



## Raton City – Code Enforcement

### Complaint Pathway

1. A written complaint is filed with the Code Enforcement Office.
  - a. Code Enforcement is a function of the Fire Department at 127 Clark Ave
  - b. Include your name and address on the complaint to be notified of progress.
2. The enforcement officer will inspect the property and determine if an offence exists.
  - a. If no offence is exists, a report is completed with no additional actions taken.
  - b. If an offence exists, a case is opened:
    - i. The enforcement officer will obtain property legals from the county courthouse.
    - ii. The enforcement officer will attempt to make contact with or send a certified letter to the owners advising them of the violation/s and that they have 10 days to correct the problem or contact the enforcement officer with an abatement plan.
    - iii. If the violation/s is corrected, the case is closed and no further action will take place. If there is no contact and/no corrective measures have been made, Raton Police will be advised and a citation will be issued with a court date specified.
    - iv. The ruling judge
      1. May dismiss the case
      2. Order abatement within a time schedule
      3. Order abatement by a contracting party with the expenses to be paid by the property owner.
      4. Fine the property owner
      5. Place a lien on the property
      6. Any combination of the above

### Home Condemnation & Removal

1. A written complaint is filed with the Code Enforcement Office.
2. The enforcement officer will inspect the property and determine if an offence exists.
3. The enforcement officer will obtain property legals
4. The enforcement officer will attempt to make contact with or send a certified letter to the owners advising them of the violation/s and that they have 10 days to correct the problem or contact the enforcement officer with an abatement plan.
5. The case will be presented to the City Manager and/or the City Commission for further actions

Raton Code Enforcement – A Division of Raton Fire & Emergency Services  
127 Clark Ave. / P.O. Box 910, Raton, N.M. 87740  
(575) 445-2708