

**PUBLIC HEARING  
BOARD OF HOUSING QUALITY APPEALS  
CITY HALL McCLOSKEY CONFERENCE ROOM  
November 28, 2012, 4:00 P.M.**

Please Note: All items are on the Consent Agenda except where noted.

I. **ROLL CALL**

II. **REVIEW OF SUMMARY** – October 17, 2012 p. 3

III. **OLD BUSINESS**

- (1) 12-TV-08 **515 E. 10<sup>th</sup> Street**, Olympus Properties. Request for an extension of time to complete repairs. Previously heard March 02, 2012. pp. 5-8
- (2) 12-TV-100 **327 E. 2<sup>nd</sup> Street**, Tariq Khan. Request for an extension of time to complete repairs. Previously heard September 19, 2012. pp. 9-14

IV. **NEW BUSINESS**

- (3) 12-TV-119 **518 W. Howe Street**, Kristiana Willsey. Request for an extension of time to complete repairs. pp. 15-18
- (4) 12-TV-120 **307 E. 18<sup>th</sup> Street**, Regency Consolidated Residential. Request for an extension of time to complete repairs. pp. 19-28
- (5) 12-TV-121 **316 E. University Street**, American Sunbelt. Request for an extension of time to complete repairs. pp. 29-56
- (6) 12-V-122 **346 S. Davisson Street**, NH Property. Request for a modification or exception to the Property Maintenance Code. pp. 57-64
- (7) **THIS ITEM IS NOT ON THE CONSENT AGENDA**  
12-TV-123 **2445-2449 W. Marlene Drive**, Kelly Harding. Request for an extension of time to complete repairs. pp. 65-70
- (8) 12-TV-124 **551 E. Graham Place**, Alan Smith. Request for an extension of time to complete repairs. pp. 71-77
- (9) 12-TV-125 **1660 W. Bloomfield Road**, Joyce Poling. Request for an extension of time to complete repairs. pp. 78-88
- (10) 12-TV-126 **2922 S. Walnut Street Pike**, Stephen & Ann Emely. Request for an extension of time to complete repairs. pp. 89-95
- (11) 12-TV-127 **3400 S. Sare Road**, Regency Consolidated Residential, LLC. Request for an extension of time to complete repairs. pp. 96-105
- (12) 12-V-128 **1200 S. Henderson Street**, Nan & Steve Brewer. Request for a modification or exception to the Housing Property Maintenance Code. pp. 106-111
- (13) 12-V-129 **402 W. Wilson Street**, Spicer Rentals. Request for a modification or exception to the Housing Property Maintenance Code. pp. 112-118

- (14) **THIS ITEM IS NOT ON THE CONSENT AGENDA**  
12-TV-130 **2453-2457 W. Marlene Drive**, Kelly Harding. Request for an extension  
of time to complete repairs. pp. 119-125

V. **GENERAL DISCUSSION**

VII. **PUBLIC COMMENT**

VIII. **ADJOURNMENT**

# B.H.Q.A. MEETING OF OCTOBER 17, 2012

## SUMMARY

MEMBERS PRESENT: Kris Floyd, Susie Hamilton, Katherine Lessing, Ryan Strauser

STAFF PRESENT: Lisa Abbott, Michael Arnold, Daniel Bixler, John Hewett, Maria McCormick, Jo Stong  
(HAND)

OTHERS PRESENT: Keith Williamson (Orion Management)

### I. REVIEW OF SUMMARY

Strauser made a motion to approve the minutes for September 19, 2012. Lessing seconded. Motion passed, 4-0.

### II. CONSENT AGENDA

(1) Extension of time – State Variance:

**118 E. 17<sup>th</sup> Street, Lance Weidner, 12-TV-88.** Request for an extension of time to complete repairs. This item was previously heard at the July 18, 2012 meeting. Recommendation to grant the request with a December 18, 2012 deadline.

**2611 N. Walnut Street, Collier Commercial, 12-TV-114.** Request for an extension of time to complete repairs. Recommendation to grant the request with a December 17, 2012 deadline.

**3305 E. Gosprt Court, Joseph Ryan, 12-TV-118.** Request for an extension of time to complete repairs. Recommendation to grant the request with a December 17, 2012 deadline.

**Approved.**

(2) Rescission of Variance:

**423 S. Fess Avenue, H.A.N.D., 12-RV-113.** Request for rescission of a variance. Recommendation to rescind November 1978 variance made unnecessary due to remodel.

**Approved.**

(3) Extension of time – Complete Repairs:

**301 E. Brownstone Drive, Brownstone Investment Group, 12-TV-115.** Request for an extension of time to complete repairs. Recommendation was to grant with an October 31, 2012 deadline for all life safety items and a December 17, 2012 deadline for all other repairs.

**408 E. 17<sup>th</sup> Street, CS Property Management, 12-TV-116.** Request for an extension of time to complete repairs. Recommendation to grant the request with an October 20, 2012 deadline.

**224 W. Kirkwood Avenue, 222 W. Kirkwood, LLC, 12-TV-117.** Request for an extension of time to complete repairs. Recommendation to grant the request with a July 18, 2013 deadline.

**Approved.**

### III. GENERAL DISCUSSION

None.

### IV. PUBLIC COMMENT

None.

### V. ADJOURNMENT

Floyd made a motion to adjourn. Strauser seconded. Motion passed, unanimously. Meeting adjourned at 4:11 PM.





City of Bloomington  
H.A.N.D.

**Board of Housing Quality Appeals  
Staff Report: Petition for Extension of Time**

Meeting Date: November 28, 2012

Petition Type: An extension of time to complete repairs.

Petition Number: 12-TV-08 (old)

Address: 515 E. 10<sup>th</sup> Street

Petitioner: Olympus Properties

Inspector: Maria McCormick

Staff Report: The petitioner is requesting an additional 6 months to complete the repairs to the sidewalks and stairs that were cited in the cycle inspection completed November 3, 2011. They previously had been granted an extension of time for this violation until November 3, 2012 to coincide with the deadline for the exterior painting.

Staff recommendation: Grant the extension.

Conditions: The state variance must be received by HAND no later than the deadline stated below, or this case will be turned over to the City of Bloomington Legal Department for further action including the possibility of fines.

Compliance Deadline: April 1, 2013

Attachments: Application for Appeal; March 2012 BHQA Staff Report



Application For Appeal  
To The  
Board of Housing Quality Appeals  
P.O. Box 100  
Bloomington, IN 47402  
812-349-3420  
hand@bloomington.in.gov

RECEIVED  
OCT 09 2012

BY: \_\_\_\_\_

Property Address: 515 East 10th St. Bloomington, IN 47408 (Sassafras Apartment Building)

Petitioner's Name: Olympus Properties

Address: 2620 N Walnut St, Suite 1000

City: Bloomington

State: Indiana

Zip Code: 47404

Phone Number: (812) 334-8200

E-mail Address: manager@olympusproperties.com

Owner's Name: Stardust Development Group, LLC

Address: 403 East 6th St

City: Bloomington

State: Indiana

Zip Code: 47408

Phone Number: 812-334-8200

E-mail Address: manager@olympusproperties.com

Occupants:

The following conditions must be found in each case in order for the Board to consider the request:

1. That the exception is consistent with the intent and purpose of the housing code and promotes public health, safety, and general welfare.
2. That the value of the area about the property to which the exception is to apply will not be adversely affected.

Identify the variance type that you are requesting from the following drop down menu:

Variance Type: An extension of time to complete repairs. (Petition Type: TV)

Reminder:

A \$20.00 filing fee must be submitted with the Appeal Application or the application will not be considered to be complete! A completed application has to be submitted prior to the meeting application deadline in order to be placed on that months agenda!

(Will be assigned by BHQA)

12-TV-03 (OLD)

Petition Number: \_\_\_\_\_

In the space provided below please write a brief narrative regarding your request. Be specific as to what you are requesting, the reason(s) or justification(s) for your request, the amount of time needed to bring the property into compliance, as well as any modifications and/or alterations you are suggesting. The following information must be included dependent upon the type of variance you are requesting:

- A. An extension of time to complete repairs. (Petition type: TV)
  - 1. Specify the items that need the extension of time to complete.
  - 2. Explain why the extension is needed.
  - 3. Specify the time requested.
- B. A modification or exception to the Housing Property Maintenance Code. (Petition type: V)
  - 1. Specify the code reference number you are appealing.
  - 2. Detail why you are requesting the variance.
  - 3. Specify the modifications and or alterations you are suggesting.
- C. Relief from an administration decision. (Petition type: AA)
  - 1. Specify the decision being appealed and the relief you are seeking.
- D. Rescind a variance. (Petition type: RV)
  - 1. Detail the existing variance.
  - 2. Specify the reason the variance is no longer needed.

Olympus properties is requesting an extension of time for the exterior items listed on the HAND inspection for the Sassafra<sup>s</sup> Apartments located at 515 E 10th St Bloomington

We request a six month extension of time to complete (current deadline November 3, 2012) repairs to the sidewalk at that location. See the attached "Notice of Board Action" document that shows the current deadline.

Olympus Properties and Stardust Development are actively working on a solution to the sidewalk problem at this location. We simply need additional time to develop and execute a proper solution.

Signature (Required): 

Name (Print): Rick Krouse, Property Manager, Olympus Properties

Date: 10/3/12

**Important information regarding this application format:**

- 1. This form is designed to be filled out electronically, printed, then returned/submitted manually (e.g. postal mail).
- 2. This document may be saved on your computer for future use, however, any data that you have entered will not be saved.





City of Bloomington  
H.A.N.D.

**Board of Housing Quality Appeals  
Staff Report: Petition for Extension of Time**

Meeting Date: March 2, 2012  
Petition Type: An extension of time to complete repairs.  
Petition Number: 12-TV-08  
Address: 515 E. 10<sup>th</sup> Street  
Petitioner: Olympus Properties  
Inspector: Maria McCormick  
Staff Report: November 3, 2011 Completed cycle inspection  
December 19, 2011 Received application for appeal

During the cycle inspection it was noted that the sidewalks, walkways and the stairs on the exterior of the building were deteriorated and causing trip hazards. It was also noted that the windows has deteriorated glazing compound. The petitioner is seeking an extension of time for these repairs that coincides with the compliance deadline of the exterior painting which is November 3, 2012 so that all the exterior repairs may be done at one time.

Staff recommendation: Grant the extension of time for the requested repairs.  
Conditions: Repairs listed above must be completed and re-inspected no later than the deadline stated below, or this case will be turned over to the City of Bloomington Legal Department for further action including the possibility of fines.  
Compliance Deadline: November 3, 2012  
Attachments: Application for Appeal, Cycle Report, Photos



City of Bloomington  
H.A.N.D.

**Board of Housing Quality Appeals  
Staff Report: Petition for Extension of Time**

Meeting Date: November 28, 2012

Petition Type: An extension of time to complete repairs.

Petition Number: 12-TV-100

Address: 327 E. 2nd

Petitioner: Tariq Khan

Inspector: Robert Hoole

Staff Report:	April 20, 2012	Cycle inspection report mailed
	July 13, 2012	Appeal filed
	September 19, 2012	Extension granted
	October 12, 2012	Reinspection conducted
	October 16, 2012	Appeal filed under old business

The petitioner is requesting an extension of time to complete the replacement of electrical service entrance cables. The petitioner and the contractor misunderstood the extent of work required by the cycle inspection report. The service entrance conductors feeding the meter bases have been replaced. The service entrance conductors leaving the meter bases have not yet been replaced. All other repairs have been reinspected and complied.

Staff recommendation: Grant the extension of time

Conditions: Repairs must be completed and re-inspected no later than the deadline stated below, or this case will be turned over to the City of Bloomington Legal Department for further action including the possibility of fines.

Compliance Deadline: January 1, 2013

2

9

Attachments:

Remaining violations report, appeal form



RECEIVED  
OCT 16 2012

Application for Appeal  
To The  
Board of Housing Quality Appeals  
P.O. Box 100  
Bloomington, IN 47402  
812-349-3420  
[hand@bloomington.in.gov](mailto:hand@bloomington.in.gov)

Property Address: 327 E-2nd

Petitioner's Name: TARIQ KHAN

Address: ~~327 E-2nd~~ 1201 W. Allen St. #19 47403

City: BLOOMINGTON State: IN Zip Code: 47403

Phone Number: 812-369-1661 Email Address: nohstar156@hotmail.com

Property Owner's Name: SAME

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

Occupants: \_\_\_\_\_

**The following conditions must be found in each case in order for the Board to consider the request:**

1. That the exception is consistent with the intent and purpose of the housing code and promotes public health, safety and general welfare.
2. That the value of the area about the property to which the exception is to apply will not be adversely affected.

**Please circle the petition type that you are requesting:**

- A) An extension of time to complete repairs (Petition type TV)
- B) A modification or exception to the Housing Property Maintenance Code (Petition type V)
- C) Relief from an administrative decision (Petition type AA)
- D) Rescind a variance (Petition type RV)

**REMINDER:** A \$20 filing fee must be submitted with this application before the property can be placed on the meeting agenda.

OFFICE USE ONLY  
Petition Number 12-TV-100 (OLD BUSINESS)

SEE REVERSE

Please provide details regarding your request below; you may attach any exhibits or additional comments as you deem necessary and pertinent to your request. Be specific as to what you are requesting, the reason or justification for your request, the amount of time needed to bring the property into compliance, and any modifications and/or alterations you are suggesting.

Miss understanding of the extent of the work that was required of us.

Signature (required): Tariq Khan  
Name (please print): TARIQ KHAN Date: 10/16/12

You may attend the meeting. If you attend, please note that all petitioners presenting a matter to the Board shall be limited to no more than five minutes to present their case and arguments. Additional time can be granted if deemed appropriate by the Board. Please note that if your property is listed on the consent agenda it is more likely than not that your property will not be individually discussed during the Board's meeting.



City of Bloomington  
Housing and Neighborhood Development

Remaining Violation Report  
Reinspected 8/31/2012, 10/12/2012

2554

OWNERS

=====  
Khan, Tariq  
1201 W. Allen Street # 19  
Bloomington, IN 47401

Prop. Location: 327 E 2nd ST  
Number of Units/Structures: 4/1  
Units/Bedrooms/Max # of Occupants: 3/1/2 1/2/4

Date Inspected: 04/16/2012  
Primary Heat Source: Gas  
Property Zoning: RH  
Number of Stories: 2

Inspectors: Robert Hoole  
Foundation Type: Basement  
Attic Access: No  
Accessory Structure:

**REINSPECTION REQUIRED**

This report is your final notice from the Housing and Neighborhood Development Office that this rental property continues to be in violation of the Housing-Property Maintenance Code of Bloomington.

If you have made all of the repairs on this report, contact our office immediately to schedule the required re-inspection.

Failure to make repairs or to schedule the required re-inspection will result in this matter being referred to the City Legal Department. Legal action may be initiated against you under Section 16.12.100 of the Bloomington Municipal Code.

It is your responsibility to contact the Housing and Neighborhood Development Office to schedule the required re-inspection. Our mailing address and telephone number are listed below.

This property has 4 approved dwelling units. During the cycle inspection, conditions were noted that indicate that this property may be in violation of Bloomington Municipal Code Title 20 with regard to number of units and usage. This property needs to be brought into compliance with Title 20 within sixty (60) days from the date of this inspection to avoid possible legal action by the City of Bloomington Legal Department. *The City's Planning Department will be the Department which decides whether or not a violation of Title 20 has occurred and whether or not any violation of Title 20 has been remedied.* For more information, please contact the Planning Department at 349-3423. *Please note that the City of Bloomington Housing and Neighborhood Development Department will not issue a residential rental occupancy permit for any property that is not compliance with Title 20 of the Bloomington Municipal Code.*

### **EXTERIOR**

Remove and replace the deteriorated electrical service entrance cables. PM-605.1

### **OTHER REQUIREMENTS:**

**The following documents were not provided to the office or reviewed by the inspector within 60 days of the date of the inspection, and as such a fine will be levied:**

- **A completed copy of the Tenants & Owners Rights and Responsibilities Summary BMC16.12.050 (d).**
- **Inventory & Damage List:** The owner or his agent shall contact the tenant and arrange a joint inspection of the premises to occur within ten days of the tenant's occupancy of the rental unit. The owner or his agent and the tenant shall at that time jointly complete an inventory and damage list, and this shall be signed by all parties to the tenancy agreement. Duplicate copies of the inventory and damage list shall be retained by all parties and shall be deemed a part of the tenancy agreement  
**BMC16.12.040**

When issued, a copy of the new Rental Occupancy Permit shall be posted as required by BMC 16.12.080 (b): All rental units shall be required to have a current occupancy permit displayed in an accessible location inside the unit. The permit shall contain the name of the owner or his agent and the expiration date of the permit. BMC 16.12.080 (b)



City of Bloomington  
H.A.N.D.

**Board of Housing Quality Appeals  
Staff Report: Petition for Extension of Time**

Meeting Date: November 28, 2012

Petition Type: An extension of time to complete repairs.

Petition Number: 12-TV-119

Address: 518 W. Howe

Petitioner: Kristiana Willsey

Inspector: Robert Hoole

Staff Report: October 19, 2011                      Cycle inspection report mailed  
September 24, 2012                      Appeal filed

The petitioner is requesting an extension of time to complete exterior painting. The original deadline for completion of the painting was one year from the date of the inspection, or October 10, 2012. The petitioner lists reasons for her request in the attached appeal form.

