ORDINANCE NUMBER 1034

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF PERRIS, COUNTY OF RIVERSIDE, STATE OF CALIFORNIA, AMENDING CHAPTER 1.16, ADDING CHAPTER 1.17 AND CHAPTER 1.18 OF THE PERRIS MUNICIPAL CODE CREATING A PROCEDURE FOR IMPOSING AND COLLECTING ADMINISTRATIVE FINES FOR VIOLATIONS OF THE PERRIS MUNICIPAL CODE

WHEREAS, the California State Legislature passed Senate Bill Number 814 amending Code of Civil Procedure Section 1094.6 and enacting Government Code Section 53069.4 which authorizes legislative bodies of local agencies to adopt an ordinance that makes any violation of any local agency ordinance subject to an administrative fine; and

WHEREAS, the City desires to enforce the Perris Municipal Code and the City's ordinances in the most efficient manner possible, this Ordinance sets forth an administrative procedure for the enforcement of the Perris Municipal Code and the City's ordinances, and the imposition and collection of fines for Municipal Ordinance Violations pursuant to California Code of Civil Procedure Section 1094.6 and Government Code Section 53069.4; and

WHEREAS, in adopting this ordinance the City Council desires to reduce, to the greatest extent possible, the costs expended during enforcement prosecutions, thus reducing the burden on the already taxed judicial system. The City Council further desires to provide those accused of violating the Perris Municipal Code or the City's ordinances with the due process rights of a fair hearing before an impartial decisionmaker and the opportunity to call and cross-examine witnesses; and

WHEREAS, in compliance with the California Environmental Quality Act of 1970, Public Resources Code Section 21000 et seq., as amended, and the Guidelines promulgated thereunder, an Initial Study of the imposition and collection of administrative fines for violations of the Perris Municipal Code was conducted by the City. As the Initial Study did not identify any significant environmental impacts which would result from the adoption of this ordinance, a Negative Declaration has been prepared by the City; and

WHEREAS, the City Council has heretofore conducted a duly noticed public hearing concerning the imposition and creation of administrative fines for violations of the Perris Municipal Code and said public hearing was conducted prior to the adoption of this ordinance; and

WHEREAS, all legal prerequisites to the adoption of this ordinance have occurred.

NOW, THEREFORE, the City Council of the City of Perris does ordain as follows:

Section 1. That the above recitals are true and correct.

Section 2. The City Council hereby finds that:

- A. The adoption of this ordinance will not have a significant adverse effect on the environment.
- B. Negative Declaration Number 2026 reflects the independent judgment of the City.
 - Section 3. The City Council hereby adopts Negative Declaration Number 2026.

Section 4. The City Council of the City of Perris declares that:

The purpose and intent of this ordinance is to ensure the health, safety and welfare of the City's residents and to provide an efficient and cost effective method of enforcing the Perris Municipal Code and the City's ordinances. The purpose and intent of the City's imposition of fines is to deter violations of the Perris Municipal Code and the City's ordinances and provide retribution to the City and its residents.

The administrative enforcement procedures set forth in this ordinance are intended to provide an alternative to the City's existing civil and criminal enforcement powers. Nothing in this ordinance is meant to supersede or replace the existing civil or criminal enforcement proceedings undertaken by the City Attorney.

Section 5. The Perris Municipal Code Title 1, Chapter 1.16, is hereby amended to read as follows:

Chapter 1.16

Criminal Enforcement of Perris Municipal Code and Ordinance Violations

SECTION 1.16.001 Applicability

The provisions of this chapter shall apply to all ordinances of the City.

SECTION 1.16.005 Violations

A. No person shall violate any provisions, or fail to comply with any of the requirements of this Code. Unless a different penalty is prescribed for violation of a specific provision of this Code, every act prohibited or declared unlawful and every failure to perform an act made mandatory by this Code is punishable as a misdemeanor. Each person shall be deemed guilty of a separate offense for each and every day during any portion of which any violation of any provision of this Code is committed, continued, or permitted by such person and shall be punishable

accordingly.

B. In addition to the penalties provided in this section, any condition caused or permitted to exist in violation of any of the provisions of this Code is a public nuisance and may be, by this City, abated as such. Each day such condition continues shall be regarded as a new and separate offense.

