

**Marcellus Heflin, Program
Superintendent, Community
Enhancement Team**



Community Enhancement
3506 N Hopkins Road
Richmond, VA 23224

Department of Public Works: Providing a clean, safe and healthy environment

DATE

NAME
Address
City, State Zip

PROPERTY POSTING
Notice of Deficiency

Re: Address
Snow and Ice Removal

Dear Sir or Madam:

Your attention is called to Chapter 24, Sec. 34 of the Code of the City of Richmond, Virginia (see Attached) which addresses your responsibility for the removal of the Snow and/or Ice from the Paved Sidewalks.

A specific concern has been brought to our attention at the above address. An inspection was conducted and the sidewalks abutting this location were found to be covered by snow and/or ice in violation of the City Ordinance. Your cooperation in resolving this matter by removing or causing to be removed all Snow and/or Ice from the Public Sidewalk within the prescribed timeframe is required.

Failure to correct this situation within twenty-four (24) hours from the date of the posting of this notification may result in the City correcting this problem at your expense. Additionally, if this problem persists you may be subject to a citation for a Class 4 Misdemeanor, as prescribed in the ordinance.

Our commitment to our citizens is to create and maintain a clean, safe environment for everyone to enjoy. Thank you for your assistance in helping us reach this goal. If you have any questions or concerns I can be contacted at (PHONE NUMBER).

Sincerely,

Inspector Name
Community Enhancement Team Inspector

cc: (Decide on cc's)

Sec. 24-34. - Duty to remove snow from paved sidewalks.

(a) It shall be the duty of every occupant of any land or premises abutting upon any paved sidewalk and the duty of the owner of any unoccupied land or premises abutting upon any paved sidewalk to remove and clear away or cause to be removed and cleared away the snow from the paved sidewalk abutting such land or premises, in such manner as not to obstruct the passage of water in the gutters, within six hours after the snow ceases to fall. If snow ceases to fall during the night, removal of snow from the sidewalk before 11:00 a.m. the following morning shall be deemed compliance with this section.

(b) Any person violating this section shall be guilty of a Class 4 misdemeanor and, in addition thereto, shall be responsible for the cost of abating the violation. Any abatement costs incurred by the City may be assessed against the owner or other responsible party and collected in the same manner as City taxes.

(c) The criminal penalties provided by this section shall not apply to any person who is physically disabled or who is age 65 years or older.