Staff recommendation: Grant the extension of time

Conditions: All repairs must be completed and re-inspected no later than the deadline stated below, or this case will be turned over to the City of Bloomington Legal Department for further action including the possibility of fines.

Compliance Deadline: June 1, 2013

Attachments: Appeal form, exterior extension reminder



RECEIVED  
SEP 26 2012

BY: .....

Application for Appeal  
To The  
Board of Housing Quality Appeals  
P.O. Box 100  
Bloomington, IN 47402  
812-349-3420  
hand@bloomington.in.gov

Property Address: 518 W. Howe St. Bloomington IN ~~47401~~ 47403

Petitioner's Name: Kristiana Willsey

Address: 2425 3rd St. Unit I

City: Santa Monica State: CA Zip Code: 90405

Phone Number: 858 342 0337 Email Address: kwillsey@gmail.com

Property Owner's Name: Kristiana Willsey

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

Occupants: Felicity Turner

**The following conditions must be found in each case in order for the Board to consider the request:**

1. That the exception is consistent with the intent and purpose of the housing code and promotes public health, safety and general welfare.
2. That the value of the area about the property to which the exception is to apply will not be adversely affected.

Please circle the petition type that you are requesting:

- (A) An extension of time to complete repairs (Petition type TV)
- (B) A modification or exception to the Housing Property Maintenance Code (Petition type V)
- (C) Relief from an administrative decision (Petition type AA)
- (D) Rescind a variance (Petition type RV)

REMINDER: A \$20 filing fee must be submitted with this application before the property can be placed on the meeting agenda.

OFFICE USE ONLY  
Petition Number 12-TV-119

SEE REVERSE

Please provide details regarding your request below; you may attach any exhibits or additional comments as you deem necessary and pertinent to your request. Be specific as to what you are requesting, the reason or justification for your request, the amount of time needed to bring the property into compliance, and any modifications and/or alterations you are suggesting.

I am requesting an extension on HAND's requirement to scrape and paint exterior wood on my home. I am a graduate student at UV, renting my home while I conduct dissertation research out of state. I was anticipating returning to Bloomington this Fall to oversee the work; however, I accepted a faculty position (adjunct) and I cannot afford to fly back and handle the painting. (The house is not an income property; it is my home and rented, furnished, for about the amount of the mortgage.) I am requesting a brief extension, until the end of the Fall semester - but I don't know if it is possible to have the property painted in the Winter. If I could have the work done in the Spring (April/May) that would be ideal. I am also applying for a grant, since my property ("Rosemary's Cottage") was restored with funds from the Bloomington Historical Society, and an extension would give me time to hear back on that application. Thank you for your time and consideration.

Signature (required): Kristiana Willsey

Name (please print): Kristiana Willsey Date: 9/18/12

You may attend the meeting. If you attend, please note that all petitioners presenting a matter to the Board shall be limited to no more than five minutes to present their case and arguments. Additional time can be granted if deemed appropriate by the Board. Please note that if your property is listed on the consent agenda it is more likely than not that your property will not be individually discussed during the Board's meeting.



**City of Bloomington  
Housing and Neighborhood Development**

AUG 22 2012

Exterior Extension Reminder Report

1511

OWNERS

=====

Willsey, Kristiana  
2425 3rd Street Unit I  
Santa Monica, CA 90405

AGENT

=====

Kawar, Leila  
518 W. Howe Street  
Bloomington, IN 47401

Prop. Location: 518 W Howe ST  
Number of Units/Structures: 1/1  
Units/Bedrooms/Max # of Occupants: 1/1/2

Date Inspected: 10/10/2011  
Primary Heat Source: Gas  
Property Zoning: RC  
Number of Stories: 1

Inspectors: Robert Hoole  
Foundation Type: Slab  
Attic Access: No  
Accessory Structure:

This report is a reminder that there are exterior items with an extended period of time for completion still outstanding at this address.

If you have made all of the repairs on this report, contact our office immediately to schedule the required drive-by re-inspection.

Failure to make repairs or to schedule the required re-inspection will result in this matter being referred to the City Legal Department. Legal action may be initiated against you under Section 16.12.100 of the Bloomington Municipal Code.

It is your responsibility to contact the Housing and Neighborhood Development Office to schedule the required re-inspection. Our mailing address and telephone number are listed below.

**Scrape and paint exterior surfaces where paint is peeling or wood is exposed. PM-303.2**



City of Bloomington  
H.A.N.D.

**Board of Housing Quality Appeals  
Staff Report: Petition for Extension of Time**

Meeting Date: November 28, 2012

Petition Type: An extension of time to complete repairs.

Petition Number: 12-TV-120

Address: 307 E. 18<sup>th</sup> Street

Petitioner: Barry Jones for Regency Consolidated Residential

Inspector: Maria McCormick

Staff Report: During the cycle inspection it was noted that the window in the first floor bedroom of unit #1 did not meet the minimum code requirements at the time of the buildings construction. The petitioner is seeking an extension of time to obtain a variance for the State of Indiana for the window. All other violations in all the units have been re-inspected and are all complied.

**Openable area required: 5.7 sq. ft.**

Clear width required: 20 ”

**Clear height required: 24 ”**

Maximum sill height: 44” above finished floor

**Existing area: 5.29 sq. ft.**

Existing width: 37 ½ “

**Existing height: 20 ¼ “**

Existing sill: 34 ½ “

Staff recommendation: Grant the extension.

Conditions: The state variance must be received by HAND no later than the deadline stated below, or this case will be turned over to the City of Bloomington Legal Department for further action including the possibility of fines.

Compliance Deadline: January 15, 2013

Attachments: Application for Appeal; Cycle Report

*JP*



RECEIVED  
OCT 02 2012

Application for Appeal  
To The BY: \_\_\_\_\_  
Board of Housing Quality Appeals  
P.O. Box 100  
Bloomington, IN 47402  
812-349-3420  
[hand@bloomington.in.gov](mailto:hand@bloomington.in.gov)

Property Address: 307 E. 18TH ST.  
Petitioner's Name: REGENCY CONSOLIDATED RESIDENTIAL *Barney Jones*  
Address: 1701 BROADMOON DR. STE 200  
City: CHAMPAIGN State: IL Zip Code: 61821  
Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_  
Property Owner's Name: RCR / DUNN HILL APTS  
Address: 1701 BROAD MOON  
City: CHAMPAIGN State: IL Zip Code: 61821  
Phone Number: 812-589-0144 Email Address: p.jones@regencyapartments.com  
Occupants: 4

The following conditions must be found in each case in order for the Board to consider the request:

1. That the exception is consistent with the intent and purpose of the housing code and promotes public health, safety and general welfare.
2. That the value of the area about the property to which the exception is to apply will not be adversely affected.

Please circle the petition type that you are requesting:

- A) An extension of time to complete repairs (Petition type TV)
- B) A modification or exception to the Housing Property Maintenance Code (Petition type V)
- C) Relief from an administrative decision (Petition type AA)
- D) Rescind a variance (Petition type RV)

REMINDER: A \$20 filing fee must be submitted with this application before the property can be placed on the meeting agenda.

OFFICE USE ONLY  
Petition Number 12-TV-120

SEE REVERSE

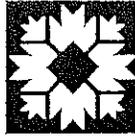
Please provide details regarding your request below; you may attach any exhibits or additional comments as you deem necessary and pertinent to your request. Be specific as to what you are requesting, the reason or justification for your request, the amount of time needed to bring the property into compliance, and any modifications and/or alterations you are suggesting.

SEEKING VARIANCE FOR WINDOW IN UNIT  
#1 OF 307-18th St. Bloomington, Ind 47403

Signature (required): 

Name (please print): Barry R. Jones Date: 10/2/12

You may attend the meeting. If you attend, please note that all petitioners presenting a matter to the Board shall be limited to no more than five minutes to present their case and arguments. Additional time can be granted if deemed appropriate by the Board. Please note that if your property is listed on the consent agenda it is more likely than not that your property will not be individually discussed during the Board's meeting.



City of Bloomington  
Housing and Neighborhood Development

Cycle Report

4051

OWNERS

Regency Consolidated Residential, Llc  
1701 Broadmoor Dr. Suite #200  
Champaign, IL 61821

AGENT

Jones, Nancy K.  
513 W. Gourly Pike  
Bloomington, IN 47404

Prop. Location: 307 E 18th ST  
Units/Bedrooms/Max # of Occupants: 1/4/5 4/3/4  
Date Inspected: 06/29/2012  
Primary Heat Source: Electric  
Property Zoning: RH  
Number of Stories: 2

Number of Units/Structures: 5/1  
Inspectors: Maria McCormick  
Foundation Type: Crawl Space  
Attic Access: Yes  
Accessory Structure: None

Monroe County Assessor's records indicate that this structure was built in 2007. these are the minimum requirements for Multi-family structures built between 2003-2008:

Clear Height: 24"  
Clear Width: 20"  
Openable Area: 5.7 sq. ft.  
Sill Height: 44" from the floor

INTERIOR:

10/2/12  
C

Apt. 1 -

Main Level -

Living Room:

No violation noted.

Bathroom:

C Seal edge of floor covering adjacent to bathtub. PM-304.1

Kitchen/Dining Area; Mechanical Room:

No violation noted.

Hallway:

C Install/replace batteries in smoke detectors so that they function as intended. PM-704.1

10/2/12  
①

SE Bedroom:

The emergency egress window does not meet the minimum requirements for a multi-unit structure built in 2007. The relevant code is the 2003 Indiana Residential Code/ Indiana Building Code, section: 1009.1.

C

**Openable area required: 5.7 sq. ft.**  
Clear width required: 20”  
**Clear height required: 24”**  
Maximum sill height: 44” above finished floor

**Existing area: 5.29 sq. ft.**  
Existing width: 37 ½”  
**Existing height: 20 ¼”**  
Existing sill: 34 ½”

The emergency egress window does not meet the minimum code requirements for the time the structure was built. For that reason, the City will not issue a rental permit until either the window is altered or replaced to meet the code requirement at the time of construction, or you apply for an egress variance with the Indiana Fire and Building Safety Commission. BMC-16.04.020 (b).

The State variance application forms are available at the *Department of Homeland Security* on the *Fire Prevention and Building Safety Commission's* web site at [www.in.gov/dhs/2375.htm](http://www.in.gov/dhs/2375.htm). Scroll down to *Downloadable Forms and Documents* and click on *Variance Application and Instructions*. If you need any further clarification, the Commission can be reached at 317.233.5341.

**2nd Level –**

North Bathroom; South Bathroom:

No violation noted.

North Bedroom; SE Bedroom:

No violation noted.

Existing Egress Window Measurements:

Height: 25 inches  
Width: 38 inches  
Sill Height: 26 ½ inches  
Openable Area: 6.59 sq. ft.

**Note: These measurements are for reference only. There is no violation of the emergency egress requirements.**

10/2/12  
C

SW Bedroom:

Every window shall be capable of being easily opened and held in position by its own hardware. Properly repair the top sash to stay up when the window is opened. PM-303.13.2

Existing Egress Window Measurements:

Height: 25 inches  
Width: 38 inches  
Sill Height: 26 1/2 inches  
Openable Area: 6.59 sq. ft.

**Note: These measurements are for reference only. There is no violation of the emergency egress requirements.**

Hallway:

Install/replace batteries in smoke detectors so that they function as intended. PM-704.1

Apt. 2 -

Main Level -

Living Room:

Repair/replace the damaged entry door and jam to function as intended. PM-304.6

Half Bathroom:

Repair the toilet to eliminate water running continuously. PM-504.1

Kitchen/Dining Area:

Repair or replace the peeling linoleum. PM-304.4

Mechanical Room:

No violation noted.

2nd Level -

North Bathroom; South Bathroom:

No violation noted.

Hallway:

Replace the missing smoke detector. If the missing smoke detector was hard wired it must be replaced with a hard wired model. PM-704.1

North Bedroom; SE Bedroom; SW Bedroom:

No violation noted.

Existing Egress Window Measurements:

Height: 25 inches  
Width: 38 inches  
Sill Height: 26 1/2 inches  
Openable Area: 6.59 sq. ft.

**Note: These measurements are for reference only. There is no violation of the emergency egress requirements.**

10/2/12

**Apt. 3 –**

**Main Level –**

**Living Room:**

ⓐ Every window shall be capable of being easily opened and held in position by its own hardware. PM-303.13.2

ⓒ All basement and ground floor windows and all upper windows adjacent to porch roofs, decks or other accessible exterior elements shall be capable of latching securely. Install a locking mechanism to the windows. PM-303.13.2

**Half Bathroom; Kitchen/Dining Area; Mechanical Room:**

No violation noted.

**2<sup>nd</sup> Level –**

**North Bathroom; South Bathroom; Hallway:**

No violation noted.

**North Bedroom:**

No violation noted.

**Existing Egress Window Measurements:**

- Height: 25 inches
- Width: 38 inches
- Sill Height: 26 ½ inches
- Openable Area: 6.59 sq. ft.

**Note: These measurements are for reference only. There is no violation of the emergency egress requirements.**

**SW Bedroom; SE Bedroom:**

ⓐ Every window shall be capable of being easily opened and held in position by its own hardware. Properly repair the top sash to stay up when the window is opened. PM-303.13.2

**Existing Egress Window Measurements:**

- Height: 25 inches
- Width: 38 inches
- Sill Height: 26 ½ inches
- Openable Area: 6.59 sq. ft.

**Note: These measurements are for reference only. There is no violation of the emergency egress requirements.**

10/2/12

Apt. 4 --

Main Level --

Living Room:

No violation noted.

Half Bathroom; Kitchen/Dining Area; Mechanical Room:

No violation noted.

2<sup>nd</sup> Level --

North Bathroom; South Bathroom; Hallway:

No violation noted.

North Bedroom:

⌚ Replace the missing smoke detector. If the missing smoke detector was hard wired it must be replaced with a hard wired model. PM-704.1

Existing Egress Window Measurements:

- Height: 25 inches
- Width: 38 inches
- Sill Height: 26 ½ inches
- Openable Area: 6.59 sq. ft.

**Note: These measurements are for reference only. There is no violation of the emergency egress requirements.**

SW Bedroom:

⌚ Every window shall be capable of being easily opened and held in position by its own hardware. Properly repair the top sash to stay up when the window is opened. PM-303.13.2

⌚ Replace the missing smoke detector. If the missing smoke detector was hard wired it must be replaced with a hard wired model. PM-704.1

Existing Egress Window Measurements:

- Height: 25 inches
- Width: 38 inches
- Sill Height: 26 ½ inches
- Openable Area: 6.59 sq. ft.

**Note: These measurements are for reference only. There is no violation of the emergency egress requirements.**

SE Bedroom:

No violation noted.

Existing Egress Window Measurements:

Height: 25 inches

Width: 38 inches

Sill Height: 26 ½ inches

Openable Area: 6.59 sq. ft.

**Note: These measurements are for reference only. There is no violation of the emergency egress requirements.**

Apt. 5 –

Main Level –

Living Room; Half Bath:

No violation noted.

Hallway:

Repair or replace existing smoke detector in a manner so that it functions as intended.

Repair so the interconnection of this smoke detector works with the other detectors throughout the unit. PM-704.1

Kitchen/Dining Area:

Repair the rear entry door to be weather tight. No gaps shall be visible around the edges. PM-303.13

Mechanical Room:

Determine the source and eliminate the water leak from the condensate drain. PM-504.1

2<sup>nd</sup> Level –

North Bathroom; South Bathroom:

No violation noted.

Hallway:

Repair or replace existing smoke detector in a manner so that it functions as intended.

Repair so the interconnection of this smoke detector works with the other detectors throughout the unit. PM-704.1

10/2/12  
①

North Bedroom; SE Bedroom; SW Bedroom:

- Repair or replace existing smoke detector in a manner so that it functions as intended.
- Repair so the interconnection of this smoke detector works with the other detectors throughout the unit. PM-704.1

Existing Egress Window Measurements:

- Height: 25 inches
- Width: 38 inches
- Sill Height: 26 ½ inches
- Openable Area: 6.59 sq. ft.

**Note: These measurements are for reference only. There is no violation of the emergency egress requirements.**

**EXTERIOR:**

- Trim all tree branches away from the siding and roofline to maintain a 3' clearance. PM-302.4.1
- Properly repair or replace damaged or deteriorated siding in a manner that leaves the structure weather tight and excludes the entrance of rodents. This is to be done in a workmanlike manner and includes but is not limited to all damaged or deteriorating siding and structural members. PM-302.7, PM-303.1 & PM-303.4

**OTHER REQUIREMENTS:**

**Required documentation:**

- A completed copy of the Tenants and Owners Rights and Responsibilities Summary must be provided to this office or reviewed with the inspector **within 60 days of the date of the inspection or a \$25.00 fine will be levied. BMC 16.12.050 (d)**

**Required documentation:**

- The owner or his agent shall contact the tenant and arrange a joint inspection of the premises to occur within ten days of the tenant's occupancy of the rental unit. The owner or his agent and the tenant shall at that time jointly complete an inventory and damage list, and this shall be signed by all parties to the tenancy agreement. Duplicate copies of the inventory and damage list shall be retained by all parties and shall be deemed a part of the tenancy agreement. **A completed copy of the Inventory & Damage List must be provided to the office or reviewed with the inspector within 60 days of the date of the inspection or a \$25.00 fine will be levied. BMC16.12.040**

When issued, a copy of the new Rental Occupancy Permit shall be posted as required by BMC 16.12.080 (b): All rental units shall be required to have a current occupancy permit displayed in an accessible location inside the unit. The permit shall contain the name of the owner or his agent and the expiration date of the permit. BMC 16.12.080 (b)



City of Bloomington  
H.A.N.D.

