

ORDINANCE NO. 30236

An ordinance amending Chapter 27, “Minimum Urban Rehabilitation Standards,” of the Dallas City Code, as amended, by repealing Article VIII and IX; repealing and reserving Sections 27-34, 27-35, 27-36, 27-37, and 27-41; amending the title of Chapter 27; amending Article VII; amending Sections 27-3, 27-3.1, 27-4, 27-5, 27-11, 27-12, 27-15, 27-15.1, 27-16, 27-16.3, 27-16.4, 27-16.8, 27-16.13, 27-16.14, 27-16.15, 27-16.16, 27-16.17, 27-16.18, 27-16.19, 27-16.20, 27-16.22, 27-16.23, 27-24, 27-27, 27-29, 27-30, 27-31, 27-32, 27-33, 27-38, 27-39, 27-40, 27-42, 27-43, and 27-44; adding Sections 27-42.1 and 27-44.1; clarifying definitions; describing the code enforcement official’s powers to render interpretations of this chapter and obtain warrants; providing that an occupant may request a written lease in his or her primary language if the language is English, Spanish or Vietnamese; adjusting the penalty provisions; amending the minimum property standards in Section 27-11 for structures, construction materials, roofs, chimneys and towers, foundations, floors, shower enclosures, countertops and backsplashes, interior walls, ceilings, surfaces, doors, exterior windows and skylights, security devices, ventilation, balconies, landings, porches, decks, walkways, handrails and guardrails, steps and stairways, fencing, retaining walls, barriers, appliances, heating, plumbing, electricity, lighting, and health provisions; changing the requirements and defense to prosecution concerning air conditioning and heating equipment; conforming the occupancy load limits with state law requirements; setting out what a red placard must state; deleting the relocation provisions under Section 27-16.3; deleting the requirement that a photograph and mail notice must be forwarded to the municipal court clerk in certain instances; providing that a person must answer an administrative citation no later than 31 days after issuance; removing the option to file a written

answer in response to an administrative citation; clarifying that the minimum penalties of this chapter apply to administrative citations; providing that the hearing officer will be appointed by the city council; clarifying the role of certain evidence at a hearing for disposition of an administrative citation; removing the option to suspend enforcement of the administrative citation; clarifying the process to suspend enforcement of an administrative order for persons deemed indigent; clarifying the recording provisions for administrative hearings; changing the administration of the Dallas Tomorrow Fund and providing that a person may apply to the fund upon receipt of a notice of violation; amending the definition of master metered apartment building from four to three or more units; adding that the person responsible for certain utility bills shall comply with state notice requirements concerning utility interruption; adding posting requirements; adjusting fees for registration applications; adding and deleting certain information required on the registration application; adding a new section regarding review and acceptance of a registration application; adding additional records that the registrant must maintain; providing for property inspection frequency for rental properties and adjusting related fees; adding a new section regarding revocation of a certificate of occupancy; clarifying the crime prevention addendum requirements and adding a defense to prosecution if the owner uses a specified rental agreement; making certain other structural, grammatical, and clarifying changes; providing a penalty not to exceed \$2,000 for any provision governing fire safety, zoning, or public health and sanitation, and \$500 for any other provision of this ordinance; providing savings clauses; providing a severability clause; and providing effective dates.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF DALLAS:

SECTION 1. That Chapter 27, "Minimum Urban Rehabilitation Standards," of the Dallas City Code, as amended, is retitled "Minimum Property Standards."

SECTION 2. That Section 27-3, "Definitions," of Article I, "General Provisions," of Chapter 27, "Minimum Property Standards," of the Dallas City Code, as amended, is amended to read as follows:

**"SEC. 27-3. DEFINITIONS.**

In this chapter:

(1) ~~[BASEMENT means the portion of a structure that is partly underground and has more than one half its height, measured from clear floor to ceiling, above the average finished grade of the ground adjoining a structure.~~

(2)] BATHROOM means an enclosed space containing one or more bathtubs, showers, or both, and which may also include toilets, lavatories, or fixtures serving similar purposes.

(2) BUILDING means a structure for the support or shelter of any use or occupancy.

(3) ~~[CELLAR means the lowermost portion of a structure partly or totally underground having one half or more of its height, measured from clear floor to ceiling, below the average finished grade of the adjoining ground.~~

(4) ~~CERTIFICATE OF REGISTRATION means a certificate of registration issued by the director under Article VII of this chapter to the owner or operator of a multi-tenant property or under Article IX of this chapter to the owner of a non-owner occupied rental property, whichever is applicable.~~

(5)] CITY ATTORNEY means the city attorney of the city of Dallas and includes the assistants and other authorized representatives of the city attorney.

(4) CONDOMINIUM has the meaning assigned in Chapter 82 of the Texas Property Code, as amended.

(5) CONDOMINIUM ASSOCIATION means a corporation whose members are condominium unit owners in a condominium and who are charged with governing, operating, managing, or overseeing a condominium or its common elements.

(6) CONSTRUCTION CODES means the *Dallas Building Code*, Chapter 53 of the Dallas City Code, as amended; *Dallas Plumbing Code*, Chapter 54 of the Dallas City Code, as amended; *Dallas Mechanical Code*, Chapter 55 of the Dallas City Code, as amended; *Dallas Electrical Code*, Chapter 56 of the Dallas City Code, as amended; *Dallas One- and Two-Family Dwelling Code*, Chapter 57 of the Dallas City Code, as amended; *Dallas Existing Building Code*, Chapter 58 of the Dallas City Code, as amended; *Dallas Fuel Gas Code*, Chapter 59, *Dallas*

Energy Conservation Code; Chapter 60 of the Dallas City Code, as amended; Dallas Green Construction Code, Chapter 61 of the Dallas City Code, as amended; Dallas Fire Code, Chapter 16 of the Dallas City Code, as amended; and the Housing Standards Manual, as amended.

(7[6]) CRIME PREVENTION ADDENDUM means an addendum to a residential lease or rental agreement for the use of a rental [~~multi-tenant~~] property as required by Section 27-43 of this chapter.

(8[6-1]) DALLAS ANIMAL WELFARE FUND means the Dallas Animal Welfare Fund as described in Section 7-8.4 of Chapter 7 of this code.

(9[7]) DEPARTMENT means the department designated by the city manager to enforce and administer this chapter.

(10[8]) DIRECTOR means the director of the department designated by the city manager to enforce and administer this chapter and includes representatives, agents, or department employees designated by the director.

(11[9]) DWELLING means a structure or building used, intended, or designed to be used, rented, leased, let, or hired out to be occupied, or that is occupied for living purposes [~~occupied as a residence~~].

(12[0]) DWELLING UNIT has the definition given that term in Section 51A-2.102 of the Dallas Development Code, as amended [~~means one or more rooms in a multifamily property designed to accommodate one family and containing only one kitchen plus living, sanitary, and sleeping facilities~~].

[~~(11) FLOOR SPACE means the total area of all habitable space.~~]

[~~(12) GRADE means the natural surface of the ground, or surface ground after completion of any change in contour.~~]

(13) GRADED INSPECTION means an inspection of a rental [~~multi-tenant~~] property in which the property is given a score by the director based on the number of code violations found to exist on the premises.

(14) [~~GUEST ROOM means any room in a multi-tenant property, other than a multifamily property, that is intended as a sleeping area, whether or not the room includes a kitchen or kitchenette and whether or not the property is operated for profit or charges for the services it offers.~~]

(15) HABITABLE ROOM [SPACE] means a [~~the~~] space in a building or structure for [~~occupied by one or more persons while~~] living, sleeping, eating, or [~~and~~] cooking. [~~excluding kitchenettes,~~] Bathrooms, toilet rooms, [laundries, pantries, dressing rooms], closets, halls, storage and utility spaces, and other similar areas, are not considered habitable rooms

~~[foyers, hallways, utility rooms, heater rooms, boiler rooms, and basement or cellar recreation rooms].~~

(15) HOUSING STANDARDS MANUAL means the manual by that title and which is kept on file in the office of the city secretary.

(16) INFESTATION means the presence, within or contiguous to a structure or premises, of insects, rodents, vectors, or other pests.

~~(17[6]) KITCHEN~~ means an area [a space, 60 square feet or more in floor area with a minimum width of five feet,] used, or designated to be used, for cooking or preparation of food.

~~[(17) KITCHENETTE~~ means a space, less than 60 square feet in floor area, used for cooking or preparation of food.]

(18) LANDLORD has the same meaning as in Chapter 92 of the Texas Property Code, as amended.

(19[8]) MULTIFAMILY DWELLING [PROPERTY] means a multifamily use as defined in Section 51A-4.209(b)(5) of the Dallas Development Code, as amended, or, for purposes of this chapter, three or more single dwelling units on the same premises and which are under common ownership.

(20[19]) MULTITENANT [MULTI-TENANT] PROPERTY means property containing any of the following uses:

(A) A multifamily dwelling ~~[property]~~ as defined in ~~[Subsection (18) of]~~ this section.

(B) A lodging or boarding house as defined in Section 51A-4.205(2) of the Dallas Development Code, as amended.

(C) A group residential facility as defined in Section 51A-4.209(b)(3) of the Dallas Development Code, as amended.

(D) An extended stay hotel or motel as defined in Section 51A-4.205(1.1) of the Dallas Development Code, as amended.

(E) A residential hotel as defined in Section 51A-4.209(b)(5.1) of the Dallas Development Code, as amended.

~~[(20) NON-OWNER OCCUPIED RENTAL PROPERTY~~ means a single family, duplex, townhouse, or condominium dwelling that is leased or rented to one or more persons other than the owner of the property, regardless of whether:

~~(A) the lease or rental agreement is oral or written; or~~

~~(B) the compensation received by the owner for the lease or rental of the property is in the form of money, services, or any other thing of value.]~~

(21) OCCUPANT means a person who has possessory rights to and is actually in possession of a premise.

(22) OPEN AND VACANT STRUCTURE means a structure that is, regardless of its structural condition:

(A) unoccupied by its owners, lessees, or other invitees; and

(B) unsecured from unauthorized entry to the extent that it could be entered or used by vagrants or other uninvited persons as a place of harborage or could be entered or used by children.

(23) OPERATING CONDITION means free of leaks, safe, sanitary, structurally sound, and in good working order.

(24) OWNER means a person who has ownership or title of real property, [~~in whom is vested the ownership or title of real property~~]:

(A) including, but not limited to:

(i) the holder of fee simple title;

(ii) the holder of a life estate;

(iii) the holder of a leasehold estate for an initial term of five years or more;

(iv) the buyer in a contract for deed;

(v) a mortgagee, receiver, executor, or trustee in control of real property; and

(vi) the named grantee in the last recorded deed; [~~and~~] or

~~(B) the owner's representative with control over the property [not including the holder of a leasehold estate or tenancy for an initial term of less than five years].~~

(25) PERSON means any natural person [~~individual~~], corporation, organization, estate, trust, partnership, association, or [~~any~~] other legal entity.

(26) PEST means an invertebrate animal that can cause disease or damage to humans or building materials.

(27[6]) PLUMBING FIXTURES means gas pipes, water pipes, toilets, lavatories, urinals, sinks, laundry tubs, dishwashers, garbage disposal units, clothes-washing machines, catch basins, wash basins, bathtubs, shower baths, sewer pipes, sewage system, septic tanks, drains, vents, traps, and other fuel-burning or water-using fixtures and appliances, together with all connections to pipes.

(28[7]) PREMISES or PROPERTY means a lot, plot, or parcel of land, including any structures on the land.

(29[8]) PROPERTY MANAGER means a person who, for compensation, has managing control of real property, including an on-site manager of a building or structure.

(30[29]) PUBLIC SEWER means a sewer operated by a public authority or public utility and available for public use.

(31[0]) REGISTRANT means a person submitting a rental property [issued a certificate of] registration or renewal application or a person whose application the director deems complete [for a multi-tenant property] under Article VII of this chapter [or for a non-owner occupied rental property under Article IX of this chapter, whichever is applicable].

(32) RENTAL PROPERTY means a multitenant property or a single dwelling unit that is leased or rented to one or more persons other than the owner of the property, regardless of whether the lease or rental agreement is oral or written, or the compensation received by the lessor for the lease or rental of the property is in the form of money, services, or any other thing of value.

(33[4]) SANITARY means any condition of good order and cleanliness that precludes the probability of disease transmission.

(34) SECURITY DEVICE has the definition given that term in Chapter 92 of the Texas Property Code, as amended.

(35) SHORT-TERM RENTAL has the definition given that term in Section 156.001(b) of the Texas Tax Code, as amended.

(36) SINGLE DWELLING UNIT means a single family or duplex, as defined in the Dallas Development Code, as amended, or a condominium dwelling unit.

(37) SOLID WASTE means:

(A) industrial solid waste as defined in Section 18-2(22) of the Dallas City Code, as amended; or

(B) municipal solid waste as defined in Section 18-2(28) of the Dallas City Code, as amended.

(38[2]) **STRUCTURE** means that which is built or constructed, an edifice or building of any kind, or any piece of work artificially built up or composed of parts joined together in some definite manner.

~~[(33) **UNIT** means a dwelling unit or a guest room in a multi-tenant property.]~~

(39) **TOILET ROOM** means a room containing a toilet or urinal but not a bathtub or shower.

(40[34]) **URBAN NUISANCE** means a premises or structure that:

(A) is dilapidated, substandard, or unfit for human habitation and a hazard to the public health, safety, and welfare;

(B) regardless of its structural condition, is unoccupied by its owners, lessees, or other invitees and is unsecured from unauthorized entry to the extent that it could be entered or used by vagrants or other uninvited persons as a place of harborage or could be entered or used by children; or

(C) boarded up, fenced, or otherwise secured in any manner if:

(i) the structure constitutes a danger to the public even though secured from entry; or

(ii) the means used to secure the structure are inadequate to prevent unauthorized entry or use of the structure in the manner described by Paragraph (B) of this subsection.

(41) **VECTOR** means an insect or other animal that is capable of transmitting a disease-producing organism.

(42) **WORKMANLIKE** means executed in a skilled manner, for example, generally plumb, level, square, in line, undamaged, and without marring adjacent work.

SECTION 3. That Section 27-3.1, "Code Enforcement Official," of Article I, "General Provisions," of Chapter 27, "Minimum Property Standards," of the Dallas City Code, as amended, is amended to read as follows:

**"SEC. 27-3.1. CODE ENFORCEMENT OFFICIAL.**

(a) The director, or a designated representative, shall serve as the code enforcement official of the city.

(b) The code enforcement official has the power to render interpretations of this chapter and to adopt and enforce rules and regulations supplemental to this chapter as the code enforcement



official deems necessary to clarify the application of this chapter. Such interpretations, rules, and regulations must be in conformity with the purpose of this chapter.

(c) The code enforcement official has [~~shall have~~] the power to obtain:

(1) search warrants for the purpose of investigating [~~allowing the inspection of any specified premises to determine the presence of a health hazard or unsafe building condition, including but not limited to any structural, property, or utility hazard, or~~] a violation of a[ny] health [~~hazard~~] and safety or nuisance abatement, including an urban nuisance, [building] regulation, statute, or ordinance; and

(2) seizure warrants for the purpose of securing, removing, or demolishing an offending property and removing the debris from the premises.”

SECTION 4. That Section 27-4, “Violations; Penalty,” of Article II, “Administration,” of Chapter 27, “Minimum Property Standards,” of the Dallas City Code, as amended, is amended to read as follows:

**“SEC. 27-4. VIOLATIONS; PENALTY.**

(a) A person who violates a provision of this chapter, or who fails to perform an act required of him by this chapter, commits an offense. A person commits a separate offense each day [~~or portion of a day~~] during which a violation is committed, permitted, or continued.

(b) Criminal penalties.

(1) An offense under this chapter is punishable by a fine not to exceed \$2,000; except, that an offense under Section 27-5.2 and 27-25 of this chapter is punishable by a fine not to exceed \$500.

(2) An offense under this chapter is punishable by a fine of not less than:

(A) \$150 [200] for a first conviction of a violation of Section 27-11(c)(1), (c)(2), or (c)(6); Section 27-11(d)(2), (d)(3)(A), (d)(4), (d)(5), (d)(6), (d)(7), (d)(9)(A), (d)(9)(C), (d)(9)(D), (d)(10)(A), (d)(11), (d)(13), (d)(15)(A), or (d)(16)(C); Section 27-11(e)(1)(B), (e)(1)(C), or (e)(3); Section 27-11(f)(1)(A), (f)(1)(B), (f)(3)(C), (f)(3)(F), or (f)(4)(C); Section 27-11(g)(5); Section 27-11(i)(1)(B), (i)(3), (i)(4)(i), (i)(4)(ii), (i)(4)(iii), (i)(6)(A), or (i)(6)(B); Section 27-11(j); Section 27-12(1), (2), (3), or (5) [(a)(1), (3), or (4), 27-11(b)(1), (2), (3), (4), (6), (7), (8), (9), or (10), Section 27-60, or Article VIII of this chapter]; and

(B) \$500 for a first conviction of a violation of Section 27-11(d)(1), (d)(9)(B), (d)(12), (d)(14)(A), (d)(14)(B), (d)(15)(B), (d)(15)(C), (d)(16)(A), or (d)(16)(B); Section 27-11(e)(1)(A) or (e)(2)(A); Section 27-11(f)(2), (f)(3)(A), (f)(3)(B), (f)(3)(D), (f)(3)(E), (f)(3)(G), (f)(4)(A), (f)(4)(B), (f)(4)(D), (f)(4)(E) or (f)(4)(F); Section 27-11(g)(1) or (g)(2);

~~Section 27-11(h)(1)(A), (h)(2), or (h)(5); or Section 27-15.1(c) [(a)(2), (5), or (6), 27-11(b)(5), 27-11(e), or 27-11(d); and~~

~~(C) \$2,000 for a first conviction of a violation of Section 27-30].~~

(3) The minimum fines established in Subsection (b)(2) will be doubled for the second conviction of the same offense within any 24-month period and trebled for the third and subsequent convictions of the same offense within any 24-month period. At no time may the minimum fine exceed the maximum fine established in Subsection (b)(1).

(c) The culpable mental state required for the commission of an offense under this chapter is governed by Section 1-5.1 of this code.

