



**RE: Unlawful Accumulation**

Dear: Homeowner | Tenants

Piles of leaves have been observed adjacent to your property and within the public right-of-way. Under Section 11-105 of the City Code, it is a class 3 misdemeanor for any property owner and/or occupant within the city to fail to remove an unsightly accumulation. There are several reasons for this provision: leaf piles may restrict drainage, limit parking, impede traffic flow, contribute to storm water pollution and detract from neighborhood aesthetics. Therefore, we request you take the necessary steps to remove the leaf piles adjacent to your property.

You have several options for leaf removal:

1. You can collect and dispose of loose leaves placed in biodegradable bags (preferably plastic) at Maury Street or East Richmond Road. Bagged leaves are accepted at the Hopkins Road Transfer Station.
2. You can hire a contractor to remove the leaves at your own expense.
3. You may contact the city's vacuum service for loose leaves. See the attached brochure for details or visit the city's website <http://www.richmondgov.com/PublicWorks/Leafcollection.aspx>

Please remove the leaves from the public right-of-way or arrange for removal by \_\_\_\_\_.

Failure to remove the leaves by the above date will result in an order to have the leaves removed by the city, which will result in a \$50 fee assessment to your utility bill.

***Note: If you have placed a vacuum service order for your leaves, removed the leaves or there are no leaves in front of your property, please disregard this notice.***

Sincerely,

Department of Public Works  
Road Maintenance

646-LEAF