

CITY OF BRISTOL
RELOCATION PLAN
CODE ENFORCEMENT ACTIVITY

I. PURPOSE

This Relocation Plan is adopted by the City of Bristol pursuant to the general provisions of the Uniform Relocation Assistance Act (URAA), Connecticut General Statutes Section 8-266 et seq., and URAA regulations, Connecticut Agencies Regulations Section 8-273-1 through 8-273-41.

Connecticut General Statutes Section 8-266 states that the purpose of the URAA “is to establish a uniform policy for the fair and equitable treatment of persons displaced by ...code enforcement activities...”

In furtherance of that stated purpose, the City promulgates this Relocation Plan for the provision of URAA benefits and assistance to individuals and families displaced by the City’s code enforcement activities, as defined in Section III.

II. ADMINISTRATION

The Parks, Recreation, Youth and Community Services Department of the City of Bristol shall administer the determination of relocation benefits and assistance under this Relocation Plan, in consultation with other appropriate city agencies.

A GENERAL

1. The Parks, Recreation, Youth and Community Services Department shall file this Relocation Plan with the State of Connecticut Department of Economic and Community Development, together with the information required by Connecticut General Statutes Section 8-281, for the approval of the Department of Economic and Community Development.
2. The Parks, Recreation, Youth and Community Services Department shall administer a relocation program for persons displaced by the City’s code enforcement activities. The program shall include such measures as may be necessary to ensure that, prior to displacement by code enforcement activities, every effort will be made to assist every displaced person in finding a replacement dwelling which is:
 - (a) “comparable”, as that term is defined in URAA Regulations Section 8-273-4(a);
 - (b) in an area not generally less desirable than the area in which the displacement dwelling is located in regard to public utilities and public and commercial facilities;

- (c) reasonably accessible to the displaced person's place of employment; and;
 - (d) available at a price or rental charge within the financial means of the displaced person
- (3) A copy of this Relocation Plan shall be provided to every appropriate City agency or department. Upon request, a copy of this Relocation Plan shall be provided at no expense to any person.
 - (4) The updated Relocation Plan for the City of Bristol will go into effect for any applicable displacements after March 12, 2024.

III DETERMINATION OF DISPLACEMENT

If, upon inspection of any residential dwelling unit, the City of Bristol Building Department, The Bristol-Burlington Health District (BBHD) or any other government agency finds that the dwelling unit is in such a condition as to constitute an immediate and serious threat to the health or safety of the occupant, the appropriate government agency shall issue an emergency order pursuant to the appropriate statutes, regulations and local ordinances and, if warranted, immediately determine the occupant to be a displaced person under the URAA.

IV RELOCATION OF DISPLACED PERSONS

If upon inspection, any governmental agency finds the existence on the premises of any code violations it shall determine, on the bases of the totality of the circumstances, including but not limited to the seriousness of the condition(s) and their effect on the occupant and the owner's capacity to remedy them, a reasonable deadline by which the owner must complete the necessary repairs or incur the consequences of a determination that the occupant has been displaced under the URAA.

A. EMERGENCY DISPLACEMENT

If the occupant is determined to be displaced, the agency shall:

1. Provide the owner of said building with a copy of the orders placed on the building. The Parks, Recreation, Youth and Community Services Department will provide the owner with a *Notice to Owner* (attached hereto as **Exhibit A**), and a *Notice of Potential Liability* (attached hereto as **Exhibit B**).
2. Provide the displaced person with the *Notice of Displacement* (attached hereto as **Exhibit C**). Whereupon, the Parks, Recreation, Youth and Community Services Department shall contact the occupant and provide the occupant with an *Application for Relocation*

Assistance (attached hereto as **Exhibit D**) and a *Notice of Rights and Services* (attached hereto as **Exhibit E**).

B. DELAYED DISPLACEMENT

If, upon inspection of any residential dwelling unit, any government agency finds the existence on the premises of any code violations, but such violations do not constitute an immediate or serious threat, it shall:

1. Provide as soon as possible to the owner and the occupant written notice of the alleged violations and a reasonable deadline by which the owner must complete the necessary repairs or incur the consequences of a determination that the occupant has been displaced under the URAA.
2. The Parks, Recreation, Youth and Community Services Department shall provide the owner of said building with a *Notice to Owner* (attached hereto as **Exhibit A**), and a *Notice of Potential Liability* (attached hereto as **Exhibit B**).

