



CODE ENFORCEMENT

PROCESS

WHAT HAPPENS WHEN (AND
AFTER) YOU RECEIVE OR
REPORT A VIOLATION?



DSD ACADEMY
JUNE 16, 2018

Presented by: Martin Ruiz, DSD Manager

DSD TEAM

Michael Shannon, PE, CBO
Director

LAND DEVELOPMENT

Melissa Ramirez
Assistant Director

Tony Felts
Interim Policy Administrator

Catherine Hernandez
Administrator

Kevin Collins, PE
Engineering & Environmental

PLAN REVIEW

Terry Kannawin
Assistant Director

Richard Chamberlin, PE
DSD Engineer

Andrew Espinoza, MCP, CBO
Customer Svc & Permitting
Manager

Patricia Cavazos
BuildSA Sr. Special Projects
Manager

FIELD SERVICES

Amin Tohmaz, PE, CBO
Assistant Director

Jeremy McDonald, PE
Sr. Engineer – Project
Management

Michael Constantino
Administrator

Phil Laney
Sr. Projects Manager
Code Enforcement

Martin Ruiz
Manager
Code Enforcement

Danny Liguez
Manager
Code Enforcement

SUPPORT SERVICES

Alma Martinez-Jimenez
Assistant to the Director

Veronica Castro
Fiscal Administrator

Ximena Copa-Wiggins
Public Relations Manager

Jorge Manzano
Administrator
Training/Special Projects

CODE ENFORCEMENT TEAM

Amin Tohmaz, PE, CBO
Assistant Director

MARTIN RUIZ, DSD MANAGER

DANNY LIGUEZ, DSD MANAGER

PHIL LANEY, SR. SPECIAL PROJECTS MANAGER

North Central Field Unit

Southwest Field Unit

Boarding Home Team

JENNY RAMIREZ
Code Enforcement Manager

Central Field Unit

West Central Field Unit

Graffiti Abatement Team

Zoning Team

Northeast Field Unit

West Field Unit

Neighborhood Enhancement
Team

East Field Unit

Northwest Field Unit

Southeast Field Unit

North Field Unit

REPORTING A CODE ISSUE

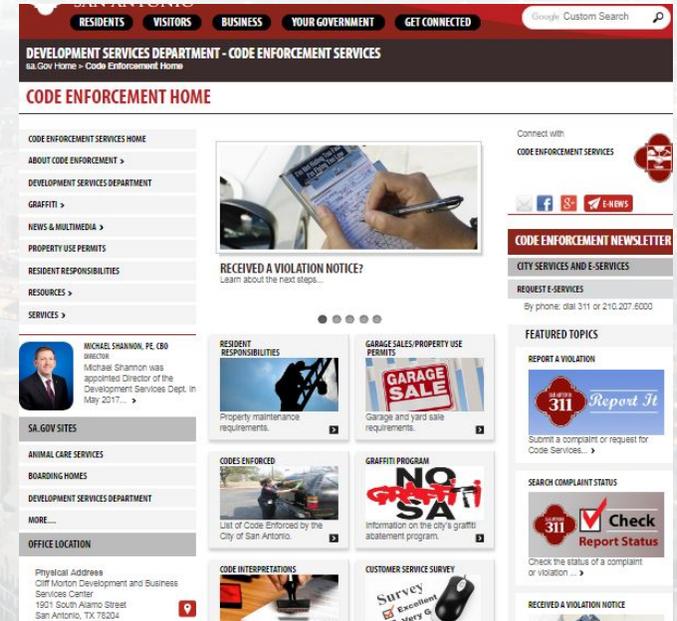
311



PROACTIVE INSPECTIONS



311 FREE APP



WEBSITE

OUTREACH COMMUNITY

*PARTNERING WITH OUR COMMUNITY TO BUILD AND MAINTAIN A SAFER
SAN ANTONIO*

- Special Teams
- Code sweeps
- Neighborhood Code Enforcement Task Force
- Neighborhood meetings

CODE TALK

THIS IS WHAT IT MEANS

NOTICE



- Notifies property owner or tenant there is a code violation
- Usually re-inspect in 10 days

CITATION



- Issued if violations are not corrected after 10 days of notice
- Summons to appear in court

ABATEMENT



- City takes care of correcting the code violation
- May not require prior notice to property owner
- Covers junk vehicles

BUILDING STANDARDS BOARD



- Quasi-judicial board
- Hears appeals to and violations of the San Antonio Property Maintenance Code (SAPMC)
- Rules on cases and can order repairs or demolitions