**Board of Housing Quality Appeals  
Staff Report: Petition for Extension of Time**

Meeting Date: November 28, 2012

Petition Type: An extension of time to complete repairs.

Petition Number: 12-TV-121

Address: 316 E. University Street

Petitioner: American Sunbelt

Inspector: Maria McCormick

Staff Report: During the cycle inspection it was noted that some of the floor plans in the build had changed from what had been approved by the City of Bloomington Planning Dept creating a possible violation of Title 20. The petitioner is requesting an additional 60 days to work with Planning to resolve this issue.

Staff recommendation: Grant the extension.

Conditions: All Title 20 violations must be resolved with COB Planning Dept. no later than the deadline stated below, or this case will be turned over to the City of Bloomington Legal Department for further action including the possibility of fines.

Compliance Deadline: December 31, 2012

Attachments: Application for Appeal; Cycle Report

RECEIVED  
OCT 05 2012

BY: \_\_\_\_\_

Page 1 of 2



**Application For Appeal  
To The  
Board of Housing Quality Appeals  
P.O. Box 100  
Bloomington, IN 47402  
812-349-3420  
hand@bloomington.in.gov**

**Property Address:** 316 E. University Street, Bloomington, Indiana

**Petitioner's Name:** American Sunbelt

**Address:** 400 E. 3rd Street, Suite #1

**City:** Bloomington

**State:** Indiana

**Zip Code:** 47401

**Phone Number:** (812) 332-1509

**E-mail Address:** mbeth@americansunbelt.com

**Owner's Name:** Khatchadour Palandjian and Lucine Palandjian, husband and wife

**Address:** P.O. Box 744

**City:** Bloomington

**State:** Indiana

**Zip Code:** 47402

**Phone Number:** N/A

**E-mail Address:** N/A

**Occupants:**

**The following conditions must be found in each case in order for the Board to consider the request:**

1. That the exception is consistent with the intent and purpose of the housing code and promotes public health, safety, and general welfare.
2. That the value of the area about the property to which the exception is to apply will not be adversely affected.

**Identify the variance type that you are requesting from the following drop down menu:**

**Variance Type:** An extension of time to complete repairs. (Petition Type: TV)

**Reminder:**

A \$20.00 filing fee must be submitted with the Appeal Application or the application will not be considered to be complete! A completed application has to be submitted prior to the meeting application deadline in order to be placed on that month's agenda!

(Will be assigned by BHQA)

Petition Number: 12-TV-121

In the space provided below please write a brief narrative regarding your request. Be specific as to what you are requesting, the reason(s) or justification(s) for your request, the amount of time needed to bring the property into compliance, as well as any modifications and/or alterations you are suggesting. The following information must be included dependent upon the type of variance you are requesting:

- A. An extension of time to complete repairs. (Petition type: TV)
  - 1. Specify the items that need the extension of time to complete.
  - 2. Explain why the extension is needed.
  - 3. Specify the time requested.
- B. A modification or exception to the Housing Property Maintenance Code. (Petition type: V)
  - 1. Specify the code reference number you are appealing.
  - 2. Detail why you are requesting the variance.
  - 3. Specify the modifications and or alterations you are suggesting.
- C. Relief from an administration decision. (Petition type: AA)
  - 1. Specify the decision being appealed and the relief you are seeking.
- D. Rescind a variance. (Petition type: RV)
  - 1. Detail the existing variance.
  - 2. Specify the reason the variance is no longer needed.

The basis for the extension is to allow the City Planning Department to complete the review and disposition of the Title 20 issues raised by the HAND's Cycle Inspection Report on the above-referenced Property. Petitioner is requesting a 60 day extension.

Signature (Required): Maribeth Collier

Name (Print): Maribeth Collier for American Sunbelt Date: 10/4/12

**Important information regarding this application format:**

- 1. This form is designed to be filled out electronically, printed, then returned/submitted manually (e.g. postal mail).
- 2. This document may be saved on your computer for future use, however, any data that you have entered will not be saved.

**Print Form**



City of Bloomington  
Housing and Neighborhood Development

Cycle Report

2256

OWNERS

Coller, Donald M.  
400 E. 3rd St. Suite #1  
Bloomington, IN 47401

AGENT

American Sunbelt  
400 E. 3<sup>rd</sup> Street Suite #1  
Bloomington, IN 47401

Prop. Location: 316 E University ST

Units/Bedrooms/Max # of Occupants: 2/Eff/1 9/1/2 13/2/4 4/3/5

Date Inspected: 05/24/2012

Primary Heat Source: Gas

Property Zoning: RM

Number of Stories: 3

Number of Units/Structures: 28/1

Inspectors: Maria McCormick

Foundation Type: Slab

Attic Access: Yes

Accessory Structure: None

Monroe County Assessor's records indicate that this structure was built in 1963. At that time there were no minimum requirements for emergency egress.

Note: All room measurements are in the file. Only rooms with violations will be listed in this report.

This structure had originally had more efficiency apartments and fewer 3 bedrooms. During the cycle inspection, conditions were noted that indicate that this property may be in violation of Bloomington Municipal Code Title 20 with regard to sleeping rooms and density. This unit needs to be brought into compliance with Title 20 within sixty (60) days from the date of this inspection to avoid possible legal action by the City of Bloomington Legal Department. *The City's Planning Department will be the Department which decides whether or not a violation of Title 20 has occurred and whether or not any violation of Title 20 has been remedied.* For more information, please contact the Planning Department at 349-3423. *Please note that the City of Bloomington Housing and Neighborhood Development Department will not issue a residential rental occupancy permit for any property that is not compliance with Title 20 of the Bloomington Municipal Code.*

INTERIOR:

Apt. 1 –

Living Room:

Thoroughly clean and service the furnace, inspect and test shut off valves for proper operation. Documentation from a professional HVAC contractor for this service is acceptable and encouraged. Servicing shall include a test for carbon monoxide. Acceptable levels of carbon monoxide are as follows:

Desired level:	0 parts per million (ppm)
Acceptable level in a living space:	9 ppm
Maximum concentration for flue products:	50 ppm

PM-603.1

Hallway:

Install/replace batteries in smoke detectors so that they function as intended. PM-704.1

Bathroom:

Repair the hole in the wall above the light switch. PM-304.3

Bedroom:

No violation noted.

Existing Egress Window Measurements:

Height: 28 ½ inches  
Width: 32 inches  
Sill Height: 47 inches  
Openable Area: 6.35 sq. ft.

**Note: These measurements are for reference only. There is no violation of the emergency egress requirements.**

Apt. 2 –

Living Room:

Thoroughly clean and service the furnace, inspect and test shut off valves for proper operation. Documentation from a professional HVAC contractor for this service is acceptable and encouraged. Servicing shall include a test for carbon monoxide. Acceptable levels of carbon monoxide are as follows:

Desired level:	0 parts per million (ppm)
Acceptable level in a living space:	9 ppm
Maximum concentration for flue products:	50 ppm

PM-603.1

Hallway:

Install/replace batteries in smoke detectors so that they function as intended. PM-704.1

Bathroom:

Repair the hole in the wall above the light switch. PM-304.3

Front Bedroom; Middle Bedroom:

No violation noted.

Existing Egress Window Measurements:

Height: 40 ¾ inches

Width: 21 inches

Sill Height: 35 inches

Openable Area: 5.95 sq. ft.

**Note: These measurements are for reference only. There is no violation of the emergency egress requirements.**

Rear Bedroom/Bath:

Install/replace batteries in smoke detectors so that they function as intended. PM-704.1

Seal the top of the shower surround. PM-304.1

Existing Egress Window Measurements:

Height: 31 ¾ inches

Width: 28 ¾ inches

Sill Height: 47 inches

Openable Area: 6.36 sq. ft.

**Note: These measurements are for reference only. There is no violation of the emergency egress requirements.**

Apt. 4 –

Living Room:

Thoroughly clean and service the furnace, inspect and test shut off valves for proper operation. Documentation from a professional HVAC contractor for this service is acceptable and encouraged. Servicing shall include a test for carbon monoxide. Acceptable levels of carbon monoxide are as follows:

Desired level: 0 parts per million (ppm)

Acceptable level in a living space: 9 ppm

Maximum concentration for flue products: 50 ppm

PM-603.1

Kitchen:

Properly re-caulk around the countertop to eliminate water infiltration. PM-304.3

NW Bedroom; NE Bedroom:

No violation noted.

Existing Egress Window Measurements:

Height: 29 ½ inches  
Width: 31 ¼ inches  
Sill Height: 46 inches  
Openable Area: 6.40 sq. ft.

**Note: These measurements are for reference only. There is no violation of the emergency egress requirements.**

SW Bedroom:

No violation noted.

Existing Egress Window Measurements:

Height: 41 ¾ inches  
Width: 29 ½ inches  
Sill Height: 46 inches  
Openable Area: 8.56 sq. ft.

**Note: These measurements are for reference only. There is no violation of the emergency egress requirements.**

Hallway:

Repair or replace existing smoke detector in a manner so that it functions as intended. PM-704.1

Bathroom:

Properly repair or replace the damaged window sill. PM-303.6

Properly replace all damaged or missing tiles in the sink surround. PM-304.4

Apt. 5 –

Living Room:

Thoroughly clean and service the furnace, inspect and test shut off valves for proper operation. Documentation from a professional HVAC contractor for this service is acceptable and encouraged. Servicing shall include a test for carbon monoxide. Acceptable levels of carbon monoxide are as follows:

Desired level:	0 parts per million (ppm)
Acceptable level in a living space:	9 ppm
Maximum concentration for flue products:	50 ppm

PM-603.1

Clean the heating/air conditioning supply/return grille. PM-603.1

Kitchen:

A minimum **1A 10BC** classification fire extinguisher shall be **mounted in a visible, accessible location, in or adjacent to the kitchen, away from the range, and in the path of egress.** The securing mechanism must be no more than 5 feet above the floor. Re-mount the existing fire extinguisher as it is currently mounted too high. PM-704.3.

NW Bedroom; NE Bedroom:

No violation noted.

Existing Egress Window Measurements:

Height: 29 ½ inches

Width: 31 ¼ inches

Sill Height: 46 inches

Openable Area: 6.40 sq. ft.

**Note: These measurements are for reference only. There is no violation of the emergency egress requirements.**

Bathroom:

Secure loose electrical receptacle and replace the broken cover plate. PM-605.1

Left Bedroom; Right Bedroom:

No violation noted.

Existing Egress Window Measurements:

Height: 29 ½ inches

Width: 20 ½ inches

Sill Height: 46 inches

Openable Area: 4.21 sq. ft.

**Note: These measurements are for reference only. There is no violation of the emergency egress requirements.**

**Apt. 6 –**

Kitchen:

Properly re-caulk around the countertop to eliminate water infiltration. PM-304.3

Secure loose electrical receptacle. PM-605.1

Living Room:

Thoroughly clean and service the furnace, inspect and test shut off valves for proper operation. Documentation from a professional HVAC contractor for this service is acceptable and encouraged. Servicing shall include a test for carbon monoxide. Acceptable levels of carbon monoxide are as follows:

Desired level:	0 parts per million (ppm)
Acceptable level in a living space:	9 ppm
Maximum concentration for flue products:	50 ppm

PM-603.1

NW Bedroom; NE Bedroom:

No violation noted.

Existing Egress Window Measurements:

Height: 30 inches  
Width: 30 ½ inches  
Sill Height: 50 inches  
Openable Area: 6.35 sq. ft.

**Note: These measurements are for reference only. There is no violation of the emergency egress requirements.**

SE Bedroom:

No violation noted.

Existing Egress Window Measurements:

Height: 41 ¾ inches  
Width: 20 ½ inches  
Sill Height: 32 ½ inches  
Openable Area: 5.95 sq. ft.

**Note: These measurements are for reference only. There is no violation of the emergency egress requirements.**

Apt. 7 –

Living Room:

Thoroughly clean and service the furnace, inspect and test shut off valves for proper operation. Documentation from a professional HVAC contractor for this service is acceptable and encouraged. Servicing shall include a test for carbon monoxide. Acceptable levels of carbon monoxide are as follows:

Desired level:	0 parts per million (ppm)
Acceptable level in a living space:	9 ppm
Maximum concentration for flue products:	50 ppm

PM-603.1

Clean the heating/air conditioning supply/return grille. PM-603.1

Kitchen:

Repair garbage disposal to function as intended. PM-504.1 & PM-605.1

Bathroom:

Properly seal the entire perimeter of the tub/shower including the floor. PM-304.3

Interior walls shall be free of holes, cracks, peeling paint and deteriorated drywall/plaster. Properly repair the wall adjacent to the bath tub. PM-304.3

Repair or replace exhaust fan so that it functions as intended. PM-603.1

Replace the broken electrical switch plate. PM-605.1

NW Bedroom; NE Bedroom:

No violation noted.

Existing Egress Window Measurements:

Height: 30 inches

Width: 20 ½ inches

Sill Height: 49 inches

Openable Area: 4.28 sq. ft.

**Note: These measurements are for reference only. There is no violation of the emergency egress requirements.**

Apt. 8 –

Kitchen:

Properly re-caulk around the countertop to eliminate water infiltration. PM-304.3

Living Room:

Thoroughly clean and service the furnace, inspect and test shut off valves for proper operation. Documentation from a professional HVAC contractor for this service is acceptable and encouraged. Servicing shall include a test for carbon monoxide. Acceptable levels of carbon monoxide are as follows:

Desired level: 0 parts per million (ppm)

Acceptable level in a living space: 9 ppm

Maximum concentration for flue products: 50 ppm

PM-603.1

Bathroom:

Properly seal the entire perimeter of the tub/shower including the floor. PM-304.3

Bedroom:

No violation noted.

Existing Egress Window Measurements:

Height: 28 ¾ inches

Width: 31 ¾ inches

Sill Height: 47 inches

Openable Area: 6.36 sq. ft.

**Note: These measurements are for reference only. There is no violation of the emergency egress requirements.**

Apt. 9 --

Kitchen:

Repair garbage disposal to function as intended. PM-504.1 & PM-605.1

Repair or replace the peeling linoleum. PM-304.4

Clean and sanitize the kitchen area to remove all remnants of the smoke and soot from the fire damage. PM-304.1.

Living Room:

Thoroughly clean and service the furnace, inspect and test shut off valves for proper operation. Documentation from a professional HVAC contractor for this service is acceptable and encouraged. Servicing shall include a test for carbon monoxide. Acceptable levels of carbon monoxide are as follows:

Desired level: 0 parts per million (ppm)

Acceptable level in a living space: 9 ppm

Maximum concentration for flue products: 50 ppm

PM-603.1

Repair or replace door knob/lock assembly in a manner so that it functions as intended. PM-102.8 & PM-304.6

NW Bedroom:

No violation noted.

Existing Egress Window Measurements:

Height: 31 ¾ inches

Width: 31 ½ inches

Sill Height: 77 ½ inches

Openable Area: 6.92 sq. ft.

**Note: At the time this structure was built, there were no code requirements for emergency egress for a sleeping room. The Housing & Neighborhood Development Department strongly recommends that the window(s) be modified or replaced with a window having a lower sill height to aid in emergency escape.**

Hallway:

Repair or replace existing smoke detector in a manner so that it functions as intended. PM-704.1

NE Bedroom:

No violation noted.

Existing Egress Window Measurements:

Height: 29 inches

Width: 19 ¾ inches

Sill Height: 48 inches

Openable Area: 3.99 sq. ft.

**Note: These measurements are for reference only. There is no violation of the emergency egress requirements.**

Apt. 10 –

Living Room:

Thoroughly clean and service the furnace, inspect and test shut off valves for proper operation. Documentation from a professional HVAC contractor for this service is acceptable and encouraged. Servicing shall include a test for carbon monoxide. Acceptable levels of carbon monoxide are as follows:

Desired level: 0 parts per million (ppm)

Acceptable level in a living space: 9 ppm

Maximum concentration for flue products: 50 ppm

PM-603.1

Replace the missing/broken electrical junction box cover plate in the furnace closet. PM-605.1

Bedroom:

No violation noted.

Existing Egress Window Measurements:

Height: 30 inches

Width: 31 ½ inches

Sill Height: 45 inches

Openable Area: 6.58 sq. ft.

**Note: These measurements are for reference only. There is no violation of the emergency egress requirements.**

**Apt. 11 –**

Living Room:

Thoroughly clean and service the furnace, inspect and test shut off valves for proper operation. Documentation from a professional HVAC contractor for this service is acceptable and encouraged. Servicing shall include a test for carbon monoxide. Acceptable levels of carbon monoxide are as follows:

Desired level:	0 parts per million (ppm)
Acceptable level in a living space:	9 ppm
Maximum concentration for flue products:	50 ppm

PM-603.1

Repair the holes in the walls. PM-304.3

NW Bedroom; NE Bedroom:

No violation noted.

Existing Egress Window Measurements:

Height: 29 ½ inches  
Width: 31 ½ inches  
Sill Height: 45 inches  
Openable Area: 6.47 sq. ft.

