KIMMARIE E. HAGEN

2441 112th Lane N.W.
Coon Rapids, Mn. 55433
(
.com

February 7, 2012

City of Coon Rapids
11155 Robinson Drive
Coon Rapids, Mn 55433-3761

To whom it may concern,

I am writing in regards to the issue of the citation that was received on 12/2/2011 for the removal of automobile parts/ vehicle with expired tabs .
I am not disputing the citation , for which I did comply by the said date on the citation. I am disputing however, the fact that when I contacted the city, to which I spoke to Kristen Degrande. I was informed that the city of Coon Rapids, has mistakenly stated that I received a citation in October . In which they are stating I did not comply . I did not receive any notice in October and would like my records to be reviewed and see the original citation. The copy that I received on 12/02/2011 no where states that this was a second notice or that I was given prier notice in October.
Had I received any notice I would of complied promptly. As I did for the notice that I receive on 12/02/2011. I feel at this time that I am unfairly being fined for a citation that I did not receive prier to 12/02/2011 and would like the city to review and waive any fees to which I feel I am unfairly being charged.

Enclosed are the copies of the letters in which I received dated 12/02/2011 & 1/04/2012 these are again the only notices to which I have received to the present date.

Sincerely,
KimMarie E. Hagen

Signature

16-31-24-41-0098

#12-13V

Received
City of
Coon Rapids
FEB - 8 2012
Inspection
Department

This document is designed to help you understand the Administrative Citation (the "Citation") process, provide contact information, and tell you how to appeal the Citation if you decide to do so.

What is the Administrative Citation Program?

The Administrative Citation Program (ADCAP) was authorized by the Coon Rapids City Council to encourage property owners to address violations of City Code on their properties. An Administrative Citation imposes a penalty for violating a City Code but allows a property owner to correct the violation without paying the penalty if corrected by the Compliance Date. Subsequent Citations may result in the imposition of penalties (see the section on Multiple Citations). The Citation is not a criminal citation and you should not go to the courthouse to contest it. ADCAP is administered by the City of Coon Rapids Neighborhood Reinvestment Division.

How does it work?

- An inspection is made of the property in response to a concern from a citizen, Councilmember, or City staff.
- If violations exist, an Administrative Citation is issued. If the violations listed on the Citation are corrected before the Compliance Date noted on the Citation, the penalty or penalties listed on the Citation are waived unless this is a second or subsequent Citation within a 180-day period.
- Immediately following the Compliance Date, a City Official will re-inspect the property to verify that corrections have been made.
- If the violations are not corrected and an appeal is not filed, the penalty or penalties listed on the Citation must be paid.
- In addition, the City may hire a contractor to abate (remedy) the violation(s) listed on the Citation from the property. The cost of abatement is charged in addition to the penalty. These charges are assessed to the property taxes and collected in the same manner as a special assessment.

How do I extend the Compliance Date?

If you need more time beyond the Compliance Date to correct the violations, you may ask for an extension. To be granted an extension you must admit your property is in violation of City Code and submit a written plan stating the action you will take to achieve compliance. Upon determination by the City Official issuing the Citation that the plan is adequate to remedy the violation, an extension may be granted. A request for an extension must be submitted on or before the Compliance Date on the Citation.

How do I Appeal?

If you disagree with the City Official's findings and /or interpretation of the City Code, you may appeal the Citation or parts thereof. An appeal may only be executed by the owner of the property. The appeal must be filed on the Notice of Appeal form to the right and submitted to the Hearing Examiner at the Community Development Department in City Hall, 11155 Robinson Drive, Coon Rapids, MN 55433. The appeal must be delivered in person or by U.S. Mail and must be received on or before the Compliance Date. An appeal that arrives after 4:30 p.m. on the Compliance Date will not be accepted and the penalty or penalties will be charged. Once an appeal is received, penalties and compliance will be suspended until the appeal is heard by the Hearing Examiner.

If you are not satisfied with the Hearing Examiner's decision, you have the right to appeal to the City of Coon Rapids Board of Adjustment and Appeals. To appeal the Board's decision, you must file an appeal with the Minnesota State Court of Appeals.