SECTION 1.16.010 General penalty

- A. Except in cases where a different punishment is specifically prescribed elsewhere in this Code, every misdemeanor offense is punishable by imprisonment in the city or county jail for a period not exceeding six months, or by fine not exceeding one thousand dollars, or by both; provided, that where the City Attorney determines that such action would be in the interests of justice, the City Attorney may specify in the accusatory pleading that the offense shall be an infraction.
- B. Except as otherwise prescribed elsewhere in this Code, every offense specifically declared to be an infraction is punishable by a fine not exceeding one hundred dollars for a first violation, a fine not exceeding two hundred dollars for a second violation of the same provision within one year, and a fine not exceeding five hundred dollars for each additional violation of the same provision within one year. An infraction is not punishable by imprisonment. A person charged with an infraction shall not be entitled to a trial by jury and shall not be entitled to have the public defender or other counsel appointed at public expense to represent him or her unless he or she is arrested and not released on his or her written promise to appear, his or her own recognizance, or a deposit of bail. However, any person who has previously been convicted two or more times during any twelve-month period for any crime made punishable as an infraction shall be guilty of a misdemeanor upon the third violation.

SECTION 1.16.020 Issuance of citations by city officials

- A. The City Council shall designate by resolution the city officials who shall have the authority to issue citations within the City for violations of this Code.
- B. Each city official of the City so designated by resolution is hereby authorized by the City Council, pursuant to Sections 832, 836.5 and 19.7 of the California Penal Code and subject to the provisions thereof, to arrest a person without warrant whenever the city official has reasonable cause to believe that the person to be arrested has either violated a provision of this Code in his or her presence or fails to correct a violation and therefore has committed an infraction which the city official has the discretionary duty to enforce.
- C. Each city official as set forth by resolution is further authorized by the City Council to issue a notice to appear in court, pursuant to Sections 853.5 and 853.6 of the California Penal Code. Under no circumstances may the city official take the person to be arrested into custody. In the event that the person to be arrested demands to be taken before the magistrate or refuses to provide his or her written promise to appear in court, the city official must either summon a law enforcement officer to arrest the person and take the person into custody, or seek the assistance of

the City Attorney, and request that an infraction complaint be prepared and filed against that person.

D. In addition to the mandatory course of training prescribed by the commission of peace officers standards pursuant to Section 832 of the California Penal Code, the Planning and Community Development Department shall establish and cause to be administered a special enforcement training program designed to instruct the city officials as designated by resolution regarding provisions of this Code to be enforced, the evidentiary prerequisites to proper prosecution for violations thereof, the appropriate procedures for making arrest and citation authority, the limitations attendant thereto. Each city official authorized to issue citations shall be appropriately instructed to file executed citations within the planning department and shall send one copy of each executed citation to the chief of police and one copy to the court.

SECTION 1.16.030 Arrested person taken before magistrate

Whenever any person is arrested for any violation of this Code, not declared to be a felony, the arrested person shall be taken without unnecessary delay before a magistrate within the county in which the offense charged is alleged to have been committed, and which has jurisdiction of the offense, and is nearest or most accessible with reference to the place where the arrest is made in any of the following cases:

- A. When the person arrested fails to present satisfactory evidence of his or her identity for examination;
 - B. When the person arrested refuses to furnish written promise to appear in court;
 - C. When the person arrested demands an immediate appearance before a magistrate.

Section 6. The provisions of the Perris Municipal Code Title 1, are hereby amended by the addition of Chapter 1.18 as follows:

Chapter 1.18

Administrative Enforcement of Perris Municipal Ordinance Violations

1.18.001:

- I. *Definitions*. The terms used in this ordinance shall have the following meanings:
- A. *Board of Zoning Adjustment:* shall mean the entity established pursuant to Perris Municipal Code Section 19.77.010.
- B. *Administrative Citation:* has the meaning as defined in Section 1.18.010(D) of this ordinance.