**Note: These measurements are for reference only. There is no violation of the emergency egress requirements.**

Attic:

The integrity of the Fire-separation/Draft stop shall be maintained. Repairs shall be made using like materials or equivalent fire-rated materials. PM-703.1

**Apt. 12 –**

Living Room:

Thoroughly clean and service the furnace, inspect and test shut off valves for proper operation. Documentation from a professional HVAC contractor for this service is acceptable and encouraged. Servicing shall include a test for carbon monoxide. Acceptable levels of carbon monoxide are as follows:

Desired level:	0 parts per million (ppm)
Acceptable level in a living space:	9 ppm
Maximum concentration for flue products:	50 ppm

PM-603.1

Bedroom:

No violation noted.

Existing Egress Window Measurements:

Height: 30 ¼ inches  
Width: 30 ½ inches  
Sill Height: 50 inches  
Openable Area: 6.40 sq. ft.

**Note: These measurements are for reference only. There is no violation of the emergency egress requirements.**

Apt. 13 –

Living Room:

Thoroughly clean and service the furnace, inspect and test shut off valves for proper operation. Documentation from a professional HVAC contractor for this service is acceptable and encouraged. Servicing shall include a test for carbon monoxide. Acceptable levels of carbon monoxide are as follows:

Desired level:	0 parts per million (ppm)
Acceptable level in a living space:	9 ppm
Maximum concentration for flue products:	50 ppm

PM-603.1

NW Bedroom:

No violation noted.

Existing Egress Window Measurements:

Height: 30 inches  
Width: 31 ¼ inches  
Sill Height: 49 ¼ inches  
Openable Area: 6.50 sq. ft.

**Note: These measurements are for reference only. There is no violation of the emergency egress requirements.**

Bathroom:

Secure toilet to its mountings. PM-504.1

Properly seal the entire perimeter of the tub/shower including the floor. PM-304.3

NE Bedroom:

No violation noted.

Existing Egress Window Measurements:

Height: 30 inches

Width: 20 ½ inches

Sill Height: 49 inches

Openable Area: 4.28 sq. ft.

**Note: These measurements are for reference only. There is no violation of the emergency egress requirements.**

**Common Hallway –**

Secure the handrail leading to the common laundry area so it is capable of withstanding normally imposed loads. PM-304.5

**Common Laundry –**

Properly cap the unused vent pipe in the ceiling. PM-102.3 & PM-603.1

**Apt. 14 –**

Living Room:

Thoroughly clean and service the furnace, inspect and test shut off valves for proper operation. Documentation from a professional HVAC contractor for this service is acceptable and encouraged. Servicing shall include a test for carbon monoxide. Acceptable levels of carbon monoxide are as follows:

Desired level: 0 parts per million (ppm)

Acceptable level in a living space: 9 ppm

Maximum concentration for flue products: 50 ppm

PM-603.1

SW Bedroom/Bathroom:

Interior walls shall be free of holes, cracks, peeling paint and deteriorated drywall/plaster. Properly repair the wall around the GFCI. PM-304.3

Existing Egress Window Measurements:

Height: 30 ¼ inches

Width: 21 inches

Sill Height: 46 ¼ inches

Openable Area: 4.41 sq. ft.

**Note: These measurements are for reference only. There is no violation of the emergency egress requirements.**

Bathroom:

Remove all mold and mildew from the walls then clean and sanitize. PM-304.3

Secure toilet to its mountings. PM-504.1

Repair or replace exhaust fan so that it functions as intended. PM-603.1

Properly replace all damaged or missing tiles in the shower surround. PM-304.4

West Center Bedroom:

No violation noted.

Existing Egress Window Measurements:

Height: 30 ¼ inches

Width: 21 inches

Sill Height: 44 ½ inches

Openable Area: 4.41 sq. ft.

**Note: These measurements are for reference only. There is no violation of the emergency egress requirements.**

NW Bedroom:

Replace the broken electrical receptacle cover plate on the north wall. PM-605.1

Existing Egress Window Measurements:

Height: 30 inches

Width: 31 ¾ inches

Sill Height: 45 ½ inches

Openable Area: 6.63 sq. ft.

**Note: These measurements are for reference only. There is no violation of the emergency egress requirements.**

Hallway:

Repair or replace existing smoke detector in a manner so that it functions as intended. PM-704.1

**Apt. 16 –**

Living Room:

Thoroughly clean and service the furnace, inspect and test shut off valves for proper operation. Documentation from a professional HVAC contractor for this service is acceptable and encouraged. Servicing shall include a test for carbon monoxide. Acceptable levels of carbon monoxide are as follows:

Desired level: 0 parts per million (ppm)

Acceptable level in a living space: 9 ppm

Maximum concentration for flue products: 50 ppm

PM-603.1

Clean the heating/air conditioning supply/return grille. PM-603.1

SW Bedroom:

No violation noted.

Existing Egress Window Measurements:

Height: 29 ½ inches  
Width: 20 ½ inches  
Sill Height: 45 inches  
Openable Area: 4.21 sq. ft.

**Note: These measurements are for reference only. There is no violation of the emergency egress requirements.**

NW Bedroom:

No violation noted.

Existing Egress Window Measurements:

Height: 30 inches  
Width: 31 ¼ inches  
Sill Height: 44 inches  
Openable Area: 6.50 sq. ft.

**Note: These measurements are for reference only. There is no violation of the emergency egress requirements.**

Apt. 17 –

Main Room:

Thoroughly clean and service the furnace, inspect and test shut off valves for proper operation. Documentation from a professional HVAC contractor for this service is acceptable and encouraged. Servicing shall include a test for carbon monoxide. Acceptable levels of carbon monoxide are as follows:

Desired level:	0 parts per million (ppm)
Acceptable level in a living space:	9 ppm
Maximum concentration for flue products:	50 ppm

PM-603.1

Scrape and paint interior surfaces of the window frame where paint is peeling or bare surfaces are exposed. PM-304.3

Existing Egress Window Measurements:

Height: 41 ½ inches  
Width: 20 ½ inches  
Sill Height: 33 ¼ inches  
Openable Area: 5.92 sq. ft.

**Note: These measurements are for reference only. There is no violation of the emergency egress requirements.**

**Apt. 18 –**

Kitchen:

Properly re-caulk around the countertop to eliminate water infiltration. PM-304.3

Living Room:

Thoroughly clean and service the furnace, inspect and test shut off valves for proper operation. Documentation from a professional HVAC contractor for this service is acceptable and encouraged. Servicing shall include a test for carbon monoxide. Acceptable levels of carbon monoxide are as follows:

Desired level:	0 parts per million (ppm)
Acceptable level in a living space:	9 ppm
Maximum concentration for flue products:	50 ppm

PM-603.1

Bedroom/Bathroom:

Properly replace all damaged or missing tiles in the sink surround. PM-304.4

Replace the missing smoke detector. If the missing smoke detector was hard wired it must be replaced with a hard wired model. PM-704.1

Existing Egress Window Measurements:

Height: 41 ½ inches  
Width: 31 inches  
Sill Height: 32 ½ inches  
Openable Area: 8.93 sq. ft.

**Note: These measurements are for reference only. There is no violation of the emergency egress requirements.**

**Apt. 19 –**

Living Room:

Thoroughly clean and service the furnace, inspect and test shut off valves for proper operation. Documentation from a professional HVAC contractor for this service is acceptable and encouraged. Servicing shall include a test for carbon monoxide. Acceptable levels of carbon monoxide are as follows:

Desired level:	0 parts per million (ppm)
Acceptable level in a living space:	9 ppm
Maximum concentration for flue products:	50 ppm

PM-603.1

Hallway:

Repair or replace existing smoke detector in a manner so that it functions as intended. PM-704.1

SW Bedroom:

Replace the missing window screen. PM-303.14

Existing Egress Window Measurements:

Height: 28 ¾ inches

Width: 20 inches

Sill Height: 49 inches

Openable Area: 4.01 sq. ft.

**Note: These measurements are for reference only. There is no violation of the emergency egress requirements.**

NW Bedroom:

No violation noted.

Existing Egress Window Measurements:

Height: 32 inches

Width: 30 inches

Sill Height: 49 inches

Openable Area: 6.68 sq. ft.

**Note: These measurements are for reference only. There is no violation of the emergency egress requirements.**

Attic –

The integrity of the Fire-separation/Draft stop shall be maintained. Repairs shall be made using like materials or equivalent fire-rated materials. PM-703.1

Apt. 20 –

Kitchen:

Repair or replace existing smoke detector in a manner so that it functions as intended. PM-704.1

Repair the faucet sprayer on the sink to function as intended by the manufacturer, or remove and properly terminate the line for the sprayer. PM-504.1

Main Room:

Thoroughly clean and service the furnace, inspect and test shut off valves for proper operation. Documentation from a professional HVAC contractor for this service is acceptable and encouraged. Servicing shall include a test for carbon monoxide. Acceptable levels of carbon monoxide are as follows:

Desired level: 0 parts per million (ppm)

Acceptable level in a living space: 9 ppm

Maximum concentration for flue products: 50 ppm

PM-603.1

Existing Egress Window Measurements:

Height: 41 ½ inches  
Width: 20 ½ inches  
Sill Height: 33 ¼ inches  
Openable Area: 5.92 sq. ft.

**Note: These measurements are for reference only. There is no violation of the emergency egress requirements.**

**Apt. 21 –**

Living Room:

Thoroughly clean and service the furnace, inspect and test shut off valves for proper operation. Documentation from a professional HVAC contractor for this service is acceptable and encouraged. Servicing shall include a test for carbon monoxide. Acceptable levels of carbon monoxide are as follows:

Desired level:	0 parts per million (ppm)
Acceptable level in a living space:	9 ppm
Maximum concentration for flue products:	50 ppm

PM-603.1

Bedroom/Bath:

Clean the heating/air conditioning supply/return grille. PM-603.1

Secure toilet to its mountings. PM-504.1

Repair or replace exhaust fan so that it functions as intended. PM-603.1

Properly seal the entire perimeter of the tub/shower including the floor. PM-304.3

Existing Egress Window Measurements:

Height: 41 ½ inches  
Width: 31 ½ inches  
Sill Height: 37 ½ inches  
Openable Area: 9.10 sq. ft.

**Note: These measurements are for reference only. There is no violation of the emergency egress requirements.**

**Apt. 22 –**

Kitchen:

Replace the missing protective cover for the light fixture. PM-605.1

Living Room:

Thoroughly clean and service the furnace, inspect and test shut off valves for proper operation. Documentation from a professional HVAC contractor for this service is acceptable and encouraged. Servicing shall include a test for carbon monoxide. Acceptable levels of carbon monoxide are as follows:

Desired level:	0 parts per million (ppm)
Acceptable level in a living space:	9 ppm
Maximum concentration for flue products:	50 ppm

PM-603.1

SW Bedroom:

No violation noted.

Existing Egress Window Measurements:

Height: 30 ¼ inches  
Width: 20 inches  
Sill Height: 45 inches  
Openable Area: 4.21 sq. ft.

**Note: These measurements are for reference only. There is no violation of the emergency egress requirements.**

Bathroom:

Replace the broken electrical cover plate. PM-605.1

Left Bedroom:

From May 15th to October 15th of each year, every door opening directly from any rental unit to the outdoors, and every window or other outside opening used for ventilation purposes shall be supplied with approved screening. PM-303.14

Existing Egress Window Measurements:

Height: 29 ¼ inches  
Width: 31 ½ inches  
Sill Height: 45 inches  
Openable Area: 6.42 sq. ft.

**Note: These measurements are for reference only. There is no violation of the emergency egress requirements.**

Apt. 23 –

Kitchen:

Repair garbage disposal to function as intended and properly cover the exposed wiring. PM-504.1 & PM-605.1

Bathroom:

Properly seal the entire perimeter of the tub/shower including the floor. PM-304.3

Living Room:

Thoroughly clean and service the furnace, inspect and test shut off valves for proper operation. Documentation from a professional HVAC contractor for this service is acceptable and encouraged. Servicing shall include a test for carbon monoxide. Acceptable levels of carbon monoxide are as follows:

Desired level:	0 parts per million (ppm)
Acceptable level in a living space:	9 ppm
Maximum concentration for flue products:	50 ppm

PM-603.1

Hallway:

Replace the missing smoke detector. If the missing smoke detector was hard wired it must be replaced with a hard wired model. PM-704.1

Bedroom:

No violation noted.

Existing Egress Window Measurements:

Height: 30 ½ inches  
Width: 18 ½ inches  
Sill Height: 45 inches  
Openable Area: 3.91 sq. ft.

**Note: These measurements are for reference only. There is no violation of the emergency egress requirements.**

Apt. 24 –

Kitchen:

A minimum 1A 10BC classification fire extinguisher shall be **mounted in a visible, accessible location, in or adjacent to the kitchen, away from the range, and in the path of egress.** The securing mechanism must be no more than 5 feet above the floor. Re-mount the existing fire extinguisher that is currently mounted too high. PM-704.3.

Living Room:

Thoroughly clean and service the furnace, inspect and test shut off valves for proper operation. Documentation from a professional HVAC contractor for this service is acceptable and encouraged. Servicing shall include a test for carbon monoxide. Acceptable levels of carbon monoxide are as follows:

Desired level:	0 parts per million (ppm)
Acceptable level in a living space:	9 ppm
Maximum concentration for flue products:	50 ppm

PM-603.1

NE Bedroom; SE Bedroom:

No violation noted.

Existing Egress Window Measurements:

Height: 31 inches

Width: 20 ½ inches

Sill Height: 45 inches

Openable Area: 4.41 sq. ft.

**Note: These measurements are for reference only. There is no violation of the emergency egress requirements.**

Apt. 25 –

Kitchen:

Properly re-caulk around the countertop to eliminate water infiltration. PM-304.3

Install a cable clamp where the power supply enters the garbage disposal. PM-605.1

Living Room:

Thoroughly clean and service the furnace, inspect and test shut off valves for proper operation. Documentation from a professional HVAC contractor for this service is acceptable and encouraged. Servicing shall include a test for carbon monoxide. Acceptable levels of carbon monoxide are as follows:

Desired level: 0 parts per million (ppm)

Acceptable level in a living space: 9 ppm

Maximum concentration for flue products: 50 ppm

PM-603.1

SW Bedroom:

No violation noted.

Existing Egress Window Measurements:

Height: 31 inches

Width: 20 ¼ inches

Sill Height: 48 inches

Openable Area: 4.36 sq. ft.

**Note: These measurements are for reference only. There is no violation of the emergency egress requirements.**

SE Bedroom:

No violation noted.

Existing Egress Window Measurements:

Height: 43 ½ inches

Width: 31 ½ inches

Sill Height: 36 ½ inches

Openable Area: 9.55 sq. ft.

**Note: These measurements are for reference only. There is no violation of the emergency egress requirements.**

**Apt. 26 --**

Kitchen:

Properly re-caulk around the countertop to eliminate water infiltration. PM-304.3

Living Room:

Thoroughly clean and service the furnace, inspect and test shut off valves for proper operation. Documentation from a professional HVAC contractor for this service is acceptable and encouraged. Servicing shall include a test for carbon monoxide. Acceptable levels of carbon monoxide are as follows:

Desired level:	0 parts per million (ppm)
Acceptable level in a living space:	9 ppm
Maximum concentration for flue products:	50 ppm

PM-603.1

South Bedroom:

No violation noted.

Existing Egress Window Measurements:

Height: 18 ½ inches  
Width: 30 ¾ inches  
Sill Height: 48 ½ inches  
Openable Area: 3.94 sq. ft.

**Note: These measurements are for reference only. There is no violation of the emergency egress requirements.**

**Apt. 27 --**

Living Room:

Thoroughly clean and service the furnace, inspect and test shut off valves for proper operation. Documentation from a professional HVAC contractor for this service is acceptable and encouraged. Servicing shall include a test for carbon monoxide. Acceptable levels of carbon monoxide are as follows:

Desired level:	0 parts per million (ppm)
Acceptable level in a living space:	9 ppm
Maximum concentration for flue products:	50 ppm

PM-603.1

Hallway:

Repair or replace existing smoke detector in a manner so that it functions as intended. PM-704.1

Bathroom:

Properly seal the entire perimeter of the tub/shower including the floor. PM-304.3

NE Bedroom; SE Bedroom:

No violation noted.

Existing Egress Window Measurements:

Height: 31 inches

Width: 20 inches

Sill Height: 48 inches

Openable Area: 4.31 sq. ft.

**Note: These measurements are for reference only. There is no violation of the emergency egress requirements.**

Apt. 28 –

Kitchen:

Properly re-caulk around the countertop to eliminate water infiltration. PM-304.3

Hallway:

Repair or replace existing smoke detector in a manner so that it functions as intended. PM-704.1

Living Room:

Thoroughly clean and service the furnace, inspect and test shut off valves for proper operation. Documentation from a professional HVAC contractor for this service is acceptable and encouraged. Servicing shall include a test for carbon monoxide. Acceptable levels of carbon monoxide are as follows:

Desired level: 0 parts per million (ppm)

Acceptable level in a living space: 9 ppm

Maximum concentration for flue products: 50 ppm

PM-603.1

SW Bedroom:

No violation noted.

Existing Egress Window Measurements:

Height: 31 inches

Width: 20 inches

Sill Height: 46 ½ inches

Openable Area: 4.31 sq. ft.

**Note: These measurements are for reference only. There is no violation of the emergency egress requirements.**

Bathroom:

Secure toilet to its mountings. PM-504.1

Replace the missing protective ring on the shower head. PM-504.1

SE Bedroom:

No violation noted.

Existing Egress Window Measurements:

Height: 42 ½ inches

Width: 31 ½ inches

Sill Height: 36 inches

Openable Area: 9.10 sq. ft.

