



# Hazardous Waste Generator Citation Mandatory Court Appearance

## Commercial Hazardous Waste Factsheet

You have 14 business days to respond to the citation. If you do not respond, a court appearance will be scheduled for you! Citations are issued for violations of Hennepin County Ordinance Seven and Minnesota Hazardous Waste Rules, Chapter 7045, as incorporated by reference in the ordinance. To respond to the citation, you will need to arrange a court appearance.

**To arrange a court appearance, you must either call or go to the Violations Bureau.**

### Option 1:

Call the Violations Bureau at **(612) 348-2040**. You will be given a menu listing various options. Select Option 1, and enter your citation number.

**This will tell you if your citation has been entered into the Hennepin County court system.** Be aware that it usually takes the Violations Bureau seven business days to enter the ticket in the court system, so they may not have a record of the ticket.

**If your citation has been entered** you will be able to immediately set a date for your court appearance. You will be prompted to press 1 to be forwarded to a scheduling clerk (see below for more instructions on setting a court date).

**If your citation has not been entered yet**, you will not be able to set a court appearance date via phone, and you will have to periodically check to see when your citation gets entered. If your citation is not entered within the two-week response period, your response period will be extended by one week. If you choose to set a court appearance via the telephone, you will either be prompted as previously discussed, or you can redial (612) 348-2040 and select option 0 (zero). These options will connect you to a scheduling clerk. Be patient, the line is often busy, and you may wait thirty minutes or more to talk to an operator. When you do get through, give the clerk your ticket number.

### Option 2:

Another option, often helpful if there is no record of your ticket, is to bring your citation to a Violations Bureau office. In that instance, the ticket information can be directly entered into the court system and you will be able to set a court date immediately. There are Violations Bureau offices at the Downtown Minneapolis, Brookdale, Ridgedale and Southdale Government Center locations.

Your court appearance will be set on the first Wednesday of the month, usually at 1:00 p.m. You will meet with an Assistant County Attorney, and if a settlement is reached, the citation will be resolved. Otherwise, you will continue through the court process.

### When does the 14 business days deadline begin?

You have 14 business days to respond to the citation, however, **this time period does not begin until the Violations Bureau has entered your citation into the computer system.**

Once you receive the citation please be patient and allow up to 10 business days for your citation to be entered.

### Violations Bureau Locations & Hours

**Brookdale Service Center:** 6125 Shingle Creek Parkway, Brooklyn Center, MN 55430. Open Mon. - Fri. from 8:00 a.m. to 4:30 p.m.

**Downtown Government Center Location:** 300 South 6th Street - Public Service Level, Minneapolis, MN 55487. Open Mon. - Fri. from 7:30 a.m. to 5:00 p.m.

**Ridgedale Service Center:** 12601 Ridgedale Drive, Minnetonka, MN 55343. Open Mon. - Fri. from 8:00 a.m. to 4:30 p.m.

**Southdale Service Center:** 7009 York Avenue South, Edina, MN 55435. Open Mon. - Fri. from 8:00 a.m. to 4:30 p.m.

### Hennepin County Environmental Services

612-348-3777

Ask for the environmentalist-on-call

[www.hennepin.us](http://www.hennepin.us)

search: business hazardous waste