C. FAILURE TO COMPLY WITH NOTICE TO OWNER

If at any time after the appropriate agency initially finds the existence of code violations on the premises, the owner informs the agency that he/she cannot or will not make the necessary repairs, the agency shall immediately determine that the occupant is a displaced person and shall issue to the occupant a *Notice of Displacement* (attached hereto as **Exhibit C**), and notify the Parks, Recreation, Youth and Community Services Department of the impending displacement. The Parks, Recreation, Youth and Community Services Department shall provide the occupant with an *Application for Relocation Assistance* (attached hereto as **Exhibit D**) and a *Notice of Rights and Services* (attached hereto as **Exhibit E**)

D. REINSPECTION

Immediately following the expiration of the deadline, the premises shall be reinspected by the agency that issued the orders. That agency shall file a written report of its findings and if the agency concludes that the violations have not been remedied, it shall:

1. Determine under the totality of the circumstances that the repairs will soon be made and notify the Parks, Recreation, Youth and Community Services Department of the impending displacement. The Parks, Recreation, Youth and Community Services Department shall offer the owner the option of providing adequate temporary housing to the occupant until the conditions are remedied by providing the owner with a *Temporary Relocation Proposal* (attached hereto as **Exhibit F**).

- (a) If the owner agrees to provide temporary housing for the displaced occupant the owner shall sign a *Temporary Relocation Agreement*, (Attached hereto as **Exhibit G**), and file it with the Parks, Recreation, Youth and Community Services Department. The owner shall accomplish the temporary relocation at the owner's expense within a reasonable timeframe established by the City of Bristol.
 - (b) If the owner fails to agree to provide temporary housing, the Parks, Recreation, Youth and Community Services Department shall provide *an Application for Relocation Assistance* (attached as **Exhibit D**) *and a Notice of Rights and Services* (attached as **Exhibit E**)
2. If, after a re-inspection, it has been determined that the conditions have been remedied to the satisfaction of the agency that issued the orders, the owner shall restore the occupant to the building at the owner's expense, whether or not the owner has provided temporary housing.
3. If the agency which issued the orders determines that it is in the best interests of the occupant, it may require a temporary relocation of the occupant by the owner at any time after it issues its orders to the property owner.

V APPLICATION PROCESS

Whenever the appropriate agency has made a determination of displacement and a *Notice of Displacement* has been provided to the occupant, the occupant must file with the Parks, Recreation, Youth and Community Services Department a completed *Application for Relocation Assistance* if assistance is to be requested. The Parks, Recreation, Youth and Community Services Department shall arrange for a copy of the written inspection report to be delivered to their office at the earliest possible time.

Upon receipt of an *Application for Relocation Assistance*, the Parks, Recreation, Youth and Community Services Department shall notify the owner of the receipt of said application and review the owner's responsibilities.

VI RELOCATION BENEFITS AND ASSISTANCE FOR OCCUPANTS WHO RENT

The displaced person shall not be obligated to pay expenses as outlined in Section VI, A-C. The City will guarantee payment of the relocation assistance as outlined, and shall enter into an agreement with the property owner for repayment of monies paid by the City or issue a lien against the subject property or other real property owned in the City, in such amounts expended by the City for relocation. The City shall not be limited in its ability to proceed against the owner with other legal proceedings to recover sums expended by the City.

A. MOVING AND STORAGE

Upon receipt of an *Application for Relocation Assistance*, and in accordance with the displacing agency's orders, the Parks, Recreation, Youth and Community Services Department shall move the displaced person and his/her family and personal property from the displacement dwelling to a permanent replacement dwelling. If no permanent replacement dwelling is then available, the displaced person and his/her family and personal property shall be moved from the displacement dwelling to a temporary replacement dwelling. If no temporary replacement dwelling is then available, the personal property shall be placed in storage.

