

**Code Enforcement Fees**

**Administrative Citation Fees:**

**(Per Reso. No. 13-53 effective December 17, 2013)**

Anderson Municipal Code Section: 1.22.030

Maximum fines for violations shall be assessed in the amounts specified in AMC Section 1.22.030. (See Ordinance No. 775 below for fee amounts.)

Resolution No. 11-53 reducing the fees is rescinded.

**(Per Ordinance No. 775 dated September 6, 2011)**

Anderson Municipal Code Section: 1.22.030 - Authority

Except where otherwise provided in this code, fines shall be assessed in the amounts specified by resolution of the city council, or where no amount is specified, fines shall be assessed in an amount not exceeding:

1. One hundred dollars (\$100.00) for a first violation;
2. Two hundred dollars (\$200.00) for a second violation of the same provision (other than a building and safety code provision) within one year, and five hundred dollars (\$500.00) for a violation of a building and safety code provision;
3. Five hundred dollars (\$500.00) for each additional violation of the same provision (other than a building and safety code provision) within one year; and one thousand dollars (\$1,000.00) for a violation of a building and safety code provision.

An administrative citation on a form approved by the city manager shall be issued to the responsible person by an enforcement officer for violations of this code, its adopted codes or applicable state codes in the following manner:

A. Personal service.

The enforcement officer shall attempt to locate and personally serve the responsible person and, if possible, obtain the signature of the responsible person on the administrative citation. If the served responsible person refuses or fails to sign the

administrative citation, the failure or refusal to sign shall not affect the validity of the administrative citation or of subsequent proceedings.

B. Service of citation by mail.

1. If the enforcement officer is unable to locate the responsible person, the administrative citation shall be mailed to the responsible person by certified mail, postage prepaid with a return receipt requested. Simultaneously, the administrative citation may be sent by first class mail.
2. Service by mail shall be sent to the responsible person's address as shown on public records or as known to the city. If the administrative citation is sent by certified mail and returned unsigned, then service shall be deemed effective by first class mail, provided the administrative citation sent by the first class mail is not returned.
3. Service of the administrative citation shall be deemed effective three (3) days following deposit of such citation in the U.S. mail.

C. Service of citation by posting notice.

1. If the enforcement officer does not succeed in serving the responsible person personally or by certified or first class mail, the enforcement officer shall post the administrative citation in a conspicuous location on any real property within the city in which the city has knowledge that the responsible person has a legal interest.
2. Posting of the administrative citation shall be deemed effective service as of the date that the citation is actually posted.

Anderson Municipal Code Section: 8.29.020 - Infraction

Any person violating any of the provisions or failing to comply with any of the mandatory requirements of this code, including its adopted codes, may be prosecuted for an infraction. Any person convicted of an infraction under the provisions of this code shall be punished according to the fine schedule listed below:

- A. One hundred dollars (\$100.00) for a first violation;
- B. Two hundred dollars (\$200.00) for a second violation of the same provision (other than a building and safety code provision) within one year, and five hundred dollars (\$500.00) for a violation of a building and safety code provision;

*Current Fees as of 12/17/13*

- C. Five hundred dollars (\$500.00) for each additional violation of the same provision (other than a building and safety code provision) within one year, and one thousand dollars (\$1,000.00) for a violation of a building and safety code provision.

Note: Administrative Citations should not be issued prior to full review of both the Ordinance and Resolution.

See actual Ordinance No. 775, Exhibits "A" and "C".