

**BUILDING AND STANDARDS COMMISSION
STAFF REPORT**

November 28, 2011



Case #1741 – 608 N. Sims Avenue



LEGAL DESCRIPTION: CITY OF BRYAN TOWNSITE, BLOCK 164, LOT 6 & PT OF ALLEY

STRUCTURE(S):

- single-family residence
- multi-family residence
- mixed use
- commercial
- accessory structure(s)

PROPERTY OWNER(S): George Cavitt

**LIENHOLDER(S)/
MORTGAGEE(S):** n/a

**IMPROVEMENT VALUE(S)
(AS APPRAISED BY THE
BRAZOS COUNTY**

APPRAISAL DISTRICT): \$34,280 (2011 tax year)

BACKGROUND:

During its regular meeting on September 26, 2011, the Building and Standards Commission found the building on this property to be unsafe based on the standards set forth in Bryan Code of Ordinances Section 14-224. Commissioners ordered that the building be vacated within 30 days and demolished/removed or repaired within 90 days in accordance with a specific time schedule. During its regular meeting on October 24, 2011, the commission issued a new order to repair the building in accordance with a new time schedule as the property owner's plans for repair had raised some land use/zoning issues that need to be resolved before full building permits may be issued for this project so as to avoid that building permits are issued for a land use that is not permitted at this location. The time schedule that is part of the Commission's order of October 24, 2011 is attached to this staff report below.

During this meeting on November 28, 2011, **the property owner must demonstrate compliance with the time schedule** which was included in the Commission's order on October 24, 2011. On November 7, 2011, the City issued a demolition permit for this property to allow licensed design professional to inspect building for structural issues and to ensure all load bearing elements are safe, **in accordance with the Commission-ordered time schedule for repairs.**

On November 7, 2011, the City received an incomplete application for approval of a Conditional Use Permit to allow a boarding house/re-sale shop on this property. The City's Site Development Review Committee (SDRC) reviewed the application and submitted the following comments to the applicant, asking for the submission of a revised site plan. A copy of the submitted site plan is attached to this staff report below.

SDRC Chair (Kevin Russell):

- The submitted application is incomplete. Please submit the following:
 - completed Supplement E to the general application (required for Conditional Use Permits) on which you must provide reasons for the conditional use permit request (see attached).

- ❑ \$150 in additional application fees (11/7/11 application submittal was accompanied by \$250 payment (check#1056); Conditional Use Permit requests require submission of a \$400 application fee)

Planning Services (Martin Zimmermann):

- ❑ The submitted site plan does not have adequate information for review. Please resubmit a site plan for review that includes, at a minimum, the information listed in Section 62-112 of the City's Land and Site Development Ordinance (Code of Ordinance Chapter 62).
- ❑ In addition to providing adequate information about the site itself, please provide more specific information regarding the proposed land uses, for example:
 - proposed boarding house use of 2nd floor
 - proposed number of boarding rooms
 - specifics about the kitchen and bathroom areas (how many?)
 - what are the proposed terms for the leases (weekly/monthly)?
 - floor space devoted to the activity
 - proposed re-sale shop use on 1st floor
 - floor space devoted to the activity
 - number of employees
 - hours of operation
 - what signage is proposed
- ❑ FYI - In order for this request to be considered by the Planning and Zoning Commission during their meeting on December 15, 2011, the SDRC must be able to review a site plan with adequate information before November 30, 2011. Please note that once an accurate site plan is submitted, the SDRC may recommend or the Planning and Zoning Commission may require exterior improvements to the site, including, but not necessarily limited to landscaping and parking lot improvements.

Engineering Services (Danielle Singh):

- ❑ This plan does not have adequate information for review. Please refer to our Land and Site Development Ordinance (Bryan Code of Ordinance Chapter 62) for form and content requirements.

Building Services (Greg Cox/Karen Lahde):

- ❑ FYI – no permits for new construction or repair will be approved until land use/zoning issues are resolved.
- ❑ FYI – this property is scheduled for consideration by the Building and Standards Commission during their next regular meeting on November 28, 2011 at 6pm in Council Chambers on the first floor of the Bryan Municipal Office Building, 300 S. Texas Avenue. During that meeting, the property owner must demonstrate compliance with the time schedule which was included in the Commission's order of October 24, 2011 regarding this property.