1. Notwithstanding the provisions of the preceding paragraph, if a displaced person elects to receive the fixed cash payment described in Section VI (A) (3) in lieu of actual and reasonable moving and storage expenses, the Town shall be under no obligation to move or store personal property owned by the displaced person and his/her family.
2. If a displaced person elects not to receive the fixed cash payment in lieu of moving and storage expenses described in Section VI (A) (3), then the City of Bristol, shall transport the displaced person's personal property, including household appliances owned by such person. If a temporary or permanent replacement dwelling is not then available, the City shall arrange for the storage of the personal property, with the exception of animals or pets, in accordance with URAA Regulations Section 8-273-12. Under no circumstances will the City board or be obliged to pay for the boarding of animals or pets of the displaced person, unless they are service animals or certified to assist a disabled individual. The City's obligation to move a displaced person or family's personal property shall extend to a subsequent move from storage to a permanent replacement dwelling.
3. The Parks, Recreation, Youth and Community Services Department shall provide a fixed cash payment to any displaced person who elects to receive such a payment in lieu of actual and reasonable moving expenses within seven (7) business days following receipt of a completed application. The exact amount of the fixed cash payment shall be determined in accordance with URAA Regulations Section 8-273-3.

B. RELOCATION BENEFITS

Upon receipt of an Application for Relocation Assistance, and in accordance with the displacing agency's orders, any displaced unit who actually and lawfully occupied the displacement dwelling for at least 90 consecutive days immediately before the date of displacement shall receive a replacement housing payment of \$4,000.00 within seven days of vacating the property.

1. Upon request of a displaced unit who has not yet rented a permanent replacement dwelling, the Parks, Recreation, Youth and Community Services Department shall certify in writing to the lessor that the displaced person will receive \$4,000.00. Attached hereto as Exhibit H is the *Renter's Certificate of Eligibility* to be submitted by the Parks, Recreation, Youth and Community Services Department to the lessor.

- C. In accordance with URAA Regulations Section 8-273-39, if two or more families or an individual and a family, occupy the same displacement dwelling, each individual or family who chooses to relocate separately shall be entitled to a separate replacement housing payment of \$4,000.00 each. If two or more individuals who are not a family occupy the same dwelling unit they shall be treated as a single family and receive not more than \$4,000.00 in replacement housing placement between all inhabitants.

VII. RELOCATION BENEFITS FOR OWNER/OCCUPANTS

- A. Owner/occupants shall be required to comply with the orders of the displacing agency regarding the remediation of violations.
- B. If at any time after the appropriate agency initially finds the existence of code violations on the premises, the owner/occupant informs the displacing agency that he/she cannot or will not make the necessary repairs, that agency shall immediately issue to the owner/occupant a *Notice of Displacement* and notify the Parks, Recreation, Youth and Community Services Department. The Parks, Recreation, Youth and Community Services Department shall provide the owner/occupant with an *Application for Relocation Assistance* and a *Notice of Rights and Services*.
- C. Upon receipt of an *Application for Relocation Assistance*, and in accordance with the displacing agency's orders, owner/occupants who have occupied the displacement dwelling for at least 90 consecutive days immediately before the date of displacement, before the date of displacement shall receive a replacement housing payment of \$4,000.00 within seven days of vacating the property.
- D. Any owner/occupant that is displaced from his property and who accepts receipt of relocation benefits shall enter into an agreement for repayment of monies paid by the City or issue a lien against the subject property or other real property owned in the City, in such amounts expended by the City for relocation. The City shall not be limited in its ability to proceed with other legal proceedings against the owner/occupant to recover sums expended by the City.

VII MISCELLANEOUS RIGHTS AND REMEDIES

- (1) The City of Bristol's obligations under the URRRA, URRRA Regulations, and this Relocation Plan to provide relocation assistance and benefits to displaced persons shall not be affected or diminished by the availability to such persons of other rights or remedies under state or federal law.
- (2) Any displaced person aggrieved by any action on the part of the Parks, Recreation, Youth and Community Services Department shall be advised by Parks, Recreation, Youth and Community Services Department of his/her right to appeal the Parks, Recreation, Youth and Community Services Department's determination to the State of Connecticut Commission of Housing, and shall be provided with a copy of URAA Regulations Section 8-273-1, (attached hereto as Exhibit H).
- (3) The City's obligations under the provisions of the Uniform Relocation Assistance Act shall cease once comparable housing has been identified and determined to be available and the displaced person is given reasonable time to relocate thereto, unless the displaced person or family rejects the housing and such rejection is determined by the City to be unreasonable.