



No.: _____

PLANNING & DEVELOPMENT SERVICES DEPARTMENT
LICENSING AND ENFORCEMENT – BUILDING DIVISION

NOTICE OF VIOLATION / NOTICE TO OBTAIN PERMIT

CASE NO. _____

ISSUED TO: _____

C/O _____

ADDRESS: _____ PHONE: _____

LOCATION OF VIOLATION: _____

PROPERTY IDENTIFICATION NUMBER: _____

DATE OF VIOLATION _____ TIME: _____

YOU ARE HEREBY NOTIFIED THAT YOU ARE IN VIOLATION OF SARASOTA COUNTY CODE, SECTION 22-34.104.1.1 AND/OR FLORIDA STATUTE 553.79 (1)

STATEMENT OF FACTS:

IMMEDIATELY STOP ALL WORK

Investigator: _____ PHONE: _____ E-MAIL: _____

DATE OF ISSUANCE: _____ TIME: _____

RECEIVED BY: _____

YOU ARE REQUIRED TO TAKE THE FOLLOWING ACTION:

Obtain an after-the-fact permit, which shall be charged the usual permit fee and a penalty fee of (3) three times the usual permit fee. Notify the Code Enforcement Officer listed above when the permit is issued to avoid any further penalties. Failure to apply for the required permit within _____ will result in the issuance of a Citation or Affidavit of Violation.

NOTICE: YOU MAY NOT BE ABLE TO OBTAIN AN AFTER-THE-FACT BUILDING PERMIT FOR THE WORK PERFORMED IF THE CONSTRUCTION VIOLATES THE SARASOTA COUNTY CODE OF ORDINANCES OR OTHER REGULATIONS, WHICH WOULD REQUIRE THE CONSTRUCTION TO BE REMOVED. **A DEMO PERMIT MAY BE REQUIRED TO REMOVE THE NON-PERMITTED CONSTRUCTION.**

THIS FORM MUST BE SUBMITTED WITH YOUR PERMIT APPLICATION

1001 Sarasota Center Blvd., Sarasota, FL 34240 // Phone: (941) 861-6612
4000 S. Tamiami Trail, Venice, FL 34293 // Phone: (941) 861-6612

THIS NOTICE IS NOT A CITATION

Please respond to this notice by doing one of the following:

- **Correcting the violation as requested.** If you have corrected the violation or if you are unable to comply with the expiration of any deadline contained in the notice, please contact the Code Enforcement Officer listed on the front of this notice.

---OR---

- **Requesting a hearing.** If the time for compliance has passed and the violation has not been corrected, the County will either issue a Citation or an Affidavit of Violation. Upon receipt of either a Citation or Affidavit of Violation, you are entitled to request a hearing to show that the condition alleged does not exist or that such condition does not constitute a violation of this ordinance.

CONSEQUENCES OF NON-COMPLIANCE

A fine imposed pursuant to this section shall not exceed \$250 per day for a first violation and shall not exceed \$500 per day for a repeat violation, and in addition, may include all costs of repairs pursuant to Florida Statute 162.09. However, if a Code Enforcement Board, or Special Magistrate, finds the violation to be irreparable or irreversible in nature it may impose a fine not exceeding \$5,000 per violation.

If the corrections required to eliminate these violations are not voluntarily completed by the time period specified herein, a Citation or Affidavit of Violation shall be issued.

HEARING

All requests for hearings are heard by an attorney acting as a Code Enforcement Special Magistrate. You will be responsible for providing evidence and producing documents and/or witnesses to establish your case. The decision of the Special Magistrate shall be final, subject, however, to such remedy as an aggrieved party may have at law or in equity.