

CHAPTER 61
PROCEDURE FOR ISSUANCE OF CITATIONS
AND APPEARANCE TICKETS

Section 61.1 Appearance Tickets.

- A. The Township building official is authorized to issue an appearance ticket if the official has reasonable cause to believe that a person has failed to comply with a stop work order issued by the building official.
- B. The Township supervisor, deputy supervisor, or zoning enforcement officer may issue and serve an appearance ticket for a misdemeanor violation if there is reasonable cause to believe that the person has violated Section 27.12 or Chapter 33 of this Ordinance Code.

Section 61.2 Civil Infraction Tickets.

- A. The Township supervisor, deputy supervisor and ordinance enforcement office are authorized to issue citations for violation of any provision of this ordinance code not designated to be a misdemeanor, or any violation of the Township zoning ordinance which is designated to be a municipal civil infraction if that person has reasonable cause to believe an infraction has occurred.
- B. The Township zoning administrator is hereby authorized to issue citations for violations of the zoning ordinance if the zoning administrator has reasonable cause to believe an infraction has occurred.
- C. The township building official and inspectors are authorized to issue citations for violations of those building codes for which the official is responsible for administering and enforcing, if the official has reasonable cause to believe an infraction has occurred.
- D. The Township Fire Chief or a Deputy Fire Chief is authorized to issue citations for violations of Chapter 22 of this Chapter, or any fire safety code which is adopted herein by reference. *[Added 12/7/16; eff. 1/19/17]*

Section 61.3 Ordinance Enforcement Officer. The Township Board, by resolution from time to time, may appoint a person or persons as ordinance enforcement officer(s). That person shall work under the direction of the Township supervisor and shall have the authority to investigate and enforce all Township ordinances and issue civil infraction citations as provided above, for all ordinances, except for building code ordinances for which the person does not possess the necessary qualifications for enforcement, and may issue civil infraction citations as provided above.

Section 61.4 Personal Observation; Township Attorney Approval. The officials authorized to issue citations, as provided above, may issue such citations based upon personal observation. In the event a citation is to be issued not based on personal observation, but on the report of a

person who has allegedly witnessed said infraction or otherwise, the official shall first obtain the written approval of the Township attorney before issuing the citation, as required by MCL 600.8707.

Section 61.5 Form of Citations. Citations shall be numbered consecutively and shall be in a form approved by the State Court Administrator's Office.

Section 61.6 Service. Citations shall be served upon the alleged violator as provided by law.

Section 61.7 Appearance. Citations shall require appearance at the District Court within a reasonable time after the citation has been issued.

Section 61.8 Procedure. The procedures for the admission or denial of responsibility, request for informal or formal hearings, and all other matters related to processing of citations for civil infractions shall be as provided by law.