

**Request For A
Fine Or Lien Mitigation
(Before the Special Magistrate)**



CASE NO. _____

CITY OF NORTH LAUDERDALE vs. _____

ADDRESS OF VIOLATION: _____

NAME OF THE APPLICANT: _____

RELATION TO THE PROPERTY: _____

ADDRESS OF THE APPLICANT: _____

APPLICANT'S TELEPHONE NUMBER: _____

NATURE OF THE VIOLATION(S):

NAME OF ATTORNEY OR REPRESENTATIVE: _____

ADDRESS _____

TELEPHONE NUMBER: _____

All requests for Fine or Lien Mitigation must have the following documentation provided as part of the application process. Requests that do not include the required information and/or documentation will be returned to the applicant as incomplete.

___ 1. Written request for mitigation demonstrating that good cause exists for mitigation. **(Good cause being that there were circumstances beyond the applicant's control, which made it impracticable to comply in the time set forth in the order).**

___ 2. Attach a copy of the recorded Certification of Fine/Lien and Final Order.

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___ 3. Attach a copy of the Compliance Affidavit from the Code Enforcement Officer.

I certify that I am the current owner of the subject property, or an attorney for said owner or, that I am the legal representative for the property or otherwise authorized to act on behalf of the property owner on this matter.

Signature of Applicant
Date

Attorney

(NOTE: Proof of such lawful authority or written authorization from the property owner must be provided by the applicant before this request can be scheduled to a hearing before the Special Magistrate)

Applicant must attach any additional supporting documentation at time of application.

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PROCEDURES

1. Application requesting mitigation must be submitted (10) ten days prior to the Special Magistrate Hearing.
2. The applicant or his / her attorney shall appear before the Special Magistrate at the scheduled hearing.
3. The Special Magistrate shall only mitigate the lien if good cause is found to exist.
4. The Special Magistrate shall render a written decision on the request. In no event shall the fine be reduced to less than the City's documented costs.
5. The Special Magistrate revised order shall be final, provided that the amount set forth in the revised order is paid within (20) twenty days of the determination.
6. A non refundable \$250.00 fee per case.