(d) In addition to imposing the criminal penalty prescribed in Subsection (b) or exercising the other remedies provided by this chapter, the city may, in accordance with Chapter 54, Subchapter B of the Texas Local Government Code, as amended, bring a civil action against a person violating a provision of this chapter. The civil action may include, but is not limited to, a suit to recover a civil penalty not to exceed \$1,000 for each day ~~[or portion of a day]~~ during which the violation is committed, continued, or permitted.

(e) The penalties provided for in Subsections (b), (d), and (h) are in addition to any other enforcement remedies that the city may have under city ordinances and state law.

(f) The director has the authority to enforce provisions of Chapter 7A and Article II, Chapter 18 of this code.

(g) A person is criminally responsible for a violation of this chapter if:

(1) the person commits the violation or assists in the commission of the violation; or

(2) the person is an owner of the property and, either personally or through an employee or agent, allows the violation to exist. [A person commits an offense if he fails to correct a violation of this chapter in compliance with any order issued under this chapter that has become final.]

(h) For purposes of Subsection (g), an employee of the owner of real property that is a single dwelling unit rental property, or has been issued a certificate of occupancy or received final approval from the building official with respect to improvements on the property, is not personally liable for a violation of this chapter if, not later than the fifth calendar day after the date the citation is issued, the employee provides the property owner's name, current street address, and current telephone number to the enforcement official who issues the citation or to the director.

(i) As an alternative to imposing the criminal penalty prescribed in Subsection (b), the city may impose administrative penalties, fees, and court costs in accordance with Article IV-b of this chapter, as authorized by Section 54.044 of the Texas Local Government Code, as amended,

for an offense under this chapter. The alternative administrative penalty range for an offense is the same as is prescribed for a criminal offense in Subsection (b).”

SECTION 5. That Section 27-5, “Inspection,” of Article II, “Administration,” of Chapter 27, “Minimum Property Standards,” of the Dallas City Code, as amended, is amended to read as follows:

**“SEC. 27-5. INSPECTION.**

(a) For the purpose of ascertaining whether violations of this chapter or other city ordinances exist, the director is authorized, at a reasonable time, to inspect:

(1) the exterior of a structure and premises that [which] do not contain a [no] structure; and

(2) the interior of a structure, if [the permission of] the owner, occupant, or person in control gives his permission to the director [is given].

(b) Nothing in this section limits the director’s ability to seek and obtain an administrative search warrant authorizing an interior or exterior inspection of a structure or a vacant premises.”

SECTION 6. That Section 27-11, “Minimum Standards; Responsibilities of Owner,” of Article III, “Minimum Standards,” of Chapter 27, “Minimum Property Standards,” of the Dallas City Code, as amended, is amended to read as follows:

**“SEC. 27-11. MINIMUM PROPERTY STANDARDS; RESPONSIBILITIES OF OWNER.**

(a) In general.

(1) The regulations in this article are minimum property standards for vacant and occupied buildings, properties, and structures. In addition to the minimum property standards, all buildings, properties, and structures must comply with all federal, state, and local laws and regulations, including the construction codes.

(2) The minimum property standards are intended to complement existing laws and regulations. If any provision of this chapter is less restrictive than another applicable law or regulation, the more restrictive law or regulation shall apply.

(3) An owner who enters into a written lease shall, upon the occupant’s request, provide the occupant with a written lease in the occupant’s primary language, if the primary language is English, Spanish, or Vietnamese.

(b) Repairs. All repairs required by this section must be performed in a workmanlike manner and in accordance with all applicable federal, state, and local laws, rules, and regulations, including the construction codes.

(c) Property standards. An owner shall:

(1) maintain his or her premises in operating condition without any [eliminate a] holes, excavations, or sharp protrusions, and without any other object or condition that exists on the land and is reasonably capable of causing injury to a person;

(2) securely cover or close any wells, cesspools, or cisterns;

(3) provide solid waste receptacles or containers when required by Chapter 18 of this code, as amended;

(4) provide drainage to prevent standing water and flooding on the land;

(5) remove dead trees and tree limbs that are reasonably capable of causing injury to a person; [and]

(6) keep the doors and windows of a vacant structure or vacant portion of a structure securely closed to prevent unauthorized entry; and

(7) protect, by periodic application of paint or other weather-coating materials, any exposed metal or wood surfaces from the elements and against decay or rust.

(d[b]) Structural and material standards.

(1) In general. An owner shall[=:] maintain structural members free from deterioration so that they are capable of safely supporting imposed dead and live loads.

(2) Construction materials. An owner shall maintain building and structural materials, including wood, gypsum products, glass, fiberglass, paper, canvas, fabric, plastic, vinyl, masonry, ceramic, plaster, brick, rock, stucco, slate, concrete, asphalt, tin, copper, steel, iron, aluminum, and other metals, in operating condition.

(3) Roofs. An owner shall:

(A) maintain roofs in operating condition, free from leaks, holes, charred or deteriorated roofing materials, rotted wood, and other unsafe conditions; and

(B) maintain gutters and downspouts, if any, in operating condition and securely fastened.

(4) Chimneys and towers. An owner shall maintain chimneys, cooling towers, smoke stacks, and similar appurtenances in operating condition.

(5) Foundations. An owner shall maintain foundations and foundation components in operating condition, and keep all foundation components securely fastened.

(6) Floors. An owner shall maintain all flooring in operating condition, free from holes, cracks, decay, and trip hazards.

(7) Shower enclosures. An owner shall maintain shower enclosure floors and walls in operating condition, free of holes, cracks, breaches, decay, rust, and rot.

(8) Countertops and backsplashes. An owner shall maintain kitchen and bathroom countertops and backsplashes surrounding kitchen sinks and lavatory sinks in operating condition free of decay, rust, and rot.

(9) Interior walls, ceilings, and surfaces; doors. An owner shall:

(A) maintain all interior walls and ceilings in operating condition;

(B) keep all interior walls and ceilings securely fastened to eliminate collapse hazards;

(C) maintain all interior surfaces, including windows and doors, in operating condition;

(D) repair, remove, or cover all peeling, chipping, flaking, or abraded paint; and

(E) repair all cracked or loose plaster, wood, or other defective surface conditions.

(10) Exterior windows and skylights. An owner shall maintain the glass surfaces of exterior windows and skylights so that they are weather tight and in operating condition.

(11) Exterior doors. An owner shall maintain exterior doors so that they are weather tight and in operating condition.

(12) Security devices. An owner shall maintain any bars, grilles, grates, and security devices in operating condition.

(13) Ventilation. An owner shall maintain all natural and mechanical ventilation in habitable rooms in operating condition.

(14) Balconies, landings, porches, decks, and walkways. An owner shall maintain:

30236

(A) all balconies, landings, porches, decks, and walkways in operating condition and securely fastened;

(B) support posts, columns, and canopies in operating condition, securely fastened and anchored.

(15) Handrails and guardrails. An owner shall maintain all handrails and guardrails:

(A) in operating condition and securely fastened and anchored; and

(B) so that they are capable of safely supporting imposed dead and live loads.

(16) Steps and stairways. An owner shall:

(A) maintain steps and stairways in operating condition, securely fastened and anchored, and free from trip hazards;

(B) maintain steps and stairways so that they are capable of safely supporting imposed dead and live loads; and

(C) seal any cracks or breaches in lightweight concrete steps, balconies, and walkways.

(17) Fencing, retaining walls, and barriers. An owner shall:

(A) maintain all fences, retaining walls, decorative walls, and barriers in operating condition, and in accordance with the Dallas Development Code, as amended. This requirement applies to a masonry wall only if the masonry wall encloses:

(i) a multitenant property; or

(ii) a single-family or duplex property where the wall is not shared with another property;

(B) repair or replace rotted, missing, fire-damaged, or broken wooden slots and support posts;

(C) repair or replace broken, missing, or bent metal posts and torn, cut, bent, or ripped metal fencing materials; and

(i) encloses a multitenant property or a single-family property or duplex, or

(ii) serves as a retaining wall.

~~[protect the exterior surfaces of a structure that are subject to decay by application of paint or other coating;~~

~~(2) fill hollow, masonry supporting piers, if used, with concrete and anchor the piers to concrete footings with a 5/8 inch steel dowel;~~

~~(3) provide and maintain railings for stairs, steps, balconies, porches, and elsewhere as specified in the Dallas Building Code;~~

~~(4) repair holes, cracks, and other defects reasonably capable of causing injury to a person in stairs, porches, steps, and balconies;~~

~~(5) maintain a structure intended for human occupancy and a structure used as an accessory to a structure intended for human occupancy in a weather tight and water tight condition;~~

~~(6) maintain floors, walls, ceilings, and all supporting structural members in a sound condition, capable of bearing imposed loads safely;~~

~~(7) provide cross ventilation of not less than 1 1/2 square feet for each 25 lineal feet of wall in each basement, cellar, and crawl space;~~

~~(8) repair or replace chimney flue and vent attachments that do not function properly;~~

~~(9) repair holes, cracks, breaks, and loose surface materials that are health or safety hazards in or on floors, walls, and ceilings; and~~

~~(10) maintain any fence on the property in compliance with the following standards:~~

~~(A) maintain a fence so that it is not out of vertical alignment more than one foot from the vertical, measured at the top of the fence, for a fence over four feet high, or more than six inches from the vertical, measured at the top of the fence, for a fence not more than four feet high, except that this provision does not apply to a masonry wall unless the wall encloses:~~

~~(i) a multi-tenant property; or~~

~~(ii) a single family or duplex property where the wall is not shared with another property;~~

~~(B) repair or replace rotted, fire damaged, or broken wooden slats and support posts;~~

(C) ~~repair or replace broken or bent metal posts and torn, cut, bent, or ripped metal fencing materials; and~~

(D) ~~repair or replace loose bricks, stones, rocks, mortar, and similar materials on any masonry wall that encloses:~~

(i) ~~a multi-tenant property; or~~

(ii) ~~a single family or duplex property where the wall is not shared with another property.]~~

(e[e]) Utility and appliance standards.

(1) Air conditioning.

(A) An owner shall:

(i) provide, and maintain, in operating condition, refrigerated air equipment capable of maintaining a room temperature of at least 15 degrees cooler than the outside temperature, but in no event higher than 85° F. in each habitable room;

(ii) maintain all fixed air conditioning systems, including air conditioning unit covers, panels, conduits, and disconnects, in operating condition, properly attached; and

(iii) install window-mounted air conditioning units, if provided, in compliance with the construction codes.

(B) It is a defense to prosecution under this paragraph that at least one habitable room is 85° F. at a point three feet above the floor and two feet from exterior walls if the outside temperature is over 110° F.

(2) Heating.

(A) An owner shall:

(i) provide, and maintain, in operating condition, heating facilities capable of maintaining a room temperature of at least 15 degrees warmer than the outside temperature, but in no event lower than 68° F. in each habitable room; and

(ii) if provided, maintain, in operating condition, heating facilities in buildings or structures other than dwelling units.



(B) It is a defense to prosecution under this paragraph that at least one habitable room is 68° F. at a point three feet above the floor and two feet from exterior walls if the outside temperature is under 40° F.

(3) Appliances. If appliances are provided in a rental dwelling unit, the owner shall maintain those appliances, including portable heating units, portable air conditioning units, cook stoves, refrigerators, dishwashers, garbage disposals, ventilation hoods, washing machines, and clothes dryers, and appliance connections, in operating condition.

(f) Plumbing standards.

(1) Plumbing systems. An owner shall maintain:

(A) all plumbing pipes, fittings, and valves necessary to supply and conduct natural fuel gases, sanitary drainage, storm drainage, or potable water in operating condition; and

(B) all plumbing fixtures free of cross-connections and conditions that permit backflow into the potable water supply.

(2) Fuel gas distribution systems. An owner shall maintain distribution systems that carry fuel gas or liquefied petroleum gas in leak-free condition in accordance with the construction codes. If such a distribution system has been compromised, an owner shall have the system pressure-tested and repaired in accordance with the Dallas Fuel Gas Code, Chapter 60 of the Dallas City Code, as amended.

(3) Plumbing fixtures. An owner shall:

(A) provide each dwelling unit with:

(i) a kitchen equipped with a kitchen sink; and

(ii) a minimum of one toilet; a lavatory sink; and either a bathtub or shower, or a combination of bathtub and shower;

(B) keep all plumbing fixtures connected to an approved potable water supply system;

(C) connect and maintain all plumbing fixtures in operating condition;

(D) equip toilets and urinals with cold potable water under pressure necessary for safe and sanitary operation;

(E) keep all plumbing fixtures connected to a public sewer system or to an approved private sewage disposal system;

(F) maintain all piping distribution systems in operating condition, and eliminate all unsafe, unsanitary, and inoperable conditions in such distribution systems; and

(G) cap each sewer clean-out opening with an approved plug, except when the sewer line is being serviced.

(4) Water heating equipment. An owner shall:

(A) maintain all water heating equipment, including existing fuel-fired water heaters, in operating condition;

(B) maintain all water heating equipment with a pressure relief valve with an approved drain line;

(C) provide and maintain, in operating condition, water heating equipment that supplies hot water at a minimum temperature of 110° F., measured at the water outlet, to every required plumbing fixture;

(D) vent all fuel-fired water heating equipment as required by the construction codes; and

(E) maintain boilers and central heating plants in operating condition.

(g) Electrical standards. An owner shall:

(1) maintain all electrical equipment and materials in operating condition;

(2) maintain electrical circuits and outlets sufficient to safely carry a load imposed by normal use of appliances, equipment, and fixtures, and maintain them in operating condition;

(3) maintain in each habitable room, bathroom, hallway, and stairway of a dwelling unit at least one electric lighting outlet, and the electric lighting outlet must be controlled by a wall switch, unless a wall switch is not required by the construction codes;

(4) maintain all electric light fixtures located adjacent to exterior doors of all buildings or structures in operating condition; and

(5) use extension cords and flexible cords in accordance with the construction codes, and not as substitutes for permanent wiring.

(h) Lighting standards for multitenant properties.

(1) In general.

(A) An owner shall not wire lighting in common areas into individual dwelling units.

(B) An owner shall maintain overall illumination of four footcandles for exterior lighting on the premises, measured in accordance with the Housing Standards Manual.

(2) Exterior lighting.

(A) An owner shall maintain illumination from dusk until dawn:

(i) along pedestrian pathways; in plazas, courtyards, building entrances, parking areas, including carports and driveway areas; and other outdoor spaces commonly used.

(ii) at stairwells, landings, and areas under the lower landing.

(iii) along breezeways, and transitional lighting must be maintained at all entries to a breezeway.

(iv) at cluster or gang mailboxes.

(B) An owner shall maintain exterior lighting so that it to reduces conflicts or obstructions between building design and landscape treatments and provides appropriate crime prevention.

~~[(f) provide and maintain in operating condition connections to discharge sewage from a structure or land into a public sewer system where available;~~

~~(2) provide and maintain in operating condition a toilet connected to a water source and to a public sewer, where available, in each structure intended for human habitation;~~

~~(3) provide and maintain in operating condition connections and pipes to supply potable water at adequate pressure to a structure intended for human occupancy;~~

~~(4) provide and maintain in operating condition a device to supply hot water of a minimum temperature of 120°F. within each structure intended for human habitation;~~

~~(5) provide and connect a kitchen sink, bathtub or shower, and lavatory to a cold and hot water source in each structure intended for human habitation;~~

~~(6) connect plumbing fixtures and heating equipment that the owner supplies in accordance with the Dallas Plumbing Code and Dallas Mechanical Code;~~

~~(7) provide and maintain heating equipment in operating condition so that it is capable of maintaining a minimum inside temperature of 68°F. from November 16 through March 15 in each room of a structure intended for human occupancy;~~

~~(8) if screens are not provided as required in Subsection (d)(2), provide and maintain in operating condition, from April 1 through November 1, refrigerated air equipment capable of maintaining a maximum inside temperature that is 20 degrees lower than the outside temperature or 85°F., whichever is warmer, in each room of a structure intended for human occupancy;~~

~~(9) provide and maintain in operating condition supply lines for electrical service to each structure intended for human occupancy if electrical service is available within 300 feet;~~

~~(10) connect each heating and cooking device that burns solid fuel to a chimney or flue; and~~

~~(11) provide and maintain in operating condition electrical circuits and outlets sufficient to safely carry a load imposed by normal use of appliances and fixtures.]~~

(i[d]) Health standards. [An owner shall:]

(1) Infestations.

(A) Where evidence of an infestation exists, the owner of a building, structure, or property, including a vacant or occupied one- or two-family dwelling, or multifamily dwelling, shall eliminate the infestation using a person licensed under the Texas Structural Pest Control Act, as amended, and repair any condition that contributes to an infestation.

(B) If the building, structure, or property is a rental property, the owner shall provide notice to the tenants at least 48 hours before taking steps to eliminate an infestation.

(i) Notice must be in writing and must include the method being used to eliminate the infestation.

(ii) A tenant may in writing waive the 48-hour requirement.

(2) Common toilet and shower facilities. An owner shall maintain in operating condition toilet and shower facilities in common area multifamily uses.

(3) Swimming pools, spas, ponds, and fountains.

(i) Water in swimming pools, spas, ponds, and fountains must be maintained to prevent the breeding or harborage of insects.

(ii) Swimming pools, spas, ponds, and fountains must be maintained in operating condition.

(iii) Fences or other barriers enclosing swimming pools, spas, ponds, and fountains must be maintained in operating condition.

(iv) Pool yard enclosures, as defined in Chapter 757 of the Texas Health and Safety Code, as amended, shall be maintained in operating condition and must comply with the standards in Chapter 757 of the Texas Health and Safety Code, as amended.

(4) Sewage overflow. An owner shall sanitize all areas contaminated by sewage overflow immediately after servicing is completed.

(5) Vacant dwelling units.

(A) An owner shall maintain the interiors of all vacant dwelling units free of solid waste.

(B) The owner of a vacant dwelling unit must store any swimming pool chemicals, cleaning chemicals, pesticides, herbicides, rodenticides, fertilizers, paints, solvents, gasoline, gasoline-powered equipment, or combustible materials of any kind in accordance with the construction codes and the Dallas Development Code, as amended.

