

# ORDINANCE VIOLATION PROCESS

STEP ONE:

WRITTEN NOTICE ISSUED:

IF YOUR VIOLATION IS ON-GOING  
10 DAYS AFTER NOTICE WAS  
ISSUED...YOUR CASE WILL  
CONTINUE ONTO STEP TWO.

IF YOUR VIOLATION IS  
RESOLVED WITHIN 10  
DAYS. NO FUTHER  
ACTION REQUIRED.

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STEP TWO:

2ND NOTICE ISSUED AND FINE APPLIED:

IF YOUR VIOLATION IS ON-GOING 10 DAYS  
AFTER NOTICE WAS ISSUED AND/OR  
YOUR FINES ARE NOT PAID, YOUR CASE  
WILL CONTINUE ONTO STEP THREE.

IF YOUR VIOLATION IS  
RESOLVED AND FINES PAID  
WITHIN 10 DAYS. NO  
FUTHER ACTION REQUIRED.

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STEP THREE:

3RD NOTICE ISSUED AND FINES DOUBLED:

IF YOUR VIOLATION IS ON-GOING 10  
DAYS AFTER NOTICE WAS ISSUED  
AND/OR YOUR FINES HAVE NOT BEEN  
PAID, THE VILLAGE WILL PURSUE  
COURT ACTION.

IF YOUR VIOLATION IS  
RESOLVED AND FINES PAID  
WITHIN 10 DAYS. NO  
FUTHER ACTION REQUIRED.