



**MINUTES
PROPERTY STANDARDS BOARD
MEETING
MAY 23, 2024**

Council Chambers

6:30 p.m.

1945 E. Jackson Road

Board members present: Chair Matt Garrett, Liz Fannin, Lou Sartor, Carol Sue Muravez, Scott Carstens, Annette Reese, Dobrinka Nichols, Matt McCombs, Maggie Vera.

Board members absent:

None

Guests Present:

Jason Carpenter, City Council Observer

Staff members present: Building Official Brett King; City Attorney Meridith Ladd; Asst. City Attorney Albert Thomas; Community Services Division Manager Brian Passwaters; Senior Code Enforcement Officer Darwin Ortega; and, Lydia Tormos, Administrative Support Specialist.

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

1. Approval of minutes of the **April 25, 2024 meeting.**

Commissioner Muravez moved approval of the minutes of the April 25, 2024 meeting; second by Commissioner Reese. The motion was approved with a unanimous 9-0 vote.

PUBLIC HEARING

2. **PSB 2024-01:** City of Carrollton staff inspected the residential structure at 2645 VIA VENTURA CIRCLE, TWO WORLDS KELLER SPRINGS VILLAGE BLK 15 LOT 7, DALLAS COUNTY and found it 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 be abated to bring the structure into compliance with city codes within a specified period of time.

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

Darwin Ortega, Senior Code Enforcement Officer, presented case PSB 2024-01. He described the property as a two-story, single-family, unoccupied home located at 2645 Via Ventura Circle, Carrollton, Dallas County, Texas, 75006. Mr. Ortega stated this case was originally presented to the Board on April 25, 2024 and tabled to allow the owner additional time to present their case. Staff attempted to contact the homeowner last week but no updates have been provided. Staff conducted an exterior inspection May 23, 2024 and found the violations were still present and to date, there are no records of permit applications being submitted. He stated that the property needs to be brought up to code. All legal requirements for notices were met. Staff recommends the Board, upon review of the testimony and evidence, determine the residential structure at 2645 Via Ventura Circle is dilapidated, substandard, unfit for human habitation and a hazard to the public health, safety, and welfare. Staff further seeks a Notice and Order for the property owner to repair or demolish the residential structure and abate all violations to bring the property into compliance with city code within 30 days. If the property owner fails to comply within the specified time, staff requests that the Board authorize the City of Carrollton to abate the violations and attach the costs as a lien against the property.

Commissioner Muravez inquired whether there has been any additional damage to the property. Mr. Ortega responded that only the exterior was inspected today and there is nothing more that is apparent.

Homeowner, Jim O'Brien, was present, sworn in and answered various questions of the Board members. He provided information on what has occurred since the last meeting. He hired an independent appraiser on May 10, 2024, and was told a meeting is scheduled between the general contractor and the appraiser. The insurance company should pay the claim after the meeting. Mr. O'Brien requested an additional 30 days continuance on his case based on the fact the contractor said should be able to complete repairs within a couple of weeks.

Commission Muravez asked Mr. O'Brien whether the contractor has drawn up any plans and provided a timeline and if so has he given it to Environmental Services. He responded that he would forward the contracts. He said he had hired the general contractor in March and at that time the contractor provided a timeline which he provided to staff. He said he would forward the contract to staff.

Chair Garrett opened and closed the public hearing with no one wishing to speak.

Commissioner McCombs asked Mr. Ortega whether the adjacent property owners have made any complaints. He stated no.

Commissioner Muravez asked Mr. O'Brien if he believes the insurance company will pay the claim so he can proceed with repairs. Mr. O'Brien said he does.

Commissioner Nichols asked Mr. Ortega if there has been any additional damage since the initial inspection. Mr. Ortega stated that the exterior looks the same; there has not been an interior inspection. Commissioner Nichols asked Mr. O'Brien whether 30 days is enough time. He responded that 60 days would be best.

Commissioner Muravez asked Mr. Ortega if the repair plans have been submitted to City staff. He said they did receive an agreement from the general contractor but it does not include a start date, finish date or a duration of work.

Commissioner Muravez moved that the residential structure at 2645 Via Ventura Circle, Two Worlds Keller Springs Village Blk 15 Lot 7, Dallas County, be determined to be dilapidated, substandard, unfit for human habitation and a hazard to the public health, safety and welfare; and that a Notice and Order be prepared for the property owner to repair any and all structures and to abate all violations to bring the property into compliance with City codes within 60 days, and for the structure to remain secure. If the property owner fails to comply with the Order within the specified time, the City of Carrollton is authorized to repair any and all structures, abate all listed violations and to attach the cost as a lien against the property; second by Commissioner Fannin. The motion was approved with a unanimous 9-0 vote.

OTHER BUSINESS:

b. Staff Reports

There will be no meeting in June.

The July meeting will have a case come back from last month; the owner is currently working on the needed repairs.

ADJOURNMENT

Chair Garrett adjourned the meeting at 6:58 p.m.

Chairperson

Secretary