~~[eliminate rodents and vermin in or on the land;~~

~~(2) provide a structure intended for human habitation with a screen for keeping out insects at each opening of the structure if the structure is not cooled with refrigerated air;~~

~~(3) maintain the interior of a vacant structure or vacant portion of a structure free from rubbish and garbage; and~~

~~(4) keep the interior of a structure free from insects, rodents, and vermin, except as specified in Section 27-12(b).]~~

(j[e]) Security standards. An owner [or operator] of a multifamily dwelling [property], other than one exempt from registration under [Section 27-30(b)(2) of] this chapter, shall [:

~~(1) provide and maintain security devices in each dwelling unit as required by Sections 92.153, 92.154, and 92.155 of the Texas Property Code, as amended [; and~~

~~(2) if the multifamily property has 20 or more dwelling units, provide security lighting that adequately illuminates all parking areas, walkways, stairs and steps, doorways, and garbage storage areas so that persons moving in or around those areas can be easily seen].~~

(k[f]) It is a defense to prosecution under Subsection (a) of this section that the premises [concerned] is the site of new construction and reasonable and continuous progress is being made to complete the construction.

~~[(g) It is a defense to prosecution under Subsection (d)(4) of this section that the structure was treated to eliminate insects, rodents, and vermin by a person licensed under the Texas Structural Pest Control Act once within the preceding six months.]~~

(l[h]) An owner shall provide a tenant with alternative housing that meets the minimum standards required by this section when:

(1) after being issued a notice or citation for violation of Subsection ~~(e)(2)~~ [(e)(7)] of this section, the owner fails to repair heating equipment within 72 hours after receiving such notice or citation and the overnight low temperature, as measured by the National Weather Service at Dallas Love Field, is below 40° F. for three consecutive days after receiving such notice or citation; or

(2) after being issued a notice or citation for violation of Subsection ~~(e)(1)~~ [(e)(8)] of this section, the owner fails to repair refrigerated air equipment within 72 hours after receiving such notice or citation and the daytime high temperature, as measured by the National Weather Service at Dallas Love Field, is 95° F. or above for three consecutive days after receiving such notice or citation.

(m[i]) It is a defense to prosecution under Subsections ~~(e)(1)~~ [(e)(7)] and ~~(e)(2)~~ [(e)(8)] of this section and to the alternative housing requirements of Subsection (i[h]) of this section that:

(1) failure to maintain heating and refrigerated air equipment in compliance with those subsections was the direct result of an act of nature or other cause beyond the reasonable control of the owner; or

(2) the owner is making diligent efforts to repair the heating and refrigerated air equipment in compliance with those subsections; if the owner demonstrates to the director that diligent efforts to repair are being made, the director will not issue a notice or citation for a violation of Subsection ~~(e)(1)~~ [(e)(7)] or ~~(e)(2)~~ [(e)(8)] of this section.

(n[j]) It is a defense to prosecution under Subsection ~~(e)(2)~~ [(e)(7)] of this section and to the alternative housing requirements of Subsection (i[h])(1) of this section that a written contract is in effect requiring the tenant to provide and maintain heating equipment and the owner has provided utility connections for heating equipment in compliance with the Dallas Mechanical Code, as amended, in each room of the structure intended for human occupancy.

(o[k]) It is a defense to prosecution under Subsection ~~(e)(1)~~ [(e)(8)] of this section and to the alternative housing requirement of Subsection (i[h])(2) of this section that the structure is not a rental property [~~provided with exterior windows and doors that are easily openable to provide air ventilation and covered with screens in compliance with Subsection (d)(2) of this section.~~]

SECTION 7. That Section 27-12, "Responsibilities of Occupant," of Article III, "Minimum Standards," of Chapter 27, "Minimum Property Standards," of the Dallas City Code, as amended, is amended to read as follows:

**“SEC. 27-12. RESPONSIBILITIES OF OCCUPANT.**

[(a)] An occupant shall:

(1) maintain the interior and exterior [these] portions of the person’s dwelling unit [~~interior of a structure under his control~~] free from accumulations of solid waste [rubbish, garbage,] and other conditions that would encourage an infestation [~~of insects, rodents, or vermin~~];

(2) remove any animal [~~or animals~~] from a structure if the presence of the animal [~~or animals~~] is a health hazard to an occupant;

(3) connect plumbing fixtures and heating equipment that the occupant supplies in accordance with the construction codes [~~Dallas Plumbing Code and the Dallas Mechanical Code~~].

(4) provide solid waste receptacles or containers when required by Chapter 18 of this code; and

(5) not alter a structure or its facilities so as to create a nonconformity with Section 27-11 or this section.

[(b)] ~~The tenant occupant of a single family residential structure shall keep the interior of the structure free from insects, rodents, and vermin if the owner can show that the structure was treated to eliminate insects, rodents, and vermin by a person licensed under the Texas Structural Pest Control Act:~~

(1) ~~within two weeks before the date the tenant took occupancy; or~~

(2) ~~once within the preceding six months if there has been more than one tenant during the preceding six months].”~~

SECTION 8. That Section 27-15, “Occupancy Load Limits,” of Article IV, “Vacation, Reduction of Occupancy Load, and Securing of Structures and Relocation of Occupants,” of Chapter 27, “Minimum Property Standards,” of the Dallas City Code, as amended, is amended to read as follows:

**“SEC. 27-15. OCCUPANCY [~~LOAD~~] LIMITS.**

An owner shall not allow a [A] structure or dwelling unit to exceed [~~is overcrowded if~~] the occupancy limits in Texas Property Code Section 92.010, as amended [~~following standards are not met~~]:

(1) Floor space per person. ~~Each structure or dwelling unit must contain at least 150 square feet of habitable floor space for the first occupant and at least 100 square feet of additional habitable floor space for each additional occupant.~~

(2) Sleeping space per person. ~~In each structure or dwelling unit of two or more rooms, each room occupied for sleeping purposes by one occupant must contain at least 70 square feet of floor space, and every room occupied for sleeping purposes by more than one person must contain at least 50 square feet of floor space for each occupant.~~

(3) Special provisions. ~~Children under 12 months of age are not considered occupants, and children under 12 years of age are considered as 1/2 of one occupant for purposes of Subparagraphs (1) and (2).~~

(4) Ceiling height. ~~For purposes of Subparagraphs (1) and (2), a room of a structure must have a ceiling height of at least seven feet to be considered habitable space.]”~~

SECTION 9. That Section 27-15.1, “Placarding of a Structure by the Director,” of Article IV, “Vacation, Reduction of Occupancy Load, and Securing of Structures and Relocation of Occupants,” of Chapter 27, “Minimum Property Standards,” of the Dallas City Code, as amended, is amended to read as follows:

**“SEC. 27-15.1. PLACARDING OF A STRUCTURE BY THE DIRECTOR.**

(a) Upon issuance of a final court order requiring vacation of a structure or dwelling unit, t[F]he director may place a red placard [warning of a dangerous condition] on or near the front door of a [any] structure or dwelling unit [that:

(1) ~~is unsanitary or unsafe; and~~

(2) ~~presents an immediate danger to the health, safety, or welfare of the public or of any occupant of the structure].~~

(b) The red placard must state that:

(1) the structure or dwelling unit was ordered to be vacated;

(2) a person commits an offense if he, without authority from the director:

(A) removes or destroys the red placard;

(B) occupies the structure or dwelling unit; or

(C) as owner of the structure, authorizes a person to occupy the structure or dwelling unit; and

(3) the maximum fine for violation of the ordinance [After placarding a structure under Subsection (a) of this section, the director shall immediately refer the structure to the city attorney for a hearing before the municipal court, to be held in accordance with Article



~~IV a of this chapter, on the dangerous condition of the structure and the need to vacate any occupants of the structure. Before the 11th day after the director placards the structure, the director shall give notice of the hearing to each owner, lienholder, or mortgagee of the affected property in accordance with the notice requirements of Section 27-16.5].~~

(c) A person commits an offense if he:

(1) without authority from the director, removes or destroys a red placard placed by the director;

(2) occupies a structure or dwelling unit on which the director has placed a red placard; or

(3) ~~[as owner of a structure or dwelling unit,]~~ authorizes a person to occupy a structure or dwelling unit on which the director has placed a red placard.

~~[(d) It is a defense to prosecution under Subsection (c)(2) that:~~

~~(1) the person had lawfully and continuously occupied the structure or dwelling unit before and after the structure was placarded; and~~

~~(2) the structure or dwelling unit had not been ordered vacated by the municipal court.~~

~~(e) It is a defense to prosecution under Subsection (c)(3) that:~~

~~(1) the person authorized by the owner to occupy the structure or dwelling unit had lawfully and continuously occupied the structure or dwelling unit before and after the structure was placarded; and~~

~~(2) the structure or dwelling unit had not been ordered vacated by the municipal court.]”~~

SECTION 10. That Section 27-16, “Securing of a Structure by the Director,” of Article IV, “Vacation, Reduction of Occupancy Load, and Securing of Structures and Relocation of Occupants,” of Chapter 27, “Minimum Property Standards,” of the Dallas City Code, as amended, is amended to read as follows:

**“SEC. 27-16. SECURING OF A STRUCTURE BY THE DIRECTOR.**

(a) The requirements of this section are in addition to any other requirements of this chapter governing securing of a structure. Any hearing before the municipal court pursuant to this section concerning the securing of a structure must comply with all notice and procedural requirements contained in Article IV-a of this chapter for hearings before the municipal court.

(b) The director shall secure any structure that the director determines:

- (1) violates a minimum standard established in Article III of this chapter; and
- (2) is unoccupied or is occupied only by a person who does not have a right of possession to the structure.

(c) ~~[Before securing a structure under Subsection (b), the director shall post a notice on or near the front door of the structure stating that if the owner does not secure the structure within 48 hours, the city will secure the structure at the owner's expense.]~~

(d) Before the 11th day after the date the director secures the structure, the director shall give notice to the owner by:

- (1) personally serving the owner with written notice;
- (2) depositing the notice in the United States mail addressed to the owner at the owner's post office address;
- (3) publishing the notice at least twice within a 10-day period in a newspaper of general circulation in the county in which the structure is located, if personal service cannot be obtained and the owner's post office address is unknown; or
- (4) posting the notice on or near the front door of the structure, if personal service cannot be obtained and the owner's post office address is unknown.

(d[e]) The notice issued under Subsection (c[d]) must contain:

- (1) an identification, which is not required to be a legal description, of the structure and the property on which it is located;
- (2) a description of the violation of the minimum standards that is present at the structure;
- (3) a statement that the director will secure or has secured, as the case may be, the structure; and
- (4) an explanation of the owner's entitlement to request a hearing about any matter relating to the director's securing of the structure.

(e[f]) A public hearing shall be held before the municipal court if, within 30 days after the date the director secures the structure, the owner files with the municipal court a written request for the hearing. The hearing must be held within 20 days after the date the request is filed. Notice of the hearing must be given to each owner ~~[, lienholder, or mortgagee]~~ of the affected property in accordance with the notice requirements of Section 27-16.5. At the hearing, the director shall

present evidence of the need to secure the structure, and the owner may testify or present witnesses or written information about any matter relating to the director's securing of the structure.

(f[g]) The municipal court shall uphold the director's action in securing a structure if it finds the structure or a portion of the structure was an urban nuisance [~~open and potentially dangerous to the health, safety, or welfare of the public~~].

(g[h]) An unoccupied structure that is closed pursuant to an order of the director, the municipal court, or the fire marshal, or that is closed by the owner of the structure without an official order, must be secured in compliance with the Dallas Fire Code, as amended.

(h[i]) A structure intended for residential use or occupancy that, pursuant to an order of the director, the municipal court, or the fire marshal, is closed by the owner through sealing the doors or windows with boards, or equivalent materials, may be referred by the director to the city attorney for appropriate action under Article IV-a of this chapter, if the structure:

- (1) remains boarded up for 180 days or more without being occupied by the owner or a lawful tenant; and
- (2) has at least one visible violation of this chapter.

(i[j]) The city's cost of securing a structure under this section constitutes a lien against the real property on which the structure stands, as provided in Section 27-16.8(e)."

SECTION 11. That Subsection (b) of Section 27-16.3, "Municipal Court Jurisdiction, Powers, and Duties Relating to Urban Nuisances," of Article IV-a, "Municipal Court Jurisdiction Over Urban Nuisances," of Chapter 27, "Minimum Property Standards," of the Dallas City Code, as amended, is amended to read as follows:

“(b) The municipal court of record has the following powers and duties:

- (1) To require the reduction in occupancy load of a [an overcrowded] structure that exceeds the limits set out in this chapter or the vacation of a structure found to be an urban nuisance.
- (2) To require the repair of a structure found to be an urban nuisance.
- (3) To require the demolition of a structure found to be an urban nuisance.
- (4) To require the removal of personalty from a structure ordered vacated or demolished. Removal may be accomplished by use of city forces or a private transfer company if the owner of the personalty is not known, or the whereabouts of the owner cannot be ascertained, or the owner fails to remove the personalty. Costs of any removal and storage are the responsibility of the owner of the personalty.

(5) To require that an open and vacant structure or open and vacant portion of a structure be secured.

(6) To require or cause the correction of a dangerous condition on the land. Correction of a dangerous condition may be accomplished by city forces or a private contractor. Costs of correction are the responsibility of the owner.

(7) To assess a civil penalty, not to exceed \$1,000 a day per violation or, if the property is the owner's lawful homestead, \$10 a day per violation, against a property or property owner for each day or part of a day that the owner fails to repair or demolish a structure in compliance with a court order issued under this article.

(8) To require vacation [~~relocation~~] of the occupants of a structure found to be an urban nuisance or found to be overcrowded [~~and to determine, upon an order of relocation of the occupants of a structure, whether the occupants of the structure are ineligible for relocation assistance under Subsection (c) of this section.~~]

(c) ~~For purposes of determining ineligibility for relocation assistance under Subsection (b)(8) of this section, the municipal court must consider the following:~~

(1) ~~A person who is ordered to vacate a structure is not considered a displaced person under Chapter 39A of this code and is not eligible for relocation assistance (other than for moving expenses) if the person:~~

(A) ~~is ordered to vacate a structure as a consequence of the person's own intentional or negligent conduct; or~~

(B) ~~began occupying the structure after the city placed a red placard on the structure warning of its dangerous condition.~~

(2) ~~Vacation is considered to be a consequence of a person's own intentional or negligent conduct if the person:~~

(A) ~~owns or occupies the structure;~~

(B) ~~is responsible for maintaining the structure to minimum standards;~~  
and

(C) ~~is not prevented from maintaining the structure to minimum standards by personal hardship, such as physical disability or infirmity or financial inability to maintain standards.]”~~

SECTION 12. That Subsection (c) of Section 27-16.4, “Initiation of Proceeding; Petition Requirements,” of Article IV-a, “Municipal Court Jurisdiction Over Urban Nuisances,” of Chapter

27, "Minimum Property Standards," of the Dallas City Code, as amended, is amended to read as follows:

"(c) [~~The proceeding will be styled "City of Dallas, Plaintiff v. (Property Description), Defendant."~~] The municipal court shall set the matter for a hearing not less than 30 days nor more than 60 days after the filing of the petition."

SECTION 13. That Subsection (d), "Assessment of Civil Penalties," of Section 27-16.8 "Noncompliance with Court Orders; Civil Penalties; Liens," of Article IV-a, "Municipal Court Jurisdiction Over Urban Nuisances," of Chapter 27, "Minimum Property Standards," of the Dallas City Code, as amended, is amended to read as follows:

"(d) Assessment of civil penalties.

(1) If the city attorney or the director determines that the owner, lienholder, or mortgagee of a structure has not timely complied with a municipal court order issued under Section 27-16.7, the city attorney may file an action in municipal court for the assessment of a civil penalty against the property and property owner. The city attorney or the director shall promptly give notice to each owner, lienholder, and mortgagee of the hearing to assess a civil penalty. The notice must include:

(A) an identification, which is not required to be a legal description, of the structure and the property on which it is located;

(B) an identification of the court order affecting the property;

(C) a description of each violation of minimum standards found by the court to be present on the property when the court order was issued;

(D) a description of any work ordered by the court to correct each violation on the property;

(E) a statement that the city attorney or the director has determined that an owner, lienholder, or mortgagee has not timely complied with the court order and a description of the provisions of the court order that still require compliance; and

(F) a statement that the court will conduct a hearing to consider assessment of a civil penalty against [Ø] the property and property owner and the date, time, and place of the hearing.

(2) The notice required under Subsection (d)(1) for a municipal court hearing to consider the assessment of a civil penalty against the [Ø] property and property owner subject

to a court order must be given in compliance with the notice requirements set forth in Section 27-16.5 for other hearings under this article.

(3) A hearing to consider the assessment of a civil penalty on property subject to a court order must be conducted in compliance with the requirements and procedures set forth in this article for other hearings before the municipal court, except that, in addition to any other evidence presented, an owner, lienholder, or mortgagee may present evidence of any work performed or completed on the property to comply with the court order.

(4) The court, after hearing evidence from each interested person present, may assess a civil penalty against the owner in a specific amount in accordance with Section 27-16.3(b)(7) of this article.

(5) Notice of a court order issued under this subsection must comply with the requirements and procedures of Section 27-16.7(f) and (g) and Section 27-16.11 for notice of other board orders.

(6) A civil penalty assessed under this subsection may be enforced in accordance with Subsection (e) of this section.

(7) A civil penalty assessment hearing may be combined with any other hearing before the municipal court concerning the same property.”

SECTION 14. That Paragraph (4) of Subsection (e), “Liens,” of Section 27-16.8 “Noncompliance with Court Orders; Civil Penalties; Liens,” of Article IV-a, “Municipal Court Jurisdiction Over Urban Nuisances,” of Chapter 27, “Minimum Property Standards,” of the Dallas City Code, as amended, is amended to read as follows:

“(4) The city may use lawful means to collect expenses and civil penalties assessed under this article from an owner or a property. Any civil penalty or other assessment imposed under this article accrues interest at the rate of 10 percent a year from the date of the assessment until paid in full. The city may petition a court of competent jurisdiction in a civil suit for a final judgment in accordance with the assessed civil penalty. To enforce the civil penalty, the city must file with the district clerk of a county in which the city is located a certified copy of the municipal court order assessing the civil penalty, stating the amount and duration of the penalty. The assessment of a civil penalty under this article is final and binding and constitutes prima[e] facie evidence of the penalty. No other proof is required for the district court to enter final judgment on the penalty.”

