



**DUPAGE  
COUNTY**

Building  
Division

Zoning &  
Planning Division

Environmental  
Division

## BUILDING & ZONING DEPARTMENT

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### MEMORANDUM

Date: September 3, 2024  
To: Development Committee  
From: Jim Stran  
Building & Zoning Manager  
Re: Update to Chapter 34 Administrative Adjudication of Ordinance Violations

In August of 2010, the County Code was amended to create Chapter 34 Administrative Adjudication of Ordinance Violations, commonly known as the Administrative Adjudication Hearing Program. The program has been extremely successful in bringing properties with code violations into compliance in an expeditious manner. However, many cases that have been decided by the Hearing Officer in the County's favor have resulted in liens being placed on these properties if no fines have been paid.

To remedy this issue, as well as provide appropriate updates to the ordinance, staff is proposing the attached updates to Chapter 34. These changes will provide procedural updates, update for compliance with changes in State Law, and institute a new program to collect fines owed to the County in the form of liens.

This new program would require the Building & Zoning Department to coordinate with the States Attorney's Office to hire a Special Assistant State's Attorney or collection agency. This individual or organization would function as the collection agency for the department.

Additionally, liens that are over eight years old have expired. The proposed ordinance amendments would allow the County to revive the expired liens. Property owners would be notified of the revived liens and given the opportunity to pay the past due fines. In the event payment is not received violators would be turned over to our collection's attorney or agency. Individuals would be responsible for the cost of their fines as well as the collection agency fees.

In addition to the proposed ordinance changes you will see a spreadsheet that totals all outstanding fees and fines owed to the County from the Adjudication Program.

Action Requested: Approval of the amendments to Chapter 34 of the DuPage County Code as outlined in the attached documents.