

City of Florence

Enforcement Activities

PURPOSE:

On May 9, 2011, the City of Florence adopted an ordinance prohibiting smoking in enclosed public places. A proviso within the ordinance established that the ordinance shall be enforced by the office of the City Manager or an authorized designee.

POLICY:

A person who smokes in an area where smoking is prohibited shall be guilty of an infraction, punishable by a civil fine of not less than ten dollars (\$10) nor more than twenty-five dollars (\$25).

A person who owns, manages, operates, or otherwise controls a public place or place of employment and who fails to comply with this ordinance shall be guilty of an infraction, punishable by a civil fine of not less than ten dollars (\$10) nor more than twenty-five dollars (\$25).

The method employed by the City to enforce infractions of this ordinance is through the uniform ordinance summons procedure adopted by the City of Florence.

In the event the infractor fails to pay the civil fine or fails to appear pursuant to the uniform ordinance summons, the City may use the Set-Off Debt process authorized under Section 12-56-50 of the South Carolina Code of Laws to collect the fine.

The Fire Marshal for the City of Florence Fire Department is designated as the principal investigating party for alleged infractions of this ordinance.

Upon a finding of non-compliance the Fire Marshal shall turn over the uniform ordinance summons to the City of Florence Police Department for service as stipulated by the City's Code of Ordinances.

Enforcement activities shall be initiated only after a signed complaint has been received and recorded with the office of the City Manager.

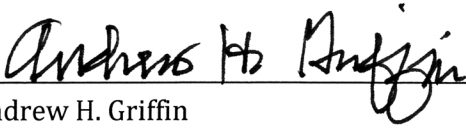
PROCEDURE:

The City shall maintain an official complaint form regarding infractions of the City of Florence ordinance.

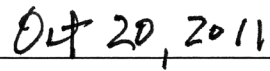
Complaints shall be completed and signed prior to being submitted to the office of the City Manager. The complaint form shall be made available through the City's web page, City of Florence Urban Planning and Development Office, City of Florence Utility Finance Office, and the City Manager's Office. The complaint form may be forwarded to the office of the City Manager via any means appropriate to the complainant; however, it is reasonable to assume that most complaints will be

received via e-mail, U.S. Postal Service, or hand delivered. Upon receipt the complaint shall be dated and immediately forwarded to the Fire Department for investigation. All questions regarding the enforcement of the smoking ordinance may be directed to the office of the City Manager at 843-665-3113.

The office of the City Manager shall receive and log voice complaints or questions either over the phone or by recorded message. However, without detailed and complete information the city will not be able to respond in an appropriate or satisfactory manner.



Andrew H. Griffin
City Manager



Date