Water Services (Jayson Barfknecht):

- ❑ Please show water and sewer mains surrounding the site.
- ❑ Also please show any proposed and existing water and sewer taps for the site.

Environmental Services (Gary Kasner/Nick Koski):

- ❑ Site plan needs to show the location of a designated wash out area for concrete trucks. Note: If concrete pouring is not required on project site, then provide the following notation in general notes section of plan stating "No concrete pouring required on project".
- ❑ Site plan needs to show the following notation in the general notes section: "The contractor shall be responsible for the containment and proper disposal of all liquid and solid waste

associated with this project. The contractor shall use all means necessary to prevent the occurrence of wind blown litter from the project site.”

- ❑ Site plan needs to show the following notation in the general notes section: “NOTE: Demolition/Construction Waste - Site is required to provide containment for waste prior to and during demolition/construction. Solid waste roll off boxes and/or metal dumpsters shall be supplied by City or City permitted contractor(s) only.”
- ❑ Site plan needs to show the location & size of existing or proposed sewer service(s) that connect existing and proposed building(s) to a City sewer main.
- ❑ If site generates wastewater from manufacturing and/or preparing food items [Hot Dogs, Nachos with cheese/chili, Sandwiches, Popcorn, etc.], to public/customers, then site is required to install grease trap and sampling well. Please show on site plan the location and size of trap and sampling well/port. Sampling well/port required to be located between trap and sanitary sewer main and prior to any domestic connection.
- ❑ Note: if site is not manufacturing and/or preparing food items, to public/customers, then provide a notation in general notes section of site plan stating this fact.

Fire Services (Marc McFeron/Fred Taylor):

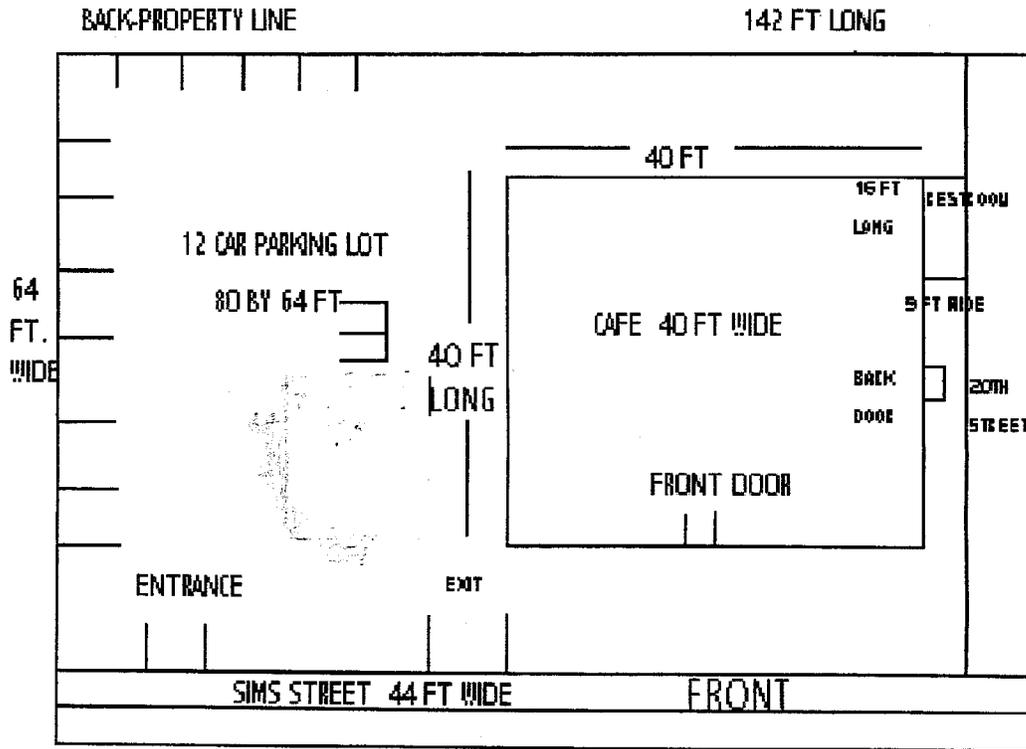
- ❑ Please show fire hydrant and vehicle lay of hose on plan.

