review for suspension or revocation. At each review step it is possible to discontinue the suspension and revocation process. Each property is unique. Decisions may be based on history, the severity or frequency of the citation, or other factors as deemed relevant.

- Registrant fails to comply with permitting requirements
- Registrant fails to timely comply with Notice of Violation (NOV)
- Failure to comply with all obligations specified in the ordinance.
- Property is declared substandard by Building and Standards Commission, Code Official, or a court.
- Property is declared dangerous by Building and Standards Commission, Code Official, or a court.

REVIEW PROCESS

INSPECTOR & SUPERVISOR

A field inspector, in consultation with a supervisor, may recommend suspension or revocation of a ROP registration if a qualifying condition exists.

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DIVISION MANAGER & ASSISTANT DIRECTOR

Review the case and the recommendation of the Inspector. Forward their recommendation.

within 10 days

CODE OFFICIAL

Reviews both recommendations and the details of the case with an eye towards a fair and consistent outcome.

within 10 days

REVIEW COMPLETED & DECISION MADE

SUSPEND OR REVOKE

NOTICING THE PROPERTY OWNER

Should the Code Official review the recommendations and supporting evidence and determine that a property qualifies for suspension or revocation, then a Notice of Intent to suspend or revoke will be sent to the property owner.

Notice of Intent to suspend or revoke is sent by both regular and certified mail within 5 days of the Code Official's determination.

SUSPENDED OR REVOKED REGISTRATION

Suspension or revocation is effective until the registrant complies with an order from Building and Standards Commission, Austin Code Department, or a court.

A ROP property with a suspended or revoked registration is restricted from renting units that were or become vacant. They may not lease or otherwise allow a vacant unit to become occupied by new tenants.

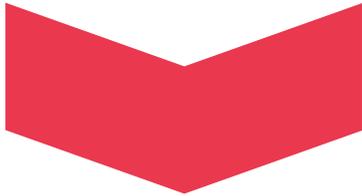
A property's ROP registration may be revoked if dangerous conditions are found and not corrected. It may also be revoked if an order to vacate is issued.

PROPERTY OWNER'S TWO POTENTIAL COURSES OF ACTION

1. APPEAL

An appeal must:

- Be submitted to the Code Official within 10 days of notification of suspension or revocation.
- Contain a brief statement of the facts that support the appeal.



BSC HEARING

The Building and Standards Commission can grant the appeal and reverse the suspension or revocation.

They may also deny the appeal. If denied, a property owner may appeal to District Court.

2. COMPLY

After a ROP property has achieved compliance with City Code, a Code Official may reinstate the registration.



THE COST

ROP properties with suspended or revoked registration will not be able to lease vacant or initially vacant units that were or become vacant and will see a loss of revenue. The intent of suspension and revocation is to incentivize property owners to expedite compliance to restore that lost income.

Should a ROP property registration be revoked rather than suspended, the owner will be required to reapply for registration and pay a new registration fee. The property will also begin the minimum registration period over.

FOR MORE INFORMATION, CALL



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