ADMINISTRATIVE HEARING OFFICER



- Administrative court
- Subject to enforcement by City Attorney's Office
- Fine assessed

EVERYONE HAS THE RIGHT TO DUE PROCESS

Executive Branch

- Code Enforcement
- San Antonio Police Department

Judicial Branch

- Municipal courts
- Judges
- Building Standards Board

Legislative Branch

- City council
- State Legislature

Fourth Amendment

- Unreasonable search and seizure

Fifth Amendment

- Due process of law

Fourteenth Amendment

- Due process is a legal obligation of all states

RESPONDING TO A CODE ISSUE

Tier 1

- Key Health and Safety
- Response time: 2 business days

Tier 2

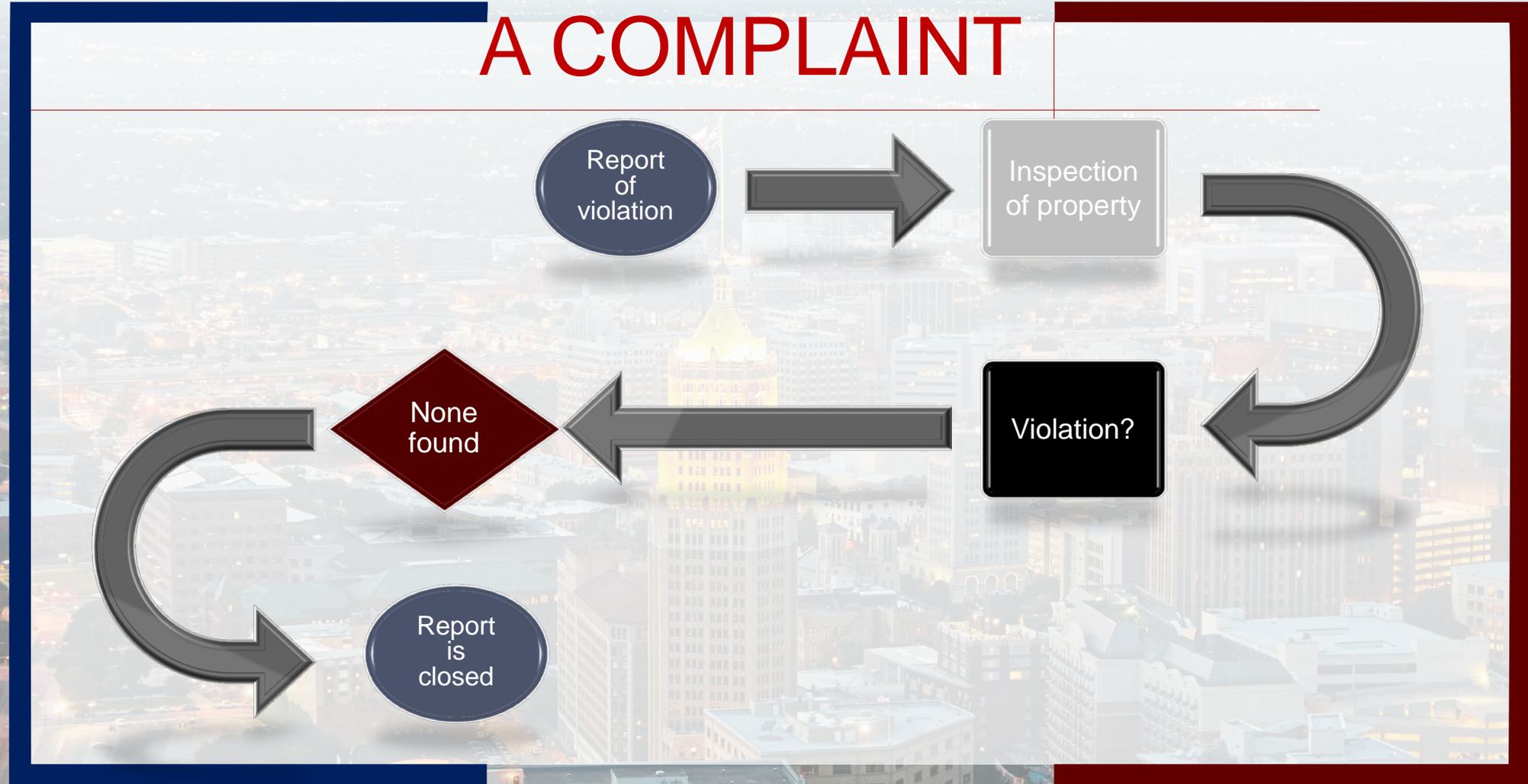
- Property Maintenance and Property Use
- Response time: 6 business days

