



MINUTES
PROPERTY STANDARDS BOARD
Meeting
APRIL 27, 2023

Council Chambers

6:30 p.m.

1945 E. Jackson Road

Board members present: Chair Dave Hermon, Maggie Vera, Les Folsie, Carol Sue Muravez, Matt McCombs, Scott Carstens, Liz Fannin, and Annette Reese.

Board members absent: Matt Garrett

Guests Present:

Dobrinka Nichols, Alternate

Staff members present: Building Official Brett King; Director of Environmental Services Cory Heiple; Field Operations Manager Ray Davis; Asst City Attorney Kanika Juneja; Community Services Division Manager Brian Passwaters; Police Department Officer John Martin; Fire Marshal Herb Cavanaugh; Code Enforcement Officer Tim Roush, Oscar Garcia, Danielle Wise, and Darwin Ortega; Plans Examiner Lisa Cheek, and Lydia Tormos, Administrative Support Specialist.

A. ORIENTATION TRAINING: 4:00 p.m. in Council Briefing Room

CALL MEETING TO ORDER: Chair Hermon called the meeting to order at 6:30 p.m.

1. Approval of minutes of the **October 27, 2022 meeting.**

Commissioner Reese moved approval of the minutes of the October 27, 2022 meeting; second by Commissioner Muravez. The motion was approved with a unanimous 8-0 vote (Garrett absent).

PUBLIC HEARING

2. **PSB 2023-04:** City of Carrollton staff inspected the residential structure and accessory structures ("Structures") at 1823 HIGHLAND DRIVE, CARROLLTON HIGHLANDS BLK 1 LOT 23, INT201900229164 DD08022019, 0135000102300 2CC01350001 CO-DC, DALLAS COUNTY and found the Structures to be dilapidated, substandard, unfit for human habitation and a hazard to public health, safety and welfare. Staff has requested a hearing before the Board to request a Notice and Order be issued requiring all code violations to be abated by demolishing all structures or bringing them into compliance with city codes within a specified period of time.

Chair Hermon administered the Oath to all those testifying on the case.

Code Enforcement Officer Tim Roush presented PSB 2023-04 describing the subject property as a single-family detached structure located near the corner of Josey Lane and East Belt Line Road in Dallas County. He

NOTE: Board minutes are informational only and are not official until approved by Board.

stated that on February 3, 2023, the Police Department requested that a Code Enforcement Officer inspect the property for Code violations in conjunction with police enforcement action. The responding Code Enforcement Officer, Jessica Armijo, observed trash and debris as well as illegal wiring inside the structure but could not conduct a full inspection due to the active ongoing investigation. On February 16, 2023, a fire occurred at the property. After a search of property records, Roush reported that the property owner was found to be Ms. Susan Gordon with lien holder being Brand Moore Enterprises, Inc. He stated that he met the owner at the site on March 1 to inspect the property and structures and he reviewed a list of the violations found such as fire damaged trusses, exposed wiring and improper plumbing. He also reviewed violations found in the accessory structures as well as trash and debris. He reported that a review of City records showed that the work to the plumbing, electrical and HVAC and foundation was done without permits. He referred to a more inclusive list of violations and photographs provided to the Board in the case packet. Notice of the hearing and violations was posted on the property and mailed by regular and certified mail to the property owner, the lien holder and the registered agent. Notice of the Hearing was also published in the *Dallas Morning News* and County records. He advised that the property owner submitted a permit for the demo of the structures on April 6, 2023 and on April 7 the status was changed to ready for issuance. He testified that on this date, he met with Ms. Gordon and he stated that the majority of the trash and debris had been removed, the tenant had removed the trailers and most of the personal items. He asked that an order for demolition include all structures and asked that should the owner fail to abate the violations, that the City be authorized to demolish all structures. Staff recommended that the Board determine that the structure at 1823 Highland Drive is dilapidated, substandard and a hazard to the public health, safety and welfare. Staff seeks a Notice and Order for the property owner to repair or demolish the structures and abate all violations within 30 days. Staff further requested that if the owner fails to make the repairs or demolish the structures within the required timeframe, that the Board authorize the City to demolish the structures and attach the costs as a lien against the property.

