

PS 7.4/50

**CITY OF KENNEWICK  
CODE ENFORCEMENT  
REQUEST FOR INVESTIGATION**

SHADED AREAS TO BE COMPLETED BY STAFF

CASE FILE NUMBER: \_\_\_\_\_

NUISANCE \_\_\_\_\_

ZONING \_\_\_\_\_

OTHER: \_\_\_\_\_

DATE RECEIVED: \_\_\_\_\_

NATURE OF COMPLAINT: \_\_\_\_\_

ADDRESS OF COMPLAINT: \_\_\_\_\_

PROPERTY OWNER'S NAME: \_\_\_\_\_ (PHONE) HOME: \_\_\_\_\_ WORK: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

TAX PARCEL NUMBER: \_\_\_\_\_ ZONING: \_\_\_\_\_

CROSS STREET (DIRECTIONS): \_\_\_\_\_

**COMPLAINANT**

NAME: \_\_\_\_\_ (PHONE) HOME: \_\_\_\_\_ WORK: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

TAX PARCEL NUMBER: \_\_\_\_\_ ZONING: \_\_\_\_\_

SIGNATURE OF COMPLAINANT: \_\_\_\_\_ DATE: \_\_\_\_\_

SPACE BELOW RESERVED FOR CODE ENFORCEMENT USE ONLY

DATE	COMMENTS AND/OR ACTION TAKEN	DATE

INVESTIGATED BY: \_\_\_\_\_ SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

FORWARDED TO CITY ATTORNEY (DATE): \_\_\_\_\_ BY: \_\_\_\_\_

**RETURN TO: COMMUNITY AND ECONOMIC DEVELOPMENT  
210 W. SIXTH AVENUE / PO BOX 6108  
KENNEWICK, WA 99336**



COMMUNITY and ECONOMIC DEVELOPMENT  
P.O. Box 6108, 210 West 6th Avenue  
Kennewick Washington 99336  
(509) 585-4275 FAX (509) 585-4442

**CORRECTION NOTICE**

February 18, 1998

VIOLATION NO.

Location of violation:

Legal Description:

Parcel ID:

Description of violation:

\* \* \* \*

Owner name:

Address:

\* \* \* \*

An inspection of the above premises revealed the following violation(s) as defined by the Kennewick Municipal Code (KMC):  
Kennewick Municipal code 9.44.020(8) Weed hazard  
Kennewick Municipal Code 9.44.020(12) Nuisance

Description of violation:

Corrective Action:

As the person responsible for this violation you must make the above described correction action by \_\_\_\_\_, OR contact the Code Enforcement Officer regarding a **Voluntary Correction Agreement**; a Notice of Civil Violation maybe issued and you will be scheduled to appear before the Kennewick Improvement Board. The Board may determine that you have violated the Municipal Code and may order abatement of the violation at your expense and may also assess monetary penalties of up to \$500.00.

ISSUING PARTY: \_\_\_\_\_ Phone (509) 585-4327  
Randy A. Stephens, Code Enforcement Officer

**CORRECTION NOTICE - KIB SAMPLE**



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**NOTICE OF CIVIL VIOLATION**

February 18, 1998

Violation No. SAMPLE

Location of violation:

Legal description:

Tax Parcel No. Identification(s):

Date of violation: - Correction Notice

\* \* \* \*

Owner name:

Address:

\* \* \* \*

On \_\_\_\_\_ an inspection of the above location revealed violation(s) of the Kennewick Municipal Code: \_\_\_\_\_. You received a correction notice dated \_\_\_\_\_ (COPY ATTACHED) But have failed to bring your property into compliance with the Kennewick Municipal Code.

**Description of violation:**

\* \* \* \*

**HEARING NOTICE:** On \_\_\_\_\_ **AT 7:00 PM, the Kennewick Improvement Board will hold a compliance hearing in the City Council Chambers, 210 W. 6th Avenue. Except for repeat violation(s), if the required corrective action is completed AND written approval is obtained from the Code Enforcement Officer at least 48 hours prior to the hearing, the hearing of KIB No. \_\_\_\_\_ will be canceled and a monetary cost may be waived. If you choose NOT to complete the required corrective action by that time, the hearing will continue as scheduled.**

**KENNEWICK IMPROVEMENT BOARD HEARING:** At the hearing, the City will request that the Board issue a finding of violation and order assessing you monetary penalties in the amounts below and allowing the City to abate the unlawful condition at your expense, unless abatement is accomplished subsequent to or less than 48 hours prior to the hearing.

