



# MEMORANDUM

## Code Enforcement Task Force

To: City Council  
Code Compliance Task Force

From: Keith Wright, Facilitator, Code Enforcement Task Force

Subject: Lynchburg College Neighborhood Walk-Through

Date: October 7, 2011

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At a prior Work Session, I was asked to provide a summary report of activity conducted during each of the Code Compliance Task Force meetings. The eleventh such meeting took place on September 21<sup>st</sup> in the Lynchburg College Neighborhood. Please find below the attached report.

The next meeting is scheduled for October 19<sup>th</sup> at the Housing Authority

If you have any questions concerning this report, please call me at 455-3921.

Thank you.

C: Kim Payne, City Manager  
Kent White, Director of Community Development

**Code Compliance Task Force  
Lynchburg College Meeting Notes  
October 7, 2011**

The Code Compliance Task Force convened at Elliot & Rosel Schewel Hall located on Lynchburg College campus at 2:00 p.m. on Wednesday, September 21<sup>st</sup> for a Walk-Through of the Lynchburg College Neighborhood. After brief introductions, the group commenced the Walk-Through.

The following is a list of participants and the City departments or agencies they are affiliated:

Steve Smallshaw	Communications & Marketing
Turner Perrow	City Council
Keith Wright	Community Development
John Eccles	Lynchburg College – Dean of Students
Ed McCann	Housing Authority
Bob Driskoll	Lynchburg College - Security
Nicole Dettloff	Police Department
Thomas Goode	Fire Marshal's Office
Thomas Mack	Fire Marshal's Office
Numan Franklin	Public Works
H. Cary	City Council
Curtis Layne	Lynchburg College- Grounds
Cindy Kozerow	Police Department
Tim Clements	Police Department
Helen Osinga	Lynchburg College - Reporter

The following are areas of concern or violations noted by the participants:

**Code Enforcement**

**Findings:**

One complaint of a vehicle without valid tags on Lakewood Street.

**Summary:** The property owner was cited for a violation and the case is pending a re-inspection.

**Zoning**

**Findings:**

No Findings

**Housing Authority**

**Findings:**

No findings.

**Public Works/Utilities**

**Findings:**

Pedestrian, parking, and traffic discussions.

**Summary:** Lynchburg College and Traffic Engineering discussed various past and present pedestrian, parking and traffic concerns to improve safety throughout the neighborhood. Discussions are expected to continue.

**Code Enforcement Task Force  
Meeting Notes (Cont'd)**

**Building Inspections**

**Findings:**

On Bell Street, there was one house with loose/missing shingles and another property with a utility line on the ground.

**Summary:** These properties have been assigned to an inspector. Please note that timeframes on housing cases may take anywhere from thirty days to perhaps a year or more. Many cases end up in court and staff is bound by the judge's ruling for compliance. Other barriers which may prolong a case include locating a responsible party, citing out-of-state property owners, and property transfers that may occur during the course of an active case.

**Police Department**

**Findings:**

Three vehicles on Lakewood and McCausland Streets appeared to be inoperative.

**Summary:** All three vehicles were investigated and found to be in compliance.

**Fire Department**

**Finding:**

No Findings

**Billings & Collections**

**Findings:**

No Findings

**UPDATE**

There are no outstanding issues from the Denver Avenue Walk-Through held on July 21st.

The Task Force's next meeting is scheduled for October 19<sup>th</sup>, at the Housing Authority meeting room.

Prepared by: Keith Wright, Neighborhood Services Manager, August 7, 2011.