



## UNIFORM CITATION Code Enforcement

8100 Ewing Blvd, Florence, KY  
859-647-5416  
[www.florence-ky.gov](http://www.florence-ky.gov)

**Location of Violation:**  
44 VIVIAN DR, Florence, KY, 41042

**Department:**  
Public Services

**Citation Number:**  
25-927 1st Offense

**Name of Violator:**  
CLOSE DAVID A & MELISSA

**Date Issued:**  
07/01/2025

**Time Issued:**  
08:34:26

**Mailing Address:**  
44 VIVIAN DR, FLORENCE, KY, 41042

**Violation Date:**  
05/15/2025

**Violation Time:**  
10:35am ET

Municipal Code	Description
PM 303.7 (O-11-03)	Roof and flashing shall be sound, tight and not have defects that admit rain. Roof drainage shall be adequate to prevent dampness or deterioration in the walls or interior portion of the structure. Roof drains; gutters and downspouts shall be maintained in good repair and free from obstructions.
PM 303.6 (O-11-03)	All exterior walls shall be free from holes, breaks, and loose or rotting materials; and maintained weatherproof and properly surface coated where required to prevent deterioration.

**TOTAL DUE FOR THIS CITATION: 1st Offense Uniform Citation (\$100)**

*Maximum civil fine that may be imposed per violation if this citation is contested: \$500*

**Official's Signature:**

**Official's Name:**  
Mike Macaluso

**Phone Number:**  
(859) 647-5416

**Citation Service Type:**

**Citation Accepted By:**

**Delivery Comments:**

- ☒ Personal Service to Alleged Violator  
☒ Posted on Premises and Copy Mailed  
☒ Copy to Person 18+ Years of Age

This citation represents a determination that a violation has been committed. You must respond to this citation within **seven (7) days of the date issued** by either paying the civil fine set forth in the citation, or requesting, in writing, a hearing to contest the citation. If you fail to pay the civil fine set forth in the citation or contest the citation, within the time allowed, you are deemed to have waived the right to a hearing before the code enforcement board to contest the citation and the determination that a violation was committed shall be final, and you are also deemed to have waived the right to appeal the final order to Boone County District Court. This citation must accompany payment and should be paid in person or by mail to the City of Florence Finance Department, 8100 Ewing Boulevard, Florence, KY 41042. Office hours are 830am-5pm, Monday-Friday. Business phone (859) 647-5413.

### CONTESTING THE CITATION

A written request for a hearing to contest the citation must be made **within seven (7) days of date issued**. Such request for hearing shall be filed in the office of the Florence City Clerk, 8100 Ewing Boulevard, Florence, KY 41042. Office hours are 830am-5pm, Monday-Friday. Business phone (859) 647-8177. An appeal from the Code Enforcement Board's determination may be made to the Boone County District Court within thirty (30) days of the determination provided you did not fail to appear. Failure to appear waives the right to appeal the final order to Boone County District Court.

**Total due balances are not carried forward. If you receive two or more citations, balance is due for EACH citation.**