



WILTON MANORS POLICE DEPARTMENT

CODE COMPLIANCE UNIT



Life's Just Better Here

Gary Blocker
Chief of Police

2020 WILTON DRIVE WILTON MANORS

• CODECOMPLIANCE @WMPD.ORG

• 954-390-2151

LIEN REDUCTION APPEAL PACKET – CITY COMMISSION

Greetings,

The code lien reduction process is governed under the City of Wilton Manors Code of Ordinances, [Sec. 2-25 - Lien Reduction Procedures](#). To appeal a Special Magistrate's lien reduction decision to the City Commission, this packet shall be completed in its entirety, and submitted to the City as instructed. A thoroughly completed packet will support your request moving through this process efficiently. The associated fee shall be paid to the City upon submitting your packet with a copy of your receipt attached. **The City will not process your request until we have received payment.** Following our staff's review of your packet, your request will be placed on the next available City Commission meeting agenda. **Incomplete applications/packets will not be processed!** We thank you for your diligence with completing and submitting your application as instructed, and we look forward to working with you. If you have any questions about this process you may contact our Code Compliance Administrative Assistant at (954) 390.2151, or email us at lienreductions@wmpd.org. Thank you!

Sincerely,

Code Compliance Unit
Wilton Manors Police Department



WILTON MANORS POLICE DEPARTMENT

CODE COMPLIANCE UNIT



Gary Blocker
Chief of Police

Life's Just Better Here

2020 WILTON DRIVE WILTON MANORS

• CODECOMPLIANCE @WMPD.ORG

• 954-390-2151

APPLICATION TO APPEAL SPECIAL MAGISTRATE'S DECISION – LIEN REDUCTION

Date: _____ Case #: _____

Applicant Name: _____

Title: _____

Relationship to the Property: _____

I am the owner of the property or I have submitted the appropriate documentation or Notice of Appearance to the City stating that I am authorized to bring this application on behalf of the owner as _____ (Attorney, Personal Representative of the Estate, Officer of the Corporation, Trustee, etc.)

Address: _____

Phone number(s): _____

E-Mail: _____

Legal Representation (if applicable):

Name	Phone number
------	--------------

Address: _____

E-Mail: _____

Note: Legal representatives shall sign this application packet.

Special Magistrate Lien Reduction Hearing Date: _____

Name of Special Magistrate: _____

Original Lien Amount: _____

Reduced Lien Amount: _____



WILTON MANORS POLICE DEPARTMENT

CODE COMPLIANCE UNIT



Gary Blocker
Chief of Police

Life's Just Better Here

2020 WILTON DRIVE WILTON MANORS

• CODECOMPLIANCE @WMPD.ORG

• 954-390-2151

§2-25. Lien Reduction Procedures – Appeals to City Commission.

All applicants may appeal the Special Magistrate's decision to the City Commission. The applicant's notice of appeal must be provided to the City in writing within ten (10) days of the date of the order. The notice of appeal shall include any and all reasons why the applicant believes that the Special Magistrate's order should be overturned along with all supporting documents. The appealing party will be notified in writing of the scheduled date of the hearing at least five (5) days prior to the hearing date. A party receiving a lien reduction, shall, in addition to any reduced lien amount, pay to the City an amount determined by the City Commission to be reasonably related to the City's administrative costs of enforcing the City code and collecting the lien amount. **The City Commission may affirm, reverse, or modify the Special Magistrate's order.** The application fee, if any, to appeal the matter to the City Commission may be established by resolution of the City Commission.

-
- I certify the above listed property is in compliance with the ordinances of the City of Wilton Manors and there are no outstanding code violations.
 - I certify that I have read and understand the above listed regulations and I have complied with all applicable mandates prior to submitting this application.
 - I voluntarily waive my right, if any, to seek judicial review of the City Commission's discretionary decision in this matter.