Multiple citations within a 180-day period

If you receive a second or subsequent Administrative Citation within 180 days of a previous Citation, City Code Section 2-1103(3) states the subsequent Citation is subject to a civil penalty at least twice the previous amount. If the subsequent violation is remedied prior to its Compliance Date, one-half of the civil penalty will be waived. The second or subsequent Administrative Citation will result in a civil penalty being assessed to the property taxes.

Rev 06/22/11

Received City of Coon Rapids FEB - 8 2012 Inspection

NOTICE OF APPEAL **PLEASE PRINT**

Fill out this form and submit it to City Hall on or before the Compliance Date if you wish to appeal Citation.

Administrative Citation Number: 45799-20065

Property Address: 2441 112th Lane

Person(s) Responsible for Violation:

Kim Marie E. Hagen

Responsible Party's Relationship to the Property

[✓] Owner

[ ] Other (specify): _____

I am appealing the Citation because:

Did not receive any Citation in October 2011

Attach additional pages if needed.

☐ **I hereby waive further right to appeal this Citation and ask for a time extension of _____ days. Attached is a written plan of the action I will take to achieve compliance within this extended time period.**

I certify that I am the owner of the property and the information contained herein is correct to the best of my knowledge.

Signature: _____

Print Name: Kim Marie E Hagen

Phone Number: _____ **Date:** 2/5/12

Mailing Address:

2441 112th Lane N.W.

Coon Rapids Mn 55433

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For ADCAP Staff only:

Notice rec'd date: _____ **Initials** _____

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Property Report

Report Date: 2/14/2012

PROPERTY ADDRESS: 2441 112TH LN PIN: 163124410098

Work Order #45799 10/20/2011 Yard And Lot Issues OPEN

Task Name	Scheduled Start	Actual Start	Assigned To	COMMENTS
INSPECTION 1		10/18/11	MITLYNG, ADAM	
CITATION ISSUED		10/20/11	MITLYNG, ADAM	junk, exp veh
CITATION REINSPECT	10/28/11	11/28/11	MITLYNG, ADAM	still no change, had monitored for compliance hoping owner would remove the items do to the location and size of the items, will send new citation
CITATION FEE APPLIED		12/2/11	MITLYNG, ADAM	2 x $300 for auto parts and expired tabs
CITATION ISSUED		12/2/11	MITLYNG, ADAM	$600 citation for auto parts, and veh with expired tabs
CITATION REINSPECT	12/12/11	12/12/11	MITLYNG, ADAM	items gone
COMPLIANCE		12/12/11	MITLYNG, ADAM	
COMMUNICATE W OWNER		2/6/12	DEGRANDE, KRISTIN	Owner Kim Marie Hagen 7 [illegible] called regarding pending assessments. Doesn't understand - she thought she had complied and doesn't remember receiving 1st citation. I explained appeal process. Ok.

~ ADMINISTRATIVE CITATION INFORMATION ~ If blank, no Administrative Citation was issued on this work order.

City Code	Inspection Date	Fine	Inspected By	Compliance Date & Instructions	Citation Issued To
8-109 Junk Cars and Building Materials.	10/18/11	300.00	MITLYNG, ADAM	10-27-2011 remove auto parts, misc junk and debris from exterior storage	JEANANN & KIMMARIE HAGEN Issue Date: 10-20-2011 2441 112TH LN NW COON RAPIDS, MN 55433
11-1831(2) Expired Tabs on Residential Property.	10/18/11	300.00	MITLYNG, ADAM	10-27-2011 NSR 428 expired tabs, display current registration or remove from outdoor storage	
8-109 Junk Cars and Building Materials.	11/28/11	600.00	MITLYNG, ADAM	12-09-2011 remove auto parts, misc junk and debris from exterior storage	JEAN ANN & KIM MARIE HAGEN Issue Date: 12-02-2011 2441 112TH LN NW COON RAPIDS, MN 55448
11-1831(2) Expired Tabs on Residential Property.	11/28/11	600.00	MITLYNG, ADAM	12-09-2011 NSR428 expired tabs, display current registration or remove from outdoor storage	

Files attached to this work order:

End of Report for 2441 112TH LN

13.