**Note: These measurements are for reference only. There is no violation of the emergency egress requirements.**

Attic –

The integrity of the Fire-separation/Draft stop shall be maintained. Repairs shall be made using like materials or equivalent fire-rated materials. PM-703.1

Apt. 29 –

Kitchen:

Install a cable clamp where the power supply enters the garbage disposal. PM-605.1

Living Room:

Thoroughly clean and service the furnace, inspect and test shut off valves for proper operation. Documentation from a professional HVAC contractor for this service is acceptable and encouraged. Servicing shall include a test for carbon monoxide. Acceptable levels of carbon monoxide are as follows:

Desired level: 0 parts per million (ppm)

Acceptable level in a living space: 9 ppm

Maximum concentration for flue products: 50 ppm

PM-603.1

Bathroom:

Scrape and paint interior surfaces where paint is peeling or bare surfaces are exposed. PM-304.3

Bedroom:

No violation noted.

Existing Egress Window Measurements:

Height: 30 ¾ inches

Width: 18 ½ inches

Sill Height: 48 ½ inches

Openable Area: 3.94 sq. ft.

**Note: These measurements are for reference only. There is no violation of the emergency egress requirements.**

**Apt. 30 –**

Kitchen:

Properly re-caulk around the countertop to eliminate water infiltration. PM-304.3

Living Room:

Thoroughly clean and service the furnace, inspect and test shut off valves for proper operation. Documentation from a professional HVAC contractor for this service is acceptable and encouraged. Servicing shall include a test for carbon monoxide. Acceptable levels of carbon monoxide are as follows:

Desired level: 0 parts per million (ppm)

Acceptable level in a living space: 9 ppm

Maximum concentration for flue products: 50 ppm

PM-603.1

Bathroom:

Secure toilet to its mountings. PM-504.1

NE Bedroom; South Bedroom:

No violation noted.

Existing Egress Window Measurements:

Height: 31 inches

Width: 20 ¼ inches

Sill Height: 48 ½ inches

Openable Area: 4.36 sq. ft.

**Note: These measurements are for reference only. There is no violation of the emergency egress requirements.**

EXTERIOR:

Scrape and paint interior surfaces where paint is peeling or bare surfaces are exposed. PM-304.3  
(This item only has a compliance deadline of May 24, 2013.)

Trim all tree branches away from the siding and roofline to maintain a 3' clearance. PM-302.4.1

Replace the broken vent cover on the west side of the building. PM-303.1, PM-403.2, & PM-403.5

Replace broken electrical receptacle cover on the west side of the building. PM-605.1

Properly label AC disconnects with corresponding unit numbers. PM-701.2

Replace the damaged AC grill cover for Apt. 16. PM-701.2

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When issued, a copy of the new Rental Occupancy Permit shall be posted as required by BMC 16.12.080 (b): All rental units shall be required to have a current occupancy permit displayed in an accessible location inside the unit. The permit shall contain the name of the owner or his agent and the expiration date of the permit. BMC 16.12.080 (b)

This is the end of this report.



City of Bloomington  
H.A.N.D.

**Board of Housing Quality Appeals  
Staff Report: Petition for Variance**

Meeting Date: November 29, 2012

Petition Type: A modification or exception to the Property Maintenance Code

Variance Request: To allow a bedroom of less than 100 square feet to be occupied by two people

Petition Number: 12-V-122

Address: 346 S. Davisson Street

Petitioner: Gretchen Nall

Inspector: Jo Stong

Staff Report: September 11, 2012: Conducted cycle inspection  
October 8, 2012: Conducted reinspection. All items on cycle inspection in compliance.  
October 9, 2012: Received appeal.

This property is a one-bedroom house with the bedroom having 96 square feet of floor area. The Property Maintenance Code states that a bedroom occupied by more than one person shall contain at least 50 square feet of floor area for each person. The petitioner is requesting that the house have an occupancy load of two people.

Staff recommendation: Grant the variance.

Conditions: None

Compliance Deadline: None

Attachments: Cycle report, floor plan, photos

*JS*



RECEIVED  
OCT 09 2012

BY: .....

Application for Appeal  
To The  
Board of Housing Quality Appeals  
P.O. Box 100  
Bloomington, IN 47402  
812-349-3420  
[hand@bloomington.in.gov](mailto:hand@bloomington.in.gov)

Property Address: 346 South Davison St.

Petitioner's Name: Gretchen Nail

Address: 410 Pleasant Ridge

City: Bloom State: IN Zip Code: 47401

Phone Number: 360-2288 Email Address: bloomingtonrentals@yahoo.com

Property Owner's Name: Gretchen Nail / NH Property

Address: 410 Pleasant Ridge Rd

City: Bloom State: IN Zip Code: 47401

Phone Number: 360 2288 Email Address: bloomingtonrentals@yahoo.com

Occupants: Tenants - Alison Beckerman

The following conditions must be found in each case in order for the Board to consider the request:

1. That the exception is consistent with the intent and purpose of the housing code and promotes public health, safety and general welfare.
2. That the value of the area about the property to which the exception is to apply will not be adversely affected.

Please circle the petition type that you are requesting:

- A) An extension of time to complete repairs (Petition type TV)
- B) A modification or exception to the Housing Property Maintenance Code (Petition type V)
- C) Relief from an administrative decision (Petition type AA)
- D) Rescind a variance (Petition type RV)

REMINDER: A \$20 filing fee must be submitted with this application before the property can be placed on the meeting agenda.

OFFICE USE ONLY  
Petition Number 12-V-122

SEE REVERSE

Please provide details regarding your request below; you may attach any exhibits or additional comments as you deem necessary and pertinent to your request. Be specific as to what you are requesting, the reason or justification for your request, the amount of time needed to bring the property into compliance, and any modifications and/or alterations you are suggesting.

Sq footage is a few inches  
below ~~8000~~ 70 sq ft. for bedroom

Would like to have a couple be  
able to live there.

It is a small house but very  
comfortable for a couple.

Signature (required):

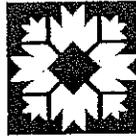
Name (please print):

Gretchen Hall

Date:

10/9/12

You may attend the meeting. If you attend, please note that all petitioners presenting a matter to the Board shall be limited to no more than five minutes to present their case and arguments. Additional time can be granted if deemed appropriate by the Board. Please note that if your property is listed on the consent agenda it is more likely than not that your property will not be individually discussed during the Board's meeting.



**City of Bloomington**  
**Housing and Neighborhood Development**

Cycle Report

1471

OWNERS

Nh Property Llc  
P.O. Box 1327  
Bloomington, IN 47402

AGENT

NH Property LLC, Gretchen Nall  
P.O. Box 1327  
Bloomington, IN 47402

Prop. Location: 346 S Davisson ST  
Number of Units/Structures: 1/1  
Units/Bedrooms/Max # of Occupants: 1/1/1

Date Inspected: 09/11/2012  
Primary Heat Source: Gas  
Property Zoning: RC  
Number of Stories: 1

Inspector: Jo Stong  
Foundation Type: Slab  
Attic Access: Yes  
Accessory Structure: None

Monroe County Assessor's records indicate this structure was built in 1920.  
There were no requirements for emergency egress at the time of construction.

INTERIOR:

Living Area (17-0 x 13-3), Kitchen (15-6 x 11-3), Bathroom, Laundry/Mechanical Room:  
No violations noted.

Bedroom/Study (11-4 x 8-7):  
Existing Egress Window Measurements (sliding):  
Height: 22 inches

Width: 21 ½ inches  
 Sill Height: 45 inches  
**Openable Area: 3.28 sq. ft.**

At the time this structure was built, there were no code requirements for emergency egress for a sleeping room. The Housing & Neighborhood Development Department strongly recommends that the sleeping room egress windows be modified or replaced with a larger window to aid in emergency escape. BMC-16.04.400 (b)

Attic:

Provide operating power to smoke detector. PM-704.1

Thoroughly clean and service the furnace. Inspect and test shut off valves for proper operation. Documentation from a professional HVAC contractor for this service is acceptable and encouraged. Servicing shall include a test for carbon monoxide. Acceptable levels of carbon monoxide are as follows:

Desired level:	0 parts per million (ppm)	
Acceptable level in a living space:	9 ppm	
Maximum concentration for flue products:	50 ppm	PM-603.1

**EXTERIOR:**

Clean debris from the roof, gutters and downspouts. PM-303.7

Trim all tree branches away from the siding and roofline to maintain a 3' clearance. PM-302.4.1

**OTHER REQUIREMENTS:**

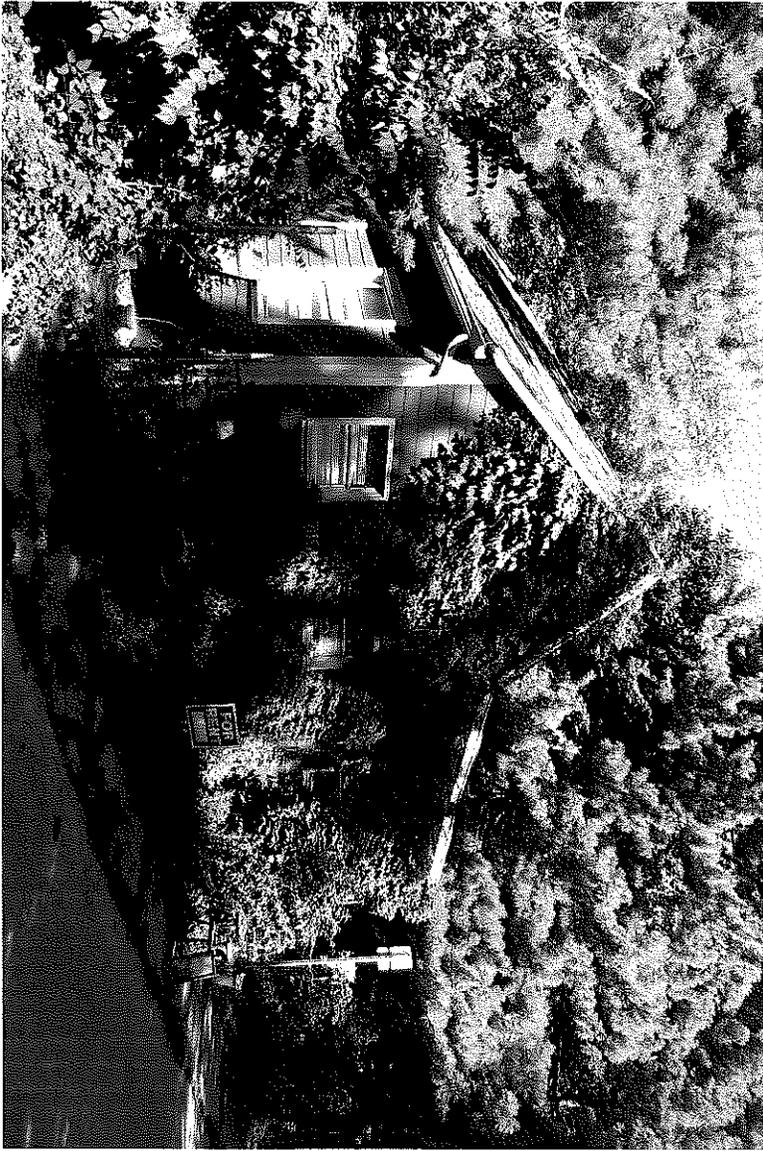
When issued, a copy of the new Rental Occupancy Permit shall be posted as required by BMC 16.12.080 (b): All rental units shall be required to have a current occupancy permit displayed in an accessible location inside the unit. The permit shall contain the name of the owner or his agent and the expiration date of the permit. BMC 16.12.080 (b)

Thank you for your cooperation in the Residential Rental Occupancy Permit Program.

This is the end of this report.

346 S. Davisson Street  
September 11, 2012









City of Bloomington  
H.A.N.D.

**Board of Housing Quality Appeals  
Staff Report: Petition for Extension of Time**

Meeting Date: 28 November 2012

Petition Type: An extension of time to complete repairs.

Petition Number: 12-TV-123

Address: 2449 W. Marlene Dr.

Petitioner: Kelly Harding

Inspector: Michael Arnold

Staff Report: 05 July 2012 Complaint inspection with tenants  
09 July 2012 Complaint Inspection Report sent  
08 August 2012 Complaint Inspection Remaining Violations Report sent  
10 September 2012 Start Legal  
17 September 2012 Owner scheduled reinspection for 10 October 2012  
09 October 2012 Reinspection cancelled and applied for extension of time. Rescheduled inspection for 21 November 2012.

There were several valid complaints regarding this unit. Owner is requesting additional time to complete repairs based on issues with the contractor. To date no reinspection has been conducted. No contact from the owner until legal became involved.

Staff recommendation: Deny the request for extension of time

Conditions: NA

Compliance Deadline: NA

Attachments: Complaint Inspection Remaining Violations report, Application

A



RECEIVED  
OCT 09 2012

Application for Appeal  
To The BY: \_\_\_\_\_  
Board of Housing Quality Appeals  
P.O. Box 100  
Bloomington, IN 47402  
812-349-3420  
hand@bloomington.in.gov

Property Address: 2449 W. Marleau Drive, Bloomington

Petitioner's Name: Kelly Harding

Address: 608 W. Kirkwood Ave

City: Bloom State: IN Zip Code: 47404

Phone Number: 812-345-6813 Email Address: kelly+harding@yahoo.com

Property Owner's Name: Kelly Harding

Address: Same

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

Occupants: \_\_\_\_\_

**The following conditions must be found in each case in order for the Board to consider the request:**

1. That the exception is consistent with the intent and purpose of the housing code and promotes public health, safety and general welfare.
2. That the value of the area about the property to which the exception is to apply will not be adversely affected.

**Please circle the petition type that you are requesting:**

- (A) An extension of time to complete repairs (Petition type TV)
- (B) A modification or exception to the Housing Property Maintenance Code (Petition type V)
- (C) Relief from an administrative decision (Petition type AA)
- (D) Rescind a variance (Petition type RV)

REMINDER: A \$20 filing fee must be submitted with this application before the property can be placed on the meeting agenda.

OFFICE USE ONLY  
Petition Number 12-TV-123

SEE REVERSE

Please provide details regarding your request below; you may attach any exhibits or additional comments as you deem necessary and pertinent to your request. Be specific as to what you are requesting, the reason or justification for your request, the amount of time needed to bring the property into compliance, and any modifications and/or alterations you are suggesting.

Contractor did not finish the repairs. as promised!! I want to do a pre-inspection & they were not even close to being completed + he was drunk. So I had to fire him + try to find someone competent to complete the work!!

2-3 more wks!

Signature (required): Kelly A. Harding

Name (please print): Kelly Harding Date: 10/9/12

You may attend the meeting. If you attend, please note that all petitioners presenting a matter to the Board shall be limited to no more than five minutes to present their case and arguments. Additional time can be granted if deemed appropriate by the Board. Please note that if your property is listed on the consent agenda it is more likely than not that your property will not be individually discussed during the Board's meeting.

Corporation Counsel  
Margie Rice



City of Bloomington  
Legal Department

Assistant City Attorneys  
Susan Failey  
Barbara E. McKinney  
Jacquelyn F. Moore  
Patricia M. Mulvihill  
Michael M. Rouker

City Attorney  
Vickie Renfrow

September 17, 2012

Kelly Harding  
608 West Kirkwood Avenue  
Bloomington, Indiana 47404

Re: Property located at 2445 & 2449 West Marlene Drive, Bloomington

Dear Ms. Harding:

Our office has received a referral from the Housing and Neighborhood Development Department concerning your failure to make repairs pursuant to a cycle inspection conducted by the City of Bloomington at the above referenced property. The violations listed in the August 1, 2012 inspection report should all now be remedied.

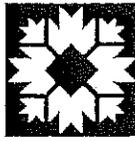
Please be advised that you need to schedule an inspection of said property within fourteen (14) days of the date of this letter and bring said property into compliance. The initiation of legal proceedings against you for failing to comply with the Bloomington Municipal Code is a viable option. If legal proceedings are initiated, you may be fined up to one hundred dollars (\$100.00) per day for each day that the property has remained out of compliance with the Bloomington Municipal Code.

Please give prompt attention to this matter by contacting the Housing and Neighborhood Development Department at (812) 349-3401.

Sincerely,

Patricia M. Mulvihill  
Assistant City Attorney

cc: Housing and Neighborhood Development Department



City of Bloomington  
Housing and Neighborhood Development

Complaint Inspection  
Remaining Violation Report

AUG 08 2012

01 August 2012

678

OWNERS

=====

Harding, Kelly A.  
608 W Kirkwood Ave  
Bloomington, IN 47404

Prop. Location: 2449 W Marlene DR, 2445 W Marlene DR  
Number of Units/Structures: 2/1  
Units/Bedrooms/Max # of Occupants: 2/2/4

Date Inspected: 07/05/2012  
Primary Heat Source: Gas  
Property Zoning: RM  
Number of Stories: 1

Inspectors: Mike Arnold  
Foundation Type: Crawl Space  
Attic Access: Yes  
Accessory Structure: none

The following items are the result of a complaint inspection conducted on 07/05/2012. It is your responsibility to repair these items and to schedule a re-inspection within **seven (7)** days of the mailing of this report. Failure to comply with this inspection report will result in this matter being referred to the City of Bloomington Legal Department. Failure to comply with this complaint inspection report may result in fines of up to \$100.00/day. If you have questions regarding this report, please contact this office at 349-3420.