SECTION 15. That Subsection (a) of Section 27-16.13, “Administrative Citation,” of Article IV-b, “Administrative Adjudication Procedure for Premises, Property and Certain Other Violations,” of Chapter 27, “Minimum Property Standards,” of the Dallas City Code, as amended, is amended to read as follows:

“(a) An administrative citation issued under this article must:

- (1) notify the person charged with violating the ordinance that the person has the right to a hearing;
- (2) provide information as to the time and place to appear before [øf] the hearing officer;
- (3) include the nature, date, and location of the violation;
- (4) notify the person charged with violating the ordinance of the amount of the administrative penalty for which the person may be liable and provide instructions and the due date for paying the administrative penalty;
- (5) notify the person charged that any request to have the inspector who issued the citation present at the administrative hearing must be in writing and must be received by the hearing officer at least five calendar days before the scheduled hearing date and that the failure to timely request the presence of the inspector constitutes a waiver of the person’s right to require the inspector to be present at the hearing;
- (6) notify the person charged that failure to timely appear at the time and place of the hearing as set forth in the citation or, if the hearing is continued or postponed, at any subsequent hearing, is considered an admission of liability for the violation charged; and
- (7) contain a return of service signed by the inspector indicating how the administrative citation was served on the person charged.”

SECTION 16. That Section 27-16.14, “Service of an Administrative Citation,” of Article IV-b, “Administrative Adjudication Procedure for Premises, Property, and Certain Other Violations,” of Chapter 27, “Minimum Property Standards,” of the Dallas City Code, as amended, is amended to read as follows:

**“SEC. 27-16.14. SERVICE OF AN ADMINISTRATIVE CITATION.**

- (a) An attempt must be made to personally serve an administrative citation by handing it to the person charged if the person is present at the time of service or by leaving the citation at the person’s usual place of residence with any person residing at such residence who is 16 years of age or older and informing that person of the citation’s contents.
- (b) If an attempt to personally serve the citation fails, the administrative citation must then be served upon the person charged by posting the citation on either:
  - (1) the front door or front gate of the premises or property; or

(2) a placard staked to the yard of the premises or property in a location visible from a public street or alley.

(c) If service upon the person charged is by posting the citation on the premises or property, a copy of the citation must also be sent to the last known address of the person charged by regular United States mail. If the person charged is the owner of the premises or property, then the last known address of the person is that address kept by the appraisal district of the county in which is located the premises or property that is the subject of the citation, except that if the owner is a corporation or other legal entity, a copy of the citation may be mailed to the registered agent's address on file with the Texas Secretary of State. If the person charged is the person in control of the premises or property, then the last known address of the person is the address of the premises or property.

~~[(d) If service upon the person charged is by posting the citation on the premises or property, a photograph of the posting and a copy of the mail notice must be forwarded with a copy of the citation to the municipal court clerk. The photograph and the mail notice will become part of the citation.]”~~

SECTION 17. That Section 27-16.15, “Answering an Administrative Citation,” of Article IV-b, “Administrative Adjudication Procedure for Premises, Property, and Certain Other Violations,” of Chapter 27, “Minimum Property Standards,” of the Dallas City Code, as amended, is amended to read as follows:

**“SEC. 27-16.15. ANSWERING AN ADMINISTRATIVE CITATION.**

(a) A person who has been charged with a violation of this chapter through ~~[issued]~~ an administrative citation shall answer to the charge ~~[of the violation]~~ by appearing in person or through counsel before the hearing officer no later than the 31st calendar day after the date the citation was issued ~~[at the hearing on the date and location set forth in the citation].~~ If the 31st calendar day falls on a day when the court is closed, then the person must appear (in person or through counsel) by the next day that the court is open ~~[The hearing must be held no sooner than 31 calendar days following the issuance of the administrative citation].~~

(b) An answer to the administrative citation may be made in either ~~[any]~~ of the following ways:

(1) By returning the citation, on or before the 31st calendar day from the date the citation was issued ~~[date of the administrative hearing]~~, with the applicable administrative penalties, fees, and court costs, which action constitutes an admission of liability.

(2) By personally appearing, with or without counsel, before the hearing officer on or before the 31st calendar day from the date the citation was issued ~~[the date and location set forth in the citation]~~ and on any subsequent hearing date. The person charged in the administrative citation must be present at the hearing and cannot be represented by anyone other than an attorney who has a license to practice law in Texas, which is in good standing. If the person charged is a



corporation or a business entity, the corporation or business entity must be represented by an attorney who has a license to practice law in Texas, which is in good standing.

~~[(3) By filing a written answer, either personally or through counsel, at least seven calendar days prior to the hearing date set forth in the citation, except that the filing of a written answer does not relieve the person charged from the duty to personally appear before the hearing officer on the date and location set forth in the citation and on any subsequent hearing date.]”~~

SECTION 18. That Section 27-16.16, “Failure to Appear at an Administrative Hearing,” of Article IV-b, “Administrative Adjudication Procedure for Premises, Property, and Certain Other Violations,” of Chapter 27, “Minimum Property Standards,” of the Dallas City Code, as amended, is amended to read as follows:

**“SEC. 27-16.16. FAILURE TO APPEAR AT AN ADMINISTRATIVE HEARING.**

(a) A person ~~[issued an administrative citation]~~ who fails to answer an administrative citation as required by Section 27-16.15 of this chapter ~~[appear at a hearing authorized under this article]~~ is considered to have admitted liability for the violation charged. Upon proof of service by the city, t[he] hearing officer shall issue, in writing, an administrative order of liability and assess against the person charged with the violation an appropriate amount of administrative penalties, fees, and court costs.

(b) The hearing officer shall assess an additional \$36 administrative penalty for each violation (other than a violation of Section 49-21.1 of this code) for which a person is found liable, which amount will be placed in the Dallas Tomorrow Fund or the Dallas Animal Welfare Fund, as applicable. In no case may the total amount of administrative penalties assessed against a person for a violation exceed the maximum penalty established by city ordinance for the particular violation, and in no case may the total amount of administrative penalties, including the \$36 administrative penalty, assessed against a person for a violation be less than the minimum penalty established by city ordinance for the particular violation.

(c) Within seven calendar days after the hearing officer files [filing] the administrative order of liability with the municipal court clerk, the municipal court clerk [hearing officer] shall send a copy of the order to the person charged with the violation. The copy of the order must be sent by regular United States mail to the person’s last known address as defined in Section 27-16.14(c). The administrative order must include a statement:

- (1) of the amount of the administrative penalties, fees, and court costs;
- (2) of the right to appeal to municipal court before the 31st calendar day after the date the hearing officer’s order is filed with the municipal court clerk;

(3) that, unless the hearing officer's order is suspended through a properly filed appeal, the administrative penalties, fees, and court costs must be paid within 31 calendar days after the date the hearing officer's order is filed;

(4) that, if the administrative penalties, fees, and court costs are not timely paid, the penalties, fees, and costs may be referred to a collection agency and the cost to the city for the collection services will be assessed as costs, at the rate agreed to between the city and the collection agency, and added to the judgment; and

(5) that the city may enforce the hearing officer's administrative order by:

(A) filing a civil suit for collection of the administrative penalties, fees, and court costs; ~~and/or~~

(B) obtaining an injunction to prohibit specific conduct that violates the order or to require specific conduct necessary for compliance with the order; or [.]

(C) both (A) and (B)."

SECTION 19. That Subsection (a) of Section 27-16.17, "Hearing Officers; Qualifications, Powers, Duties, and Functions," of Article IV-b, "Administrative Adjudication Procedure for Premises, Property, and Certain Other Violations," of Chapter 27, "Minimum Property Standards," of the Dallas City Code, as amended, is amended to read as follows:

"(a) Hearing officers shall be recommended by the administrative judge and appointed by the city council, and shall serve until a successor is recommended by the administrative judge and appointed by the city council. ~~Hearing officers shall [employed by the administrative judge of the municipal court to]~~ administratively adjudicate violations of ordinances described by Section 54.032 of the Texas Local Government Code or adopted under Subchapter E, Chapter 683 of the Texas Transportation Code or under Section 214.001(a)(1) of the Texas Local Government Code. The city council ~~[administrative judge of the municipal court]~~ shall appoint one hearing officer and may appoint a maximum of five associate hearing officers, who shall meet the same qualifications and have the same powers, duties, and functions of the hearing officer."

SECTION 20. That Section 27-16.18, "Hearing for Disposition of an Administrative Citation; Citation as Rebuttable Proof of Offense," of Article IV-b, "Administrative Adjudication Procedure For Premises, Property, and Certain Other Violations," of Chapter 27, "Minimum Property Standards," of the Dallas City Code, as amended, is amended to read as follows:

**“SEC. 27-16.18. HEARING FOR DISPOSITION OF AN ADMINISTRATIVE CITATION; CITATION AS REBUTTABLE PROOF OF OFFENSE.**

(a) Every hearing for the adjudication of an administrative citation under this article must be held before a hearing officer. A hearing cannot be held without the presence of the person charged or the person’s attorney.

(b) At a hearing under this article, the administrative citation is rebuttable proof of the facts that it states. Evidence of compliance with the ordinance after the administrative citation was issued can be taken into consideration by the hearing officer when assessing a reasonable administrative penalty, but the evidence is not considered rebuttal evidence nor does it refute or contradict the allegations made in the citation.

(c) The formal rules of evidence do not apply to the hearing, and any relevant evidence will be deemed admitted if the hearing officer finds it competent and reliable [~~regardless of the existence of any common law or statutory rule to the contrary~~]. The hearing officer shall make a decision based upon a preponderance of the evidence presented at the hearing, after giving due weight to all rebuttable proof established by this article or other applicable law.

(d[e]) Each party shall have the right to call and examine witnesses, to introduce exhibits, to cross-examine opposing witnesses on any matter relevant to the issues, and to rebut evidence; except that, if the person charged fails to make a timely, written request to have the inspector who issued the citation present at the hearing, the person charged will be deemed to have waived the right to call and examine that inspector.

(e[d]) The hearing officer may examine any witness and may consider any evidence offered by a witness or person charged with a violation, giving due weight to all testimony and evidence offered.

(f[e]) If requested by the hearing officer or any party to the hearing prior to commencement of the hearing, [~~the proceedings of~~] the administrative hearing [~~limited to pre-hearing motions and testimony,~~] will be recorded electronically. Failure to timely request that the administrative hearing be electronically recorded constitutes a waiver of the right to have a record of the hearing. The person charged may, at his expense, have a court reporter present in the hearing room during the proceedings.

(g[f]) After hearing all the evidence, the hearing officer shall immediately issue an order in writing, either:

(1) finding the person charged liable for the violation, assessing the applicable administrative penalties, fees, and court costs, and notifying the person of the right of appeal to municipal court; or

(2) finding the person charged not liable for the violation, [~~or~~]

(3) ~~finding the person charged liable for the violation, assessing the applicable administrative penalties, fees, and court costs, notifying the person of the right of appeal to municipal court, and suspending the enforcement of the administrative order for a specific period of time; provided that:~~

~~(A) a person whose administrative order is suspended must pay all fees and court costs;~~

~~(B) if, at the end of the suspension, the property or premises complies with the administrative order, the hearing officer may reduce the applicable administrative penalties; and~~

~~(C) if, at the end of the suspension, the property or premises is still in violation of the administrative order, the administrative penalties originally assessed will become due].~~

~~(h[g]) The hearing officer shall assess an additional \$36 administrative penalty for each violation (other than a violation of Section 49-21.1 of this code) for which a person is found liable, which amount will be placed in the Dallas Tomorrow Fund or the Dallas Animal Welfare Fund, as applicable. In no case may the total amount of administrative penalties, including the \$36 administrative penalty, assessed against a person for a violation be more than [exceed] the maximum penalty or less than the minimum penalty established by city ordinance for the particular violation.~~

~~(i[h]) A person who has been found liable for a violation may, after the hearing officer has issued an administrative order but prior to the conclusion of the hearing, assert financial inability to bring the property or premises into compliance with the order. At that time, the hearing officer shall [may] suspend enforcement of the administrative order for a specific time not to exceed 30 days and set the matter for an indigency hearing [make a determination of financial inability to pay] pursuant to Section 27-16.19(e), if, in the interests of justice, the attorney for the city believes that a further extension should be granted, the attorney for the city can make a motion to extend the suspension period for a specific time and present the motion to the hearing officer for a ruling.~~

~~(i) During a period in which enforcement of an administrative order is suspended under Subsection (f)(3) or (h) of this section, the person found liable for a violation may request an extension of the suspension period. The hearing officer may, only one time for each administrative order, grant an extension of the suspension period. The sole basis for an extension is that the person found liable for the violation is making a good faith attempt to comply with the administrative order and, due to delay beyond that person's control, is unable to timely complete the rehabilitation and/or repair of the property or the premises or otherwise comply with the administrative order. The extension granted will be for a specific time period as determined by the hearing officer.]~~

~~(j) An administrative order of the hearing officer must be filed with the municipal court clerk.~~

~~[(k) Any recording of an administrative hearing must be kept and stored for not less than 45 calendar days beginning the day after the last day of the administrative hearing. Any administrative hearing that is appealed must be transcribed from the recording by a court reporter or other person authorized to transcribe court of record proceedings. The court reporter or other person transcribing the recorded administrative hearing is not required to have been present at the administrative hearing.~~

~~(l) The person found liable for the violation shall pay for any transcription of the recorded administrative hearing unless the hearing officer finds, pursuant to Section 27-16.19, that the person is unable to pay or give security for the transcription.~~

~~(m) Before the recorded proceedings are transcribed, the person found liable for the violation shall, unless found by the hearing officer to be unable to pay for the transcription, post a cash deposit with the municipal clerk for the estimated cost of the transcription. The cash deposit will be based on the length of the proceedings, as indicated by the amount of tape used to electronically record the proceedings, and the costs of the court reporter, typing, and other incidental services. The municipal court clerk shall post a current schedule of charges for transcription fees, including deposits. If the cash deposit exceeds the actual cost of the transcription, the municipal court clerk shall refund the difference to the person charged. If the cash deposit is insufficient to cover the actual cost of the transcription, the person charged must pay the additional amount before being given the transcription. If a case is reversed on appeal, the municipal court clerk shall refund to the person charged any amounts paid for a transcription.]”~~

SECTION 21. That Subsection (e) of Section 27-16.19, “Financial Inability to Comply with an Administrative Order, Pay For Transcription of a Record, or Post an Appeal Bond,” of Article IV-b, “Administrative Adjudication Procedure For Premises, Property, and Certain Other Violations,” of Chapter 27, “Minimum Property Standards,” of the Dallas City Code, as amended, is amended to read as follows:

“(e) After receiving a claim that a person found liable for a violation under this article is financially unable to comply with an administrative order, to pay for a transcription of the record, and/or to post an appeal bond, the hearing officer shall ~~[may]~~ set the matter for hearing and notify all parties of the hearing date by regular United States mail. The hearing officer shall ~~[may]~~ order the person found liable for a violation to bring to the hearing documentary evidence to support the person’s claim of financial inability. The hearing officer’s determination of whether the person found liable for a violation is financially unable to comply with the administrative order, to pay for a transcription of the record, and/or to post an appeal bond must be based on all information provided to the hearing officer by the person found liable or by the city attorney in opposition to the claim of financial inability. If the hearing officer determines that the person found liable for a violation does not have the financial ability to bring the property or premises into compliance with the administrative order, to pay for a transcription of the record, and/or to post an appeal bond, then the hearing officer shall enter that finding in writing.”

SECTION 22. That Subsection (f) of Section 27-16.19, “Financial Inability to Comply with an Administrative Order, Pay For Transcription of a Record, or Post an Appeal Bond,” of Article IV-b, “Administrative Adjudication Procedure For Premises, Property, and Certain Other Violations,” of Chapter 27, “Minimum Property Standards,” of the Dallas City Code, as amended, is amended to read as follows:

“(f) If the hearing officer finds that a person is financially unable to bring the property or premises into compliance with the administrative order, the hearing officer shall not suspend the finding of liability, but shall suspend the enforcement of the administrative order for a specified period of time, not to exceed 120 days, to allow the person to apply with a Citizen Advocate Program to help bring his or her property into compliance with the administrative order [~~The suspension must be for a specific period of time~~]. At the end of the suspension period, if the property or premises is in compliance with the administrative order, the administrative penalty [~~citation~~] will be waived [~~dismissed~~]. If, at the end of the suspension period, the property or premises is still in violation of the administrative order, the administrative penalties, fees, and court costs originally assessed will become due. If, in the interests of justice, the attorney for the city believes that the suspension should be extended, the attorney for the city can make a motion to extend the suspension period for a specific time and present the motion to the hearing officer for a ruling.”

SECTION 23. That Section 27-16.20, “Appeal to Municipal Court,” of Article IV-b, “Administrative Adjudication Procedure for Premises, Property, and Certain Other Violations,” of Chapter 27, “Minimum Property Standards,” of the Dallas City Code, as amended, is amended to read as follows:

**“SEC. 27-16.20. APPEAL TO MUNICIPAL COURT.**

(a) Either party to an action ruled upon by the hearing officer [~~A person determined by the hearing officer to be liable for a violation of an ordinance enforced~~] under this article may appeal that determination by filing a petition in municipal court within [~~before the~~] 31[~~st~~] calendar days after the date the hearing officer’s administrative order is filed with the municipal court clerk. An appeal does not stay the enforcement of the order of the hearing officer unless, before the appeal petition is filed, a bond is filed with the municipal court for twice the amount of the administrative penalties, fees, and court costs ordered by the hearing officer. The city is not required to file a bond in order to appeal. An appellant to municipal court may request a waiver of the bond amount on the basis of financial inability to pay, in which case the hearing officer may hold a hearing pursuant to Section 27-16.19 to determine whether the appellant is indigent and whether the bond amount may be waived. If the hearing officer’s administrative order is reversed on appeal, the appeal bond will be returned to the appellant.

(b) If a person found liable for a violation does not timely appeal the hearing officer's administrative order, the order will become a final judgment. If the administrative penalties, fees, and court costs assessed in the final judgment are not paid within 31 calendar days after the date the hearing officer's order is filed with the municipal court clerk, the administrative penalties, fees, and court costs may be referred to a collection agency and the cost to the city for the collection services will be assessed as costs, at the rate agreed to between the city and the collection agency, and added to the judgment. The city may enforce the hearing officer's administrative order by filing a civil suit for collection of the administrative penalties, fees, and court costs and/or by obtaining an injunction to prohibit specific conduct that violates the administrative order or to require specific conduct necessary for compliance with the administrative order.