- C. Administrative Citation Issuance Date: shall mean the date the Administrative Citation is released from the City's possession by any of the methods specified in Section 1.18.010(E) of this ordinance.
 - D. *City:* shall mean the City of Perris.
 - E. *City Council:* shall mean the City Council of the City of Perris.
- F. City Enforcement Official: shall mean persons designated by the Perris City Council pursuant to Perris Municipal Code Section 1.16.020 and any other peace officer.
- G. *City Enforcement Division:* shall mean the City agency designated to enforce the Perris Municipal Code and the City's ordinances.
 - H. *Code:* shall mean the Perris Municipal Code.
 - I. *Correction Notice:* has the meaning as defined in Section 1.18.010(C).
- J. Correction Notice Issuance Date: shall mean the date the correction notice is released from the City's possession by any of the methods specified in Section 1.18.010(E) of this ordinance.
 - K. Day(s): shall mean calendar day(s).
- L. *Designated Hearing Date:* The date of the Board of Zoning Adjustment hearing designated by the City as the time when the Offender's case is scheduled to be presented and heard.
 - M. Interested Party: shall mean any competent person.
- N. *Municipal Ordinance Violation:* shall mean any act or omission that constitutes an infraction as specified in the Perris Municipal Code, or any violation of any City ordinance constituting an infraction. Persons shall be deemed guilty of a separate Municipal Ordinance Violation for each and every day during any portion of which any Municipal Ordinance Violation is committed, continued, or permitted by such person after the first Administrative Citation is issued and shall be punished accordingly. For the purposes of this Chapter, a Municipal Ordinance Violation is an administrative violation. Nothing in this ordinance shall be construed to mean that a Municipal Ordinance Violation is not also a crime punishable under criminal proceedings.
- O. Offender: shall mean any person who violates any provision, or fails to comply with any of the requirements of the Perris Municipal Code or the City's ordinances.
- P. *Person:* shall mean any natural person, firm, association, club, organization, corporation, partnership, business trust, company or any other entity which is recognized by law as the subject matter of rights or duties.

Q. Representative: shall mean a duly appointed representative of the Offender. The Representative need not be an attorney. For the purposes of this Section, "duly appointed" means that if the Offender is not present at the hearing to consent to his or her representation by the Representative, the Offender's Representative must present a consent form signed by the Offender and notarized as such designating the Representative as the Offender's representative.

SECTION 1.18.005

II. Board of Zoning Adjustment Jurisdiction

The Board of Zoning Adjustment's jurisdiction is expanded to include conducting hearings on any and all Municipal Ordinance Violations in addition to the Board of Zoning Adjustment's existing powers already set forth in other parts of the Code.

SECTION 1.18.010

III. Administrative Citation

A. Issuance of Administrative Citation

Unless otherwise provided for in this Ordinance, a City Enforcement Official, upon determining that a person has committed a Municipal Ordinance Violation, shall present the Offender with an Administrative Citation.

B. Correction Period

This provision, (1.18.010(B)) shall not apply when the City seeks to abate the property under the abatement process set forth in this Code.

When the Municipal Ordinance Violation pertains to building, plumbing, electrical or other similar structural or zoning issues that do not create an immediate danger to health or safety, the Offender shall have no less than thirty (30) days to correct or otherwise remedy the Municipal Ordinance Violation prior to the issuance of an Administrative Citation and the imposition of a Municipal Ordinance Violation fine. A correction period longer than thirty (30) days may be granted if deemed necessary by the City Enforcement Official.

Upon discovery of the Municipal Ordinance Violation that pertains to building, plumbing, electrical or other similar structural or zoning issues that do not create an immediate danger to health or safety, the City Enforcement Official shall issue a Correction Notice to the Offender.

C. Correction Notice

The Correction Notice should contain, to the extent information is reasonably available to the Code Enforcement Official, the following:

- 1. Correction Notice's Issuance Date;
- 2. Offender's name;
- 3. Offender's current residential address and mailing address;
- 4. Offender's date of birth;
- 5. Offender's driver's license number or state issued identification number;
- 6. Municipal Ordinance Violation number and description;
- 7. Date Municipal Ordinance Violation was discovered by the City Enforcement Official;
- 8. Potential fine amount if not corrected;
- 9. Action necessary to correct Municipal Ordinance Violation;
- 10. Final date correction must be made by Offender; and
- 11. A warning that failure to correct the Municipal Ordinance Violation shall result in a citation.