**Interior:**

**Living Room:**

Repair the outlets to function as intended. PM-605.1 (Use of outlets while furnace or A/C is running is causing the circuit to trip). It is strongly recommended this issue be addressed by a licensed electrician.

**Kitchen:**

Repair/replace the sink drain line so it functions as intended. PM-504.1

Properly patch and surface coat the hole in the back wall of the cabinet under the sink. PM-304.1

Properly repair the missing/water damaged floor of the cabinet under the sink. PM-304.1

**Utility Room:**

Eliminate the source of the drip from the tpr line on the water heater. PM-603.1

Re-plumb the water lines to the water heater so they have proper clearance from the exhaust hood and pipe. PM-504.1

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Secure the exhaust hood to the water heater. PM-603.1

Eliminate the leak at the hot water shut off valve (red valve) for the washing machine). PM-504.1

**Bedroom 2:**

Verify the circuit breaker box is wired correctly. Eliminate the source of the crackling/sizzling noise when re-setting breakers that have tripped. It is strongly recommended this issue be addressed by a licensed electrician. PM-605.1

**Bathroom:**

Replace the missing tiles in the shower surround. PM-304.3

This is the end of this report.



City of Bloomington  
H.A.N.D.

**Board of Housing Quality Appeals  
Staff Report: Petition for Extension of Time**

Meeting Date: November 28, 2012

Petition Type: An extension of time to complete repairs.

Petition Number: 12-TV-124

Address: 551 E Graham Place

Petitioner: Alan Smith

Inspector: John Hewett

Staff Report: August 07, 2012                      Cycle with tenants  
 September 21, 2012                      Report sent  
 October 16, 2012                      Received appeal

During the cycle inspection it was note that the windows in the 2<sup>nd</sup> floor bedrooms and the basement bedroom do not meet the size required by code for the time of construction. The petitioner is requesting an extension of time to obtain a variance from the State of Indiana for the windows.

2 <sup>nd</sup> Floor bedrooms	
<b>Openable area required: 4.75 sq. ft.</b>	<b>Existing area: 4.8 sq. ft.</b>
Clear width required: 18"	Existing width: 30.25"
<b>Clear height required: 24"</b>	<b>Existing height: 23"</b>
Maximum sill height: 48" above finished floor	Existing sill: 31.5"
Basement bedrooms	
<b>Openable area required: 4.75 sq. ft.</b>	<b>Existing area: 3.17 sq. ft.</b>
Clear width required: 18"	Existing width: 30.5"
<b>Clear height required: 24"</b>	<b>Existing height: 15"</b>
Maximum sill height: 48" above finished floor	Existing sill: 40" above finished floor

Staff recommendation: Grant the request.

Conditions: All repairs must be completed and re-inspected no later than the deadline stated below, or this case will be turned over to the City

of Bloomington Legal Department for further action including the possibility of fines.

Compliance Deadline: January 28, 2013

Attachments: Cycle Inspection Report, petitioner's letter

RECEIVED  
OCT 16 2012



Application for Appeal  
To The  
Board of Housing Quality Appeals  
P.O. Box 100  
Bloomington, IN 47402  
812-349-3420  
hand@bloomington.in.gov

Property Address: 551 Graham Plc

Petitioner's Name: Alan Smith

Address: 607 8th St Palm Harbor, FL 34683

City: Palm Harbor State: FL Zip Code: 34683

Phone Number: 727-946-9206 Email Address: CAMV34683@Aol.com

Property Owner's Name: Alan Smith

Address: Same as above

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

Occupants: Sean FEDORKO 814-397-1485

Jan Michalski 518-577-5819

The following conditions must be found in each case in order for the Board to consider the request:

1. That the exception is consistent with the intent and purpose of the housing code and promotes public health, safety and general welfare.
2. That the value of the area about the property to which the exception is to apply will not be adversely affected.

Please circle the petition type that you are requesting:

- A) An extension of time to complete repairs (Petition type TV)
- B) A modification or exception to the Housing Property Maintenance Code (Petition type V)
- C) Relief from an administrative decision (Petition type AA)
- D) Rescind a variance (Petition type RV)

REMINDER: A \$20 filing fee must be submitted with this application before the property can be placed on the meeting agenda.

OFFICE USE ONLY  
Petition Number 12-TV-124

SEE REVERSE

Please provide details regarding your request below; you may attach any exhibits or additional comments as you deem necessary and pertinent to your request. Be specific as to what you are requesting, the reason or justification for your request, the amount of time needed to bring the property into compliance, and any modifications and/or alterations you are suggesting.

Apply for Variance on original window  
not built to code of 1980. Waiting for  
all necessary documentation to be  
retrieved from Fire Dept + T&S Dept.

Signature (required):

Alan Smith

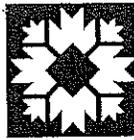
Name (please print):

Alan Smith

Date:

10/16/12

You may attend the meeting. If you attend, please note that all petitioners presenting a matter to the Board shall be limited to no more than five minutes to present their case and arguments. Additional time can be granted if deemed appropriate by the Board. Please note that if your property is listed on the consent agenda it is more likely than not that your property will not be individually discussed during the Board's meeting.



**City of Bloomington  
Housing and Neighborhood Development**

Cycle Report

454

OWNERS

Smith, Alan C.  
607 8th St  
Palm Harbor, FL 34683

AGENT

Mckay, Joel G.  
2606 S. Spicewood Lane  
Bloomington, IN 47401

Prop. Location: 551 E Graham PL  
Number of Units/Structures: 1/1  
Units/Bedrooms/Max # of Occupants: 1/3/5

Date Inspected: 08/07/2012	Inspectors: John Hewett
Primary Heat Source: Electric	Foundation Type: Basement
Property Zoning: RM	Attic Access: Yes
Number of Stories: 2	Accessory Structure:

Monroe County Assessor's records indicate this structure was built in 1983.  
Minimum emergency egress requirements for the time of construction:

Openable area required: 4.75 sq. ft.  
Clear width required: 18"  
Clear height required: 24"  
Maximum Allowable Sill Height: 48" above finished floor

Interior

Entry

No violations noted.

Kitchen

A minimum **1A 10BC** classification fire extinguisher shall be mounted in a visible, accessible location, in or adjacent to the kitchen, away from the range, and in the path of egress. The securing mechanism must be no more than 5 feet above the floor. PM-704.3.

½ bath

75

No violations noted.

Living room

No violations noted.

Basement

Middle room

NOTE: This room does NOT meet the minimum safety requirements for a sleeping room, and may not be used for sleeping purposes.

Bedroom

14-9 x 10-7

The emergency egress window does not meet the minimum requirements for a multi-unit structure built in 1983. The relevant code is the 1980 Indiana Building Code, section: 1204

<b>Openable area required:</b>	<b>4.75 sq. ft.</b>	<b>Existing area:</b>	<b>3.17 sq. ft.</b>
Clear width required:	18"	Existing width:	30.5"
<b>Clear height required:</b>	<b>24"</b>	<b>Existing height:</b>	<b>15"</b>
Maximum sill height:	48" above finished floor	Existing sill:	40"

The emergency egress window does not meet the minimum code requirements for the time the structure was built. For that reason, the City will not issue a rental permit until either the window is altered or replaced to meet the code requirement at the time of construction, or you apply for an egress variance with the Indiana Fire and Building Safety Commission. BMC-16.04.020 (b).

The State variance application forms are available at the *Department of Homeland Security* on the *Fire Prevention and Building Safety Commission's* web site at [www.in.gov/dhs/2375.htm](http://www.in.gov/dhs/2375.htm). Scroll down to *Downloadable Forms and Documents* and click on *Variance Application and Instructions*. If you need any further clarification, the Commission can be reached at 317.233.5341.

Upper level

Back bedroom

The emergency egress window does not meet the minimum requirements for a multi-unit structure built in 1983. The relevant code is the 1980 Indiana Building Code, section: 1204

Openable area required:	4.75 sq. ft.	Existing area:	4.8 sq. ft.
Clear width required:	18"	Existing width:	30.25"
<b>Clear height required:</b>	<b>24"</b>	<b>Existing height:</b>	<b>23"</b>
Maximum sill height:	48" above finished floor	Existing sill:	31.5"

The emergency egress window does not meet the minimum code requirements for the time the structure was built. For that reason, the City will not issue a rental permit until either the window is altered or replaced to meet the code requirement at the time of construction, or you apply for an egress variance with the Indiana Fire and Building Safety Commission. BMC-16.04.020 (b).

The State variance application forms are available at the *Department of Homeland Security* on the *Fire Prevention and Building Safety Commission's* web site at [www.in.gov/dhs/2375.htm](http://www.in.gov/dhs/2375.htm). Scroll down to *Downloadable Forms and Documents* and click on *Variance Application and Instructions*. If you need any further clarification, the Commission can be reached at 317.233.5341.

Front bedroom

Every window shall be capable of being easily opened and held in position by its own hardware. PM-303.13.2 (right window)

The emergency egress window does not meet the minimum requirements for a multi-unit structure built in 1983. The relevant code is the 1980 Indiana Building Code, section: 1204

Openable area required:	4.75 sq. ft.	Existing area:	4.8 sq. ft.
Clear width required:	18"	Existing width:	30.25"
<b>Clear height required:</b>	<b>24"</b>	<b>Existing height:</b>	<b>23"</b>
Maximum sill height:	48" above finished floor	Existing sill:	31.5"

The emergency egress window does not meet the minimum code requirements for the time the structure was built. For that reason, the City will not issue a rental permit until either the window is altered or replaced to meet the code requirement at the time of construction, or you apply for an egress variance with the Indiana Fire and Building Safety Commission. BMC-16.04.020 (b).

The State variance application forms are available at the *Department of Homeland Security* on the *Fire Prevention and Building Safety Commission's* web site at [www.in.gov/dhs/2375.htm](http://www.in.gov/dhs/2375.htm). Scroll down to *Downloadable Forms and Documents* and click on *Variance Application and Instructions*. If you need any further clarification, the Commission can be reached at 317.233.5341.

Exterior

No violations noted.

Other requirements

Required documentation:

A completed copy of the Tenants and Owners Rights and Responsibilities Summary must be provided to this office or reviewed with the inspector within 60 days of the date of the inspection or a **\$25.00 fine will be levied. BMC 16.12.050 (d)**

Required documentation:

The owner or his agent shall contact the tenant and arrange a joint inspection of the premises to occur within ten days of the tenant's occupancy of the rental unit. The owner or his agent and the tenant shall at that time jointly complete an inventory and damage list, and this shall be signed by all parties to the tenancy agreement. Duplicate copies of the inventory and damage list shall be retained by all parties and shall be deemed a part of the tenancy agreement. **A completed copy of the Inventory & Damage List must be provided to the office or reviewed with the inspector within 60 days of the date of the inspection or a \$25.00 fine will be levied. BMC16.12.040**

When issued, a copy of the new Rental Occupancy Permit shall be posted as required by BMC 16.12.080 (b): All rental units shall be required to have a current occupancy permit displayed in an accessible location inside the unit. The permit shall contain the name of the owner or his agent and the expiration date of the permit. BMC 16.12.080 (b)

This is the end of this report.



City of Bloomington  
H.A.N.D.

**Board of Housing Quality Appeals  
Staff Report: Petition for Extension of Time**

Meeting Date: November 28, 2012

Petition Type: An extension of time to complete repairs.

Petition Number: 12-TV-125

Address: 1660 W. Bloomfield Rd.

Petitioner: Vicky Holdeman

Inspector: Robert Hoole

Staff Report: September 7, 2012                      Cycle inspection report mailed  
October 17, 2012                                      Appeal filed

The petitioner is requesting an extension of time to secure an egress variance from the State of Indiana. Details of the egress window requirements and measurement of existing windows are included in the attached cycle inspection report.

Staff recommendation: Grant the extension of time

Conditions: This extension of time covers only the egress variance issue. The variance shall be secured and submitted no later than the deadline stated below, or this case will be turned over to the City of Bloomington Legal Department for further action including the possibility of fines.

Compliance Deadline: December 28, 2012

Attachments: Cycle inspection report, appeal form

*Handwritten initials*

RECEIVED  
OCT 17 2012



Application for Appeal  
To The  
Board of Housing Quality Appeals  
P.O. Box 100  
Bloomington, IN 47402  
812-349-3420  
[hand@bloomington.in.gov](mailto:hand@bloomington.in.gov)

Property Address: 1660 W. Bloomfield Rd  
Petitioner's Name: Pyramid Properties (property manager)  
Address: PO Box 1245  
City: Bloomington State: IN Zip Code: 47402  
Phone Number: 812-323-0974 Email Address: Vicky@llhomes.net  
Property Owner's Name: Bellmeads Corp. / gmp LLC by Joyce Poling  
Address: 2656 E 2nd St  
City: Bloomington State: IN Zip Code: 47401  
Phone Number: 812 323-1231 Email Address: gpoling@homefinder.org  
Occupants: 15 units - tenants

The following conditions must be found in each case in order for the Board to consider the request:

1. That the exception is consistent with the intent and purpose of the housing code and promotes public health, safety and general welfare.
2. That the value of the area about the property to which the exception is to apply will not be adversely affected.

Please circle the petition type that you are requesting:

- A) An extension of time to complete repairs (Petition type TV)
- B) A modification or exception to the Housing Property Maintenance Code (Petition type V)
- C) Relief from an administrative decision (Petition type AA)
- D) Rescind a variance (Petition type RV)

REMINDER: A \$20 filing fee must be submitted with this application before the property can be placed on the meeting agenda.

OFFICE USE ONLY  
Petition Number 12-TV-125

SEE REVERSE

Please provide details regarding your request below; you may attach any exhibits or additional comments as you deem necessary and pertinent to your request. Be specific as to what you are requesting, the reason or justification for your request, the amount of time needed to bring the property into compliance, and any modifications and/or alterations you are suggesting.

We have requested a Variance for the windows thru IN State Homeland Security. The hearing in Indianapolis should be 11/7/12 which is when all violations of the HAND inspection need to be completed. We will need an extension to get the results from the Variance request. We filed for the Variance hearing on a timely basis but have not heard back from them to confirm our hearing time or date. However, per their web site, the hearing should be 11/7/12.

Signature (required):

*Vicky Holdeman*

Name (please print):

Vicky Holdeman

Date:

10/15/12

You may attend the meeting. If you attend, please note that all petitioners presenting a matter to the Board shall be limited to no more than five minutes to present their case and arguments. Additional time can be granted if deemed appropriate by the Board. Please note that if your property is listed on the consent agenda it is more likely than not that your property will not be individually discussed during the Board's meeting.

Cycle Report

5002

OWNERS

=====  
Poling, Joyce  
2656 E. 2nd Street  
Bloomington, IN 47401

AGENT

=====  
Pyramid Properties  
P.O. Box 1745  
Bloomington, IN 47402

Prop. Location: 1660 W Bloomfield RD  
Number of Units/Structures: 15/3  
Units/Bedrooms/Max # of Occupants: Bld 1:8/3/5, Bld 2:5/2/4, Bld 3:1/1/2,  
1/2/4

Date Inspected: 08/17/2012  
Primary Heat Source: Gas  
Property Zoning: PUD  
Number of Stories: 2

Inspectors: Robert Hoole  
Foundation Type: Slab  
Attic Access: Yes  
Accessory Structure:

Monroe County Assessor's records indicate this structure was built in 1993.  
Minimum requirements for emergency egress windows at the time of construction.

Openable area required: 5.7 sq. ft.  
Clear width required: 20"  
Clear height required: 24"  
Maximum Allowable Sill Height: 44" above finished floor

**General Violation (except units 1660 and 1662):**

The emergency egress window does not meet the minimum requirements for a multi-unit structure built in 1993. The relevant code is the 1992 Indiana Building Code, section 1204.

Openable area required:	5.7 sq. ft.	Existing area:	4.37 sq. ft.
Clear width required:	20"	Existing width:	30"
Clear height required:	24"	Existing height:	21"
Maximum sill height:	44" above finished floor	Existing sill:	22"

The emergency egress window does not meet the minimum code requirements for the time the structure was built. For that reason, the City will not issue a rental permit until either the window is altered or replaced to meet the code requirement at the time of construction, or you apply for an egress variance with the Indiana Fire and Building Safety Commission. BMC-16.04.020 (b).

The State variance application forms are available at the *Department of Homeland Security* on the *Fire Prevention and Building Safety Commission's* web site at [www.in.gov/dhs/2375.htm](http://www.in.gov/dhs/2375.htm). Scroll down to *Downloadable Forms and Documents* and click on *Variance Application and Instructions*. If you need any further clarification, the Commission can be reached at 317.233.5341.

**General Violation:** All fire extinguishers must be inspected every 30 days and a record of that inspection shall be kept. Metal head extinguishers shall be subjected to maintenance at intervals of not more than one (1) year and shall have a tag or label securely attached that indicates the month and year the maintenance was performed as well as the identity of the person/company performing the service. Metal head extinguishers must be recharged every six years and hydro-tested every 12 years per NFPA-10. Plastic head extinguishers must be replaced every 12 years per NFPA-10. PM-704.3

**Typical Units:**

**Units 1668-1682:**

**Main Level:**

**Living Room 15-8 x 14-3**

**Dining Area 12-8 x 8-0**

**Kitchen 7-6 x 6-7**

**Bathroom**

**Laundry/Utility Room**

**Upper Level:**

**Front Bedroom 14-0 x 12-6**

**Bedroom 2 14-0 x 8-6**

**Bedroom 3 13-6 x 9-0**

**Bathroom**

**Units 1684- 1692:**

**Main Level:**

**Living Room 14-6 x 12-6**

**Kitchen 14-6 x 9-0**

**Bathroom**

**Laundry/Utility Room**

**Upper Level:**

**Front Bedroom 12-6 x 12-3**

**Rear Bedroom 13-0 x 12-0**

**Bathroom**

**INTERIOR**

**1690**

½ bath

Replace the GFCI receptacle. PM-605.2

**1660**

Southeast room (8 x 8)

No violations noted.