Commissioner Reese asked about the fence and Roush stated that the owner had replaced the rear portion of the fence and added that it was not clear if the side fences were on the subject property. He clarified that because accessory structures are dependent on a primary structure, demolition would apply to all structures.

Commissioner Muravez asked if the property owner expressed a desire to demolish the structures or if she wanted the City to do so. Roush replied that the owner advised him that she would demolish the structures.

Susan Gordon, 1704 Francis, property owner, stated she bought the home with the intent to repair the home for her mother to live in; however, her mother chose otherwise. She explained that she entered into a sales contract with Mr. Javier Navarette, family friend, who did not know the people who were arrested in February. She has made repairs to the rear fence and the accessory buildings. She stated her intent is to bulldoze the structure and the slab.

Commissioner Muravez asked the property owner for a timeframe for demolition and Ms. Gordon stated she has already pulled the permit and hoped it to be done in about 60 days. She stated that she has received her first check from the insurance company and she was being proactive. Commissioner Muravez asked if the insurance company was going to help with the cost of demolition and Ms. Gordon replied affirmatively. She stated that the insurance agent examined the house and understood the need to demolish. She stated that she does not want to build a home on ancient plumbing in the slab and stated her intent to demolish and build a home.

Commissioner McCombs asked if the 60 days was for commencement or completion and Ms. Gordon replied she expects it to be completed in 60 days.

Community Services Division Manager Brian Passwaters asked the homeowner if she had a contract for the demolition work and Ms. Gordon pointed to the contractor who was in the audience. Chair Hermon stated he had a speaker card from the contractor and invited him to the podium.

Daniel Deem, Integrity Restoration Management, stated he understood he would be required to fulfill the Order of the Board. He stated it is a normal process for a general contractor to get all of the bids required for the process and that has been done.

Commissioner Carstens asked Mr. Deem if he could assure the Board that everything would be demolished and removed in 60 days and Mr. Deem replied affirmatively.

Commissioner Muravez asked about an individual named Brian McCarthy and Mr. Deem stated Mr. McCarthy was the former project manager and is no longer with the company.

Commissioner Vera asked for clarification about bids and permits. Mr. Deem stated the bidding process was completed, subs were in place, and the permits have been applied for.

Commissioner Muravez moved to close the public hearing; second by Commissioner Reese. The motion was approved with a unanimous 8-0 vote (Garrett absent).

Commissioner Fannin moved that the residential structure at 1823 Highland Drive, Carrollton, Highlands Blk 1, Lot 23, DALLAS COUNTY, be determined to be dilapidated, substandard and a hazard to the public health, safety and welfare; and that a Notice and Order be prepared for the property owner to repair or demolish any and all structures and to abate all violations to bring the property into compliance with City codes within 60 days. If the property owner fails to comply with the Order within the specified time, the City of Carrollton is authorized to demolish any and all structures, abate all listed violations and to attach the cost as a lien against the property; second by Commissioner Muravez. The motion was approved with a unanimous 8-0 vote (Garrett absent).

OTHER BUSINESS:

a. Election of Vice Chair – Commissioner Fannin nominated Matt Garrett to be Vice Chair; second by Commissioner Reese. The nomination was approved with a unanimous 8-0 vote (Garrett absent).

b. Staff Reports – Building Official Brett King advised that there would be a meeting in May. He announced that the application process for Board membership was coming up soon and they should expect to receive information from the City Secretary. Brian Passwaters stated that Community Services would not have a case for consideration in May, but they would provide a report on cases over the past 12-16 months. King also reported that the house on Ash Hill was demolished on Tuesday.

ADJOURNMENT

Commissioner McCombs moved to adjourn; second by Commissioner Muravez. The meeting was adjourned at 7:07 p.m.

Chairperson

Secretary