D. Administrative Citation Contents

The Administrative Citation should contain, to the extent the information is reasonably available to the Code Enforcement Official, the following:

- 1. Administrative Citation's Issuance Date;
- 2. Offender's name;
- 3. Offender's current residential address and mailing address;
- 4. Offender's date of birth;
- 5. Offender's driver's license number or state issued identification number;
- 6. Municipal Ordinance Violation number and description;
- 7. Date Municipal Ordinance Violation was discovered by the City Enforcement Official;

- 8. Fine amount;
- 9. Location and manner Offender can pay Municipal Ordinance Violation fine, including the City Finance Department's address;
- 10. Procedure for appearing at an administrative hearing. Specifically, notice to the Offender that the Offender must make a written request within ten (10) days of the Administrative Citation Issuance Date in order to obtain a hearing and that the Offender will be notified by mail of the hearing date; and
- 11. A warning that a failure to pay the Municipal Code Violation or request and appear at a Board of Zoning Adjustment Hearing on the scheduled date shall result in the penalties described in Section 1.18.040, including a description of the penalties.

E. Notice

Administrative Citation and Correction Notices shall be provided by one of the following methods:

- 1. By personal service on the Offender.
- 2. By registered or certified mail to the Offender's last known address.

SECTION 1.18.015

IV. Payment or Hearing

A. *Offender's Obligations*

After the issuance of the Administrative Citation, at a minimum, an Offender or the Offender's Representative shall do one (1) of the following to avoid the penalty set forth in Section 1.18.025:

1. Pay the fine amount designated on the Administrative Citation within twenty-one (21) days of the Administrative Citation Issuance Date.

OR

2. Within and including ten (10) days of the Administrative Citation Issuance Date make a written request for a hearing with the Board of Zoning Adjustment and appear before the Board on the Designated Hearing Date and abide by or appeal the Board of Zoning Adjustment's decision. The Offenders' written request shall be considered timely if it arrives, is delivered, or it reflects a United States mail postmark date within and including ten (10) days from the Administrative Citation Issuance Date.

B. Payments

Payments shall be sent to the City's Finance Department.

C. No waiver

Under no circumstances shall the payment of the Municipal Ordinance Violation fine designated in the Administrative Citation constitute a waiver of the Offender's right to a Board of Zoning Adjustment hearing. Therefore, an Offender may pay the fine within the twenty-one (21) day period and also appear at the designated hearing to protest the imposition of the fine if the Offender made a timely request for a hearing as required in this Section (1.18.015).

D. *Obligation to Correct Violation*

Nothing in this Code shall be interpreted to mean that because an Offender has paid the Municipal Ordinance Violation fine that he or she is not required to correct the Municipal Ordinance Violation. Failure to correct the Municipal Ordinance Violation could result in the issuance of additional citations.

SECTION 1.18.020

V. Administrative Hearing Procedure

A. Hearing

The Board of Zoning Adjustment shall, at the scheduled date and time specified, conduct a hearing where the Board can hear and consider any relevant testimony or evidence offered by the Offender, any City Official or any other Interested Party. The hearing shall be informally conducted. The formal rules of the California Evidence Code shall not apply, except that irrelevant and unduly repetitious evidence shall be excluded at the Board of Zoning Adjustment's discretion.

B. Jury and Public Defense

Pursuant to California Penal Code Section 19.6, an Offender shall not be entitled to a jury in a Board of Zoning Adjustment Municipal Ordinance Violation (infraction) hearing nor shall an Offender be entitled to have the public defender or other counsel appointed at public expense to represent him or her.

C. Continuances

At its discretion, the Board of Zoning Adjustment may continue the hearing to another date and time.

D. Written Determination Contents

If the Offender or the Offender's Representative appears at the hearing, the Board of Zoning Adjustment shall provide a written determination to the Offender and the City Enforcement Division.

The Board of Zoning Adjustment's written decision shall contain the following:

- 1. The Board of Zoning Adjustment's findings of fact and conclusions.
- 2. The procedure described in Section 1.18.035 for appealing the Board of Zoning Adjustment's decision.
- E. Notification of Written Determination

If the Board of Zoning Adjustment produces a written decision, it must do so within ten (10) days of the hearing's conclusion. Written Determinations shall be provided by one (1) of the following methods:

- 1. By personal service on the Offender.
- 2. By registered or certified mail to the Offender's last known address.

