



## City of Visalia Natural Resource Conservation Division

### In receipt of a City of Visalia Administrative citation from the Natural Resource Conservation Division?

Citizens have the following choices:

- Attend one educational water class in lieu of paying the citation fine.
  - Sign up for the water class by contacting Natural Resources Conservation at 713-4531 prior to the end of the appeal period.
  - Citizens must attend one of the classes within 75 days of the date of their letter.
  - Water classes are held on the third Wednesday of every other month. Citizens are always welcome at water education classes, but may only attend in lieu of paying a fine once.
  
- Pay the citation fine
  
- Appeal the citation
  - If a citizen decides they want to appeal their citation, they would:
    1. Visit Neighborhood Preservation Division offices in-person at 315 E. Acequia Avenue, inside City Hall East between the hours of 8 a.m. – 5 p.m. Monday through Friday.
    2. Pay the \$100 appeal fee (this fee is non-refundable if the appeal is not upheld, the fee is returned if the hearing is successful) and fill out the appeal request form.
    3. Citizens receive notification of the date and time of the hearing by mail at least two weeks prior to the date. Hearings are held on the 4th Wednesday of each month, citizens can ask for the hearing to be rescheduled for the following month if they are unable to attend during the assigned time. Citizens may bring legal counsel with them to the hearing.

**For more information, contact City of Visalia Natural Resource Conservation Division at (559) 713-4531 or visit [www.gogreenvisalia.com](http://www.gogreenvisalia.com).**