10/18/2011 12:20 PM

13.

City of Coon Rapids
11155 Robinson Drive
Coon Rapids, MN 55433-3761
Tel: 763-755-2880
Fax: 763-767-6491
www.coonrapidsmn.gov

COON RAPIDS Minnesota

ADMINISTRATIVE CITATION

Citation #45799-19934

JEANANN & KIMMARIE HAGEN
2441 112TH LN NW
COON RAPIDS, MN 55433

Issue Date: 10-20-2011

Address: **2441 112TH LN**
COON RAPIDS, MN

PIN #: 163124410098

This is an Administrative Citation issued under Coon Rapids City Code Chapter 2-1100. If you correct the conditions leading to the Citation before the Compliance Date the penalty will be waived. If you appeal the Citation before the Compliance Date listed, the penalty will be stayed until the appeal is heard. If a second or subsequent Citation is issued within 180 days of any same or similar Citation the penalty will double. If you correct the conditions leading to the subsequent Citation prior to the Compliance Date, one half of the civil penalty will be waived. In addition to any civil penalties, you may also be subject to Excessive Consumption of Services fees as allowed by City Code Section 12-317.

On 10/18/11 the following violation(s) of Coon Rapids City Code was found:

Compliance Date	ANSWER	**City Code Summary**	**Penalty**
10-27-2011 remove auto parts, misc junk and debris from exterior storage	8-109 Junk Cars and Building Materials.	Any item not intended for outdoor storage is not permitted to be stored outdoors. (Vehicle parts, fluids and accessories, building materials, upholstered furniture, brush, etc.)	$300.00
10-27-2011 NSR 428 expired tabs, display current registration or remove from outdoor storage	11-1831(2) Expired Tabs on Residential Property.	All vehicles parked or stored on residential property must display current registration.	$300.00

You have the right to appeal if you feel the Inspector has not interpreted the City Code correctly. Please refer to the attached/enclosed Administrative Citation Program brochure for more information on how to appeal this Citation. Also refer to this brochure for instructions on applying for an extension of the Compliance Date. You can view the full City Code online at www.coonrapidsmn.gov/citycode or you can obtain the City Code Section(s) at Coon Rapids City Hall at 11155 Robinson Dr NW, Coon Rapids, MN 55433.

Please note that if your property is not brought into compliance by the Compliance Date listed above, the City may enter your property to abate the violation (correct the conditions leading to the violation). If the city abates the violation, the penalty is immediately due. All costs of the abatement, along with any unpaid penalty, will be charged to your property taxes in a form of a Special Assessment.

Adam Mitlyng
Code Enforcement
763-767-6470

15.

11/1/2011 2:55 PM

CENTURY
EZ Loader
11/28/2011 1:24 PM

CHRYSLER
LEBARON
NSR 428
11/28/2011 1:22 PM

City of Coon Rapids
11155 Robinson Drive
Coon Rapids, MN 55433-3761
Tel: 763-755-2880
Fax: 763-767-6491
www.coonrapidsmn.gov

COON RAPIDS Minnesota

ADMINISTRATIVE CITATION

Citation #45799-20065

JEAN ANN & KIM MARIE HAGEN
2441 112TH LN NW
COON RAPIDS, MN 55448

Issue Date: 12-02-2011

Address: **2441 112TH LN**
COON RAPIDS, MN

PIN #: 163124410098

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On 11/28/11 the following violation(s) of Coon Rapids City Code was found:

Compliance Date	ANSWER	**City Code Summary**	**Penalty**
12-09-2011 remove auto parts, misc junk and debris from exterior storage	8-109 Junk Cars and Building Materials.	Any item not intended for outdoor storage is not permitted to be stored outdoors. (Vehicle parts, fluids and accessories, building materials, upholstered furniture, brush, etc.)	$600.00
12-09-2011 NSR428 expired tabs, display current registration or remove from outdoor storage	11-1831(2) Expired Tabs on Residential Property.	All vehicles parked or stored on residential property must display current registration.	$600.00

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Adam Mitlyng
Code Enforcement
763-767-6470