Written Determinations shall be considered timely if they arrive, are delivered, or reflect a United States mail postmark date within and including ten (10) days from the conclusion of the Board of Zoning Adjustment hearing where the determination was made.

Upon written request to the Board of Zoning Adjustment, Interested Parties shall also be provided a copy of the determination within the time period described in this Section (1.18.020(E)).

SECTION 1.18.025

VI. Failure to Appear at Board of Zoning Adjustment Hearing or Pay Municipal Ordinance Violation Fine

A. *Penalty*

If the Offender fails to pay the Municipal Ordinance Violation fine within the time period specified in Section 1.18.015 and fails to appear on the Designated Hearing Date, the Offender will be subject to the penalty set forth in Section 1.18.040. When an Offender requests a hearing and fails to appear at the designated hearing date, the penalty in Section 1.18.040 shall immediately be in effect if the Offender has not paid the Municipal Ordinance Violation fine by the Designated Hearing Date and twenty-one (21) days has passed since the Citation Issuance Date.

If the Offender fails to appear at the designated hearing date and twenty-one (21) days from the Citation Issuance Date has not passed, the Offender has until the end of the twenty-one (21) day period to pay the Municipal Ordinance Violation fine before the penalty in Section 1.18.040 comes into effect.

B. Waiver of Right to Hearing

The Offender's failure to appear on the Designated Hearing Date shall constitute a waiver of the right to a hearing. An Offender's failure to appear on the Designated Hearing Date shall be presumed an admission of guilt to the Municipal Ordinance Violation charges as indicated on the Administrative Citation.

C. Good Cause

Upon a showing of good cause by the Offender or the Offender's Representative, the Board of Zoning Adjustment may excuse the Offender's failure to appear on the Designated Hearing Date and reschedule the Offender's hearing. Under no circumstances shall the Offender's hearing be rescheduled more than one time unless the Offender pays a deposit in the amount of the Municipal Ordinance Violation fine.

Nothing in this Section (1.18.025(C)) shall be interpreted to mean the following:

- 1. The Offender is excused from the requirement to pay the Administrative Violation fine or appear at a Board of Zoning Adjustment Hearing.
- 2. The Board of Zoning Adjustment may excuse the Offender from appearing altogether.
- 3. The Board of Zoning Adjustment may excuse the Offender from paying the Municipal Ordinance Violation fine, unless a hearing as described in Section 1.18.020 has been conducted and the Board of Zoning Adjustment finds in favor of the Offender.

If the Offender fails to appear at the hearing, the Board of Zoning Adjustment may, but is not required to render a decision. However, any decision that the Board of Zoning Adjustment does render shall be in favor of the City as the Offender's failure to appear constitutes an admission of guilt as specified above. The Offender's failure to appear shall not affect the validity of the Board of Zoning Adjustment's decision.

SECTION 1.18.030

VII. Board of Zoning Adjustment Decision in Offender's Favor

A decision in favor of the Offender shall constitute a dismissal of the Municipal Ordinance Violation. The City shall return any monies paid by the Offender as a deposit towards the dismissed Municipal Ordinance Violation fine.

SECTION 1.18.035

VIII. Board of Zoning Adjustment Decision in City's Favor

If the Board of Zoning Adjustment conducts a hearing and renders a written decision in favor of the City, the Offender must do one (1) of the following:

1. Abide by the Board of Zoning Adjustment's order including paying the Municipal Ordinance Violation fine in full within twenty (20) calendar days of service of the Board of Zoning Adjustment's decision.

OR

2. Appeal the Board of Zoning Adjustment's decision pursuant to California Government Code Section 53069.4 (hereinafter Section 53069.4) within twenty (20) calendar days after service of the Board of Zoning Adjustment's decision. Pursuant to Section 53069.4, the appealing party shall serve a copy of the appeal notice in person or by first-class mail upon the City. Appeal notices shall be sent to: City Enforcement Division, 155 E. 4th Street, Perris, California 92570-2200. If no appeal notice is filed within the twenty (20) calendar day period, the Board of Zoning Adjustment's decision shall be deemed confirmed.

