

# CITY OF MIAMI CODE COMPLIANCE COMPLIANCE ROAD MAP



## 1 – I HAVE RECEIVED A CITATION, NOT WHAT?

Please contact the Code Compliance Inspector (CCI) at the phone number listed on the notice you received with any questions you may have about your violation, how to come into compliance and if you need more time to comply.



## 2 – WHAT HAPPENS AT A HEARING?

The Code Compliance Inspector is a resource to guide you through the correct process to achieve compliance. Stay in touch with the inspector to keep them apprised of your efforts and progress. You may also check our website or call our department (Department Phone #: 305 416-2087).



## 3 – WHAT SHOULD I DO WHEN I ACHIEVE COMPLIANCE?

Once you have brought your property into compliance, you must reach out to the Inspector or general Department line (305) 416 2087 to request a re inspection as soon as you are able. The quicker you are able to bring the property into compliance, the better.



## 4 – WHAT IF I NEED MORE TIME?

If you own a residential property, a Code Compliance Inspector may grant a 30 Day extension of time to comply from the original compliance date in the Notice of Violation. Based upon good faith efforts and progress, a Code Compliance Supervisor may grant an additional 30-Day extension. Finally, the Director or Assistant Director may grant a final 30-Day extension. At the expiration of the 90 Days, the case will be set for the next available Code Enforcement Board (C.E.B.) Meeting.

**DEADLINE  
EXTENDED**

## 5 – WHAT HAPPENS AT A HEARING?

The independent, quasi judicial body responsible for adjudicating Code Compliance cases is the Code Enforcement Board. At the Hearing the respondent may request more time to bring the property into compliance from the Board. It is in the sole discretion of the Board to grant or deny the request. The Code Enforcement Board adjudicates code cases.



## 6 – WHAT IF I AM ADJUDICATED IN VIOLATION OF THE CODE?

The Code Enforcement Board may impose fines, including a lien, on the property for each day of non compliance. The goal of the city is to obtain compliance.



## 7 – WHAT IS THE PENALTY?

In addition to the financial cost of a fine or lien, there may be other penalties associated with having an open Code violation. The City Attorney's Office may seek an injunction to obtain compliance, may seek foreclosure on the property, or file to obtain a money judgement in court.



## 8 – HOW CAN I REQUEST A FINE MITIGATION?

A property owner must obtain an Affidavit of Compliance form from the Code Compliance Inspector prior to requesting a hearing with the Code Enforcement Board for mitigation. Hearing may be requested online through the Hearing Boards Division of the Planning Department and subject to eminent legislation.



## 9 – WHEN IS THE CASE CLOSED?

Once the property is in compliance, and there is no outstanding fine, the Code Compliance case is closed.