The City’s Chief Building Official believes that this property is currently in compliance with the time schedule for repairs that the Commission ordered for this structure on October 24, 2011. However, in order for this property to receive all necessary zoning/land use approvals by December 31, 2011, as previously ordered by the Commission, the SDRC must be able to review a site plan with adequate information before November 30, 2011 so that the Planning and Zoning Commission may consider the request during its regular meeting on December 15, 2011.

ATTACHMENTS:

- (1.) site plan submitted for SDRC review on November 7, 2011
- (2.) time schedule for repairs ordered by Commission on October 24, 2011
- (3.) pictures
- (4.) dangerous structures survey reports with recommendations

SITE PLAN SUBMITTED FOR REVIEW BY THE CITY'S SITE DEVELOPMENT REVIEW COMMITTEE ON NOVEMBER 7, 2011



RECEIVED

NOV 07 2011

Development &
Engineering Services

**TIME SCHEDULE FOR REPAIRS ORDERED BY THE BUILDING AND STANDARDS
COMMISSION FOR PROPERTY AT 608 N. SIMS AVENUE ON OCTOBER 24, 2011**

<u>Deadline</u>	<u>Task</u>
by November 18, 2011	obtain demolition permit to allow licensed design professional to inspect building for structural issues and to ensure all load bearing elements are safe
by December 31, 2011	receive all necessary zoning/land use approvals from the City of Bryan
by January 13, 2012	<p>obtain demolition permit, or</p> <ol style="list-style-type: none">1. General Contractor obtain building permit2. Licensed Electrician obtain electrical permit3. Licensed Plumber obtain plumbing permit4. Licensed Mechanical contractor obtain mechanical permit5. Submit Engineer's report; engineer report must contain:<ul style="list-style-type: none">• What is happening to foundation, and is it stable? Recommendations and plan of action for repair to foundation if not stable.• Recommendations and plan of action for repairs to structural walls, second floor, rear wall, corner bracing at stair, etc.• Overall structural evaluation on all structural walls, support columns, 2nd floor framing and roof structure.• Plans for re-leveling and repairing interior stair way back to safe and level condition.• Address any other unsafe conditions not found by city staff.• Is the building currently safe to occupy with current structural and foundation issues? <p>6. Submit estimates and plans:</p> <ul style="list-style-type: none">• The rear exterior metal stair will need to be removed to repair rear wall and siding. A new stair needs to be constructed with adequate footings and code complaint treads, risers, guards, and handrails.• Siding needs to be repaired where openings or damage is present.• Second floor deck needs to be repaired• Immediate pest control is needed and scheduling of pest control at least quarterly.• Gas water heater should be removed from the 2nd floor bath room and relocated per code.• Bath room needs new plumbing fixtures and finishes.• Kitchen and common areas need new finishes and repairs to finish floor.• Interconnected hard wired smoke detectors should be installed in all rooms and areas at each floor.• Handrails should be installed each side of interior stair.

- The plumbing pipes exposed at exterior rear wall need to be cleaned up (i.e. capped, anchored properly, remove un unused items, etc.) There is a PVC line draining to cast iron vent - need to verify that this connection meets code.
- Former toilet sewer connection in front right hand apartment needs to be capped.
- All apartments need working electrical outlets and lights controlled by wall mounted switches. (At least one tenant was found without working lights.)
- Pad locks need to be removed from tenant doors at second floor and appropriate door locks installed per code and per Texas apartment/tenant regulations.
- Verification is needed that all areas of the apartments and common area have a heating system that can maintain 68 degrees per code.
- All apartments need apartment number designations on the doors... i.e. A numbering system is required.... "201", "202", etc.
- The lattice needs to be removed from at least one window in each apartment for emergency egress and rescue.
- Vacuum breakers need to be installed at any exterior hose bibs.
- Common kitchen area needs cleaning.
- An exterior light is needed over the rear exterior stair.
- Wall finishes need repairing at second floor and stair way to seal all openings.
- Ceiling finishes need to be repaired at second floor to seal all openings.
- A threshold and seal needs to be installed at exterior door to stairway.
- Grilles need to be installed where missing at supply registers.
- Additional electrical outlets needed in kitchen area and possible apartments.
- GFI outlets needed in kitchen area and in bath room.

Deadline

by April 13, 2012

Task

Complete all requested repairs, city inspections so that a Certificate of Occupancy may be issued for the entire structure.

PICTURES:

