

**Hyattsville Code Compliance Advisory Committee
Meeting Minutes 3.18.2026**

Members:

Name	Title	Status
Michael Bonds	Chair	Present
Arinee Flurry	Vice Chair	Present
Stacy Dennerly	Recorder	Present
Ian Fay	Member	
Juan Pablo (JP) Madrid	Member	
Susan Zahran	Member	
Gloria Felix-Thompson	Member	Present
CJ Reading	Code Compliance Staff Liaison	Present
Jeff Ulysse	Director of Community, Business, and Econ Dev	
Hal Metzler	Code Compliance Staff Liaison; Director of Public Works	
Dealon LaCroix	CAO Rep for Hyattsville Public Works	
Gopi Dhokai	Council Member Liaison Ward 3	

Topics Discussed:

1. Roll Call taken.
2. Agenda is approved by the Committee.
3. Minutes for the prior meeting have not been reviewed by all members and will be voted on in the next meeting in April. (UPDATE: February minutes are found, reviewed, and approved by the Committee)
4. Comments from the public:
 - o Lora John asks how various code compliance visits occur.
 - Any complaint we receive we are obligated to see if there is any validity to the complaint. If it meets the definition of a violation, we issue a warning. If less severe, we provide a door hanger reminder. We have an internal software to track notices and complaints. Our biggest number comes from See Click Fix requests. We also document what houses are warned, cited, and fined.
 - o Who do you notify about the outcome of those processes?
 - There is very little bandwidth to follow up with every single complainant. We answer them if they follow up to ask.
 - o What is the time frame after a warning has been issued that it becomes a violation.
 - Warning and violation notices are all the same. Timing depends on the violation (some are 48 hours, some 10 days, some 30 days). Most are a 10 day warning. You can ask for an extension before compliance.
 - o Where are the time frames listed for what each violation should be?
 - The time frames for certain violations are written in the code.
 - o Is this code readable by the public?
 - Yes. It's written in the city code, which you can find on:

- Hyattsville.org
 - Government
 - Charter and Code
 - Hyattsville Code and Charter
- o If there is not a violation time limit listed in the code, how do you determine the penalty?
 - There are internal directives that show what each violation yields
 - o How do you keep the confidentiality of the person reporting the violation or suspicious activity?
 - We don't share who gives the complaint, unless there is a FOIA request.
 - o How should one document what the resident says is suspicious? Is a video required? Or is only an email or phone call? She asks because it took 1.5 days to respond to her own request. Is there a timeframe required to
 - We try to get there same day, if possible. It depends on the number of staff on duty that day.
 - Typically email is best, because both sides have a record.
 - Photos are not always proof. We have to be able to see it ourselves, or be issued an affidavit that you would stand up for in court.
 - It is always best for the Code Officer to see the violation in person.
 - o For follow ups for a warning, when a Code Officers checks whether the violation was fixed, what is the time frame within which a Code Officer follows up?
 - We typically do an inspection the day or so after the deadline passes. We are automatically updated with when to inspect again.
 - o What's the procedure for when something is catastrophic? Ex: Someone's pipe breaks or disfunctions, and it's an emergency. Do you verbally provide your OK for the work to be initiated, or does the job require other outside permitting before it can be repaired?
 - For a pipe example, it's outside of Code's purview, because Code does not issue repair permits. If it involves a sidewalk, Public Works is called to give the OK.
 - o Stacy is having trouble understanding why Code would be called for a life threatening or dire situation.
 - Lora's example would be for someone "handy" trying to fix a pipe that should be fixed by a licensed plumber.
 - CJ: When it comes to things that Code Compliance does not permit (no mechanical permits, no building permits, no plumbing permits), Code is often the middle person that gets pulled in to try to find the right person to handle it.

- o If there is work performed and a citizen wants to know if they're permitted; CJ recommends asking PG County because they issue mechanical, electrical, plumbing permits. For a sidewalk, contact Public Works (Hal Metzler).
- o Examples of what Lora might call you for:
 - The topic is paused; Arinee suggests we have time to get to other agenda items.
 - Arinee suggests Lora looks at the Code language online to understand Code's purview. Lora wants to be able to use Code most effectively.
- o Lora will look at the Code and come back to this Committee if she has more questions.
- 5. Code Compliance Updates from City's Staff Liaison:
 - o Lots of single-family rental inspections right now.
 - o Hopefully snow is behind us.
 - o Grass length violation season is coming up.
- 6. Old Business:
 - o Snow Removal Code Update:
 - ACTION: The Committee should we draft a memo to the Council to get the fine for snow removal violations lowered. See last meeting minutes for details.
 - Also look at the state maximum fine for the memo.
- 7. New Business:
 - o Grass length violation response time has never gone in front of council. The last CJ had heard, they were considering compromising in the middle at 10 days. Perhaps we need another memo with our recommendation.
 - o Vexation legislation: Emily Strab is hoping to get it in front of the Council by the end of 2026.
- 8. Next Meeting: April 15, 2026, 7:15 pm
- 9. Meeting is adjourned.