Nuisance or weed hazard	\$ 500.00
Substandard building	\$ 1,000.00
Unfit building	\$ 1,500.00
<b>Penalties double for repeat violations</b>	

**FAILURE TO APPEAR:** At the hearing, the Board shall make a factual determination. Should you fail to appear, the Board shall grant the City the relief requested and assess you monetary penalties in the amounts shown above for each parcel listed.

**ISSUING PARTY:** \_\_\_\_\_ Phone (509) 585-4327  
 Randy A. Stephens, Code Enforcement Officer



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### VOLUNTARY CORRECTION AGREEMENT

VIOLATION NO. SAMPLE

THIS AGREEMENT entered into this February 18, 1998, \_\_\_\_\_  
(OWNER/REPRESENTATIVE) by and between the City of Kennewick and \_\_\_\_\_  
(PROPERTY OWNER) who owns real property located at \_\_\_\_\_;  
\_\_\_\_\_ (LEGAL DESCRIPTION) in the City of Kennewick, Washington.

WITNESSETH

- (1) The City of Kennewick and the above named property owner agree that the conditions set forth in Paragraph No. 2 of this Agreement must be abated in the manner set forth in Paragraph No. 3 of this Agreement on or before the \_\_\_\_\_ (CLEANUP DATE).
- (2) The condition of the property which is the subject of this Agreement and constitutes a violation of Chapter 9 of the Kennewick Municipal Code and which must be abated is:  
  
Description of violation:  
Corrective action:
- (3) The condition of the property which is the subject of this Agreement must be abated by:  
  
\_\_\_\_\_ (Date of compliance)
- (4) In consideration for the granting of this extended abatement period the Owner understands and agrees that he waives his right to appeal the City's determination that a violation of the Kennewick Municipal Code exists on his property. This waiver is voluntary and freely made with full knowledge of its consequences, which includes the loss of right to appeal this determination of City Code violation to the Kennewick Improvement Board.
- (5) The Owner also consents and agrees that, if the condition giving rise to this Agreement is not abated by the time provided in Paragraph No. 1 and in the manner prescribed in Paragraph No. 3, the City or its agents and contractors may enter the property, on no less than two (2) days notice to the Owner, and abate the violation. Once the violation has been abated by the City, the Owner upon receive of an invoice from the City shall be responsible for all reasonable costs of abatement. The costs shall be paid to the City within thirty (30) days from the date of the invoice. If the costs are not paid they become a tax lien against the property.
- (6) The Owner further agrees and consent that if the terms of the Voluntary Correction Agreement are not met, the Owner shall be assessed an administrative cost of \$ \_\_\_\_\_ (see KMC 9.44.110(2)(b)(iii) plus all costs and expenses of abatement, as set forth in Section 9.44.110 of the Kennewick Municipal Code.
- (7) The Owner also further agrees and consents that if the terms of the Voluntary Correction Agreement are not met, the City may post and close the property as unsafe. Persons entering the property after such time would be subject to arrest.
- (8) The Owner agrees that the City shall have the right to request specific performance of this Agreement and that the remedies of the City in connection with the abatement of the

VOLUNTARY CORRECTION AGREEMENT KIB NO. SAMPLE

violations and reimbursement of all costs incurred therefor are cumulative in favor of the City.

- (9) The Owner agrees that this Agreement may be recorded with the Benton County Auditor's Office.
- (10) The Agreement shall be interpreted in accordance with the laws of the State of Washington and venue shall be in Benton County, Washington.
- (11) This is a fully integrated Agreement and contains the entire Agreement between the parties. Any prior written or oral agreements which are different in terms, conditions and provisions to this Agreement shall be of no effect and shall not be binding upon either party.
- (12) No amendment or modification of this Agreement shall be valid unless expressed in writing and executed by the parties hereto in the same manner as the execution of this Agreement.

BY: \_\_\_\_\_  
R. Sam Good, Director

Subscribed and Sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 19\_\_.

\_\_\_\_\_  
NOTARY PUBLIC in and for the State of Washington  
Residing at: \_\_\_\_\_  
Exp. Date: \_\_\_\_\_

BY: \_\_\_\_\_ Date \_\_\_\_\_  
Owner

Subscribed and Sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 19\_\_.

\_\_\_\_\_  
NOTARY PUBLIC in and for the State of Washington  
Residing at: \_\_\_\_\_  
Exp. Date: \_\_\_\_\_