GOAL:

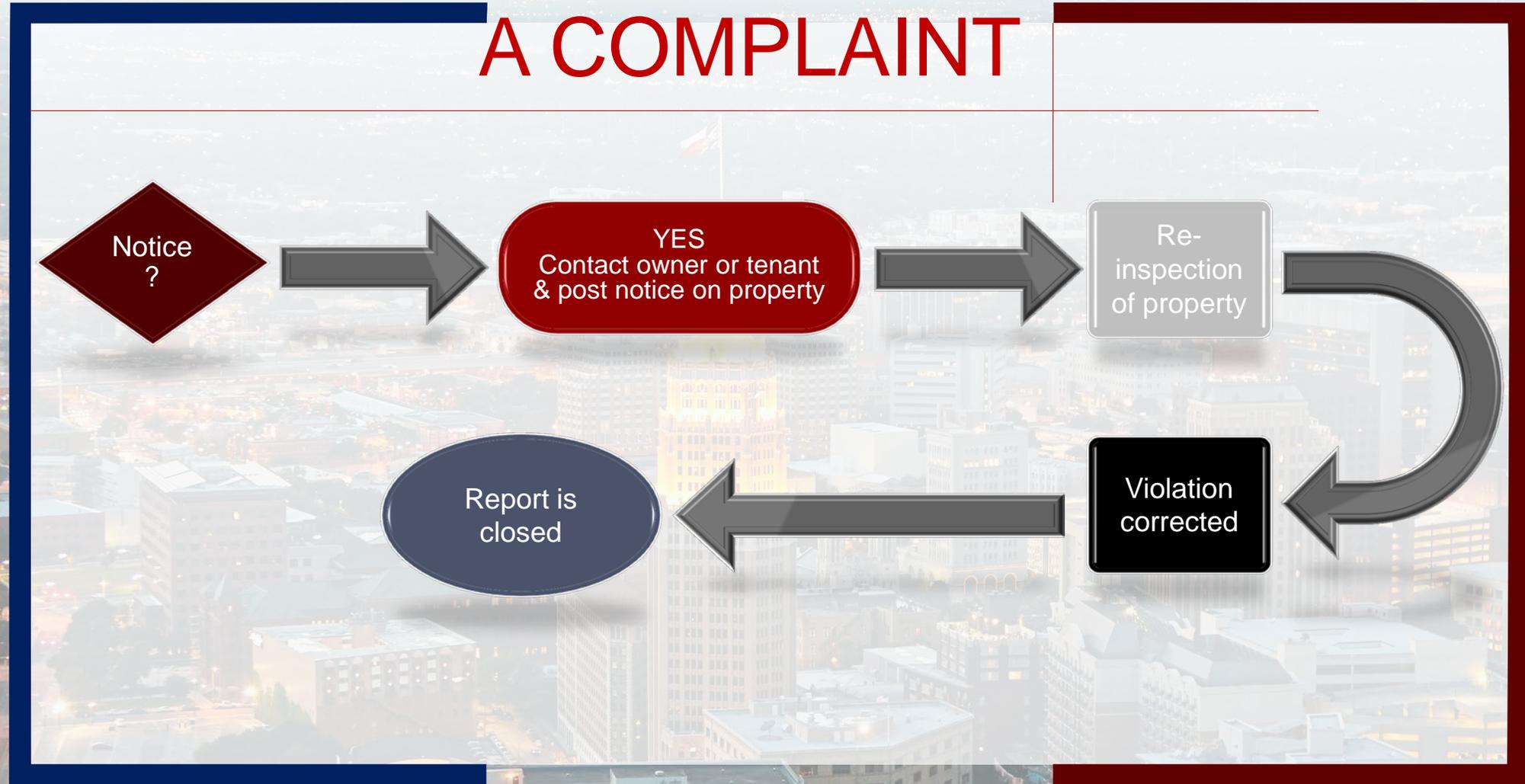
90% compliance
in **45** days

BSB cases = **120** days

RECEIVING A COMPLAINT



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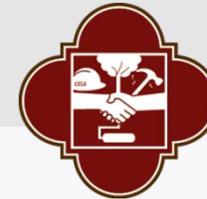




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