

Who to call

Florida Statute, Chapter 162.07 (4) includes provisions for recording Orders of the Special Magistrate in the public records so that they bind subsequent purchases of an affected property.

Section 162.08 gives the Special Magistrate the power to subpoena alleged violators and witnesses.

Section 162.09 empowers to:

1. Record a lien against the property;
2. Impose fines for certain violations up to \$1,000.00 per day for first time violators and up to \$5,000.00 per day for repeat violators, and may include all cost of repairs;
3. Impose fines of up to \$15,000.00 for irreparable or irreversible violations.

Liens may continue for 20 years unless foreclosure occurs. After three months, the County may be authorized by the Special Magistrate to foreclose on the unpaid lien, but, homestead property is exempt from this foreclosure.

Putnam County Zoning 386-329-0316
Zoning Permits, Fencing, Set Backs & Land Use

Health Department 386-326-7193
Septic, Well, Dog Bites, Well Water Testing

Sheriff Office 386-329-0800 (Non-Emergency)
Noise, Nuisance Animals, Vehicles in the Right of Way,

Waste Pro 386-328-5445
Recycling needs and Containers

Sanitation 386-329-0395
To collect large items curbside

Public Works 386-329-0346
Grading County Maintained Roads, County Ditch Cleaning, Dangerous Tree Limbs over County Maintained Roads

Keep Putnam Beautiful 386-325-9598
Will help Organize Neighborhood Cleanups

Division of Forestry: 352-955-2010
Burn Permits



**Codes
Enforcement**

Putnam County Planning & Development Services

**Understanding
Codes Enforcement**

2509 Crill Ave.
Suite 300
Palatka, Fl. 32177
Phone: 386-329-0307
Fax: 386-329-1213

Overview

In 1980 the State of Florida created a law (Florida Statutes , Chapter 162), which outlines the Code Enforcement process. The idea was to take enforcement of local ordinances out of the court system, and have violations handled by a local citizens board or a Special Magistrate.

Education of the public is the most effective tool that Code Enforcement Officials have at their disposal.

Code violations exist because citizens often are not aware that what they are trying to achieve may be a violation of a code or ordinance.

Most citizens are willing to make the correction once they are educated about the codes.

We are motivated to educate the community by mailing informational handouts to all alleged violators and homeowners associations.

Complaint Process

1. A courtesy letter is mailed to the owner of record asking them to correct the violation without further action from the department
2. A site inspection is performed
3. If the violation has not been corrected a Notice of Violation is mailed to the owner of record. Giving a time frame to correct.
4. A site inspection is performed. If the violation is not moving forward to compliance a Notice of Hearing is mailed to the Owner of record.

Special Magistrate

The Special Magistrate is appointed by the Putnam County Board of County Commissioners to hear and decide if a code violation exist. It provides an effective means of speedy resolutions with code violations.

When voluntary compliance is not obtained a hearing before the Special Magistrate is held. The Code Officer presents their evidence in order for the Special Magistrate to determine if a violation exist.

The hearing provides the alleged violator with an opportunity to present evidence and testimony to prove no violation has occurred.

The Special Magistrate judges the merits of the case by considering the evidence. An order will be issued, which the Code Officer and alleged violator must honor.

If there is a violation, a reasonable time for code compliance is determined as well as an appropriate penalty for fines after the compliance date has past.

All testimony is taken under oath and is recorded. Due process is observed and the recorded testimony and any exhibits submitted as evidence, constitutes the history of the case, that an appeals court may review.

In the event of an appeal , a judge will consider only the information and evidence that is part of the original Special Magistrate record.