

DRAFT

ORDINANCE NO. 1708

**AN ORDINANCE AMENDING CHAPTER 9 – LAND USE OF THE CITY CODE OF 2005
TO AMEND 9.104 ADMINISTRATION AND ENFORCEMENT.**

The City of Columbia Heights does ordain:

Section 1

The following administrative processes are amended or deleted as provided in Section 9.104 of the City Code of 2005, is hereby established to read as follows:

(P) Enforcement.

(1) Complaints. The Zoning Administrator shall have the authority to investigate any complaint alleging a violation of this article or the conditions of any zoning or plat approval, and take such action as is warranted in accordance with the provisions set forth in this article.

(2) Procedure.

(a) Notice of violation. The Zoning Administrator shall provide a written notice to the property owner or to any person responsible for such violation, identifying the property in question, indicating the nature of the violation, and ordering the action necessary to remedy the violation, including a reasonable time period for action. Additional written notices may be provided at the Zoning Administrator’s discretion.

(b) Enforcement without notice. Whenever the Zoning Administrator finds that an emergency exists in relation to the enforcement of the provisions of this article, which requires immediate action to protect the health, safety or welfare of the occupants of any structure, or the public, the Zoning Administrator may seek immediate enforcement without prior written notice.

(3) Violation and penalties. Any person, firm or corporation **determined to be in violation** any of the provisions of this article or any amendments **may be subject to penalties such as liens, personal obligations, late fees and charges, administrative citations, abatement, and found guilty of a misdemeanor**. Each day that a violation is permitted to exist shall constitute a separate offense.

Offered by: Seconded by: Roll Call: Second Reading: Offered by: Seconded by: Roll Call: Date of Passage:

Attest:

Amáda Márquez Simula, Mayor

Sara Ion, City Clerk/Council Secretary