Bath

No violations noted.

Hallway

Replace the hard-wired smoke detector. PM-704.1

Bedroom (13 x 12)

**Existing Egress Window Measurements:**

**Height: 49 inches**

**Width: 24 inches**

**Sill Height: 27 inches**

**Openable Area: 8.16 sq. ft.**

**Note: These measurements are for reference only. There is no violation of the emergency egress requirements.**

Living room (19 x 13)

No violations noted.

Kitchen (10 x 11)

Replace the discharged fire extinguisher. A minimum 1A 10BC classification fire extinguisher shall be mounted in a visible, accessible location, in or adjacent to the kitchen, away from the range, and in the path of egress. The securing mechanism must be no more than 5 feet above the floor. PM-704.3.

All fire extinguishers must be inspected every 30 days and a record of that inspection shall be kept. Metal head extinguishers shall be subjected to maintenance at intervals of not more than one (1) year and shall have a tag or label securely attached that indicates the month and year the maintenance was performed as well as the identity of the person/company performing the service. Metal head extinguishers must be recharged every six years and hydro-tested every 12 years per NFPA-10. Plastic head extinguishers must be replaced every 12 years per NFPA-10. PM-704.3

Utility room

Thoroughly clean and service the furnace, inspect and test shut off valves for proper operation. Documentation from a professional HVAC contractor for this service is acceptable and encouraged. Servicing shall include a test for carbon monoxide. Acceptable levels of carbon monoxide are as follows:

Desired level:	0 parts per million (ppm)
Acceptable level in a living space:	9 ppm
Maximum concentration for flue products:	50 ppm

PM-603.1

**1662**

Living room (15 x 11)

No violations noted.

Kitchen (15 x 10)

Replace the discharged fire extinguisher. A minimum 1A 10BC classification fire extinguisher shall be mounted in a visible, accessible location, in or adjacent to the kitchen, away from the range, and in the path of egress. The securing mechanism must be no more than 5 feet above the floor. PM-704.3.

All fire extinguishers must be inspected every 30 days and a record of that inspection shall be kept. Metal head extinguishers shall be subjected to maintenance at intervals of not more than one (1) year and shall have a tag or label securely attached that indicates the month and year the maintenance was performed as well as the identity of the person/company performing the service. Metal head extinguishers must be recharged every six years and hydro-tested every 12 years per NFPA-10. Plastic head extinguishers must be replaced every 12 years per NFPA-10. PM-704.3

Thoroughly clean and service the furnace, inspect and test shut off valves for proper operation. Documentation from a professional HVAC contractor for this service is acceptable and encouraged. Servicing shall include a test for carbon monoxide. Acceptable levels of carbon monoxide are as follows:

Desired level:	0 parts per million (ppm)
Acceptable level in a living space:	9 ppm
Maximum concentration for flue products:	50 ppm

PM-603.1

Bath

No violations noted.

Front bedroom (13 x 9)

**Existing Egress Window Measurements:**

**Height:** 25 inches  
**Width:** 35 inches  
**Sill Height:** 29 inches  
**Openable Area:** 6.07 sq. ft.

**Note:** These measurements are for reference only. There is no violation of the emergency egress requirements.

Rear bedroom (9 x 13)

**Existing Egress Window Measurements:**

**Height:** 25 inches  
**Width:** 35 inches  
**Sill Height:** 29 inches  
**Openable Area:** 6.07 sq. ft.

**Note:** These measurements are for reference only. There is no violation of the emergency egress requirements.

**1686**

Living room

Replace the missing hard-wired smoke detector. PM-704.1

Kitchen

Replace the GFCI receptacle right of the sink. PM-605.2

2<sup>nd</sup> floor hallway

Replace the missing hard-wired smoke detector. PM-704.1

**1684**

Living room

Replace the missing hard-wired smoke detector. PM-704.1

**1682**

Kitchen

Replace the discharged fire extinguisher. A minimum 1A 10BC classification fire extinguisher shall be mounted in a visible, accessible location, in or adjacent to the kitchen, away from the range, and in the path of egress. The securing mechanism must be no more than 5 feet above the floor. PM-704.3.

All fire extinguishers must be inspected every 30 days and a record of that inspection shall be kept. Metal head extinguishers shall be subjected to maintenance at intervals of not more than one (1) year and shall have a tag or label securely attached that indicates the month and year the maintenance was performed as well as the identity of the person/company performing the service. Metal head extinguishers must be recharged every six years and hydro-tested every 12 years per NFPA-10. Plastic head extinguishers must be replaced every 12 years per NFPA-10. PM-704.3

**1676**

Front bedroom

Replace the missing hard-wired smoke detector. PM-704.1

**1672**

Kitchen

Replace the GFCI receptacle left of the sink. PM-605.2

2<sup>nd</sup> floor bath

Replace the light switch. PM-605.1

**1670**

Utility room

Replace the light switch. PM-605.1

Kitchen

Replace the missing receptacle cover plate adjacent to the south countertop. PM-605.1

**1668**

Utility room

Repair the entry door to latch as intended. PM-304.6

**EXTERIOR**

No violations noted.

**OTHER REQUIREMENTS**

Complete the enclosed registration form. A street address is required for both owner and agent. **This form must be signed by the owner.** BMC16.12.060

Required documentation:

A completed copy of the Tenants and Owners Rights and Responsibilities Summary must be provided to this office or reviewed with the inspector within 60 days of the date of the inspection or a \$25.00 fine will be levied. BMC 16.12.050 (d)

Required documentation:

The owner or his agent shall contact the tenant and arrange a joint inspection of the premises to occur within ten days of the tenant's occupancy of the rental unit. The owner or his agent and the tenant shall at that time jointly complete an inventory and damage list, and this shall be signed by all parties to the tenancy agreement. Duplicate copies of the inventory and damage list shall be retained by all parties and shall be deemed a part of the tenancy agreement. **A completed copy of the Inventory & Damage List must be provided to the office or reviewed with the inspector within 60 days of the date of the inspection or a \$25.00 fine will be levied. BMC16.12.040**

When issued, a copy of the new Rental Occupancy Permit shall be posted as required by BMC 16.12.080 (b): All rental units shall be required to have a current occupancy permit displayed in an accessible location inside the unit. The permit shall contain the name of the owner or his agent and the expiration date of the permit. BMC 16.12.080 (b)

This is the end of this report.



City of Bloomington  
H.A.N.D.

**Board of Housing Quality Appeals  
Staff Report: Petition for Extension of Time**

Meeting Date: November 28, 2012

Petition Type: An extension of time to complete repairs.

Petition Number: 12-TV-126

Address: 2922 S. Walnut Street Pike

Petitioner: Tom Emely

Inspector: John Hewett

Staff Report:      October 2, 2012      Tenant complaint  
                          October 3, 2012      Received registration form  
                          October 3, 2012      Complaint inspection  
                          October 11, 2012     Report sent  
                          October 17, 2012     Received appeal

This property had a number of items cited on the Complaint Inspection Report. The agent requested additional time to complete repairs due to scheduling difficulties. HAND also requested a Cycle inspection for this property. The agent requests that the Cycle inspection take place in the same time frame as the re-inspection of the complaint items.

Staff recommendation: Grant the request.

Conditions: All repairs must be completed and re-inspected no later than the deadline stated below, or this case will be turned over to the City of Bloomington Legal Department for further action including the possibility of fines.

Compliance Deadline: January 15, 2013 or prior to re-occupancy of the structure.

Attachments: Complaint Inspection Report, petitioner's letters

*[Handwritten mark]*

RECEIVED  
OCT 17 2012



BY:.....  
Application for Appeal  
To The  
Board of Housing Quality Appeals  
P.O. Box 100  
Bloomington, IN 47402  
812-349-3420  
hand@bloomington.in.gov

Property Address: 2922 S. Walnut St. Pike

Petitioner's Name: Tom Emely

Address: 2170S - 600E

City: Markle State: IN Zip Code: 46770

Phone Number: 260-450-4061 Email Address: stemely@onlyinternet.net

Property Owner's Name: Scott Emely

Address: 11055 Perimeter Trace E *PERIMETER TRACE E*

City: Atlanta State: Ga Zip Code: 30346

Phone Number: 812-345-0875 Email Address: steyedr@hotmail.com

Occupants: Jay Nelson (Moving from residence by 11-5-12)

The following conditions must be found in each case in order for the Board to consider the request:

1. That the exception is consistent with the intent and purpose of the housing code and promotes public health, safety and general welfare.
2. That the value of the area about the property to which the exception is to apply will not be adversely affected.

Please circle the petition type that you are requesting:

- A) An extension of time to complete repairs (Petition type TV)
- B) A modification or exception to the Housing Property Maintenance Code (Petition type V)
- C) Relief from an administrative decision (Petition type AA)
- D) Rescind a variance (Petition type RV)

REMINDER: A \$20 filing fee must be submitted with this application before the property can be placed on the meeting agenda.

OFFICE USE ONLY  
Petition Number 12-TV-126

SEE REVERSE

Please provide details regarding your request below; you may attach any exhibits or additional comments as you deem necessary and pertinent to your request. Be specific as to what you are requesting, the reason or justification for your request, the amount of time needed to bring the property into compliance, and any modifications and/or alterations you are suggesting.

We are asking for an extension of time for the requested repairs.  
Current tenants is moving from the residence by 11/5/12. We are not  
going to rent the property until we have completed the requested  
repairs. We prefer to complete these repairs along with other  
general repairs while the home is unoccupied. Because of our  
schedules we are unable to complete the requested repairs prior to  
the scheduled deadline. I have spoken by phone with the inspector  
and explained our situation. I have not seen first hand what all  
is needed, however we are willing to complete the requested repairs.  
We are asking for an extension of time until 12-01-12. We are  
planning on beginning the repairs the week of 11/12/2012.

Signature (required): 

Name (please print): Tom Emely Date: 10/15/12

You may attend the meeting. If you attend, please note that all petitioners presenting a matter to the Board shall be limited to no more than five minutes to present their case and arguments. Additional time can be granted if deemed appropriate by the Board. Please note that if your property is listed on the consent agenda it is more likely than not that your property will not be individually discussed during the Board's meeting.



Application for Appeal  
 To The  
 Board of Housing Quality Appeals  
 P.O. Box 100  
 Bloomington, IN 47402  
 812-349-3420  
[hand@bloomington.in.gov](mailto:hand@bloomington.in.gov)

Property Address: 2922 South Walnut Street Pike

Petitioner's Name: Tom Emely

Address: 2170S-600E

City: MaRKLE State: IN Zip Code: 46770

Phone Number: 260-450-4061 Email Address: stemely@onlyinternet.net

Property Owner's Name: Scott Emely

Address: 11055 Perimeter Trace E

City: Atlanta State: Ga Zip Code: 30346

Phone Number: 812-345-0875 Email Address: steeyedr@hotmail.com

Occupants: \_\_\_\_\_

The following conditions must be found in each case in order for the Board to consider the request:

1. That the exception is consistent with the intent and purpose of the housing code and promotes public health, safety and general welfare.
2. That the value of the area about the property to which the exception is to apply will not be adversely affected.

Please circle the petition type that you are requesting:

- For Inspection* A) An extension of time to complete repairs (Petition type IV)
- B) A modification or exception to the Housing Property Maintenance Code (Petition type V)
- C) Relief from an administrative decision (Petition type AA)
- D) Rescind a variance (Petition type RV)

**REMINDER:** A \$20 filing fee must be submitted with this application before the property can be placed on the meeting agenda.

OFFICE USE ONLY  
 Petition Number \_\_\_\_\_

SEE REVERSE

Please provide details regarding your request below; you may attach any exhibits or additional comments as you deem necessary and pertinent to your request. Be specific as to what you are requesting, the reason or justification for your request, the amount of time needed to bring the property into compliance, and any modifications and/or alterations you are suggesting.

I recently received your letter dated October 17, 2012 concerning the scheduling of an inspection

For a Rental Occupancy Permit for the property listed. I recently sent a request for an extension of time to complete some repairs at the home because of scheduling conflicts with our schedules. The current renters are leaving the residence by November 1, 2012. I would ask that this inspection be scheduled to coincide with our extension of time request which was until December 1, 2012. We are planning to complete the needed repairs the week of November 12<sup>th</sup>. The residence will not be rented until we have completed our repairs and the inspection if done.

I request that this addendum be added to our original request for a time extension.

I have also spoken by phone with John concerning this matter.

Signature (required):

S. Thomas Early

Name (please print):

S. Thomas Early

Date:

10-22-12

You may attend the meeting. If you attend, please note that all petitioners presenting a matter to the Board shall be limited to no more than five minutes to present their case and arguments. Additional time can be granted if deemed appropriate by the Board. Please note that if your property is listed on the consent agenda it is more likely than not that your property will not be individually discussed during the Board's meeting.



City of Bloomington  
Housing and Neighborhood Development

Complaint Report

9993

OWNERS

Emely, Scott T.  
11055 Perimeter Trace E  
Atlanta, GA 30346

AGENT

Emely, Stephen T.  
2170 S-600 E  
Markle, IN 46770

Prop. Location: 2922 S Walnut Street PIKE  
Number of Units/Structures: 1/1  
Units/Bedrooms/Max # of Occupants: 1/3/3

Date Inspected: 10/03/2012	Inspectors: John Hewett
Primary Heat Source: Gas	Foundation Type: Crawl Space
Property Zoning: RS	Attic Access: N/A
Number of Stories: 1	Accessory Structure:

The following items are the result of a complaint inspection conducted on 10/03/2012. It is your responsibility to repair these items and to schedule a re-inspection within **fourteen (14)** days of the mailing of this report. Failure to comply with this inspection report will result in this matter being referred to the City of Bloomington Legal Department. Failure to comply with this complaint inspection report may result in fines of up to \$100.00/day. If you have questions regarding this report, please contact this office at 349-3420.

Interior

Kitchen

Properly clean all mold/mildew from surfaces under the sink. PM-304.1

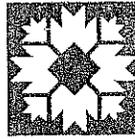
Crawlspace

Fill the hole adjacent to the south foundation pier. Ensure that the pier will not move. Jack up the beam under the floor joists to the point where the beam is level and shim it in place. PM-304.2

Properly clean the mold/mildew from the subfloor and joists where water has leaked through the flooring in the hall/ kitchen area. PM-304.1



City of Bloomington  
H.A.N.D.



City of Bloomington  
Housing and Neighborhood Development

**Board of Housing Quality Appeals  
Staff Report: Petition for Extension of Time**

Meeting Date: 28 November 2012

Petition Type: An extension of time to complete repairs.

Petition Number: 12-TV-127

Address: 3400 S. Sare Rd.

Petitioner: Steeplechase Apartments

Inspector: Michael Arnold/Robert Hoole

Staff Report: 17 September 2012 Cycle Inspection  
19 September 2012 Sent Inspection report  
19 October 2012 Received Appeal

Petitioner is requesting an extension of time for the carport and garage roof repairs. Per the request they plan to re-roof these structures in 2013.

Staff recommendation: Grant the Variance

Conditions: All repairs must be completed and re-inspected no later than the deadline stated below, or this case will be turned over to the City of Bloomington Legal Department for further action including the possibility of fines.

Compliance Deadline: 28 February 2013 – State Variance  
28 November 2013 - Roof

Attachments: Application, Inspection Report

*La*



Application for Appeal  
To The  
Board of Housing Quality Appeals  
P.O. Box 100  
Bloomington, IN 47402  
812-349-3420

RECEIVED  
OCT 19 2012

BY: \_\_\_\_\_

Petitioner's Name: Steeplechase Apartments / Kaki Poling

Petitioner's Address & Phone Number: 3400 S. Saxe Rd., 47401; 812-330-0070

Owner's Name: Regency Apartments

Owner's Address & Phone Number: 1701 Broadmoor Dr. STE 200, Champaign, IL (6182)

Address of Property: 3400 S. Saxe Rd., 47401

Occupant(s) Name(s): NA

- The following conditions must be found in each case in order for the Board to consider the request:
1. That the value of the area about the property to which the exception is to apply will not be adversely affected
  2. That the exception is consistent with the intent and purpose of the housing code and promotes public health, safety, and general welfare.

Identify the variance type that you are requesting from the following list and attach the required information.

- A. An extension of time to complete repairs. (Petition type: TV)
  - ↳ Specify the items that need the extension of time to complete
  - ↳ Explain why the extension is needed
  - ↳ Specify the time requested
- B. A modification or exception to the Housing Property Maintenance Code. (Petition type: V)
  - ↳ Specify the code reference number you are appealing
  - ↳ Detail why you are requesting the variance
  - ↳ Specify the modifications and or alterations you are suggesting
- C. Relief from an administration decision. (Petition type: AA)
  - ↳ Specify the decision being appealed and the relief you are seeking
- D. Rescind a variance. (Petition type: RV)
  - ↳ Detail the existing variance
  - ↳ Specify the reason the variance is no longer needed

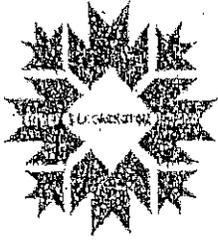
I certify that all information submitted with this request is correct and I have enclosed the \$20.00 filing fee.

