

**9909 ANSWERING THE NOTICE OF VIOLATION, INFRACTION,
OR ORDER**

- 9909.1 A respondent shall answer a notice or order in accordance with this section within thirty (30) days from the date of service of the notice or order.
- 9909.2 In response to a notice or order, a respondent shall do the following:
- (a) Answer the notice or order in one of the following ways:
- (1) Admit the violation or infraction;
- (2) Admit the violation or infraction with explanation; or
- (3) Deny the commission of the violation or infraction; and
- (b) Otherwise complete, sign, and date the answer form on the back of the notice.
- 9909.3 If a respondent admits a violation or infraction, the respondent shall include payment of the fine with the respondent's answer.
- 9909.4 Payment of the fine shall not relieve the respondent of the obligation to abate the violation or infraction cited in the notice or order.
- 9909.5 If the respondent admits a violation or infraction with an explanation, the respondent shall state on the notice whether the respondent requests a hearing on the papers or an in-person hearing. OAH may hold an in-person hearing in its sole discretion.
- 9909.6 If a respondent denies an infraction, OAH may schedule an in-person hearing in accordance with its rules.
- 9909.7 If a respondent does not answer the notice within thirty (30) calendar days:
- (a) OAH shall issue a default order; and
- (b) A civil penalty equal to the amount of the fine imposed by the notice shall be imposed by OAH in the default order.

SOURCE: Final Rulemaking 68 DCR 012598 (December 3, 2021).