(c) Any recording of an administrative hearing must be kept and stored for not less than 45 calendar days beginning the day after the last day of the administrative hearing. Any administrative hearing that is appealed must be transcribed from the recording by a court reporter or other person authorized to transcribe court of record proceedings. The court reporter or other person transcribing the recorded administrative hearing is not required to have been present at the administrative hearing.

(d) The person found liable for the violation shall pay for any transcription of the recorded administrative hearing unless the hearing officer finds, pursuant to Section 27-16.19, that the person is unable to pay or give security for the transcription.

(e) Before the recorded proceedings are transcribed, the person found liable for the violation shall, unless found by the hearing officer to be unable to pay for the transcription, post a cash deposit with the municipal clerk for the estimated cost of the transcription. The cash deposit will be based on the length of the proceedings, and the costs of the court reporter, typing, and other incidental services. If the cash deposit exceeds the actual cost of the transcription, the municipal court clerk shall refund the difference to the person charged. If the cash deposit is insufficient to cover the actual cost of the transcription, the person charged must pay the additional amount before being given the transcription. If a case is reversed on appeal, the municipal court clerk shall refund to the person charged any amounts paid for a transcription.

(f) Upon receipt of an appeal petition, the municipal court clerk or deputy clerk shall cause a record of the case to be prepared from the transcript and the statement of facts, which must conform to the provisions relating to the preparation of a statement of facts in the Texas Rules of Appellate Procedure. The appellant shall pay for the statement of facts. If the person found liable for a violation failed to timely request that the administrative hearing be electronically recorded, then that person has waived the right to appeal the administrative order. If the person found liable for a violation timely requested that the administrative hearing be electronically recorded and, through no fault of the person, the recording of the hearing is either unavailable or cannot be transcribed, then the municipal judge shall reverse the hearing officer's order and remand the matter to the hearing officer for a new administrative hearing.

(g[~~d~~]) Upon receiving the record of the administrative hearing, the municipal judge shall review the record and may grant relief from the administrative order only if the record reflects that the appellant's substantial rights have been prejudiced because the administrative order is:

- (1) in violation of a constitutional or statutory provision;
- (2) in excess of the hearing officer's statutory authority;
- (3) made through unlawful procedure;
- (4) affected by another error of law;
- (5) not reasonably supported by substantial evidence considering the reliable and probative evidence in the record as a whole; or
- (6) arbitrary or capricious or characterized by an abuse of discretion or a clearly unwarranted exercise of discretion.

(h[e]) The municipal judge shall rule on the appeal within 21 calendar days after receiving the record of the administrative hearing. The municipal judge shall affirm the administrative order of the hearing officer unless the record reflects that the order violates one of the standards in Subsection (g[d]) of this section. If the record reflects that the hearing officer's order violated one of the standards in Subsection (g[d]), the municipal judge may either:

- (1) reverse the hearing officer's order and find the appellant not liable;
- (2) reverse the hearing officer's order and remand the matter to the hearing officer for a new hearing; or
- (3) affirm the order, but reduce the amount of the administrative penalties assessed to no lower than the minimum penalty established by ordinance for the particular violation, including the additional \$36 administrative penalty.

(i[f]) The municipal judge's ruling on the appeal must be issued in writing and filed with the municipal court clerk. A copy of the ruling must be sent to the appellant by regular United States mail at the last known address of the appellant as provided to the municipal court for the appeal.

(j[g]) The municipal judge's ruling is a final judgment. If an appeal bond was posted, any administrative penalties, fees, or court costs assessed by the municipal judge or by the hearing officer, if affirmed by the municipal judge, will be deducted from the appeal bond. If no appeal bond was posted, any administrative penalties, fees, or court costs assessed by the municipal judge or by the hearing officer, if affirmed by the municipal judge, must be paid within 30 calendar days after the municipal judge's ruling is filed with the municipal court clerk. If not timely paid, such penalties, fees, and court costs may be referred to a collection agency and the cost to the city for the collection services will be assessed as costs, at the rate agreed to between the city and the collection agency, and added to the judgment. The city may enforce the municipal judge's ruling by filing a civil suit for collection of the administrative penalties, fees, and court costs and/or by



obtaining an injunction to prohibit specific conduct that violates the ruling or to require specific conduct necessary for compliance with the ruling.”

SECTION 24. That Section 27-16.22, “Dallas Tomorrow Fund,” of Article IV-b, “Administrative Adjudication Procedure for Premises, Property, and Certain Other Violations,” of Chapter 27, “Minimum Property Standards,” of the Dallas City Code, as amended, is amended to read as follows:

**“SEC. 27-16.22. DALLAS TOMORROW FUND.**

(a) The Dallas Tomorrow Fund is composed of:

(1) all Dallas Tomorrow Fund penalties collected under Section 27-16.21(b) of this article;

(2) 30 percent of all civil ~~penalties~~ [fines] collected by the city for civil lawsuits filed in the municipal court under Subchapter B, Chapter 54 of the Texas Local Government Code, as amended, or under Chapter 214 of the Texas Local Government Code, as amended; and

(3) any funds donated by an individual or entity, any of which donations may be refused by a majority vote of the city council.

(b) The Dallas Tomorrow Fund must be used for the sole purpose of rehabilitating and~~[or]~~ repairing properties and premises in the city for persons who~~;~~

~~(1)~~ are found by the Dallas Tomorrow Fund administrator to be financially unable to comply with a notice of violation issued by the director under this chapter [~~an administrative order of a hearing officer under Section 27-16.19;~~ and

~~(2) do not qualify for other home repair or rehabilitation assistance available through the city].”~~

SECTION 25. That Section 27-16.23, “Administration of the Dallas Tomorrow Fund,” of Article IV-b, “Administrative Adjudication Procedure for Premises, Property, and Certain Other Violations,” of Chapter 27, “Minimum Property Standards,” of the Dallas City Code, as amended, is amended to read as follows:

**“SEC. 27-16.23. ADMINISTRATION OF THE DALLAS TOMORROW FUND.**

(a) The city manager shall appoint an administrator of the Dallas Tomorrow Fund. The administrator shall adopt policies and procedures consistent with this article for the administration of the fund.

(b) To be eligible to receive funds from the Dallas Tomorrow Fund, a person must:

(1) ~~have received a notice of violation of this chapter from the director [been found liable for an administrative offense under this article (other than a violation of Chapter 7 or Section 49-21.1 of this code)];~~

(2) ~~have been found by the administrator of the Dallas Tomorrow Fund [a hearing officer under Section 27-16.19] to be financially unable to comply with the notice of violation [an administrative order issued under this article];~~

(3) ~~[not qualify for other home repair or rehabilitation assistance available through the city;~~

(4)] file a request with the Dallas Tomorrow Fund administrator for the purpose of rehabilitating and/or repairing the person's property or premises until it complies with the notice of violation ~~[administrative order]; and~~

(4[5]) not have received funds from the Dallas Tomorrow Fund within the preceding 60 months.

(c) A person who makes a request to the Dallas Tomorrow Fund administrator is voluntarily requesting that the administrator use the fund to rehabilitate and/or repair the person's property or premises for the sole purpose of bringing the property or premises into compliance with the notice of violation ~~[administrative order].~~

(d) The administrator is responsible for ensuring that the property or premises is inspected and that a detailed, written project plan is prepared that includes the work proposed, the amount of time the work will take, and the cost of the work. The project plan must include only the work necessary to bring the property or premises into compliance with the notice of violation.

(e) A person who files a request with the Dallas Tomorrow Fund administrator does so voluntarily. Before the work on the property or premises begins, the person who filed the request must confirm in writing that he or she: ~~[That person may]~~

(1) inspected the project plan ~~[prior to the beginning of work];~~

(2) approved the project plan; and

(3) has understood that he or she has the right to withdraw the request at any time by providing written notice to the Dallas Tomorrow Fund administrator. ~~[The administrator shall give the person written notice of this right to examine the project plan and withdraw the request. If the person does not withdraw the request, the person is considered to have given approval for the project.]~~

(f) If the person continues with the request, the person must indemnify the city against any liability resulting from the project, any damages that may occur related to the project, and any damages resulting from any early termination of the project.

(g[f]) The administrator shall comply with state law in procuring a contractor to rehabilitate and/or repair the property or premises in accordance with the project plan [~~and the administrative order~~].

(h[g]) The [~~person who filed the request with the Dallas Tomorrow Fund and the~~] contractor selected by the Dallas Tomorrow Fund administrator [~~that person shall each have~~] has the right to terminate the project at any time pursuant to their contractual agreement and [~~or~~] pursuant to policies and procedures adopted by the administrator. Any termination notice must be in writing. The city has no obligation, and is not liable, for any subsequent rehabilitation and/or repair of the property or premises as a result of the termination.

(i[h]) If the project is terminated prior to completion for any reason, the administrator may disburse money from the Dallas Tomorrow Fund to pay the contractor for work completed by the contractor [~~completion of work approved by the administrator~~].

(j[i]) Once the administrator certifies that the project is completed, the administrator shall notify the code officer who wrote the notice of violation and the officer's district manager [~~hearing officer~~] in writing. The project must then be inspected by the city for the sole purpose of determining whether the property or premises complies with the notice of violation [~~administrative order. If the property or premises complies with the administrative order, then the city inspector shall send a notification of compliance to the hearing officer, who shall then dismiss the administrative citation~~]. If the city inspector determines that the property or premises does not comply with the notice of violation [~~administrative order~~], then the city inspector shall send written notice to the administrator that the project is not completed and describe the work that is required before the project will be considered completed. At that point, the administrator shall ensure that the selected contractor will continue the project until once again certifying that the project is completed, at which time the project will again be inspected by the city for the sole purpose of determining whether the property or premises complies with the notice of violation [~~administrative order~~].

(k[j]) The administrator may only initiate project plans for projects costing \$20,000 [~~10,000~~] or less. No project plan may be initiated by the administrator unless the project cost is less than or equal to the amount in the Dallas Tomorrow Fund at any one time. The administrator shall produce a biannual report of available funds and appropriated funds in the Dallas Tomorrow Fund. If the fund is temporarily out of money, the administrator may not initiate a project plan until such time as there are additional funds equal to or exceeding the amount of the project's cost. If during work on the project, additional funds [~~change orders~~] are needed in order to ensure that the property or premises complies with the notice of violation [~~administrative order~~], the administrator may approve additional funds, not to exceed 25 percent of the maximum project amount allowed by this subsection, for work that was necessary to bring the property or premises into compliance with the notice of violation [~~administrative order~~], but that was not anticipated in

the original project plan. Substantial changes to the project plan must be approved in writing by the person who filed the request with the Dallas Tomorrow Fund administrator.

SECTION 26. That Section 27-24, "Definitions," of Article VI, "Master Metered Utilities," of Chapter 27, "Minimum Property Standards," of the Dallas City Code, as amended, is amended to read as follows:

**"SEC. 27-24. DEFINITIONS.**

In this article:

(1) MASTER METERED APARTMENT BUILDING means a building or group of buildings on a single premise containing three or more [~~than four~~] dwelling units that are leased to occupants who are provided one or more utility services for which they do not pay the utility company directly.

(2) PROPERTY MANAGER means the person, firm, or corporation that collects or receives rental payments, or has responsibility for paying utility bills for a master metered apartment building.

(3) UTILITY COMPANY means the entity providing gas, electric, or water and wastewater service to a master metered apartment building.

(4) UTILITY INTERRUPTION means the termination of utility service to a master metered apartment building by a utility company for nonpayment of billed service."

SECTION 27. That Section 27-27, "Notice of Utility Interruption," of Article VI, "Master Metered Utilities," of Chapter 27, "Minimum Property Standards," of the Dallas City Code, as amended, by adding a new Subsection (e) to read as follows:

"(e) A person who is responsible for bills received for electric utility service or gas utility service provided to an apartment, a leased or owner-occupied condominium, or one of more buildings containing at least 10 dwellings that receive electric utility service of gas utility service that is master metered but not submetered, shall comply with the notice requirements in Subchapter G of Chapter 92 of the Texas Property Code, as amended."

SECTION 28. That Article VII, "Registration and Inspection of Multi-Tenant Properties," of Chapter 27, "Minimum Property Standards," of the Dallas City Code, as amended, is amended to read as follows:

**"ARTICLE VII.  
REGISTRATION AND INSPECTION OF RENTAL [MULTI-TENANT] PROPERTIES  
AND CONDOMINIUMS.**

**SEC. 27-29. AUTHORITY OF DIRECTOR.**

The director shall implement and enforce this article and may by written order establish such rules, regulations, or procedures, not inconsistent with this article, as the director determines are necessary to discharge any duty under or to effect the policy of this article.

**SEC. 27-30. REGISTRATION AND POSTING REQUIREMENTS [REQUIRED]; DEFENSES.**

(a) The owner of a rental property located in the city commits an offense if he operates the rental property or otherwise allows a dwelling unit in a rental property to be occupied or leased without first submitting a rental registration application or annual renewal application that fully complies with Section 27-31 of this article.

(b) A condominium association commits an offense if it governs, operates, manages, or oversees a condominium or its common elements without first submitting a rental registration application or annual renewal application that fully complies with Section 27-31 of this article.

(c) A person commits an offense if he, as a landlord or property manager, allows a dwelling unit in a rental property to be occupied or leased without first submitting a rental registration application or annual renewal application that fully complies with Section 27-31 of this article.

(d) A person commits an offense if he, as an owner, landlord, or property manager of [owns or operates] a multitenant [multi-tenant] property or condominium association, fails to post, in a conspicuous place in a common area of the property or as otherwise approved by the director:

(1) the certificate of inspection; and

(2) the property's score from its most recent graded inspection as well as an information sheet explaining how the graded inspection is scored [in the city without a valid certificate of registration issued under this article].

(e) A person commits an offense if he, as an owner, landlord, or property manager of a multitenant property, fails to provide each tenant, upon request, with a copy of the rules of the multitenant property.

(f) A person commits an offense if he, as an owner, landlord, or property manager of a multitenant property, operates that property or otherwise allows a dwelling unit in that property to be occupied or leased without employing a full-time manager to oversee the day-to-day operations of the property, if the property has 60 or more units.

(g[b]) It is a defense to prosecution under this section that:

(1) at the time of notice of a violation, no dwelling units in the rental property are leased or offered for lease and the owner of the rental property has filed with the director an exemption affidavit on a form provided by the director;

(2) at the time of notice of a violation, the owner of the single dwelling unit rental property had rented the property to tenants for a total of not more than 30 days during the preceding 12 months;

(3) at the time of notice of a violation, the only tenants living in the single dwelling unit rental property are individuals related to the owner by consanguinity or affinity;

(4) within the two years preceding the notice of violation or at the time of the notice of violation, the owner of a single dwelling unit rental property had a homestead exemption for the property on file with the county appraisal district in which the rental property is located; or

(5) at the time of the notice of a violation:

(A) the property was a short-term rental; and

(B) applicable hotel occupancy taxes levied on the property under Article V of Chapter 44 of the city code, as amended, had been collected and remitted in full [an annual exemption affidavit, signed and sworn to by the owner of a multifamily property or the owner's authorized agent and stating that no dwelling units in the multifamily property are leased or offered for lease, is filed with the director on a form provided by the department].

**SEC. 27-31. REGISTRATION [~~APPLICATION~~]; FEES; RENEWAL.**

(a) Rental properties and condominium associations must provide a complete registration to the director annually.

(b) A registration application for a rental property or condominium association that was not previously required to register must be submitted before the owner leases the property or before any condominium units are occupied.

(c) Rental registration expires one year after the registration date.

(d) The annual registration fee, which includes the initial inspection fee, for a multitenant property is an amount equal to \$6.00 times the total number of dwelling units, whether occupied or unoccupied, in the multitenant property.

(e) The annual registration fee, which excludes the initial inspection fee, for a single dwelling unit rental property is \$21 per single dwelling unit rental property.

(f) No refund or prorating of a registration fee will be made.

(g) A registrant shall keep the information contained in its registration application current and accurate. If there is any change in the application information, the registrant shall promptly notify the director in writing of the changes information.

(h) A registration may be renewed by making application for a renewal in accordance with this article on a form provided by the director. In the application for renewal the registrant shall certify that all information in the then-current registration application is still accurate as of the date of the renewal application or correct any information that is not accurate as of the date of the renewal application. The registrant shall also submit a new, current affidavit certifying the matters identified in Subsection 27-32(b) of this article.

~~[To obtain a certificate of registration for a multi-tenant property, a person must submit an application on a form provided for that purpose to the director. The applicant must be the person who will own, control, or operate the multi-tenant property. The application must contain the following information:~~

- ~~(1) the name, address, and telephone number of the applicant or the applicant's authorized agent;~~
- ~~(2) the name, all legal addresses, and the main telephone number, if any, of the multi-tenant property;~~
- ~~(3) the name, address, and telephone number of a person or persons to contact in an emergency as required by Section 27-39 of this article;~~
- ~~(4) the form of business of the applicant and, if the business is a corporation or association, a copy of the documents establishing the business;~~
- ~~(5) the number of units, buildings, and swimming pools located on the multi-tenant property and the total number of bedrooms located on the property (a unit with no separate bedroom will be counted as one bedroom);~~
- ~~(6) documentary evidence of payment of ad valorem taxes owed in connection with the multi-tenant property;~~
- ~~(7) the names, addresses, and telephone numbers of any lien holders and insurance carriers for the multi-tenant property;~~
- ~~(8) the names, addresses, and telephone numbers of all owners, operators, property managers, and other persons in control of the multi-tenant property and of any other persons designated to attend meetings as required by Section 27-44 of this article;~~
- ~~(9) the current occupancy rate of the multi-tenant property (expressed as a percentage);~~

~~(10) the names, addresses, and telephone numbers of any person or entity leasing one or more units and providing services such as community meals, light housework, meal preparation, transportation, grocery shopping, money management, laundry services, or assistance with the self-administration of medication to residents of those units; the number and location of such units; the number of residents in each unit; and a description of the on-site services provided to residents by the person or entity leasing the units; and~~

~~(11) such additional information as the applicant desires to include or that the director deems necessary to aid in the determination of whether the requested certificate of registration should be granted.]”~~

**SEC. 27-32. REGISTRATION APPLICATION [FEES].**

(a) An owner of a rental property and the owner, landlord, or property manager of a condominium association must submit to the director a registration application on a form provided for that purpose by the director. The application must contain the following true and correct information:

(1) the name, mailing address, and, telephone number for:

(A) the owner of the rental property being registered or the name of the condominium association being registered;

(B) the person or persons who can be contacted 24 hours a day, seven days a week in the event of an emergency condition on the rental property. An emergency condition includes any fire, natural disaster, collapse hazard, burst pipe, lack of working utilities, serious police incident, or other condition that requires an immediate response to avoid or minimize potential harm to the rental property, neighboring property, the occupants of the property, or the public.