Signature	Print Name	Date
-----------	------------	------

Signature (Legal Representative – if applicable)	Print Name	Date
--	------------	------



WILTON MANORS POLICE DEPARTMENT

CODE COMPLIANCE UNIT



Gary Blocker
Chief of Police

Life's Just Better Here

2020 WILTON DRIVE WILTON MANORS • CODECOMPLIANCE @WMPD.ORG • 954-390-2151

1. Provide any and all reasons why the applicant believes that the Special Magistrate's order should be overturned. ***All relevant and supporting documentation and evidence to support this appeal shall be submitted with this packet.***



WILTON MANORS POLICE DEPARTMENT

CODE COMPLIANCE UNIT



Gary Blocker
Chief of Police

Life's Just Better Here

2020 WILTON DRIVE WILTON MANORS

• CODECOMPLIANCE @WMPD.ORG

• 954-390-2151

CERTIFICATION OF TRUTH, ACCURACY AND AUTHENTICITY

I certify under penalty of perjury and law, this Lien Reduction Request Packet has been thoroughly completed using truthful, accurate and authentic information and supporting documents. I understand I and parties associated with providing false or misleading information may be investigated by law enforcement, and if appropriate, criminally charged.

Signature of Applicant

Signature of Legal Representative (if applicable)

Printed name of Applicant

Printed name of Legal Representative (if applicable)

STATE OF FLORIDA
COUNTY OF BROWARD

SWORN TO (or affirmed) and subscribed before me by means of physical presence or

online notarization, this _____ day of _____ 20____, by _____.

NOTARY PUBLIC

Personally Known

OR

Produced Identification

Type of Identification Produced



WILTON MANORS POLICE DEPARTMENT

CODE COMPLIANCE UNIT



Gary Blocker
Chief of Police

Life's Just Better Here

2020 WILTON DRIVE WILTON MANORS

• CODECOMPLIANCE @WMPD.ORG

• 954-390-2151

CHECKLIST - LIEN REDUCTION APPEAL PACKET

1. Did you submit your completed application to appeal the Special Magistrate's Lien Reduction? Yes No
2. Did you review and understand the lien reduction appeal process? Yes No
3. Did you check the box certifying the property is in compliance with the ordinances of the City of Wilton Manors and there are no outstanding code violations? Yes No
4. Did you check the box certifying you have read and understand the listed regulations and that you have complied with all applicable mandates prior to submitting this application? Yes No
5. Did you check the box voluntarily waiving your right, if any, to seek judicial review of the City Commission's discretionary decision in this matter? Yes No
6. Did you complete the section providing any and all reasons why the applicant believes that the Special Magistrate's order should be overturned? Yes No
7. Did you provide all relevant and supporting documentation and evidence to support this appeal? Yes No
8. Did you make any claims of hardship, to include financial hardship, in your packet and presentation in your initial request to the Special Magistrate requesting a lien reduction? Yes No
9. Did you complete and have notarized the Certification of Truth, Accuracy and Authenticity? Yes No
10. For appeals being made to the City Commission, do you understand the City will not process your application until we receive your non-refundable application fee as prescribed in the City's fee schedule with an added non-refundable fee for each additional lien recorded against the property? (Please attach your receipt) Yes No N/A



WILTON MANORS POLICE DEPARTMENT

CODE COMPLIANCE UNIT



Life's Just Better Here

Gary Blocker
Chief of Police

2020 WILTON DRIVE WILTON MANORS

• CODECOMPLIANCE @WMPD.ORG

• 954-390-2151

LIEN REDUCTION APPEAL PACKET SUBMISSION INSTRUCTIONS

RETURN VIA:

Email: lienreductions@wmpd.org

Subject Line: Lien Reduction Appeal to City Commission - (Property Address)

Mail or in person: ATTN: Lien Reduction Requests
Wilton Manors Police Department
Code Compliance Unit
2020 Wilton Drive
Wilton Manors, FL 33305