OR

3. File a petition for a writ of mandate pursuant to California Code of Civil Procedure Section 1094.5 et seq.

SECTION 1.18.040

IX. Penalty

A. Municipal Ordinance Violation Fine

Municipal Ordinance Violation fines shall be set by City Council resolution, as may be amended from time to time. Municipal Ordinance Violation fines shall not exceed one hundred dollars (\$100.00) for a first violation, two hundred dollars (\$200.00) for a second violation of the same Municipal Ordinance Violation within one (1) year, and five hundred dollars (\$500.00) for each additional violation of the same Municipal Ordinance Violation within one (1) year. Municipal Ordinance Violations are not punishable by imprisonment.

B. *Increase in Fine*

As a penalty for the failure to comply with Sections 1.18.015, 1.18.025 or 1.18.035, the original Municipal Ordinance Violation fine shall be doubled. An Offender can avoid the additional penalty set forth in Section 1.18.040(C) by paying the doubled Municipal Ordinance Violation fine within forty-five (45) days of the Administrative Citation Issuance Date.

If the Offender requests a hearing, and the Designated Hearing Date is set later than forty-five (45) days from the Citation Issuance Date, and the Offender fails to appear at the Designated Hearing Date, the Offender may pay the doubled fine within five (5) days of the Designated Hearing Date and avoid the penalty set forth in Section 1.18.040(B).

C. Misdemeanor

The failure to comply with the provisions set forth in Sections 1.18.015, 1.18.025, 1.18.035 or 1.18.040 shall constitute a misdemeanor punishable by a maximum of a one thousand dollar (\$1000.00) fine and/or six (6) months in jail.

SECTION 1.18.045

X. Effect on Other Provisions of the Perris Municipal Code

Nothing in Title 1, Chapters 1.16 or 1.18 shall be interpreted to prevent the City from using the abatement procedures set forth in Title 19, instead of the administrative hearing procedures set forth in Title 1, Chapter 1.18.

In addition to or as an alternative to the administrative abatement procedures set forth in Title 19, the City may impose a fine as set forth in this Title and Chapter (1.18). If a fine is imposed in addition

to abatement, the procedural provisions set forth for abatement in Title 19, shall be followed and the procedures set forth in this Title and Chapter (1.18) shall not be followed.

Nothing in this Title (1) or in Title 19 shall be interpreted to mean that the appellate process set forth in Title 19, Chapter 19.77, Section 19.77.030 for appealing the Board of Zoning Adjustment's abatement decisions to the City Council shall apply to Board of Zoning Adjustment Municipal Ordinance Violation decisions set forth in this Title and Chapter (1.18). The appellate procedure set forth in Title 19, Chapter 19.77, Section 19.77.030 shall apply only to the Board of Zoning Adjustment's decisions regarding issues set forth in Title 19.

SECTION 1.18.050

XI. Severability.

If any provision, clause, sentence, or paragraph of this ordinance or the application thereof to any person, establishment, or circumstances shall be held invalid, such invalidity shall not affect the other provisions or application of this ordinance which can be given effect without the invalid provision or application, and to this end, the provisions of this ordinance are hereby declared to be severable.

Section 7. The Perris Municipal Code Title 19, Chapter 19.77, Section 19.77.030, is hereby amended to read as follows:

Whenever any person is aggrieved by any final order of the Board of Zoning Adjustment issued pursuant to the provisions of Title 1, Title 19, or any other provision of the Code, such person may appeal to the City Council the issuance of said order or confirmation by filing a written appeal in accordance with the provisions of Title 19. Nothing in this Title (19) shall be interpreted to mean that the appellate process set forth in this Section (19.77.030) shall apply when the Board of Zoning Adjustment makes solely a Municipal Ordinance Violation decision. This Section shall apply to Municipal Ordinance Violation decisions only when such decisions are rendered in conjunction with a decision issued pursuant to a Title other than Title 1.

Section 8. The City Council declares that any procedures currently in place for the imposition and collection of vehicle citations shall not be superseded by this ordinance and may continue as an alternative to the procedures set forth in this ordinance.

Section 9. The Mayor shall sign and the City Clerk shall certify to the passage and adoption of this ordinance and shall cause the same to be published and posted pursuant to the provisions of law in this regard, and this ordinance shall take effect (30) days after its passage.

ADOPTED,	SIGNED	and APPRO	VED this	28th da	v of Mav	1996
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