ORDINANCE NO. 2025-

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SEMINOLE COUNTY, FLORIDA

AN ORDINANCE AMENDING CHAPTER 53, CODE ENFORCEMENT, 2 OF THE SEMINOLE COUNTY CODE OF ORDINANCES; AMENDING DEFINITIONS: AMENDING PROVISIONS RELATED TO THE CODE 4 ENFORCEMENT BOARD AND SPECIAL MAGISTRATE(S); ADOPTING A PROCEDURE FOR THE REDUCTION OF CODE ENFORCEMENT 6 LIENS; REVISING PROVISIONS RELATED TO THE CIVIL CITATION PROCESS: UPDATING THE SCHEDULE OF VIOLATIONS AND 8 **PROVIDING PENALTIES FOR CIVIL CITATIONS**; CODIFICATION IN THE SEMINOLE COUNTY CODE; PROVIDING 10 FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Chapter 53, Seminole County Code of Ordinances, addresses County code enforcement procedures and hearings relating to code enforcement violations, as authorized by

Chapter 162, Florida Statutes; and

WHEREAS, the County Commission finds that the adoption of this ordinance is necessary to enhance the County's enforcement of certain codes and ordinances and to streamline the County's code enforcement procedures; and

WHEREAS, the County Commission finds that the delegation of authority to a Special Magistrate to make decisions regarding lien reduction applications will assist the County to expedite the processing and hearing of such lien reduction requests; and

WHEREAS, by a vote of at least a majority plus one, the County Commission finds it appropriate to increase the potential maximum fine amounts as authorized by state law; and

WHEREAS, the County Commission finds that the revisions to the civil citation process will assist the County by providing an alternative method of enforcing County codes and ordinances which is equitable, expeditious, and effective; and

WHEREAS, the County Commission finds it appropriate to enact this Ordinance to ensure compliance with state law and that it is in the best interest of the public health, safety and welfare of the citizens of Seminole County.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF COUNTY COMMISSIONERS OF SEMINOLE COUNTY, FLORIDA:

Section 1. Incorporation of Recitals. The above recitals represent the legislative findings of the Seminole County Board of County Commissioners supporting the need for this Ordinance.

Section 2. Revising Chapter 53, Code Enforcement. Revising Chapter 53, Code Enforcement of the Seminole County Code is hereby amended to read as follows:

Sec. 53.1. Definitions.

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For purposes of this chapter, the following definitions shall apply:

Board. The Board of County Commissioners of Seminole County, Florida.

Code Enforcement Board or CEB. The Code Enforcement Board as established pursuant to this Chapter and Chapter 162, Part 1, Florida Statutes, as may be amended or replaced.

<u>Code Enforcement Clerk.</u> The person or persons designated by the County Manager as the Code Enforcement Clerk.

Code Enforcement Officer. Board County Manager designated employees or agents of Seminole County whose duty it is to enforce codes and ordinances in the County or any law enforcement officer as defined in Section 943.10(1), Florida Statutes, or its successor provision.

County. The unincorporated areas of Seminole County or the governmental entity as the context requires.

County Manager. The County Manager of Seminole County, Florida, or his or her designee.

Code Enforcement Ordinance Page 2 of 33 48 *Person.* Individuals, associations, joint ventures, partnerships, corporations, and all other groups or combinations.

Special Magistrate(s). A special hearing officer who has the authority to hold hearings and receive and evaluate testimony regarding alleged violation of Seminole County codes including but not limited to the Code of Ordinances, Land Development Code Regulations, and any resolution duly enacted by the Board of County Commissioners.

Violator. Any person or property owner who has control or appears to have control of a property or circumstance of an alleged code violation such as a property owner, tenant or business owner.

Sec. 53.2. Intent.

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It is the intent of this Chapter to promote, protect and improve the health, safety and welfare of the citizens of Seminole County.

60 Sec. 53.3. Authorization to designate Code Enforcement Officers.

The Board County Manager is authorized to designate its employees or agents as Code

Enforcement Officers. The designations shall be established in the Seminole County

Administrative Code.

64 Sec. 53.4. Duty of Code Enforcement Officers.

It is the duty of any person designated as a Code Enforcement Officer to enforce Seminole County codes and ordinances as enacted and from time to time amended by the Board.

Sec 53.5. Code Enforcement Officer training and qualifications.

The training and qualifications of County employees or agents and other County Officer employees designated as Code Enforcement Officers shall be in accordance with Section 3.15(B), Training, of the Seminole County Administrative Code.

Sec. 53.6 53.5. Restrictions on a Board County Manager designated Code Enforcement Officer's authority.

Nothing contained in this Part shall be construed to authorize or permit a Board-County Manager designated employee or agent or other County Officer employee of Seminole County to perform any function or duty of a law enforcement officer other than as specified in this Part.

Board-County Manager designated employees or agents or other County Officer employees of Seminole County, unless otherwise authorized by law, shall not make physical arrests or take any person into custody and shall be exempt from the requirements relating to the high hazard or special risk retirement program and Police Standards and Training Commission as defined in Sections 122.34 and 943.11, et seq., Florida Statutes, or their successors.

Sec. 53.7. Enforcement by other means.

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Nothing contained in Chapter 162, Florida Statutes, and this Chapter shall prohibit the Board of County Commissioners from enforcing its codes and ordinances by any other means. It is the legislative intent of Chapter 162, Florida Statutes, and this Chapter to provide additional options or supplemental means of obtaining compliance with local codes.

PART 2 CODE ENFORCEMENT BOARD AND SPECIAL MAGISTRATE(S)

Sec. 53.8 Creation of Code Enforcement Board and Code Enforcement Special Magistrate(s).

(a) There is hereby created the Seminole County Code Enforcement Board, which shall consist of seven (7) members appointed by the Board of County Commissioners of Seminole County, Florida. Said members shall be appointed pursuant to Florida Statutes Chapter 162.05 as may be amended from time to time. The Code Enforcement Board shall have the jurisdiction, powers and authority vested in such Code Enforcement Board under the provisions of Chapter 162, Florida Statutes, or its successor provisions.

(b) The Board of County Commissioners may appoint one or more Code Enforcement Special Magistrate(s) who may exercise any and all authority granted to the Seminole County Code Enforcement Board under this Chapter. References to a Code Enforcement Board in this Chapter, administrative procedures, and other documents pertaining to the execution of code enforcement activities, shall be construed to include Code Enforcement Special Magistrate(s) if the context and the law permits such construction, pursuant to the authority granted by Chapter 162, Florida Statutes or its successor provisions.

Sec. 53.9. Special Magistrate(s) appointment, term and compensation.

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- (a) Code Enforcement Special Magistrate(s) are appointed by the Board of County Commissioners and must be an attorney duly licensed to practice law in the State of Florida.
- (b) The County may utilize the services of one or more Code Enforcement Special Magistrate(s) to conduct hearings concerning codes and ordinances in force within the County. The Board of County Commissioners shall, on an annual basis, appoint at least one (1) qualified person to serve as Code Enforcement Special Magistrate(s).
- (c) Each Code Enforcement Special Magistrate(s) shall serve for a term of one (1) year, and may be reappointed for consecutive one-year terms. Although appointed for one-year terms, Code Enforcement Special Magistrate(s) will be subject to removal by the Board of County Commissioners, with or without cause, from his or her position at any time during his or her term. Code Enforcement Special Magistrate(s) will not be considered to be County employees, though they may receive compensation for their services at a rate to be determined by the Board of County Commissioners, and also may be reimbursed for such travel, mileage and per diem expenses as may be authorized.
- Sec. 53.10. Legal counsel and Code Enforcement Clerk.

- (a) The County Attorney's Office shall provide legal counsel to, and may assist all

 County departments in presenting cases to the Code Enforcement Board.
- (b) The Board of County Commissioners shall designate by duly adopted resolution
 the person, department or agency that shall serve as the Clerk to the Code Enforcement Board. The
 Code Enforcement Clerk shall fulfill the duties and responsibilities set forth in this Chapter and
 shall provide related clerical administrative support as may be reasonably required by the Code
 Enforcement Board-or and Special Magistrate for the proper performance of its-their duties.

Secs. 53.11—53.13. Reserved.

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Sec. 53.14. Violations procedure.

- (a) It shall be the duty of the <u>Code Enforcement Division and other</u> responsible County departments, through the Code Enforcement Officers, to initiate enforcement proceedings of violations of the County Code and Ordinances through the Code Enforcement Board and/or Special Magistrate(s) processes. The Code Enforcement Board and Special Magistrate(s) shall not have the power to initiate such enforcement proceedings. Violations presented to the Code Enforcement Board or Special Magistrate(s) shall be administered by the Code Enforcement Officers.
- (b) In the case of a first time violation of the County Code or County Ordinances, the Code Enforcement Officer or his or her designee shall notify the alleged violator and give him or her a reasonable time to correct the violation. Should the violation continue beyond the time specified to correct the violation, the Code Enforcement Officer shall request a hearing before the Code Enforcement Board or Special Magistrate(s) and provide notice to the alleged violator. All notices required by this Section shall be provided to the alleged violator in accordance with the provisions of Section 162.12, Florida Statutes, and controlling legal precedent.

- 140 (c) If a repeat violation is found, the Code Enforcement Officer shall notify the alleged violator, but is not required to give the alleged violator a reasonable time to correct the violation.

 142 The Code Enforcement Officer, upon notifying the violator of a repeat violation, shall request a hearing. The Code Enforcement Officer shall schedule a hearing before the Code Enforcement

 144 Board or Special Magistrate(s) and shall provide notice to the violator and property owner. The case may be presented to the Code Enforcement Board or Special Magistrate(s) even if the repeat violation has been corrected prior to the hearing, and the notice shall so state.
 - (d) If the Code Enforcement Officer has reason to believe that a violation presents a serious threat to the public health, safety, or welfare, or if the violation is irreparable or irreversible in nature, said decision being in conjunction with the Development Services Director—Code Enforcement Division Manager, the Code Enforcement Officer shall make a reasonable effort to notify the violator and may authorize the scheduling of an emergency hearing.

Sec. 53.15. Hearings, findings, and orders imposing fines and liens.

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- (a) The Code Enforcement Officer, in coordination with the Code Enforcement Clerk, shall coordinate the calling of hearings by the Special Magistrate(s) and the Code Enforcement Board. The County shall provide scheduling of a hearing room and clerical staff as may be reasonably required by the Special Magistrate(s) and Code Enforcement Board to conduct hearings and perform their duties. All hearings shall be open to the public and minutes shall be kept of all hearings.
- (b) Each case before the Special Magistrate(s) or Code Enforcement Board shall be presented by the Code Enforcement Officer, and, if necessary, with the assistance of the County Attorney. All relevant evidence shall be admitted. When appropriate, the Code Enforcement

Code Enforcement Ordinance Page 7 of 33 Officer or County Attorney may call as witnesses persons within the community who are adversely affected by the alleged code violation.

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- (c) The Special Magistrate(s) and Code Enforcement Board shall not be bound by formal rules of evidence. Irrelevant, immaterial, or unduly repetitious evidence shall be excluded, but all other evidence of a type of commonly relied upon by reasonably prudent persons in the conduct of their affairs shall be admissible, whether or not such evidence would be admissible in a trial in a court of law within the state. The Special Magistrate(s) and Code Enforcement Board shall be bound by the interpretations of the Board of County Commissioners concerning the provisions of the codes, ordinances, resolutions and regulations.
- (d) Each party to the hearing shall have the right to call and examine witnesses, introduce exhibits, cross-examine opposing witnesses, impeach witnesses and rebut evidence. The general public shall not be entitled to present evidence, although members of the general public may be called as witnesses by either party.
- (e) The alleged violator has the right, at his/her own expense, to be represented by an attorney at any hearing.
- under oath and shall be recorded. Minutes shall be kept of all hearings of the Special Magistrate(s) and Code Enforcement Board by the Code Enforcement Clerk or designee, and all hearings and proceedings shall be open to the public. Per Section 286.0105, Florida Statutes, notices of meetings and hearings must advise that a record is required to appeal. Each board, commission, or agency of this state or of any political subdivision thereof The County shall include in the notice of any code enforcement meeting or hearing, if notice of the meeting or hearing is required, of such board, commission, or agency, conspicuously on such notice, the advice that, if a person decides to appeal

Code Enforcement Ordinance Page 8 of 33 any decision made by the board, agency, or commission Code Enforcement Board or Special Magistrate(s) with respect to any matter considered at such meeting or hearing, he or she will need a record of the proceedings, and that, for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. The requirements of this Section do not apply to the notice provided in Section 200.065(3), Florida Statutes.

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- (g) The burden of proof shall be with the Code Enforcement Officer and/or County Attorney to show by greater weight of evidence that a code violation exists and that the alleged violator committed, allowed, or was responsible for maintaining the violation.
- (h) If notice has been provided to the alleged violator of the hearing (which shall be as required by Chapter 162, Florida Statutes), the hearing may be conducted and an order rendered in the absence of the alleged violator.
- (i) At the conclusion of the hearing, the Special Magistrate(s) or Code Enforcement Board shall issue an order setting forth findings of fact, based on evidence of record, and issue conclusions of law, and shall render relief in the enter an order affording the proper relief consistent with powers granted in this division and with Chapter 162, Florida Statutes. A written order shall be issued within a reasonable period of time subsequent to the hearing. The order may include a notice that it must be complied with by a specified date and that a fine may be imposed if the order is not complied with by that date. The order shall include a date by which the violation(s) must be corrected and that a fine may be imposed for failure to correct the violations by the date specified.
- (j) If the property owner fails to bring the property into compliance by the date specified in the order, a Code Enforcement Officer shall issue a Notice of Noncompliance notifying the violator that:

Code Enforcement Ordinance Page 9 of 33 218

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- (1) The violation(s) was not cured by the date specified in the order;
- of receipt of the Notice of Noncompliance, and that failure to request a lien hearing may result in the imposition of a lien pursuant to Section 162.09, Florida Statutes. If the violator timely requests a lien hearing, a code enforcement officer shall notice the violator of a time-certain date and location for the lien hearing, at which time the violator may appear and be heard before the Special Magistrate or Code Enforcement Board (as applicable), and that failure to appear at the requested lien hearing may result in the imposition of a lien pursuant to Section 162.09, Florida Statutes. All notices required by this Section shall be provided to the alleged violator in accordance with the provisions of Section 162.12, Florida Statutes.
 - (j) If the property owner fails to bring the property into compliance by the specified date in the order, a Lien Hearing shall be scheduled by the County at which time the Code Enforcement Board or Special Magistrate(s) may issue an order imposing a lien.
 - (k) A certified copy of an order imposing the lien provided for herein may be recorded in the public records of Seminole County or any other county, and thereafter such order shall constitute a lien against the property on which the violation exists and upon any other real or personal property owned by the violator and may be enforced in the same manner as a court judgment by the sheriffs of this state including levy against personal property, but shall not be deemed otherwise to be a judgment of a court except for enforcement purposes.
 - (l) When an order is recorded in the public records pursuant to this part of this Article, and the order is complied with by the dates specified in the order, the Special Magistrate(s) or Code Enforcement Board shall issue an order acknowledging compliance that shall be recorded in the public records. A hearing is not required if such is an order acknowledging compliance prior

to the date set for compliance; provided, however, that the alleged violator shall have the right to request a hearing to determine when compliance has been attained.

Sec. 53.16. Administrative fines and liens.

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- (a) A lien arising from a fine imposed pursuant to this Section runs in favor of the Board of County Commissioners. Only the Board may approve or deny a request to waive or reduce the amount due on a recorded code enforcement lien and, if approved, only the Board of County Commissioners shall execute a satisfaction or release of the recorded lien. Notwithstanding the above, if a violation has been fully remedied and the recorded code enforcement lien has been paid in full, including all applicable costs, interest, administrative expenses, and attorney's fees pursuant to this Part, a satisfaction or release of lien shall be executed by the Code Enforcement Division Manager County Manager or designee and shall be recorded by the Seminole County Code Enforcement Clerk.
- (b) A fine imposed shall be in accordance with the maximum fine stated in Florida

 Statutes. A fine imposed pursuant to this section shall not exceed one thousand dollars (\$1,000.00)

 per day for a first violation and shall not exceed five thousand dollars (\$5,000.00) per day for a

 repeat violation. However, if the Code Enforcement Board or Special Magistrate finds the violation

 to be irreparable or irreversible in nature, it may impose a fine not to exceed fifteen thousand

 dollars (\$15,000.00) per violation.
 - (c) In determining the amount of the fine, the Special Magistrate(s) and Code Enforcement Board shall utilize the Schedule of Violations and Penalties Recommendations set forth in paragraph (d) of this Section and consider the factors set forth in Section 162.09, Florida Statutes, as may be amended, and which include:
 - (1) The gravity of the violation;

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- (2) Any actions taken by the violator to correct the violation; and
- (3) Any previous violations committed by the violator.
- (d) The following table is a guide for use by the Code Enforcement Officers in making a recommendation for first offence administrative fines to the Code Enforcement Board or Special Magistrate(s):

Schedule of Violations and Guice	le for Penalty Recomme	endations
2011000120 01 1 10101120 11110 0 0111		
Violation	Code Section	Fine Amount
		per day
		for First Offense
Appliance abandoned	S.C.C. Chapter 95	\$100.00
Arbor Violation*	L.D.C. Chapter 60	
3 inches to less than 12 inches		\$100.00 per tree
— 12 inches to less than 24 inches		\$200.00 per tree
— 24 inches or larger		\$500.00 per tree
Business being operated at a residence	L.D.C. Chapter 30	\$100.00
Fence or wall not in original upright condition	L.D.C. Chapter 30	\$50.00
Furniture Unusable or abandoned	S.C.C. Chapter 95	\$100.00
Garage sale violations	L.D.C. Chapter 30	\$50.00
Landscaping violation (other than arbor)	L.D.C. Chapter 30	\$50.00
Mobile Homes w/out special exception	L.D.C. Chapter 30	\$50.00
A violation causing a health or safety concern	S.C.C. Various	\$250.00
	Chapters	
Outside storage violation	L.D.C. Chapter 30	\$50.00

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	#2.5 0.00
S.C.C. Chapter 95	\$250.00
S.C.C. Chapter 95	\$100.00
S.C.C. Chapter 75	\$100.00
S.C.C. Chapter 95	\$100.00
L.D.C. Chapter 30	\$50.00
L.D.C. Chapter 30	\$150.00
S.C.C. 250.75	\$50.00
L.D.C. Chapter 30	\$50.00
S.C.C. Chapter 95	\$250.00
S.C.C. Chapter 40 or	\$50.00
F.B.C. 105.1	
S.C.C. Chapter 95	\$100.00
S.C.C. Chapter 95	\$50.00
S.C.C. Chapter 95	\$100.00
L.D.C. Chapter 30	\$100.00
	\$100.00
	S.C.C. Chapter 75 S.C.C. Chapter 95 L.D.C. Chapter 30 L.D.C. Chapter 30 S.C.C. 250.75 L.D.C. Chapter 30 S.C.C. Chapter 95 S.C.C. Chapter 40 or F.B.C. 105.1 S.C.C. Chapter 95 S.C.C. Chapter 95 S.C.C. Chapter 95 S.C.C. Chapter 95

*One time fine amount per tree, not per day, to be deposited into the Arbor Violation Trust Fund (Sec. 60.24(d), L.D.C.).

(e) Fines imposed for Dangerous Dog violations of the Animal Control Ordinance shall be in accordance with Sections 20.136 and 20.137 of the Seminole County Code.

Sec. 53.17. Application for forgiveness or reduction of code enforcement liens.

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	(a) Any person or entity seeking forgiveness or reduction of a code enforcement lien
266	created pursuant to this Chapter shall file an application on a form to be provided by the Code
	Enforcement Clerk. Such application shall include, at a minimum:
268	(1) The applicant's name, mailing address, and contact information, including
	but not limited to a phone number and email address;
270	(2) The applicant's ownership or other interest in the property;
	(3) The date which the property was brought into compliance;
272	(4) The applicant's stated reasons for why compliance was not obtained prior
	to the order being recorded;
274	(5) The factual basis upon which the applicant believes the application for
	reduction of lien should be granted;
276	(6) The reduction in lien being sought by the applicant, including any requested
	reduction of administrative costs;
278	(7) A statement verifying whether a title insurance policy was issued at the time
	the property was purchased and whether such title insurance policy identified the lien for
280	which a reduction is being sought; and
	(8) Any other pertinent information for the County to consider.
282	Applications submitted by a party other than the property owner shall be accompanied by
	a notarized owner authorization form or other documentation acceptable to the County
284	Attorney's Office demonstrating the property owner's consent for the applicant to seek the
	forgiveness or reduction.

286	(b) The County's code enforcement staff shall generate a recommendation to the
	Special Magistrate on the application, which recommendation shall be based upon the factors set
288	forth in subsection (d) herein.
	(c) The County's code enforcement staff shall schedule a hearing before the Special
290	Magistrate (lien reduction hearing) within 45 days of receipt of a complete application, or as soon
	as reasonably possible thereafter. All notices required by this Section shall be provided to the
292	alleged violator in accordance with the provisions of Section 162.12, Florida Statutes.
	(d) In evaluating the lien reduction application, the Special Magistrate shall consider
294	the following:
	(1) Length of time the property was in violation;
296	(2) The gravity of the violation;
	(3) Any actions taken by the violator to correct the violation;
298	(4) Any previous violations committed by the violator pertaining to this and
	other properties within the county;
300	(5) Reasons for non-compliance;
	(6) Whether the applicant acquired the property with actual or constructive
302	knowledge of the lien or was responsible for the violation which resulted in the lien;
	(7) Any other mitigating circumstances presented by the applicant which may
304	warrant reduction of the lien;
	(8) Administrative costs incurred due to the violation(s); and
306	(9) Any other factors relevant to the inquiry.

Code Enforcement Ordinance Page 15 of 33

- (e) At the lien reduction hearing, the County's code enforcement staff shall present its recommendation to the Special Magistrate. The Special Magistrate shall also permit the applicant to make a presentation.
- (f) The Special Magistrate may forgive the entire lien, approve reducing the lien to an amount certain, or deny the request. If a reduced lien amount is approved, the Special Magistrate will determine the amount of time that the applicant shall have to pay the reduced lien amount in full. A written order will be provided to the applicant in accordance with the provisions of Section 162.12, Florida Statutes. Such order shall provide that if the reduced lien is not paid within the specified time, the fine shall revert to the lien's original amount.
- Magistrate's order, a satisfaction or release of lien shall be reviewed by the County Attorney's

 Office, executed by the Code Enforcement Division Manager, and recorded by the Code

 Enforcement Clerk.

Sec. 53.18. Defective liens.

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If a code enforcement lien is determined by the Code Enforcement Division Manager, in consultation with the County Attorney's Office, to be defective and legally unenforceable, a satisfaction or release of lien shall be executed by the County Manager and shall be recorded by the Code Enforcement Clerk.

Secs.53.1719 —53.20. Reserved.

PART 3 CODE ENFORCEMENT CITATIONS

Sec. 53.21. Purpose.

The Board hereby adopts a citation system to provide an additional or supplemental means of obtaining compliance with its codes and ordinances. Nothing contained in this Part shall prohibit the County from enforcing its codes and ordinances by any other means.

Sec 53.22. Codes and ordinances enforced.

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All Seminole County codes and ordinances may be enforced by citation to the County Court of Seminole County, except as prohibited by law. The provisions of this Part are an additional and supplemental means of enforcing County codes and ordinances and may be used for the enforcement of any code or ordinance, or for the enforcement of all codes and ordinances.

Sec. 53.23 Persons authorized to issue citations.

A Code Enforcement Officer designated by the Board-County Manager or any law enforcement officer as defined in Section 943.10(1), Florida Statutes, or its successor, is authorized to issue a citation for the violation of any County code or ordinance to a person when, based upon personal investigation, the Code Enforcement Officer has reasonable cause to believe that the person has committed a civil infraction in violation of a duly enacted code or ordinance and that the County Court Special Magistrate will hear the charge.

Sec. 53.24 Violations procedure.

(a) Prior to issuing a citation, a Code Enforcement Officer shall provide notice to the person that the person has committed a violation of a code or ordinance and shall establish a reasonable time period within which the person must correct the violation. Such time period shall be no more than thirty (30) days. If, upon personal investigation, a Code Enforcement Officer finds that the person has not corrected the violation within the time period, the Code Enforcement Officer may issue a citation to the person who has committed the violation.

- (b) A Code Enforcement Officer is not required to provide the person with a reasonable time period to correct the violation prior to issuing a citation and may immediately issue a citation if the Code Enforcement Officer has reason to believe that the violation presents a serious threat to the public health, safety, or welfare, or if the violation is irreparable or irreversible.
- (c) In the absence of the person who has committed the violation, issuance of a warning notice or citation may be accomplished by leaving the copies at a person's usual place of abode with any person residing therein who is fifteen (15) years of age or older and informing the person of the contents or by registered or certified mail, return receipt requested.
- (d) Issuance of a warning notice or citation to a person doing business may be accomplished by leaving copies at the person's place of business, during regular business hours, with any employee and informing the employee of the contents or by registered or certified mail, return receipt requested. Each employee of a person doing business shall be deemed to be an agent of the person doing business for service of warning notices and citations.
- (e) Whenever an alleged violator has a right or is required to do some act within a prescribed period after a notice or other paper and the notice or paper is served by mail, three (3) days shall be added to the prescribed period.
 - (f) A violation of a County code or ordinance is a civil infraction.
- (g) Each violation of a County code or ordinance is a separate civil infraction. Each day such violation shall continue shall be deemed to constitute a separate civil infraction.
- (h) The maximum civil penalty pursuant to this Part, shall not exceed \$500.00 plus all applicable court costs and legislative assessments, per violation.

Sec. 53.25. Options of persons cited.

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372 (a) Any person cited for violation of County codes or ordinances shall be deemed to be charged with a civil infraction and eited to appear in County Court shall either pay the fine to the Code Enforcement Clerk or request a hearing before the Special Magistrate by filing a request with the Code Enforcement Clerk.

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- (b) Any person cited for a violation under this Part may, within thirty (30) days of issuance; either pay the civil penalty set forth in the schedule of violations and penalties at the Code Enforcement Clerk's Office, or contest the validity of the citation by filing a request with the Code Enforcement Clerk to receive a court-hearing date.
 - (1) Pay the civil penalty set forth in the schedule of violations and penalties at the Clerk of the Circuit Court's Office: or
 - (2) Contest the validity of the citation through appearance at the Clerk of the Circuit Court's Office to receive a court date.
- (c) If the person cited pays the civil penalty as provided in subsection (b)(1) of this Section, he they shall be deemed to have admitted the infraction and to have waived his their right to a hearing on the issue of validity of the citation.
- eourt date requests a hearing as provided in subsection (b)(2) of this Section requests a hearing, he they shall be deemed to have waived his their right to the civil penalty set forth in the schedule of violations and penalties and shall be subject to the maximum civil penalty which shall not exceed \$500.00 plus all applicable court costs and legislative assessments, per violation.
- (e) The willful refusal to sign or accept a citation issued by a Code Enforcement Officer or refusal to provide the information required by Section 53.28 shall be a violation of this Part and

Code Enforcement Ordinance Page 19 of 33 shall may be prosecuted as a misdemeanor of the second degree, punishable as provided in Sections 775.082 or 775.083, or their successor provisions.

(f) If the person cited fails to pay the civil penalty within the time allowed, or fails to appear in court at the requested hearing to contest the citation, he they shall be deemed to have waived his their right to contest the citation and the Special Magistrate may enter a judgment may be entered against the person for an amount up to the maximum civil penalty.

Sec. 53.26. Classes of violations and penalties.

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(a) Violations of County codes or ordinances and the applicable civil penalties shall be classified as follows:

Violation	Civil Penalty
Classification	
CLASS I	\$ 50.00
CLASS II	<u>\$</u> 100.00
CLASS III	<u>\$</u> 200.00
CLASS IV	<u>\$</u> 300.00
CLASS V	<u>\$</u> 500.00

(b) County codes and ordinances subsequently enacted or amended may set forth the applicable civil penalty for violations by designating the appropriate violation classification as provided in subsection (a) of this Section.

Sec. 53.27. Schedule of violation and penalties.

(a) Civil infractions of County codes and ordinances, as may be amended, for which citations may be issued include, but are not limited to:

CLASCI		
CLASS I		
(1)	L.D.C. 30.1247	Erection of sign without a permit.
(2)	L.D.C. 30.942	Construction of a boat dock without a permit.
(3)	L.D.C. 70.4	Construction of a seawall without a permit.
(4)	L.D.C. 30.1245(1)	Erection of a private sign in County right-of-way.
(5)	S.F.P.C. 501.1.1	No person shall kindle, maintain any bonfire, rubbish fire, or
		land clearing fire without proper permits or leave said fire
		unattended.
(6)	S.F.P.C. 506.1.2	Smoking in hazardous or designated NO SMOKING areas.
(7)	S.F.P.C. 602.5	Obstruction of fire hydrants, and 602.6 fire protection systems
		and fire lanes.
(8)	S.F.P.C. 904A	Dispensing flammable liquids into unapproved containers.
(9)	S.F.P.C. 3901.1	Erecting and occupying a tent without a permit.
(10)	S.C.C. 40.26	Contracting without competency or registration.
(11)	S.C.C. 165	Noise Violations.
(12)	S.C.C. 270, Part 12	Improper Use of Fertilizers.
(13)	S.C.C. 165	Causing a Noise Disturbance.
CLASS II		
(1)	L.D.C. 60.21	Removal of Trees without a permit.
(2)	L.D.C. 30.984	Clearing or construction in wetlands without a permit.
(3)	L.D.C. 5.8 and 70.4	Filling or excavating in the floodplain or wetlands without a
		permit.

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(4)	L.D.C. 65	Operation of an approved borrow pit in violation of approved
		plans or borrow pit regulations.
(5)	L.D.C. 75	Construction or modification of drainage structures in right-
		of way without a permit.
(6)	S.F.P.C. 401.1.1	Failure to obtain a permit to maintain, store or handle
		materials, or to conduct processes which produce conditions
		hazardous to life or property.
(7)	S.F.P.C. 802.1.1	Designated exit locked with a device which requires the use of
		a key, tools, or devices which require special knowledge to
		unlock when the occupancy is open.
(8)	S.F.P.C. 2201.1	Improper use, storage, handling or disposal of hazardous
		chemicals.
(9)	S.F.P.C. 3101.13.3	Overcrowding beyond approved capacity of a place of
		assembly.
(10)	S.C.C. 40.71	Electrical work without a permit.
(11)	S.C.C. 40.191	Construction of a well without a permit.
(12)	S.C.C. 45.1	Failure to comply with Business Tax Receipt requirements.
(13)	S.C.C. 95	Creation of Nuisances.
(14)	S.C.C. 235.5	Scavenging or taking the recyclable material, as defined in
		Chapter 235, of another person.

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(15)	S.C.C. 235.52(a)	The collection of waste, operation of a landfill, disposal
		facility, recycling facility, incinerator or dump without a
		certificate of public convenience and necessity.
(16)	S.C.C. 235.55(a) and	Failure to maintain waste collection and recycling records as
	(b)	required by the County.
(17)	S.C.C. 235.72(a)	Failure to dispose of solid waste as defined in Chapter 235
		originating or generated in the unincorporated County, at a
		County designated disposal facility.
(18)	S.C.C. 235.72(b)	Burning waste, as defined in Chapter 235, without a permit.
(19)	S.C.C. 235.72(c)	Burying waste, as defined in Chapter 235, without a permit.
(20)	S.C.C. 235.73(c)	Disposal of co-mingled waste at County designated disposal
		facilities.
(21)	S.C.C. 235.74(e)	Failure to source separate solid waste.
(22)	S.C.C. 235.81	Failure to transport waste in vehicles or trailers that are
		securely covered to prevent leakage, spillage, or blowing of
		debris.
(23)	S.C.C. 235.85	Failure of holders of certificates of public convenience and
		necessity to collect waste during the established hours.
(24)	S.C.C. 250.90(a)	Improper placement of plants in right of way or private
		property abutting right-of-way which constitute hazards to
		traffic safety.

(25)	S.C.C. 250.90(b)	Improper placement of plants in right-of-way or private
		property abutting right-of-way which may damage or
		constitute a hazard to any street, sidewalk, curb, driveway,
		water line, sewer line or any other public utility.
(26)	S.C.C. 270.311(m)	Failure to pretreat industrial wastewater.
(27)	S.C.C. 270.187	Failure to install meter backflow prevention devices.
(28)	S.C.C. 270.186	Obstruction of or tampering with utility meters and meter
		sites.
(29)	S.C.C. 270.184	Illegal connections to County Water or Sewer System.
(30)	S.C.C. 270.188	Unlawful cross connections with the County Water or Sewer
		System.
(31)	S.C.C. 270.201	Use of County Water Service in violation of the applicable
		rate resolution.
(32)	S.C.C. 258	Violations of the Urban Bear Management Regulations
		First five (5) offences.
(33)	S.C.C. 165	Repeat violation of causing a Noise Disturbance within three
		(3) months of the first violation.
(34)	L.D.C. Chapter 71	Violation of Shoreline Protection Ordinance.
CLASS III		
(1)	L.D.C. 30.124 and	Operation of a class III (yard trash, construction and
	S.C.C. 235.51	demolition debris) sanitary landfill without a permit.
(2)	S.C.C. 95.3	Unsecured Swimming Pool.

(3)	S.C.C. 85	Fire Prevention Code and Fire Alarm Systems Code
		violations.
(4)	S.C.C. 258	Violations of the Urban Bear Management Regulations
		Sixth offence and every offence thereafter.
		CLASS IV
(1)	L.D.C. 5.7	Operating a Borrow Pit without a permit.
(2)	L.D.C. 30.124 and	Operation of a class I or II sanitary landfill without a permit.
	S.C.C 235 Part 3	
(3)	S.C.C. 205.34	Discharge of pollutants to surface waters, groundwater or
		atmosphere.
(4)	S.F.P.C. 2002.2	Unauthorized sale or display of fireworks.
(5)	S.C.C. 222.2	Prohibition of slot machines.
(6)	S.C.C. 222.11	Prohibition of simulated gambling devices.
CLASS V		
(1)	S.C.C. 270, Part 9	Violation of Storm Sewer Discharges Ordinance.
(2)	S.C.C. 165	Second or subsequent repeat violation of causing a Noise
		Disturbance within three (3) months of the first violation.
(3)	S.C.C. 20.137	Dangerous Dogs violations of the Animal Control Ordinance,
		assessed per animal.

CLASS I 410

> L.D.C. Section 30.13.5 Prohibited signs.

L.D.C. Section 30.13.7 Part 13 Sign regulations; Building permit required. 412

> Code Enforcement Ordinance Page 25 of 33

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	S.C.C. Section 40.22 Competency card expiration and renewal.
414	L.D.C. Chapter 70 Dredge and Filling.
	L.D.C. Chapter 75 Right-of-way use permitting.
416	S.C.C. Section 85.3, Florida Fire Prevention Code ("FFPC") Section 10.10 Open Flames,
	Candles, Open Fires, and Incinerators.
418	S.C.C. Section 85.3, FFPC Section 10.9 Smoking.
	S.C.C. Section 85.3, FFPC Section 18.5 Fire Hydrants.
420	S.C.C. Section 85.3, FFPC Chapter 66 Flammable and combustible liquids.
	S.C.C. Section 85.3, FFPC Section 25.2 Tents.
422	S.C.C. Chapter 165 Noise Control.
	S.C.C. Chapter 270, Part 12 Proper Use of Fertilizers.
424	<u>CLASS II</u>
	S.C.C. Chapter 40, Appendix A, Section 105.1 Permits required.
426	S.C.C. Section 40.24 Business Tax Receipt.
	L.D.C. Chapter 60 Arbor regulations.
428	L.D.C. Chapter 65 Mining, borrow pits, and excavation.
	L.D.C. Chapter 71 Shoreline Protection Ordinance.
430	S.C.C. Section 85.3, FFPC Section 1.12 Permits and approvals.
	S.C.C. Section 85.3, FFPC Chapter 14 Means of Egress.
432	S.C.C. Section 85.3, FFPC Chapter 20 Occupancy Fire Safety.
	S.C.C. Section 85.3, FFPC Chapter 60 Hazardous Materials.
434	S.C.C. Chapter 95, Part 1 Nuisances. (Violations of Chapter 95 shall be Class II
	violations unless otherwise provided in this Section).

Code Enforcement Ordinance Page 26 of 33

436	S.C.C. Section 95.5; IPMC Section 302.1 Sanitation.
	S.C.C. Section 95.5; IPMC Section 302.4 Weeds.
438	S.C.C. Section 95.5; IPMC Section 302.7 Accessory Structures.
	S.C.C. Section 95.5; IPMC Section 302.8 Motor Vehicles.
440	S.C.C. Section 95.5; IPMC Section 304.3 Premises identification.
	S.C.C. Section 95.5; IPMC Section 304.7 Roofs and Drainage.
442	S.C.C. Section 95.5; IPMC Section 304.13 Window, skylight and door frames.
	S.C.C. Section 95.5; IPMC Section 305.1.1 Potentially unsafe conditions - interior structure.
444	S.C.C. Section 95.5; IPMC Section 305.3 Interior Surfaces.
	S.C.C. Section 95.5; IPMC Section 308.1 Accumulation of rubbish or garbage.
446	S.C.C. Section 235.6 Scavenging prohibited.
	S.C.C. Section 235.52(a) Certificate of public convenience and necessity.
448	S.C.C. Section 235.81 Transportation; leaking and spillage.
	S.C.C. Section 235.85 Collection hours.
450	S.C.C. Section 250.90 Site distance obstructions.
	S.C.C. Chapter 258 Urban Bear Management Regulations – First five offenses.
452	S.C.C. Section 270.184 Illegal connections.
	S.C.C. Section 270.187 Backflow prevention devices.
454	S.C.C. Section 270.188 Cross connections and interconnections.
	S.C.C. Section 270.201 Water service fees.
456	<u>CLASS III</u>

Code Enforcement Ordinance Page 27 of 33

S.C.C. Chapter 85 Fire Prevention Code and Fire Alarm Systems Code violations.

S.C.C. Chapter 258 Violations of the Urban Bear Management Regulations — Sixth offence and every offence thereafter.

460 <u>CLASS IV</u>

- S.C.C. Section 85.3, FFPC Chapter 65 Explosives, Fireworks, and Model Rocketry.
- 462 S.C.C. Section 95.5; IPMC Section 303.1 Swimming Pools.
 - S.C.C. Section 95.5; IPMC Section 303.2 Enclosures.
- S.C.C. Section 95.5; IPMC Section 604.3 Electrical system hazards.
 - S.C.C. Section 95.5; IPMC Section 702 Means of Egress.
- S.C.C. Section 95.5; IPMC Section 109.8 Prohibited Occupancy.
 - S.C.C. Section 222.2 Prohibition of slot machines.
- 468 S.C.C. Section 222.11 Prohibition of simulated gambling devices.

CLASS V

- S.C.C. Section 95.5; IPMC Section 704.6 Single- and multiple-station smoke alarms.
- (b) The schedule of violations and penalties set forth in subsection (a) of this Section
 endeavors to include the civil infractions of County codes and ordinances to be enforced by
 citation, but is not all inclusive. All violations of County codes and ordinances, except as prohibited
 by law, including violations of codes and ordinances subsequently enacted may be enforced by
 citation without further amendment to this Part. All violations of codes and ordinances not listed
 in subsection (a) of this Section shall be penalized as Class I violations.

Sec. 53.28. Citation form

- 478 (a) The citation issued by the Code Enforcement Officer shall be on a form promulgated by the Code Enforcement Division Manager, and shall contain:
 - (1) The date and time of issuance.

	(2)	The name and address of the person to whom the citation is issued and al
482	other identifyin	g information set forth on the form which is approved in subsection (b) of
	this Section.	
484	(3)	The date and time the civil infraction was committed.
	(4)	The facts constituting reasonable cause.
486	(5)	The number or section of the code or ordinance violated.
	(6)	The name and authority of the Code Enforcement Officer.
488	(7)	The procedure for the person to follow in order to pay the civil penalty or
	to contest the ci	tation.
490	(8)	The applicable civil penalty if the person elects to contest the citation.
	(9)	The applicable civil penalty if the person elects not to contest the citation.
492	(10)	A conspicuous statement that if the person fails to pay the civil penalty
	within the time	allowed, or fails to appear in court to contest the citation, he shall be deemed
194	to have waived	his right to contest the citation and that, in such case, judgment may be
	entered against	the person for an amount up to the maximum civil penalty.
196	(b) The cita	tion issued under the provisions of this Part shall be in a form substantially
	as set forth below:	
498	SEM I	NOLE COUNTY CODE ENFORCEMENT CITATION
		ICTION: SEMINOLE COUNTY CITATION NO. 000000-Z
500		CERTIFIES THAT UPON PERSONAL INVESTIGATION HE/SHE CAUSE TO BELIEVE, AND DOES BELIEVE THAT:
502	NAME (PRINT) FIRS	Γ M.I. LAST SSN
504	STREET (MAILING ADDRESS)	
506	CITY COUNTY STAT	SE ZIP

Code Enforcement Ordinance Page 29 of 33 508 TELEPHONE NUMBER DATE OF BIRTH RACE SEX HEIGHT DID UNLAWFULLY COMMIT THE FOLLOWING OFFENSE: 510 CODE & SECTION VIOLATED/ORDINANCE NO. & SECTION VIOLATED: 512 **VIOLATION DESCRIPTION:** 514 FACTS CONSTITUTING REASONABLE CAUSE: 516 **LOCATION OF VIOLATION:** 518 WARNING NOTICE OF VIOLATION REQUIRED MONTH DAY YEAR TIME () A.M. DATE AND TIME OF 520 NOTICE: () P.M. VIOLATOR WAS INSTRUCTED TO CORRECT THE VIOLATION WITHIN DAYS. 522 MONTH DAY YEAR TIME () A.M. IF NOT CORRECTED CITATION ISSUED: () P.M. 524 WARNING NOTICE OF VIOLATION NOT REQUIRED MONTH DAY YEAR TIME () A.M. DATE AND TIME CITATION 526 ISSUED: () P.M. **VIOLATION PRESENTS A SERIOUS THREAT TO (PUBLIC** 528 HEALTH/SAFETY/WELFARE) OR IS (IRREPARABLE/IRREVERSIBLE). **NOTICE TO INDIVIDUAL** 530 THE VIOLATION FOR WHICH YOU ARE CHARGED IS A NONCRIMINAL INFRACTION. YOUR SIGNATURE BELOW DOES NOT CONSTITUTE AN 532 ADMISSION OF GUILT. IT DOES INDICATE A PROMISE TO APPEAR WITHIN 30 DAYS AT THE CLERK OF THE CIRCUIT COURT'S OFFICE TO PAY THE 534 APPLICABLE FINE OR RECEIVE A COURT DATE, FAILURE TO RESPOND TO THIS CITATION WITHIN 30 DAYS MAY RESULT IN ENTRY OF A JUDGMENT 536 AGAINST YOU, FAILURE TO APPEAR IN COURT SHALL RESULT IN THE WAIVER OF YOUR RIGHT TO CONTEST THE CITATION AND A DEFAULT JUDGMENT MAY 538 BE ENTERED AGAINST YOU FOR THE MAXIMUM CIVIL PENALTY OF FIVE HUNDRED AND NO/100 DOLLARS (\$500.00) PLUS ALL APPLICABLE COURT COSTS. 540 ANY PERSON WHO WILLFULLY REFUSES TO SIGN AND ACCEPT A CITATION ISSUED BY A CODE ENFORCEMENT OFFICER SHALL BE GUILTY OF A 542 MISDEMEANOR OF THE SECOND DEGREE WHICH MAY BE PUNISHABLE BY FINE NOT TO EXCEED FIVE HUNDRED AND NO/100 DOLLARS (\$500.00) OR 544 IMPRISONMENT NOT TO EXCEED 60 DAYS OR BOTH. I HEREBY CERTIFY BY MY SIGNATURE THAT THE PERMANENT ADDRESS LISTED ABOVE IS MY CORRECT 546

MAILING ADDRESS AND THAT ALL OTHER IDENTIFYING INFORMATION IS TRUE AND CORRECT. 548 SIGNATURE OF INDIVIDUAL 550 Badge No: 552 SIGNATURE OF AND TITLE OF OFFICER/DATE AND TIME ISSUED 554 IMPORTANT: PLEASE READ THE INSTRUCTIONS BELOW. PAYMENTS MAY BE MAILED. BE SURE TO ENCLOSE ALL REQUIRED ITEMS WITH YOUR 556 PAYMENT AND PLACE A STAMP ON THE FRONT OF THE ENVELOPE. YOU MAY MAIL THE AMOUNT INDICATED ON THE REVERSE SIDE OF THIS 558 CITATION ALONG WITH THE COPY OF YOUR CITATION OR PAYMENT MAY BE MADE AT LOCATIONS LISTED BELOW BETWEEN THE HOURS OF 8:30 A.M. AND 560 4:30 P.M., MONDAY THROUGH FRIDAY. :b0:CASH, CHECKS, OR MONEY ORDERS PAYABLE TO CLERK OF THE CIRCUIT COURT, WILL BE ACCEPTED. DO NOT MAIL 562 CASH, ALL FEES MUST BE REMITTED IN U.S. FUNDS. **CLERK OF THE CIRCUIT COURT** CLERK OF THE CIRCUIT COURT SEMINOLE COUNTY COURTHOUSE EAST BRANCH-WILSHIRE PLAZA P.O. BOX 850 **859 EAST SEMORAN BOULEVARD 301 NORTH PARK AVENUE** CASSELBERRY, FLORIDA 32701 SANFORD, FLORIDA 32771 564 CLERK OF THE CIRCUIT COURT **WEST BRANCH-OAK GROVES SHOPPES** 566 955 STATE ROAD 434 WEST, SUITE 403 **ALTAMONTE SPRINGS, FLORIDA 32714** 568 FAILURE TO PAY THE APPLICABLE FINE MAY RESULT IN ENTRY OF A JUDGMENT 570 AGAINST YOU FOR THE MAXIMUM CIVIL PENALTY OF FIVE HUNDRED AND NO/100 DOLLARS (\$500.00) PLUS ALL APPLICABLE COURT COSTS. FAILURE TO 572 ACCEPT OR SIGN THIS CITATION MAY RESULT IN A FINE NOT TO EXCEED FIVE HUNDRED AND NO/100 DOLLARS (\$500.00) OR IMPRISONMENT NOT TO EXCEED 60 574 DAYS OR BOTH. FOR CODE ENFORCEMENT OFFICER'S USE: 576 **REMARKS:** 578 **WITNESSES:** NAME ADDRESS 580 NAME ADDRESS 582

584	NAME -	ADDRESS
586	(c) (b)	After issuing a citation to an alleged violator, the Code Enforcement Officer shall:
		(1) deposit the original citation and one copy of the citation with the Clerk of
588	Circuit Court;	
		(2) provide the alleged violator with one copy;
590		(3) deposit one copy with County records; and
		(4) retain one copy in the Code Enforcement Officer's department or division
592	file.	
		(1) scan and upload the original citation to the digital code enforcement case
594	record	
		(2) provide the alleged violator with one copy; and
596		(3) deposit the original citation with the Code Enforcement Clerk.
	Sec. 53.29. Di	sposition of civil penalties and fines collected for violations.
598	All civil penalties and fines received by the County Court from violators of Cou	
	ordinances sh	all be paid into the general fund of the County in the penalty, fine and forfeiture
600	account. All court costs and legislative assessments shall be maintained by the Clerk of the	
	Court.	
602	Secs. 53. 30 29	—53.50. Reserved

Code Enforcement Ordinance Page 32 of 33

Section 3. Codification. It is the intention of the Board of County Commissioners that

the provisions of this Ordinance will become and be made a part of the Seminole County Code,

and that the word "ordinance" may be changed to "section", "article", or other appropriate word

or phrase and the sections of this Ordinance may be renumbered or re-lettered to accomplish such intention, except that Sections 1, 3, 4 and 5 of this Ordinance are not to be codified.

Section 4. Severability. If any provision or application of this Ordinance to any person or circumstance is held invalid, then it is the intent of the Board of County Commissioners that such invalidity will not affect other provisions or applications of this Ordinance that can be given effect without the invalid provision or application and, to this end, the provisions of this Ordinance are declared severable.

Section 5. Effective date. This Ordinance will take effect upon filing a copy of this Ordinance with the Department of State by the Clerk to the Board of County Commissioners.

JAY ZEMBOWER, Chairman

GRANT MALOY Clerk to the Board of County Commissioners of Seminole County, Florida

JBN/kw

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Code Enforcement Ordinance
Page 33 of 33