(C) if the owner is not a natural person, then an agent, employee, or officer of the owner or condominium association authorized to receive legal notices and service of legal process on behalf of the owner or condominium association, and, in the case of an entity required to be registered with the State of Texas, the registered agent for service of process for the entity;

(D) the holder of any deed of trust or mortgage lien on the rental property being registered;

(E) any insurance carriers providing casualty insurance to the owner covering the rental property or condominium association being registered (and providing the applicable policy number(s));

(F) any agent, employee, officer, landlord, property manager, and other persons in control of, managing, or operating the rental property or condominium association on behalf of the owner or condominium association; and



(2) if the property being registered is part of a multitenant property or a condominium:

(A) the name, all legal addresses comprising the property, and the main telephone number, if any, of the property;

(B) the number of dwelling units, buildings, and swimming pools located on the property and the total number of bedrooms located on the property (a dwelling unit with no separate bedroom will be counted as one bedroom); and

(C) the name, mailing address, telephone number and e-mail address for any condominium association applicable to the property;

(3) if the owner of the rental property is not a natural person, the form of the entity, including, but not limited to, a corporation, general partnership, limited partnership, trust, or limited liability company, and the state or foreign jurisdiction of organization and registration, if other than the State of Texas, as well as the name and mailing address for each principal officer, director, general partner, trustee, manager, member, or other person charged with the operation, control, or management of the entity;

(4) the location of business records pertaining to the rental property or condominium association required to be maintained by Section 27-38 of this article;

(5) the official recording information (e.g., volume, page, and county of recording) for the owner's deed and any other instruments evidencing ownership of the rental property or creation and governance of the condominium association being registered;

(6) a list of all businesses, whether for-profit or non-profit, operating out of the property and offering goods or services to persons residing at or visiting the property;

(7) a copy of the owner's current driver's license or other government-issued personal identification card containing a photograph of the owner, if the owner is a natural person; and

(8) any additional information the registrant desires to include or that the director deems necessary to aid in the determination of whether the registration application will be deemed complete.

(b) In addition to the application containing the information enumerated above, the owner must also provide an affidavit certifying that the following statements are true:

(1) there are no outstanding and unpaid ad valorem taxes or city liens applicable to the rental property being registered;

(2) operation of the rental property as currently configured does not violate the city's zoning ordinance;

(3) if the rental property is a multitenant property or part of a condominium, that it has a valid and adequate certificate of occupancy;

(4) if the rental property owner is an entity required to be registered or incorporated in its jurisdiction of formation, said entity is duly formed, existing, and in good standing with the jurisdiction; and

(5) if the rental property is a single dwelling unit rental property, the owner or the owner's agent inspected the interior and exterior of the rental property within the 60 days prior to the submission of the application and the results have been recorded on a form provided by the director.

~~[(a) The fee for a certificate of registration for a multi-tenant property is an amount equal to \$6.00 times the total number of units in the multi-tenant property, whether occupied or unoccupied.~~

~~(b) No refund of a registration fee will be made.]~~

**SEC. 27-33. REVIEW AND ACCEPTANCE OF REGISTRATION APPLICATION ~~[ISSUANCE, DENIAL, AND DISPLAY OF CERTIFICATE OF REGISTRATION].~~**

(a) Upon receiving a registration application, the director shall review the application for completeness.

(b) If the director finds that the registrant submitted a complete application and paid the correct annual registration fee, the director shall promptly notify the registrant that his or her application has been received and found to be complete.

(c) If the director finds that the registrant has failed to submit a complete application or pay the annual registration fee or that any of the information on the application is materially incorrect or misleading, the director shall promptly notify the registrant that the application is defective or incomplete and the director shall list the defects or missing items

~~[Upon payment of all required fees, the director shall issue a certificate of registration for a multi-tenant property to the applicant if the director determines that:~~

~~(1) the applicant has complied with all requirements for issuance of the certificate of registration;~~

~~(2) the applicant has not made a false statement as to a material matter in an application for a certificate of registration;~~

~~(3) the applicant has no outstanding fees assessed under this article or Article VIII of this chapter; and~~

(4) ~~operation of the multi-tenant property would not violate the city's zoning ordinances.~~

(b) ~~If the director determines that the requirements of Subsection (a) have not been met, the director shall deny a certificate of registration to the applicant.~~

(c) ~~If the director determines that an applicant should be denied a certificate of registration, the director shall notify the applicant in writing that the application is denied and include in the notice the reason for denial and a statement informing the applicant of the right of appeal.~~

(d) ~~A certificate of registration issued under this section must be displayed to the public in a manner and location approved by the director. The certificate of registration must be presented upon request to the director or to a peace officer for examination].~~

**SEC. 27-34.            RESERVED.    ~~[REVOCAION — OF — CERTIFICATE — OF — REGISTRATION.~~**

(a) ~~The director shall revoke any certificate of registration for a multi-tenant property if the director determines that:~~

(1) ~~the registrant failed to comply with any provision of this chapter, any other city ordinance, or any state or federal law applicable to the operation of a multi-tenant property;~~

(2) ~~the registrant intentionally made a false statement as to a material matter in the application or in a hearing concerning the certificate of registration;~~

(3) ~~the registrant failed to pay a fee required by this article or Article VIII of this chapter at the time it was due; or~~

(4) ~~operation of the multi-tenant property violates the city's zoning ordinances.~~

(b) ~~Before revoking a certificate of registration under Subsection (a), the director shall notify the registrant in writing that the certificate of registration is being considered for revocation. The notice must include the reason for the proposed revocation, action the registrant must take to prevent the revocation, and a statement that the registrant has 10 days to comply with the notice.~~

(c) ~~If, after 10 days from receipt of the notice required in Subsection (b), the registrant has not complied with the notice, the director shall revoke the certificate of registration and notify the registrant in writing of the revocation. The notice must include the reason for the revocation, the date the director orders the revocation, and a statement informing the registrant of the right of appeal.]~~

**SEC. 27-35.            RESERVED. [APPEALS.]**

~~If the director denies issuance or renewal of a certificate of registration or revokes a certificate of registration issued pursuant to this article, this action is final unless the applicant or registrant files an appeal with a permit and license appeal board in accordance with Section 2-96 of this code.]~~

**SEC. 27-36.            RESERVED. [EXPIRATION AND RENEWAL OF CERTIFICATE OF REGISTRATION.]**

(a) ~~A certificate of registration for a multi tenant property expires one year after the date of issuance.~~

(b) ~~A certificate of registration may be renewed by making application in accordance with Section 27-31. A registrant shall apply for renewal at least 30 days before the expiration of the certificate of registration.]~~

**SEC. 27-37.            RESERVED. [NONTRANSFERABILITY.]**

~~A certificate of registration for a multi tenant property is not transferable.]~~

**SEC. 27-38.            REGISTRANT'S RECORDS.**

(a) Each registrant shall maintain at a single location within the city of Dallas, and identified in its registration application, the business records of the rental [multi-tenant] property or condominium association being registered. ~~If the [A] registrant refuses to [shall] make those records available for inspection by the director or a peace officer, the director or peace officer may seek a court order to inspect the records [at reasonable times upon request].~~

(b) Records that must be maintained by the registrant include ~~[, but are not limited to]:~~

(1) the current certificate of occupancy issued for the rental property, if required;

(2) deeds or other instruments evidencing [records of] ownership for [of] the rental property;

(3) a current rental registration application or renewal application;

(4) ~~[the name and telephone number of the manager of operations, and]~~ the pool logs, pool permits, and manager of pool operation certificates for any swimming pool on the rental property, if required;

(5) leases or rental agreements applicable to the rental property;

(6[4]) the crime prevention addendum for each tenant of the property, as required under Section 27-43 of this article;

(7[5]) records of attendance at four crime watch [safety] meetings in the last calendar year, ~~[and mandatory crime prevention and safety meetings sponsored by the city of Dallas]~~ as required by Section 27-44 of this article, unless the property has not been operated as a rental property during part of the last calendar year; [and]

(8) a record of each tenant complaint, describing the complaint and how the complaint was resolved, and which record can only be viewed by the current tenant of the unit complained of and by the city, upon the city's request;

(9) a copy of the inspection report described in Section 27-32(b)(5) of this article; and

(10[6]) any other records deemed necessary by the director for the administration and enforcement of this article.

**SEC. 27-39. REQUIRED EMERGENCY RESPONSE [INFORMATION].**

(a) An owner ~~[or operator]~~ of a rental [multi-tenant] property and a condominium association shall provide the director with the name, address, and telephone number of a person or persons who can be contacted 24 hours a day, seven days a week in the event of an emergency condition on the property. An emergency condition includes any fire, natural disaster, collapse hazard, burst pipe, lack of working utilities, serious police incident, or other condition that requires an immediate response to prevent harm to the property, the occupants of the property, or the public.

(b) The owner ~~[or operator]~~ of the rental [multi-tenant] property and a condominium association shall notify the director within 10 days of any change in the emergency response information.

(c) The owner ~~[or operator]~~ of a rental [multi-tenant] property or condominium association, or an authorized agent thereof, must arrive at the property within one hour after the contact person named in the registration application [under this section] is notified by the city or emergency response personnel that an emergency condition has occurred on the property.

**SEC. 27-40. FAILURE TO PAY AD VALOREM TAXES.**

A registrant, excluding a condominium association, ~~[or an applicant for a certificate of registration]~~ for a [multi-tenant] property subject to registration under this article shall not allow the payment of ad valorem taxes owed in connection with the [multi-tenant] property to become delinquent.

**SEC. 27-41. RESERVED. [NOTIFICATION OF CHANGE OF INFORMATION.]**

~~A registrant shall notify the director within 10 days of any material change in the information contained in the application for a certificate of registration for a multi-tenant property, including any changes in ownership of the property.]~~

**SEC. 27-42. PROPERTY INSPECTIONS; INSPECTION AND REINSPECTION FEES.**

(a) The director shall conduct a graded inspection of each multitenant property and each condominium property at least once every three years, but not more frequently than once a year. ~~[The director may inspect any multi-tenant property in the city for code violations in accordance with Section 27-5 of this chapter. At least once every three years, the director shall conduct a graded inspection of each multi-tenant property, except for one that was constructed and issued a certificate of occupancy within the preceding five years].~~ Graded inspections may be conducted more frequently by the director ~~[, but not more than once during a property's annual registration period]~~, when determined to be in the interest of the public health, safety, and welfare. The director, in accordance with Subsection (d[b]) of this section, shall also conduct any subsequent [a supplemental graded] inspections of any property failing the graded inspection. ~~[After completing a graded inspection or a supplemental graded inspection, the director shall enter the inspection score on the property's certificate of registration.]~~ The director may conduct nongraded inspections on a multitenant [multi-tenant] and condominium property at any time the director determines necessary.

(1) After completing a graded inspection, the director shall timely issue the property owner or condominium association a certificate of inspection that includes the inspection score.

(2) Multitenant properties and condominiums that were constructed and issued a certificate of occupancy within the preceding five years are not subject to a graded inspection.

(b) The director shall conduct an inspection of each single dwelling unit rental property at least once every five years but not more frequently than once a year. ~~[Supplemental graded inspections.~~

(1) ~~If a multi-tenant property scores lower than 85 on a graded inspection, the director shall give the owner or operator of the property 45 days from the date of the inspection to correct all substandard conditions and other premises violations specifically listed in the inspection report.~~

(2) ~~After the 45-day correction period, the director shall conduct:~~

(A) ~~a first reinspection of the property to determine whether the owner or operator has corrected the specific substandard conditions and other premises violations listed in the inspection report; and~~

(B) ~~a supplemental graded inspection of the property.~~

(3) ~~If the multi-tenant property scores 85 or higher on the supplemental graded inspection and the director determines that all substandard conditions and other premises violations specifically listed in the report for the original graded inspection have been corrected, then no inspection fee will be charged under Subsection (c) to the owner or operator of the property.~~

(4) ~~If the multi-tenant property scores lower than 85 on the supplemental graded inspection or the director determines that all substandard conditions and other premises violations specifically listed in the report for the original graded inspection have not been corrected, then inspection fees for the original graded inspection will be charged to the owner or operator of the property in accordance with Subsection (c)(2) or (c)(3), whichever applies.]~~

(c) The inspections conducted pursuant to this section are in addition to any inspections conducted under Section 27-5 of this chapter. ~~[The owner or operator of a multi-tenant property shall pay to the director the following fees for a graded inspection of the property:~~

(1) ~~For a graded inspection in which the property scores 85 or higher or where Subsection (b)(3) applies to the property, no inspection fee will be charged.~~

(2) ~~For a graded inspection in which the property scores lower than 85 because of substandard conditions or other premises violations existing on the property and where Subsection (b)(4) applies to the property, the inspection fee is \$46 times the total number of units in the multi-tenant property].~~

(3) ~~For a graded inspection in which the property scores lower than 85 only because of failure to have or display required documentation, including but not limited to permits, notices, licenses, records, or certificates of occupancy, and where Subsection (b)(4) applies to the property, the inspection fee is \$87 times the total number of units in the multi-tenant property.]~~

(d) The director may use a property condition assessment tool to determine the frequency and the scope of graded inspections. If a property fails its graded inspection, or if the graded inspection reveals a condition that the director determines to be a nuisance, the owner will be assessed fees for all subsequent inspections of the property conducted for the purposes of determining whether the owner has abated the nuisance or cured the deficiencies noted in the graded inspection. Inspection fees will be assessed as follows: ~~[Whenever a multi-tenant property is inspected by the director and a violation of this code is found, the building or premises will, after the expiration of any time limit for compliance given in a notice or order issued because of the violation, be reinspected by the director to determine that the violation has been eliminated.]~~

(1) For a multitenant property, a re-inspection of the exterior and any common area(s): \$20 for each separate structure inspected.

(2) For a multitenant property, a re-inspection of the interior: \$46 for each unit actually re-inspected.

(3) For an initial inspection of a single dwelling unit rental property: \$110 per single dwelling unit rental property.

(4) For a re-inspection of a single dwelling unit rental property: \$43 per single dwelling unit rental property.

(e) For failure to have or display, at any time, required documentation, including, but not limited to, permits, notices, licenses, records, or certificates of occupancy, the fee is \$87 multiplied by the total number of units in the multitenant property.

~~[The owner, occupant, operator, or other person responsible for the violation shall pay to the director the following fees for each reinspection after the first reinspection that must be conducted before the violation is determined to be eliminated:~~

~~(1) For a reinspection conducted inside units of a multi-tenant property, the fee is \$50 times the number of units actually reinspected.~~

~~(2) For a reinspection of the exterior and common areas of a multi-tenant property, the fee is \$20 for each separate violation site reinspected.]~~

(f) The director shall provide a list of the current graded inspection scores for all registered rental properties on the city's website [The owner or operator of a multi-tenant property shall disclose, on a form provided by the director, the current inspection score for the property in accordance with the following requirements:

~~(1) A copy of the form containing the current score must be posted on the premises in a manner and location approved by the director.~~

~~(2) A copy of the form containing the current score must be given to every new and prospective tenant of the property].~~

**SEC. 27-42.1. REVOCATION OF CERTIFICATE OF OCCUPANCY.**

Where a multitenant property is used or maintained in a manner that poses a substantial danger of injury or an adverse health impact to any person or property and is in violation of this ordinance, the Dallas Development Code, other city ordinances, rules or regulations, or any local, state, or federal laws or regulations, the director may ask the building official to revoke the multitenant property's certificate of occupancy.

**SEC. 27-43. CRIME PREVENTION ADDENDUM REQUIRED.**

(a) The owner ~~[or operator]~~ of a multitenant ~~[multi-tenant]~~ property shall require that every lease or rental agreement, or renewal of a lease or rental agreement, executed after September 1, 2004 include a crime prevention addendum complying with this section.

(b) The owner of a single dwelling unit rental property shall require that every lease or rental agreement, or renewal of a lease or rental agreement, executed after January 1, 2017, include a crime prevention addendum complying with this section.



(c) The crime prevention addendum must include the following information:

(1) The name, date of birth, driver's license number (or, if the person does not have a driver's license, the number on any other government-issued personal identification card containing a photograph of the person), and signature of the tenant [~~applicant~~] named in the lease or rental agreement and, if the tenant [~~applicant~~] will not be occupying the rental [~~multi-tenant~~] property, the name, date of birth, driver's license number (or, if the person does not have a driver's license, the number on any other government-issued personal identification card containing a photograph of the person), and signature of the tenant or tenants who will be occupying the property. The signatures required on the crime prevention addendum must be separate and apart from the signatures used to execute other provisions of the lease or rental agreement.

(2) A statement advising the [~~applicant and~~] tenant or tenants that the owner [~~or operator~~] of the rental [~~multi-tenant~~] property will initiate eviction proceedings if the [~~applicant or~~] tenant, or any guest or co-occupant of the [~~applicant or~~] tenant, engages in any abatable criminal activity on the premises of the rental [~~multi-tenant~~] property, as described in Subsection (d) of this section.

(d[e]) For purposes of this section, an abatable criminal activity includes robbery or aggravated robbery; aggravated assault; murder; prostitution; criminal gang activity; discharge of firearms; gambling; illegal manufacture, sale, or use of drugs; [~~and~~] illegal manufacture or sale of alcoholic beverages; and other crimes listed in Chapter 125 of the Texas Civil Practice and Remedies Code, as amended.

(e) It is a defense to prosecution under Subsection (a) of this section that the owner of the multitenant property used a Texas Apartment Association lease contract for the lease or lease renewal.

**SEC. 27-44. ATTENDANCE AT CRIME WATCH SAFETY MEETINGS [~~AND MANDATORY CRIME PREVENTION AND SAFETY MEETINGS SPONSORED BY THE CITY~~].**

(a) The owner [~~, operator, or other person in control~~] of a multitenant [~~multi-tenant~~] property shall attend [~~a total of~~] at least four [eff. 1-1-15] crime watch meetings each calendar year. The meetings attended must be held by crime watch [~~safety~~] organizations consisting of business owners, single-family residential property owners, or managers, employees, or tenants of multifamily dwellings [~~properties~~], or any combination of those groups, gathered for the purpose of improving the quality of life in and around the properties, promoting crime prevention, reducing criminal opportunity, and encouraging cooperation with the Dallas Police [~~and Fire Rescue~~] Department[s]. The meetings must be attended in the neighborhood in which the multitenant [~~multi-tenant~~] property is located or, if that neighborhood has no crime watch [~~safety~~] organization, then in the nearest neighborhood that does. A crime watch attendance certificate [~~written statement~~], signed by a crime watch [~~safety~~] chair, verifying that the crime watch [~~safety~~] meeting was attended by the owner [~~, operator, or other person in control~~] of the multitenant [~~multi-tenant~~]

property, or by the person designated to attend meetings for the property under Subsection (c), must be maintained with the property's records and submitted to the director upon request.

(b) ~~[The owner, operator, or other person in control of a multi-tenant property shall, upon notification by the city of Dallas, attend any mandatory crime prevention or safety meetings sponsored by the city of Dallas.]~~

(e) If unable to personally attend every crime watch meeting required by this section, the owner [~~operator, or other person in control~~] of a multitenant [~~multi-tenant~~] property may designate [~~in the property registration application~~] another person to attend the meetings. A person may not be designated to attend crime watch [~~required~~] meetings for more than five separate multitenant [~~multi-tenant~~] properties.

**SEC. 27-44.1. PRESUMPTIONS.**

(a) Unless otherwise provided in this article, 30 business days is deemed prompt and sufficient notice by the city.

(b) Any notice to be provided by the city pursuant to this article shall be deemed effective when personally delivered to the intended addressee or mailed by first class U.S. mail, certified mail, return receipt requested, addressed to the intended addressee at the last applicable address provided in the registration of the rental property in question. Mailed notice shall be deemed received and effective three days after the date of mailing whether the notice was actually received or not or whether the notice was returned unclaimed or undeliverable.

(c) Notices delivered to one tenant of a dwelling unit in a rental property shall be deemed effective as to all tenants and occupants of that dwelling unit.

(d) Notice delivered to one owner of a rental property shall be deemed effective as to all owners of a rental property.

(e) Notice to an owner of a rental property shall be deemed effective if made to an agent, employee, officer, landlord, or property manager authorized to act on behalf of the owner or identified in the registration for the rental property. For purposes of this article, an owner may act by and through an agent, employee, officer, landlord, or property manager authorized to act on behalf of the owner or identified in the registration for a rental property for that purpose.

(f) Notice to a condominium association with respect to common areas or exteriors of a condominium shall be effective as to all owners with an interest in that common area or those exteriors. If there is not a condominium association existing and in good standing with authority over common areas or exteriors of a condominium, notice to an owner of a common interest in the common areas or exterior shall be effective as to all other owners with a common interest in the common area or exterior.

(g) In lieu of originals, true and correct copies of any instruments or documents required of an owner or registrant shall be sufficient. Notwithstanding the foregoing, affidavits

submitted to the city must bear the original signatures of the affiant and the authority who administered the oath.

(h) Any affidavits required in connection with this article must be made by a natural individual having personal knowledge of the matters certified and duly signed and sworn to under oath before an authority authorized to administer oaths.

SECTION 29. That Article VIII, "Mandatory Crime Reduction Program for Designated Apartment Complexes," of Chapter 27, "Minimum Property Standards," of the Dallas City Code, as amended, is deleted as follows:

~~"[ARTICLE VIII.~~

~~**MANDATORY CRIME REDUCTION PROGRAM FOR DESIGNATED APARTMENT COMPLEXES.**~~

~~**SEC. 27-45. PURPOSE.**~~

~~(a) A correlation exists between high crime rates at an apartment complex and an apartment complex's failure to meet minimum property standards. High crime rates contribute to the deterioration, decay, disrepair, and substandard appearance and condition of the structures and premises of an apartment complex. The purpose of this article is to protect the health, safety, morals, and welfare of the occupants of apartment complexes and other citizens of the city of Dallas by obtaining greater compliance with minimum property standards through the establishment of a mandatory crime reduction program for apartment complexes. Reducing the crime rate at an apartment complex is essential to making the apartment complex safe, sanitary, and fit for human use and habitation.~~

~~(b) This article does not create a private cause of action (other than one brought by the city) or expand existing tort liability against an owner, operator, property manager, or other person in control of an apartment complex that is designated for participation in a mandatory crime reduction program.~~

~~**SEC. 27-46. DEFINITIONS.**~~

~~In this article:~~

~~(1) **APARTMENT COMPLEX** means a multifamily property that contains 10 or more dwelling units that are leased or offered for lease and are not independently owned.~~

~~(2) **CHAPTER 125 CRIMES** means murder; capital murder; sexual assault; aggravated sexual assault; aggravated assault; robbery; aggravated robbery; unlawfully carrying a weapon; prostitution; gambling; delivery, possession, manufacture, or use of a controlled substance; discharging a firearm in a public place; reckless discharge of a firearm; engaging in~~

~~organized criminal activity; commercial distribution or manufacture of obscene material; and other crimes listed in Chapter 125 of the Texas Civil Practice and Remedies Code, as amended. The term does not include nonapplicable crimes.~~

(3) ~~CHIEF OF POLICE~~ means the chief of the police department of the city or the chief's authorized representative.

(4) ~~COMMUNITY PER CAPITA CRIME INDEX or CRIME INDEX~~ means a statistically determined level of criminal activity in an individual apartment complex in the city during a 12-month period that is expressed on a per capita basis and calculated in accordance with Section 27-48 of this article.

(5) ~~CRIME RISK THRESHOLD~~ means a statistically determined level of criminal activity in apartment complexes in the city during a 12-month period, adjusted for the occupancy of the apartment complexes surveyed and expressed on a per capita basis, that is calculated in accordance with Section 27-49 of this article.

(6) ~~DESIGNATED APARTMENT COMPLEX~~ means an apartment complex that is required to participate in a mandatory crime reduction program under Section 27-50 of this article.

(7) ~~MULTI-TENANT PROPERTY REGISTRATION~~ means registration as a multi-tenant property under Article VII of this chapter.

(8) ~~NONAPPLICABLE CRIMES~~ means all offenses involving domestic violence, forgery, counterfeiting, fraud, embezzlement, stolen property (buying, receiving, or possessing), crimes against family and children, driving while intoxicated, violations of alcoholic beverage laws, and vagrancy.

(9) ~~PART 1 CRIMES~~ means murder (excluding suicide and murder resulting from domestic violence), rape, robbery, aggravated assault (excluding domestic violence), burglary, theft, and auto theft. The term does not include nonapplicable crimes.

(10) ~~PART 2 CRIMES~~ means assaults other than those listed as Part I crimes, narcotics offenses (restricted to those of delivery, possession, or manufacture), arson, vandalism, weapons offenses, prostitution, gambling, and disorderly conduct. The term does not include nonapplicable crimes.

(11) ~~REGISTERED APARTMENT COMPLEX~~ means an apartment complex holding a certificate of registration as a multi-tenant property under Article VII of this chapter.

#### **SEC. 27-47. AUTHORITY OF THE CHIEF OF POLICE.**

~~The chief of police shall implement and enforce this article and may by written order establish such rules, regulations, or procedures, not inconsistent with this article, as the chief of police determines are necessary to discharge any duty under or to effect the policy of this article.~~

**SEC. 27-48. COMMUNITY PER CAPITA CRIME INDEX.**

(a) ~~The chief of police shall calculate on a monthly basis the community per capita crime index for each registered apartment complex in the city.~~

(b) ~~The community per capita crime index for an apartment complex is calculated as follows:~~

(1) ~~Determine the total number of bedrooms in the apartment complex as designated in the most recent multi-tenant property registration application filed with the director for the property;~~

(2) ~~Multiply the number of bedrooms by two (two occupants counted for each bedroom) to produce the ideal occupancy number for the property;~~

(3) ~~Multiply the ideal occupancy number by the percent of units in the apartment complex that are occupied (as designated in the most recent multi-tenant property registration application filed with the director for the property) to produce the actual occupancy number;~~

(4) ~~Divide the number of Part I crimes occurring on the property within the preceding 12 months by the actual occupancy number and multiply the result by 100 to produce the community per capita crime index for Part I crimes;~~

(5) ~~Divide the number of Part II crimes occurring on the property within the preceding 12 months by the actual occupancy number and multiply the result by 100 to produce the community per capita crime index for Part II crimes.~~

(6) ~~Divide the number of Chapter 125 crimes occurring on the property within the preceding 12 months by the actual occupancy number and multiply the result by 100 to produce the community per capita crime index for Chapter 125 crimes.~~

(c) ~~Example of calculation of community per capita crime index.~~

<del>Apartment size:</del>	<del>100 units</del>
<del>Apartment occupancy rate:</del>	<del>90% occupied</del>
<del>Apartment crime in 12-month period:</del>	<del>10 Part I crimes; 20 Part II crimes; 15 Chapter 125 crimes</del>
<del>Apartment unit mix:</del>	<del>70 one bedrooms; 30 two bedrooms</del>

Total bedrooms	130 (with two occupants counted for each bedroom)
Ideal occupancy number = $130 \times 2 = 260$ Actual occupancy number = $260 \times 90\% = 234$	
Crime index for Part I crimes = $(10 \div 234) \times 100 = 4.3$ Crime index for Part II crimes = $(20 \div 234) \times 100 = 8.5$ Crime index for Chapter 125 crimes = $(15 \div 234) \times 100 = 6.4$	

**SEC. 27-49. CRIME RISK THRESHOLD.**

(a) ~~The chief of police shall collectively calculate on a monthly basis the crime risk threshold for all registered apartment complexes in the city.~~

(b) ~~The crime risk threshold for apartment complexes is calculated as follows:~~

(1) ~~Determine the total number of registered apartment complexes in the city.~~

(2) ~~Add together each apartment complex's crime index for Part I crimes and divide the sum by the total number of registered apartment complexes to produce the average crime index for Part I crimes.~~

(3) ~~Subtract each apartment complex's crime index for Part I crimes from the average crime index for Part I crimes to get the apartment complex's deviation from the average crime index for Part I crimes.~~

(4) ~~Add the square of each apartment complex's deviation from the average crime index for Part I crimes together and divide the sum by the total number of registered apartment complexes to produce the average squared deviation for Part I crimes.~~

(5) ~~Take the square root of the average squared deviation for Part I crimes and add it to the average crime index for Part I crimes to produce the crime risk threshold for Part I crimes.~~

(6) ~~Repeat the process using each apartment complex's crime index for Part II crimes and Chapter 125 crimes to determine the crime risk threshold for Part II crimes and Chapter 125 crimes, respectively.~~

(c) ~~Example of calculation of crime risk threshold.~~

Apartment Complex No.	1	2	3	4	5	6	7	8	9	10	SUM
Crime Index for Part I Crimes	12	9	3	10	12	22	7	11	15	19	120
Deviation from Average Crime Index	0	-3	-9	-2	0	10	-5	-1	3	7	0
Deviation Squared	0	9	81	4	0	100	25	1	9	49	278

Average crime index for Part I crimes =  $120 \div 10 = 12$

Average squared deviation =  $278 \div 10 = 27.8$

Standard deviation =  $\sqrt{27.8} = 5.27$

Crime risk threshold for Part I crimes =  $12 + 5.27 = 17.27$

(Note: To calculate the crime risk threshold for Part II crimes and Chapter 125 crimes, repeat the formula using the crime indexes for Part II crimes and then for Chapter 125 crimes.)

**SEC. 27-50. MANDATORY CRIME REDUCTION PROGRAM; WHEN REQUIRED.**

(a) An apartment complex must participate in a mandatory crime reduction program, whenever the apartment complex has:

(1) a crime index for Part I crimes that is greater than the crime risk threshold for Part I crimes for all registered apartment complexes in the city and a crime index for Part II crimes that is greater than the crime risk threshold for Part II crimes for all registered apartment complexes in the city; or

(2) a crime index for Chapter 125 crimes that is greater than the crime risk threshold for Chapter 125 for all registered apartment complexes in the city.

(b) An apartment complex must remain in the mandatory crime reduction program for six months or until the apartment complex's crime index falls below the crime risk threshold for the applicable types of crime, whichever occurs later.

**SEC. 27-51. NOTICE OF DESIGNATION TO PARTICIPATE IN PROGRAM.**

(a) The chief of police shall provide written notice to the owner, operator, or property manager of each apartment complex designated to participate in the mandatory crime reduction program.

(b) The notice must include the following information:

(1) The name and address of the apartment complex.

(2) A statement that the apartment complex is required to participate in a mandatory crime reduction program, including a description of the fee and other requirements of the program.

(3) The community per capita crime index and crime risk threshold used to calculate the apartment complex's qualification for the mandatory crime reduction program.

(4) The actual occupancy number used to calculate the apartment complex's crime index.

(5) ~~The number of Part I, Part II, and Chapter 125 crimes used to calculate the apartment complex's crime index, including the date, time, and location of each offense.~~

(6) ~~A statement that a mandatory inspection of the apartment complex premises will be conducted by the chief of police at a scheduled date and time.~~

(7) ~~The process for appealing the chief of police's decision requiring an apartment complex to participate in a mandatory crime reduction program.~~

(e) ~~Designation of an apartment complex for participation in the mandatory crime reduction program and application of the requirements of this article are binding upon all subsequent owners or other transferees of an ownership interest in the apartment complex.~~

**SEC. 27-52. DELIVERY OF NOTICES.**

~~Any written notice that the chief of police is required to give to an apartment complex under this article is deemed to be delivered:~~

(1) ~~on the date the notice is hand delivered to the owner, operator, or property manager of the apartment complex; or~~

(2) ~~three days after the date the notice is placed in the United States mail with proper postage and properly addressed to the owner, operator, or property manager of the apartment complex at the address provided for in the most recent multi-tenant property registration application.~~

**SEC. 27-53. APPEAL FROM DESIGNATION.**

(a) ~~If the chief of police designates an apartment complex for participation in the mandatory crime reduction program pursuant to this article, this action is final unless the owner, operator, or property manager of the apartment complex files a written appeal to the permit and license appeal board with the city secretary not later than 10 days after receiving notice of being a designated apartment complex.~~

(b) ~~If the appeal of the chief of police's decision is based on changes in an apartment complex's occupancy rate, then the owner, operator, or property manager of the apartment complex shall, at the time of filing the appeal, also file with the city secretary and the chief of police a copy of a current and valid lease for every occupied dwelling unit in the apartment complex.~~

(c) ~~If a written request for an appeal hearing is filed under Subsection (a) with the city secretary within the 10-day limit, the permit and license appeal board shall hear the appeal. The city secretary shall set a date for the hearing within 60 days after the date the appeal is filed.~~



(d) ~~A hearing by the board may proceed if a quorum of the board is present. The board shall hear and consider evidence offered by any interested person. The formal rules of evidence do not apply. Any dispute of fact must be decided on the basis of a preponderance of the evidence presented at the hearing.~~

(e) ~~In deciding the appeal, the permit and license appeal board is limited to the issue of whether the apartment complex's crime index is greater than the crime risk threshold calculated for all registered apartment complexes in the city for the particular types of crime that qualified the apartment complex for designation under Section 27-50(a). The board shall affirm the decision of the chief of police if the board finds that the apartment complex's crime index exceeds the applicable crime risk threshold and shall reverse the chief of police's decision if the board finds that the crime index does not exceed the applicable crime risk threshold.~~

(f) ~~The board's decision must be by a majority vote. Failure to reach a majority vote will leave the decision of the chief of police unchanged. The decision of the permit and license appeal board is final, and no rehearing may be granted.~~

**SEC. 27-54. PROPERTY INSPECTIONS.**

(a) ~~After an apartment complex has been designated to participate in the mandatory crime reduction program, the chief of police shall inspect the apartment complex to:~~

(1) ~~determine whether the apartment complex is in compliance with applicable city ordinances and state laws relating to public safety and security, including but not limited to requirements for locks, door viewers, signage, building numbering, and crime prevention addenda;~~

(2) ~~evaluate what changes and improvements to the premises and operations of the apartment complex will assist in reducing the occurrence of crimes at the apartment complex; and~~

(3) ~~determine whether the apartment complex is in compliance with this article.~~

(b) ~~The chief of police is authorized at a reasonable time to inspect:~~

(1) ~~the exterior of the apartment complex; and~~

(2) ~~the interior of the apartment complex, if the permission of the owner, operator, property manager, or other person in control is given or a search warrant is obtained.~~

(c) ~~The chief of police shall inspect a designated apartment complex at least twice during each period that the apartment complex is required to participate in the mandatory crime reduction program. The first inspection must be conducted for the purposes of Subsections (a)(1) and (a)(2), and the second inspection must be conducted for the purposes of Subsection (a)(3). Other inspections may be conducted as the chief of police deems necessary to the administration and enforcement of this article.~~

~~(d) The owner, operator, property manager, or person in control of an apartment complex commits an offense if, either personally or through an agent or employee, he refuses to permit a lawful inspection of the apartment complex as required by this section.~~

~~(e) Whenever an apartment complex is inspected by the chief of police and a violation of this article or any other city ordinance or state law applicable to the apartment complex is found, the apartment complex will, after the expiration of any time limit for compliance given in a notice or order issued because of the violation, be reinspected by the chief of police to determine that the violation has been eliminated.~~

**SEC. 27-55. CONFERENCE WITH POLICE.**

~~(a) At least once during each period that an apartment complex is required to participate in the mandatory crime reduction program, the chief of police shall require a conference with the owner, operator, or property manager of a designated apartment complex to review:~~

- ~~(1) the requirements of the mandatory crime reduction program;~~
- ~~(2) the results of the chief of police's inspection of the apartment complex;~~
- ~~(3) any voluntary recommendations for reducing crimes on and near the apartment complex; and~~
- ~~(4) any other information the chief of police wishes to discuss at the conference.~~

~~(b) An owner, operator, or property manager of a designated apartment complex commits an offense if he fails to attend a scheduled conference after receiving notice of the conference from the chief of police.~~

~~(c) At least one individual with legal authority to act on behalf of the apartment complex must attend each conference required by this section.~~

**SEC. 27-56. PROGRAM FEE.**

~~(a) A program fee of \$250 will be charged to each designated apartment complex to defray the costs incurred by the chief of police in conducting inspections of the apartment complex, attending conferences with the owner, operator, or property manager of the apartment complex, and administering and enforcing the mandatory crime reduction program. A separate program fee is required each time an apartment complex is designated to participate in the mandatory crime reduction program.~~

~~(b) The owner, operator, or property manager of a designated apartment complex shall pay the program fee to the chief of police within 30 days after receiving notice of being a designated apartment complex.~~

~~(c) No refund of a program fee will be made.~~

**SEC. 27-57. MANDATORY REQUIREMENTS.**

(a) ~~Within 30 days after receiving notice of being a designated apartment complex, the apartment complex must meet all of the requirements of this section, except Subsection (h) (fencing requirements). Subsection (h) (fencing requirements) must be met within 60 days after receiving notice of being a designated apartment complex. The chief of police may extend the deadlines of this subsection, in increments not exceeding 30 days each, upon a showing that the work cannot be performed within the required time period because of its scope and complexity.~~

(b) Trespass affidavits.

(1) ~~An owner, operator, or property manager of the apartment complex shall execute a trespass affidavit, on a form provided by the chief of police for that purpose, that authorizes the police department to enforce, on behalf of the apartment complex, all applicable trespass laws on the premises of the apartment complex.~~

(2) ~~A true and correct copy of the trespass affidavit must be posted at the apartment complex in a manner and location so that it is clearly visible to the public at all times.~~

(c) Background checks.

(1) ~~A current official criminal history report (issued by the Texas Department of Public Safety within the preceding 12 months) must be obtained on all current and prospective employees of the apartment complex.~~

(2) ~~A current official criminal history report (issued by the Texas Department of Public Safety within the preceding 12 months) must be obtained on all prospective tenants 18 years of age or older who apply for occupancy in the apartment complex on or after February 1, 2009.~~

(3) ~~A current credit report must be obtained on all prospective tenants 18 years of age or older who apply for occupancy in the apartment complex on or after February 1, 2009.~~

(4) ~~All records maintained on an employee or tenant in compliance with this subsection must be retained at the apartment complex for at least 90 days following the date of any termination of the employee's employment or the tenant's occupancy at the apartment complex.~~

(5) ~~The owner, operator, or property manager of the apartment complex shall make all records maintained under this subsection available for inspection by a police officer at reasonable times upon request.~~

(d) Lighting.

(1) ~~Security lighting must be provided, maintained, and operated so that it adequately illuminates all parking areas, walkways, stairs, steps, doorways, and garbage storage~~

areas of the apartment complex to such a degree that the facial features of a person at least five feet tall are distinguishable from a distance of 35 feet.

(2) ~~Security lighting must be in compliance with all applicable city ordinances and state law. If there is any conflict between Subsection (d)(1) of this section and another city ordinance or state law, the other law will prevail.~~

(e) Landscaping.

(1) ~~No bush or shrub on the premises of the apartment complex may be taller than three and one-half feet.~~

(2) ~~No tree on the premises of the apartment complex may have a canopy lower than six feet above the ground.~~

(3) ~~All trees, shrubs, bushes, and other landscaping must be maintained in compliance with all applicable city ordinances and state law. If there is any conflict between Subsection (e)(1) or (e)(2) of this section and another city ordinance or state law, the other law will prevail.~~

(f) Locked common areas. ~~All enclosed common areas of the apartment complex (including but not limited to laundry rooms, club rooms, and fitness rooms) must be kept locked and may only be accessed with a key, key card, key pad, or similar device.~~

(g) Key control plan. ~~A description of the plan and procedures for storing and accessing keys, key cards, and key codes to dwelling units, enclosed common areas, and other facilities of the apartment complex must be filed with the chief of police.~~

(h) Fencing.

(1) ~~The perimeter of the premises of a designated apartment complex must be enclosed with a fence that is at least six feet high, except that if a lower height is required by another city ordinance, the fence must be the maximum height allowed under the other city ordinance.~~

(2) ~~Notwithstanding Subsection (h)(1) of this section, vehicular driveways and pedestrian walkways are not required to be fenced or gated, except that the combined width of openings in the fence for vehicular driveways and pedestrian walkways may not exceed 10 percent of the perimeter of the area of the property required to be fenced.~~

(3) ~~All fencing must be maintained in compliance with applicable city ordinances and state law. If there is any conflict between Subsection (h)(1) or (h)(2) of this section and another city ordinance or state law, the other law will prevail.~~

(i) Pay phones. ~~All pay phones on the premises of the apartment complex must be blocked to incoming calls or removed from the premises.~~

(j) Crime watch meetings.

(1) ~~At least one crime watch meeting must be held each month on the premises of the apartment complex.~~

(2) ~~The chief of police must be given at least 10 days advance notice of the meeting.~~

(k) Residential security survey.

(1) ~~An owner, operator, or property manager of the apartment complex shall distribute a residential security survey, on a form provided by the chief of police, to each tenant of the apartment complex who is 18 years of age or older.~~

(2) ~~The owner, operator, or property manager of the apartment complex shall file all returned surveys with the chief of police within 30 days after distribution.~~

**SEC. 27-58.           MODIFICATION OF FENCING REQUIREMENTS.**

(a) ~~The owner, operator, or property manager of a designated apartment complex may request a modification of the fencing requirements set forth in Section 27-57(h) by filing a written request with the city secretary not later than 10 days after receiving notice of:~~

(1) ~~being designated for participation in a mandatory crime reduction program under Section 27-57; or~~

(2) ~~having a previously granted fencing modification revoked by the chief of police under Subsection (f) of this section.~~

(b) ~~If a written request is filed under Subsection (a) with the city secretary within the 10-day limit, the permit and license appeal board shall consider the request. The city secretary shall set a date for the hearing within 45 days after the date the written request is filed.~~

(c) ~~A hearing by the board may proceed if a quorum of the board is present. The board shall hear and consider evidence offered by any interested person. The formal rules of evidence do not apply. Any dispute of fact must be decided on the basis of a preponderance of the evidence presented at the hearing.~~

(d) ~~The permit and license appeal board shall grant the request for a fencing modification if it finds that:~~

(1) ~~an existing fence or other barrier, or a proposed fence or other barrier, on the premises of the apartment complex will serve to deter and reduce crime at the apartment complex to the same extent as the fence required under Section 27-57(h); and~~

(2) ~~the existing fence or barrier, or the proposed fence or barrier, complies with all other applicable city ordinances and state law.~~

(e) ~~The board shall grant or deny the request for a fencing modification by a majority vote. Failure to reach a majority vote will result in denial of the request. The decision of the permit and license appeal board is final, and no rehearing may be granted.~~

(f) ~~If the board grants the request for a fencing modification, the modification remains valid and does not have to be renewed each time an apartment complex is designated for participation in the mandatory crime reduction program, unless the chief of police revokes the fencing modification upon a determination that the modified fence or other barrier:~~

(1) ~~fails to deter and reduce crime at the apartment complex to the same extent as the fence required under Section 27-57(h); or~~

(2) ~~fails to comply with a city ordinance or state law applicable to fences.~~

(g) ~~Upon revoking a fencing modification, the chief of police shall notify the owner, operator, or property manager of a designated apartment complex in writing of the revocation. The notice must include the reason for the revocation, the date the chief of police orders the revocation, and a statement informing the owner, operator, or property manager of the right to appeal the decision by filing a new request for a fencing modification in accordance with Subsection (a). The chief of police may not revoke a fencing modification under Subsection (f) sooner than six months after the modification is granted by the permit and license appeal board.~~

(h) ~~The grant of a request for modification of the fencing requirements of Section 27-57(h) does not exempt a designated apartment complex from any other provision of this chapter or other applicable city ordinances or state law.]”~~

SECTION 30. That Article IX, “Registration and Inspection of Non-Owner Occupied Rental Property,” of Chapter 27, “Minimum Property Standards,” of the Dallas City Code, as amended, is deleted as follows:

~~“[ARTICLE IX.~~

~~REGISTRATION AND INSPECTION OF NON-OWNER OCCUPIED RENTAL  
PROPERTY.~~

~~SEC. 27-59. AUTHORITY OF DIRECTOR.~~

~~The director shall implement and enforce this article and may by written order establish such rules, regulations, or procedures, not inconsistent with this article, as the director determines are necessary to discharge any duty under or to effect the policy of this article.~~

~~SEC. 27-60. REGISTRATION REQUIRED; DEFENSES.~~

~~(a) A person commits an offense if he owns a non-owner occupied rental property in the city without a valid certificate of registration issued under this article.~~

~~(b) If a person owns more than one non-owner occupied rental property in the city, a separate registration is required for each property. If both dwelling units of a duplex qualify as non-owner occupied rental properties, then each dwelling unit must be registered separately, even if under a common ownership.~~

~~(c) If three or more townhouses or condominiums in the same complex are under a common ownership and are leased or offered for lease, they must be registered as a multi-tenant property under Article IV of this chapter instead of as non-owner occupied rental properties under this article.~~

~~(d) It is a defense to prosecution under Subsection (a) that the non-owner occupied rental property had been leased or rented for less than the 60-day period preceding the date of the violation.~~

**SEC. 27-61. REGISTRATION APPLICATION.**

~~To obtain a certificate of registration for a non-owner occupied rental property, a person must submit an application on a form provided for that purpose to the director. The applicant must be the owner of the non-owner occupied rental property. If the owner is not an individual, an authorized officer or agent of the owner must file the form. The application must contain the following information:~~

~~(1) The name, street address, mailing address, and telephone number of the applicant (owner of the property).~~

~~(2) The name, street address, mailing address, telephone number, and position of the authorized officer or agent filing the form on behalf of the applicant, if the applicant for the non-owner occupied rental property is not an individual.~~

~~(3) The form of business of the applicant; the name, street address, mailing address, and telephone number of a high managerial agent of the business; and, if the business is a corporation or association, a copy of the documents establishing the business.~~

~~(4) The street address of the non-owner occupied rental property.~~

~~(5) The name, street address, mailing address, and telephone number of a person or persons to contact in an emergency as required by Section 27-69 of this article.~~

~~(6) Documentary evidence of payment of ad valorem taxes owed in connection with the non-owner occupied rental property.~~

30236

~~(7) The names, street addresses, mailing addresses, and telephone numbers of any owners of the non-owner occupied rental property other than the applicant.~~

~~(8) A statement that, by filing the registration, the applicant swears or affirms under penalty of perjury that, to the best of the applicant's knowledge, all information contained in the registration is true and correct and that the registration is complete and includes all information required to be disclosed under this article.~~

~~(9) Such additional information as the applicant desires to include or that the director deems necessary to aid in the determination of whether the requested certificate of registration should be granted.~~

**SEC. 27-62. REGISTRATION FEES.**

~~(a) The annual fee for a certificate of registration for a non-owner occupied rental property is \$25.~~

~~(b) No refund of a registration fee will be made.~~

~~(c) The registration fee established in Subsection (a) will not be charged upon renewal of a certificate of registration for a non-owner occupied rental property if no violations of Section 27-11(b), (c), or (d) of this chapter were found on the property by the director within the preceding registration year.~~

**SEC. 27-63. ISSUANCE, DENIAL, AND DISPLAY OF CERTIFICATE OF REGISTRATION.**

~~(a) Upon payment of all required fees, the director shall issue a certificate of registration for a non-owner occupied rental property to the applicant if the director determines that:~~

~~(1) the applicant has complied with all requirements for issuance of the certificate of registration;~~

~~(2) the applicant has not made a false statement as to a material matter in an application for a certificate of registration; and~~

~~(3) the applicant has no outstanding fees assessed under this article.~~

~~(b) If the director determines that the requirements of Subsection (a) have not been met, the director shall deny a certificate of registration to the applicant.~~

~~(c) If the director determines that an applicant should be denied a certificate of registration, the director shall notify the applicant in writing that the application is denied and include in the notice the reason for denial and a statement informing the applicant of the right of appeal.~~



~~(d) A certificate of registration issued under this section must be displayed on the premises of the non-owner occupied rental property in a manner and location approved by the director. The certificate of registration must be presented upon request to the director or to a peace officer for examination.~~

**SEC. 27-64. REVOCATION OF CERTIFICATE OF REGISTRATION.**

~~(a) The director shall revoke any certificate of registration for a non-owner occupied rental property if the director determines that:~~

~~(1) the registrant failed to comply with any provision of this chapter, any other city ordinance, or any state or federal law applicable to the operation of a non-owner occupied rental property;~~

~~(2) the registrant intentionally made a false statement as to a material matter in the application or in a hearing concerning the certificate of registration; or~~

~~(3) the registrant failed to pay a fee required by this article at the time it was due.~~

~~(b) Before revoking a certificate of registration under Subsection (a), the director shall notify the registrant in writing that the certificate of registration is being considered for revocation. The notice must include the reason for the proposed revocation, action the registrant must take to prevent the revocation, and a statement that the registrant has 10 days to comply with the notice.~~

~~(c) If, after 10 days from receipt of the notice required in Subsection (b), the registrant has not complied with the notice, the director shall revoke the certificate of registration and notify the registrant in writing of the revocation. The notice must include the reason for the revocation, the date the director orders the revocation, and a statement informing the registrant of the right of appeal.~~

**SEC. 27-65. APPEALS.**

~~If the director denies issuance or renewal of a certificate of registration or revokes a certificate of registration issued pursuant to this article, this action is final unless the applicant or registrant files an appeal with a permit and license appeal board in accordance with Section 2-96 of this code.~~

**SEC. 27-66. EXPIRATION AND RENEWAL OF CERTIFICATE OF REGISTRATION.**

~~(a) A certificate of registration for a non-owner occupied rental property expires one year after the date of issuance.~~

(b) ~~A certificate of registration may be renewed by making application in accordance with Section 27-61. A registrant shall apply for renewal at least 30 days before the expiration of the certificate of registration.~~

**~~SEC. 27-67. NONTRANSFERABILITY.~~**

~~A certificate of registration for a non-owner occupied rental property is not transferable.~~

**~~SEC. 27-68. REGISTRANT'S RECORDS.~~**

(a) ~~Each registrant shall maintain at a single location business records of the non-owner occupied rental property. A registrant shall make those records available for inspection by the director or a peace officer at reasonable times upon request.~~

(b) ~~Records that must be maintained by the registrant include, but are not limited to:~~

(1) ~~records of ownership for the property; and~~

(2) ~~any other records deemed necessary by the director for the administration and enforcement of this article.~~

**~~SEC. 27-69. EMERGENCY RESPONSE INFORMATION.~~**

(a) ~~The registrant of a non-owner occupied rental property shall provide the director with the name, street address, mailing address, and telephone number of a person or persons who can be contacted 24 hours a day, seven days a week in the event of an emergency condition on the property. An emergency condition includes any fire, natural disaster, collapse hazard, burst pipe, lack of working utilities, serious police incident, or other condition that requires an immediate response to prevent harm to the property, the occupants of the property, or the public.~~

(b) ~~The registrant of the non-owner occupied rental property shall notify the director within 10 days of any change in the emergency response information.~~

(c) ~~The registrant of a non-owner occupied rental property, or an authorized agent, must arrive at the property within one hour after a contact person named under this section is notified by the city or emergency response personnel that an emergency condition has occurred on the property.~~

**~~SEC. 27-70. FAILURE TO PAY AD VALOREM TAXES.~~**

~~A registrant or an applicant for a certificate of registration for a non-owner occupied rental property shall not allow the payment of ad valorem taxes owed in connection with the non-owner occupied rental property to become delinquent.~~

**~~SEC. 27-71. NOTIFICATION OF CHANGE OF INFORMATION.~~**

~~A registrant shall notify the director within 10 days of any material change in the information contained in the application for a certificate of registration for a non-owner occupied rental property, including any changes in ownership of the property.~~

**~~SEC. 27-72. PROPERTY INSPECTIONS; REINSPECTION FEES.~~**

~~(a) The director may inspect any non-owner occupied rental property in the city for code violations in accordance with Section 27-5 of this chapter.~~

~~(b) Whenever a non-owner occupied rental property is inspected by the director and a violation of this code is found, the building or premises will, after the expiration of any time limit for compliance given in a notice or order issued because of the violation, be reinspected by the director to determine that the violation has been eliminated.~~

~~(c) The owner, occupant, or other person responsible for the violation shall pay to the director \$19 for each reinspection after the first reinspection that must be conducted before the violation is determined to be eliminated.]”~~

SECTION 31. That, unless specifically provided otherwise by this ordinance or by state law, a person violating a provision of this ordinance governing fire safety, zoning, or public health and sanitation is, upon conviction, punishable by a fine not to exceed \$2,000; and a person violating any other provision of this ordinance is, upon conviction, punishable by a fine not to exceed \$500.

SECTION 32. That Chapter 27 of the Dallas City Code shall remain in full force and effect, save and except as amended by this ordinance.

SECTION 33. That any act done or right vested or accrued, or any proceeding, suit, or prosecution had or commenced in any action before the amendment or repeal of any ordinance, or part thereof, shall not be affected or impaired by amendment or repeal of any ordinance, or part thereof, and shall be treated as still remaining in full force and effect for all intents and purposes as if the amended or repealed ordinance, or part thereof, had remained in force.

SECTION 34. That the terms and provisions of this ordinance are severable and are governed by Section 1-4 of Chapter 1 of the Dallas City Code, as amended.

SECTION 35. That Sections 11 through 14 shall take effect immediately from and after its passage and publication in accordance with the provisions of the Dallas City Charter.

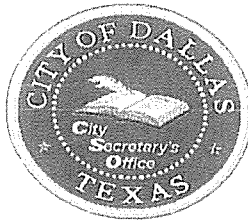
SECTION 36. That all other amendments not specifically referenced in Section 35 of this ordinance shall take effect on January 1, 2017, and it is accordingly so ordained.

APPROVED AS TO FORM:

CHRISTOPHER D. BOWERS, Interim City Attorney

By  \_\_\_\_\_  
Assistant City Attorney

Passed \_\_\_\_\_ SEP 28 2016 \_\_\_\_\_



## PROOF OF PUBLICATION – LEGAL ADVERTISING

The legal advertisement required for the noted ordinance was published in the Dallas Morning News, the official newspaper of the city, as required by law, and the Dallas City Charter, Chapter XVIII, Section 7.

DATE ADOPTED BY CITY COUNCIL SEP 28 2016

ORDINANCE NUMBER 30236

DATE PUBLISHED OCT 01 2016

ATTESTED BY: