



Eric Garcetti, Mayor
Rushmore D. Cervantes, General Manager

ADMINISTRATIVE HEARINGS TO BE CONDUCTED REMOTELY

MAY 07, 2020

To All Constituents,

As a result of the Coronavirus (COVID-19) and the Mayor's Safer at Home Order, the Housing and Community Investment Department (Department) suspended the administrative appeal hearings to promote social distancing and ensure safety of our constituents and staff. However, the Department strives to serve the City of LA constituents at their convenience, while ensuring their safety, by providing them with a due process through remote administrative appeal hearings. It is our pleasure to inform you that appeal hearings for the Code Enforcement and Rent Stabilization Programs are now being scheduled to be conducted remotely. Parties interested in attending the Department's administrative appeal hearings will now be able to do so by telephone.

Once scheduled by the Department, the notice of remote hearing will be sent to all interested parties by mail. To confirm your participation for the scheduled hearing, **you must register before the deadline indicated on your notice** by contacting the Hearings Unit at hcidla.gmhearings@lacity.org or (213) 808-8600. **Communication via email is highly encouraged.** Free translation services during the hearings are also offered if requested at the time of registration.

Any documents or evidence you would like to submit for consideration during the remote hearing **must be received by the Hearings Unit by the registration deadline.** You must submit your documents/evidence to the Department by email or mail, as it will be shared with the parties involved, prior to the hearing. Documents/evidence not received by the deadline may not be allowed for the hearing.

The Department staff are available to respond to any questions you may have regarding this new temporary process at the aforementioned contact information, and are committed to make these remote hearings a successful experience for applicants.