



MINUTES

**BRYAN BUILDING AND STANDARDS COMMISSION
REGULAR MEETING
MONDAY, APRIL 25, 2016 – 5:30 P.M.
COUNCIL CHAMBERS, BRYAN MUNICIPAL BUILDING
300 SOUTH TEXAS AVENUE, BRYAN, TEXAS**

On the 25th day of April, 2016, the Building and Standards Commission of the City of Bryan, Texas convened in Council Chambers of the Bryan Municipal Building at 5:30 p.m.

BSC Members Present:

Richard Ravey
Rev. G.H. Jones
Cheryl Free
Judy Winn
Miguel Flores

Staff Members Present:

Greg Cox, Chief Building Official
Cody Cravatt, Development Manager
Jonathan Koury, Assistant City Attorney
William Taylor, Deputy Fire Marshal
Charmaine McKinzie, Dev. Services Staff Assistant

Disclaimer: *The meeting minutes herein are a summarization of meeting procedures, not a verbatim transcription.*

1. CALL TO ORDER.

Chairperson Ravey called the meeting to order at 5:31 p.m.

2. RECOGNITION OF AFFIDAVITS FILED IN RESPONSE TO STATE LAW ON DISCLOSURE OF LOCAL OFFICIAL'S CONFLICT OF INTEREST.

No affidavits were filed.

3. APPROVAL OF MINUTES FROM THE WORKSHOP MEETING ON FEBRUARY 29, 2016 AND REGULAR MEETING ON MARCH 28, 2016.

Commissioner Jones moved to approve the workshop meeting minutes from February 29, 2016, and the regular meeting on March 28, 2016 Commissioner Winn seconded the motion.

Chairperson Ravey asked if there was any discussion.

There was none.

The motion passed with a unanimous vote.

4. OPENING STATEMENT FROM THE CHAIR.

Chairperson Ravey read the opening statement.

5. SWEARING IN OF ALL PRESENT AND INTENDING TO TESTIFY.

Chairperson Ravey swore in everyone in the audience that was planning to speak concerning any of the properties on this meeting agenda.

6. REQUESTS TO DECLARE THE FOLLOWING BUILDINGS UNSAFE AND TO ORDER THE SAME TO BE VACATED, REPAIRED, SECURED OR DEMOLISHED – A PUBLIC HEARING WILL BE HELD FOR EACH ITEM (The order of hearings during this meeting is subject to change without notice, anyone wishing to speak at a hearing should be present at the start of the meeting. Commission makes final determination; appeals may be directed to district court).

- b. Case # 2161 – 1514 Oakview Street**
Owner: Brown Michael E Sr
Woodland Heights PH 2, Block 2, Pt of Lot 10

Mr. Cravatt presented the staff recommendation (on file in the Development Services Department).

Chairperson Ravey opened the public hearing.

Mr. Michael Brown, 1107 Ertle Street, Bryan Texas, advised the Commission that he wants to repair, and he is dealing with the bank to get a loan, but has a contractor ready to start.

In response to a question by the Commission, Mr. Brown stated he knows the total cost estimates are high, but he is planning on putting a new roof on the structure, and gutting the inside.

In response to a question by the Commission, Mr. Brown stated that the insulation quote is part of the \$34,000.00.

Chairperson Ravey closed the public hearing.

Commissioner Jones moved to accept staff's recommendation with modification that this building is unsafe and that the Commission issue an order to the owner, lienholder, or mortgagee to return back to the regular scheduled meeting in June 2016 with complete estimates, and timeline for repairs. Chairperson Ravey Seconded the motion.

Chairperson Ravey asked if there was any discussion.

The Commissioner discussed the motion.

Commissioner Jones withdrew his motion.

Commissioner Flores moved to accept staff's recommendation with modification that this building is unsafe and that the Commission issue an order to the owner, lienholder or mortgagee to meet with the Chief Building Official within 45 days with complete estimates and a timeline for repairs. Commissioner Jones seconded the motion.

Chairperson Ravey asked if there was any discussion.

There was none.

The motion passed with a unanimous vote.

- a. Case # 2078 – 609 E. Martin Luther King Jr Street**
Owner: Tamara R Jackson
City of Bryan Townsite, Block 77, Lot 6 & 7

Mr. Cravatt presented the staff recommendation (on file in the Development Services Department).

Chairperson Ravey opened the public hearing.

Ms. Tamara Jackson, 1000 Henderson, Bryan Texas, advised the Commission that the electrical and plumbing have been installed, and that everything is plum.

In response to a question from the Commission, Ms. Jackson stated she is confident that everything can be finished within (90 days, as long as they do not run into any problems.

Chairperson Ravey closed the public hearing.

Commissioner Jones moved to accept staff's recommendation that this building is unsafe and that the Commission issue an order to the owner lienholder, or mortgagee to demolish the building and remove the debris or repair the building to the point that a Certificate of Occupancy for residential use may be issued within 90 days, if owner decides to repair then owner needs to appear before the Commission during its July 2016 regularly scheduled meeting to demonstrate compliance with the order. Commissioner Flores seconded the motion.

Chairperson Ravey asked if there was any discussion.

There was none.

The motion passed with a unanimous vote.

d. Case # 2166 – 1613 Saunders Street

Owners: Barbara Jean Dickson & Ronald Joe Foley Etal

Stephen F Austin #9, Block 27, Lot 7

Mr. Cravatt presented the staff recommendation (on file in the Development Services Department).

Chairperson Ravey opened the public hearing.

Mr. Ronald Foley, PO Box 403, Millican, Texas, notified the Commission that he agrees the structure needs to come down, but he would like more time.

Chairperson Ravey closed the public hearing.

Commissioner Winn moved to accept staff's recommendation with modification that this building is unsafe and that the Commission issue an order to the owner, lienholder, or mortgagee to secure the structure from unauthorized entry and to demolish all buildings and remove debris within 60 days. Commissioner Jones seconded the motion.

Chairperson Ravey asked if there was any discussion.

There was none.

The motion passed with a unanimous vote.

e. Case # 2168 – 4105 Milton Street

Owner: J Trust % Curt Baggett

Margaret Wallace Addition, Block 21, Lot 10 & pt of 11

Mr. Cravatt presented the staff recommendation (on file in the Development Services Department).

Chairperson Ravey opened the public hearing.

Mr. Curt Baggett, 5333 Clark Lane, Richardson, Texas, notified the Commission he would like to repair the structure, and that he has been working on the outside of the structure for a week.

In response to a question from the Commission, Mr. Cox stated he does not believe there are any structural issues, but the structure is missing the porch, and there are roof leaks allowing rain to get into structure.

Mr. Cox, also notified the Commission that in December of 2015, there was electrical work done without a permit, and in January 2016 the City had received another complaint that it was unsecured, and there is work being done without permits.

In response to a question from the Commission, Mr. Baggett stated that there was no building permit applied for, because he did not know he needed one.

Mr. Baggett advised the Commission this structure is not dangerous, but he will have all repairs done in 60 days.

Mr. Cox advised the Commission that Mr. Baggett will need a licensed electrician, and that there is missing insulation, and a HVAC permit will be required due to the duct work needs to be raised off the attic floor, the structure also needs smoke detectors, and roof needs checked for leaks.

Chairperson Ravey closed the public hearing

Commissioner Winn moved to accept staff recommendation with modification that the building is unsafe, and that the Commission issue an order to the owner, lienholder or mortgagee to obtain a building permit within 10 days, and get electrical and mechanical permits, and plumbing as needed, and obtain Certificate of Occupancy in 90 days, and to appear back at the June 2016 regular meeting to show compliance. Commissioner Flores seconded the motion.

Chairperson Ravey asked if there was any discussion.

There was none.

The motion passed with a unanimous vote.

- g. Case # 2170 – 706 San Jacinto Lane**
Owner: White House Lounge
Bryan's 3rd, Block 5, Lot 11

Mr. Cravatt presented the staff recommendation (on file in the Development Services Department).

Chairperson Ravey opened the public hearing

Mr. Wayne Blanford, 6384 Sandy Point Road, Bryan, Texas, notified the Commission that he is not opposed to demo the structure, but would like to rebuild.

Mr. Cox advised Commission that this structure will need an asbestos survey, before the structure can be demolished.

Chairperson Ravey closed the public hearing.

Commissioner Winn moved to accept staff's recommendation that this building is unsafe and that the Commission issue an order to the owner, lienholder, or mortgagee to demolish the building and remove all debris within 30 days. Commissioner Jones seconded the motion.

Commissioner Free moved to amend the motion to add that the owner, lienholder or mortgagee to also secure the structure in such a manner to prevent unauthorized entry by a person including a child, through missing or unlocked doors or windows or through other openings into the building within 10 days. Commissioner Jones seconded the motion.

Chairperson Ravey asked if there was any discussion.

Commissioners discussed if the owner needs more than 30 days.

The amendment passed with a unanimous vote, and the motion, as amended passed with a unanimous vote.

c. Case # 2164 – 1304 Finfeather Road

Owner: Rosemary Vollmar

Zeno Phillips League, TR.1: 61ft. by 367 ft., TR2: 8ft. By 172.3 ft

Mr. Cravatt presented the staff recommendation (on file in the Development Services Department).

Chairperson Ravey opened the public hearing

No one came forward.

Chairperson Ravey closed the public hearing.

Chairperson Ravey moved to accept staff's recommendation that this building is unsafe and that the Commission issue an order to the owner, lienholder, or mortgagee to demolish the building and remove all debris within 30 days. Commissioner Winn seconded the motion.

Chairperson Ravey asked if there was any discussion

There was none.

The motion passed with a unanimous vote.

f. Case # 2169 – 1500 N. Washington Avenue

Owner: Baltazar Diaz % Rosa Maria Diaz

Ette Addition, Block 3, Lot 1

Mr. Cravatt presented the staff recommendation (on file in the Development Services Department).

Chairperson Ravey opened the public hearing

Mr. Cox notified the Commission that the house is down on the ground.

Chairperson Ravey closed the public hearing.

Chairperson Free moved to accept staff's recommendation that this building is unsafe and that the Commission issue an order to the owner, lienholder, or mortgagee to demolish the building and remove all debris within 30 days. Commissioner Flores seconded the motion.

Chairperson Ravey asked if there was any discussion

There was none.

The motion passed with a unanimous vote.

7. STAFF ANNOUNCEMENTS (This item includes introductions of new employees, meeting reminders, upcoming events, and staff recognition).

- a. **The next regular meeting of the Building and Standards Commission is scheduled for 5:30p.m. on Monday, June 27, 2016 in Council Chambers, Bryan Municipal Office Building, 300 S. Texas Avenue.**

Mr. Cravatt reminded of the next regular meeting date. No action was taken.

8. FUTURE AGENDA ITEMS (A Commissioner may request that a subject for which notice has not been given be placed on an agenda for future meeting).

No future agenda items were requested.

9. ADJOURN.

Without objection, Chairperson Ravey adjourned the meeting at 6:45 p.m.

These minutes shall serve as the official findings of the City of Bryan Building and Standards Commission, as approved on this the **27th day of June, 2016.**

Richard Ravey, Chairperson
Building and Standards Commission
City of Bryan, Texas

Greg Cox, Chief Building Official and
Secretary to the Building and Standards
Commission

DRAFT