Signature: [Handwritten Signature]

Name (print): Kaki Poling

Petition Number: 12-TV-127

(Please use the reverse side for further explanation and/or request).



Application for Appeal  
To The  
Board of Housing Quality Appeals  
P.O. Box 100  
Bloomington, IN 47402  
812-349-3420

Please write a brief narrative in the space provided below. Be specific as to what you are requesting, the reasons, justification(s) for your request, the amount of time needed to bring the property into compliance, as well as any modifications and/or alterations you are suggesting.)

We received a violation regarding our  
carports & garages & the missing/deteriorated  
shingles. We have plans to have these  
roofs replaced next year, 2013. We would  
like to request an extension on this  
one item by 1 yr.

We are also in the process of filing an  
appeal with the state regarding the window variance.  
We would like to request an appeal from HANS  
for an extension until we hear from the state.

Signature:

Karen Poling

Date:

October 19, 2012



City of Bloomington  
Housing and Neighborhood Development

**RENTAL PERMIT INFORMATION**

SEP 19 2012

Regency Consolidated Residential, LLC  
1701 Broadmoor Drive Suite #200  
Champaign, IL 61821

Property Location: 3400 S. Sare Road

Please find enclosed the Cycle Inspection Report which detail recommendations and violations found during the recent inspection of your rental property. You have sixty (60) days from the date of this letter to correct the violations listed on the report.

Once violations have been corrected, it is your responsibility to call the Housing and Neighborhood Development office by **NOV 19 2012** to schedule a re-inspection. You have the right to appeal any violation to the Board of Housing Quality Appeals. An appeal form can be found at [www.bloomington.in.gov/hand](http://www.bloomington.in.gov/hand). If you do not have access to the internet, you may contact HAND at 812-349-3420 and a form will be provided.

This report is issued in accordance with Section PM106.1 and PM106.2 of the Housing-Property Maintenance Code. Residential Rental Occupancy Permits will not be issued until all interior and exterior violations have been corrected, and all fees have been paid. Please be advised that non-compliance by the deadlines listed in this letter can limit the permit period to a maximum of three (3) years. A copy of the Notice of Fees can be found at [www.bloomington.in.gov/hand](http://www.bloomington.in.gov/hand). If you do not have access to the internet, you may contact HAND at 349-3420 and a form will be provided.

**If your address has changed since your last inspection, please submit a new registration form to the HAND Department. You can find the registration form online at the website listed above. If you do not have internet access, you may contact HAND at 812-349-3420 and a form will be mailed.**

If you have any questions regarding the permit process, please call weekdays between 8:00 a.m. and 5:00 p.m., at (812) 349-3420.

Sincerely,

Housing and Neighborhood Development Department

Enclosures: Inspection Report

Xc: Kari Poling



City of Bloomington  
Housing and Neighborhood Development

Cycle Report

6114

OWNERS

=====

Regency Consolidated Residential, LLC  
1701 Broadmoor Dr. Suite #200  
Champaign, IL 61821

AGENT

=====

Poling, Kari L.  
3400 S. Sare Rd  
Bloomington, IN 47401

Prop. Location: 3400 S Sare RD

Number of Units/Structures: 238/14

Units/Bedrooms/Max # of Occupants: Bld 1: 22/1/2, Bld 2: 16/2/4, Bld 3:  
10/3/5, Bld 4: 24/1/2, Bld 5: 16/2/4, Bld 6: 10/2/4, Bld 7: 6/2/4 12/1/2,  
Bld 8: 12/2/4, Bld 9: 16/2/4, Bld 10: 14/1/2 8/2/4, Bld 11: 6/1/2 12/2/4,  
Bld 12: 22/1/2, Bld 13: 10/2/4, Bld 14: 22/1/2

Date Inspected: 09/07/2012

Primary Heat Source: Electric

Property Zoning: PUD

Number of Stories: 2

Inspectors: Arnold / Hoole

Foundation Type: Slab

Attic Access: Yes

Accessory Structure:

Monroe County Assessor's records indicate this structure was built in 1997.

Minimum emergency egress requirements for the time of construction:

Openable area required: 5.7sq. ft.

Clear width required: 20"

Clear height required: 24"

Maximum Allowable Sill Height: 44" above finished floor

**Typical Egress:**

**Height: 29.75 inches**

**Width: 29.75 inches**

**Sill Height: 14 inches**

**Openable Area: 6.14 sq. ft.**

The emergency egress window does not meet the minimum requirements for a multi-unit structure built in 1997. The relevant code is the 1992 Indiana Building Code, section: 1204.

Openable area required:	5.7 sq. ft.	Existing area:	5.63 sq. ft.
Clear width required:	20"	Existing width:	29.5"
Clear height required:	24"	Existing height:	27.5"
Maximum sill height:	44" above finished floor	Existing sill:	11"

The emergency egress window does not meet the minimum code requirements for the time the structure was built. For that reason, the City will not issue a rental permit until either the window is altered or replaced to meet the code requirement at the time of construction, or you apply for an egress variance with the Indiana Fire and Building Safety Commission. BMC-16.04.020 (b).

The State variance application forms are available at the *Department of Homeland Security* on the *Fire Prevention and Building Safety Commission's* web site at [www.in.gov/dhs/2375.htm](http://www.in.gov/dhs/2375.htm). Scroll down to *Downloadable Forms and Documents* and click on *Variance Application and Instructions*. If you need any further clarification, the Commission can be reached at 317.233.5341.

The emergency egress window does not meet the minimum requirements for a multi-unit structure built in 1997. The relevant code is the 1992 Indiana Building Code, section: 1204.

Openable area required:	5.7 sq. ft.	Existing area:	5.17 sq. ft.
Clear width required:	20"	Existing width:	31"
Clear height required:	24"	Existing height:	24"
Maximum sill height:	44" above finished floor	Existing sill:	11"

The emergency egress window does not meet the minimum code requirements for the time the structure was built. For that reason, the City will not issue a rental permit until either the window is altered or replaced to meet the code requirement at the time of construction, or you apply for an egress variance with the Indiana Fire and Building Safety Commission. BMC-16.04.020 (b).

The State variance application forms are available at the *Department of Homeland Security* on the *Fire Prevention and Building Safety Commission's* web site at [www.in.gov/dhs/2375.htm](http://www.in.gov/dhs/2375.htm). Scroll down to *Downloadable Forms and Documents* and click on *Variance Application and Instructions*. If you need any further clarification, the Commission can be reached at 317.233.5341.

or **Door to the exterior**

NOTE: Room inventory and dimensions are on file. Only those areas containing violations are listed in this report.

122

Living room:

Replace the missing hard-wired smoke detector. PM-704.1

115

Repair the smoke detectors to be interconnected. PM-704.1

211

Living room :

Repair the smoke detectors to function as intended. PM-704.1

304

Bath:

Replace the GFCI receptacle. PM-605.2

408

Bath:

Repair the exhaust fan to eliminate excessive noise. PM-403.2

405

Repair the smoke detectors to be interconnected. PM-704.1

514

Living room :

Replace the missing hard-wired smoke detectors. PM-704.1

508

Bath:

Replace the GFCI receptacle. PM-605.2

504

Repair the smoke detectors to be interconnected. PM-704.1

506

Front bedroom / bath:

Replace the GFCI receptacle. PM-605.2

503

Repair the smoke detectors to be interconnected. PM-704.1

602

2<sup>nd</sup> floor bath:

Clean and service the exhaust fan so that it functions as intended. PM-603.1

601

1<sup>st</sup> floor ½ bath:

Replace the GFCI receptacle. PM-605.2

2<sup>nd</sup> floor bedroom / bath:

Replace the GFCI receptacle. PM-605.2

**718**

**Front bedroom / bath:**

Replace the GFCI receptacle. PM-605.2

**801**

**Living room:**

Repair the smoke detector to be interconnected. PM-704.1

**2<sup>nd</sup> floor front bedroom:**

Repair the smoke detector to be interconnected. PM-704.1

**918**

**Front bedroom / bath:**

Replace the GFCI receptacle. PM-605.2

**909**

**Bath:**

Properly ground the GFCI receptacle. PM-605.2

**906**

**Kitchen:**

Replace the GFCI receptacle. PM-605.2

**Unit 1022:**

**Bedroom:**

The clear openable area of the emergency egress window shall not be blocked by storage or the placement of furniture. PM-702.1

**Building 11:**

**Common Hallways:**

Repair the sagging ceiling above the stairs adjacent to unit 1109. OM-303.9

**Unit 1117:**

**Bedroom:**

Provide operating power to smoke detector. PM-704.1 (Replace the missing battery).

**Unit 1123:**

**Living Room:**

Provide operating power to smoke detector. PM-704.1 (Replace the missing battery).

**Front Bathroom:**

Properly repair and surface coat the wall above the shower surround. PM-304.3

**Front Bedroom:**

Secure the smoke detector to the ceiling. PM-704.2

**Deck:**

Repair/replace the loose/curled floorboards. PM-303.10

**Unit 1124:**

**Kitchen:**

Secure the faucet to the sink. PM-504.1

**Unit 1204:**

**Bathroom:**

Repair the water damage along the base of the wall and the vanity surrounding the stool. PM-304.3

**Unit 1218:**

**General Condition:**

Repair the smoke detection to be inter-connected. PM-702.4

**Unit 1219:**

**Bedroom:**

The clear openable area of the emergency egress window shall not be blocked by storage or the placement of furniture. PM-702.1

**Laundry Room:**

Eliminate all unused openings in service panel/junction box, by installing approved rigid knockout blanks. PM-604.3

**Unit 1224:**

**General Condition:**

Repair the smoke detection to be inter-connected. PM-702.4

**Unit 1226:**

**Living Room:**

Provide operating power to smoke detector. PM-704.1

**Bedroom:**

Provide operating power to smoke detector. PM-704.1

**Laundry Room:**

Repair the dryer exhaust line to function as intended. PM-603.1

**Unit 1327:**

**Hallway:**

Install a smoke detector in an approved location. If wall mounted, it shall be located between 4 and 12 inches from the ceiling. If ceiling mounted, it shall be located at least 4 inches from the wall. PM-704.1 (Smoke detector shall be hard-wired and inter-connected with other smoke detectors).

**Unit 1423:**

**Kitchen:**

Repair garbage disposal to function as intended. PM-504.1 & PM-605.1

**Bedroom:**

Install a smoke detector in an approved location. If wall mounted, it shall be located between 4 and 12 inches from the ceiling. If ceiling mounted, it shall be located at least 4 inches from the wall. PM-704.1 (Smoke detector shall be hard-wired and inter-connected with other smoke detectors).

**Unit 1426:**

**Den:**

Install a smoke detector in an approved location. If wall mounted, it shall be located between 4 and 12 inches from the ceiling. If ceiling mounted, it shall be located at least 4 inches from the wall. PM-704.1 (Smoke detector shall be hard-wired and inter-connected with other smoke detectors).

**Exterior:**

**Building 12:**

Repair the trip hazards in the sidewalk. PM-302.3 (Sidewalk and entryway at the common entry adjacent to Unit 1220).

**Carports and Garage:**

Properly repair the roof where shingles are deteriorated or missing. PM-302.7

**OTHER REQUIREMENTS**

When issued, a copy of the new Rental Occupancy Permit shall be posted as required by BMC 16.12.080 (b): All rental units shall be required to have a current occupancy permit displayed in an accessible location inside the unit. The permit shall contain the name of the owner or his agent and the expiration date of the permit. BMC 16.12.080 (b)

This is the end of this report.



City of Bloomington  
H.A.N.D.

**Board of Housing Quality Appeals  
Staff Report: Petition for Extension of Time**

Meeting Date: November 28, 2012

Petition Type: An extension of time to complete repairs.

Petition Number: 12-TV-128

Address: 1200 S. Henderson St.

Petitioner: Nan & Steve Brewer

Inspector: John Hewett

Staff Report: June 22, 2012      Cycle with tenants  
August 22, 2012      Report sent  
October 23, 2012      Received appeal

During a cycle inspection a handrail for some exterior steps was cited. The petitioner is requesting additional time to have the handrail installed.

Staff recommendation: Grant the request.

Conditions: All repairs must be completed and re-inspected no later than the deadline stated below, or this case will be turned over to the City of Bloomington Legal Department for further action including the possibility of fines.

Compliance Deadline: January 15, 2013

Attachments: Cycle inspection report, petitioner's letters

*Handwritten initials*



RECEIVED  
OCT 25 2012

Application for Appeal  
To The

Board of Housing Quality Appeals  
P.O. Box 100  
Bloomington, IN 47402  
812-349-3420

hand@bloomington.in.gov

BY: \_\_\_\_\_

Property Address: 1200 S. Henderson, Bloomington, IN 47401

Petitioner's Name: Nan + Steve Brewer

Address: 3636 S. Rogers St.

City: Bloomington State: IN Zip Code: 47403

Phone Number: 812-332-3416 Email Address: nabrewer@indiana.edu

Property Owner's Name: (same as above) stevenf.brewer@yahoo.com

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

Occupants: ~~John~~ Carson + Samantha

**The following conditions must be found in each case in order for the Board to consider the request:**

1. That the exception is consistent with the intent and purpose of the housing code and promotes public health, safety and general welfare.
2. That the value of the area about the property to which the exception is to apply will not be adversely affected.

**Please circle the petition type that you are requesting:**

- A) An extension of time to complete repairs (Petition type TV)
- B) A modification or exception to the Housing Property Maintenance Code (Petition type V)
- C) Relief from an administrative decision (Petition type AA)
- D) Rescind a variance (Petition type RV)

REMINDER: A \$20 filing fee must be submitted with this application before the property can be placed on the meeting agenda.

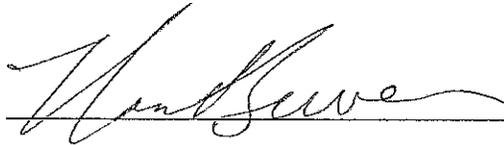
OFFICE USE ONLY  
Petition Number 12-V-128

SEE REVERSE

Please provide details regarding your request below; you may attach any exhibits or additional comments as you deem necessary and pertinent to your request. Be specific as to what you are requesting, the reason or justification for your request, the amount of time needed to bring the property into compliance, and any modifications and/or alterations you are suggesting.

Question about the hand rail on the concrete wall, which as actually put in at HANDS (the city's request of Matt Murphy as a requirement of zoning variance for the South Dunn Street project). We don't understand why we are now (years later) being required to do this and pay for drilling into the concrete, etc. because this was missed when HAND inspected the wall. We also have other questions about whether this wall met the design requirements (ie decorative surface) for the variance.

Signature (required):



Name (please print):

Nan Brewer

Date:

10/23/2012

You may attend the meeting. If you attend, please note that all petitioners presenting a matter to the Board shall be limited to no more than five minutes to present their case and arguments. Additional time can be granted if deemed appropriate by the Board. Please note that if your property is listed on the consent agenda it is more likely than not that your property will not be individually discussed during the Board's meeting.



City of Bloomington  
Housing and Neighborhood Development

Cycle Report

5748

OWNERS

Brewer, Nan And Steve  
3636 S. Rogers St.  
Bloomington, IN 47403

Prop. Location: 1200 S Henderson ST  
Number of Units/Structures: 1/1  
Units/Bedrooms/Max # of Occupants: 1/2/3

Date Inspected: 06/22/2012      Inspectors: John Hewett  
Primary Heat Source: Gas      Foundation Type: Basement  
Property Zoning: RC      Attic Access: N/A  
Number of Stories: 2      Accessory Structure:

VARIANCE

UPSTAIRS NOT APPROVED FOR HABITABLE SPACE.

Note: Room measurements are in the rental file on the previous inspection report.

Monroe County Assessor's records indicate this structure was built in 1952.  
There were no requirements for emergency egress at the time of construction.

Conditions were noted during the cycle inspection that may indicate this property is over occupied and in violation of the Bloomington Municipal Code (BMC) Title 20. This property shall be brought into compliance with Title 20 requirements within 60 days of the date of this inspection to avoid possible legal action by the City of Bloomington Legal Department.

Interior

Living room

No violations noted.

Kitchen

All fire extinguishers must be inspected every 30 days and a record of that inspection shall be kept. Metal head extinguishers shall be subjected to maintenance at intervals of not more than one (1) year and shall have a tag or label securely attached that indicates the month and year the maintenance was performed as well as the identity of the person/company performing the service. Metal head extinguishers must be

recharged every six years and hydro-tested every 12 years per NFPA-10. Plastic head extinguishers must be replaced every 12 years per NFPA-10. PM-704.3

Bathroom

No violations noted.

SW bedroom, SE bedroom

Existing Egress Window Measurements:

Height: 22 inches

Width: 35 inches

Sill Height: 28 inches

Openable Area: 5.3 sq. ft.

**Note: These measurements are for reference only. There is no violation of the emergency egress requirements.**

Hallway

Provide operating power to smoke detector. PM-704.1

Upper level

This space is a converted attic space. The ceiling height is 6' 1" in the center of the room. The ceiling is 12" wide and then slopes down on both sides. The knee walls on both sides are 40" high. The room is 12' wide knee wall to knee wall. This ceiling height does not meet the current minimum ceiling height in the Building Code for 1 & 2 family residences. The Building Code in place at the time of construction did not have a requirement for ceiling height. The HAND department strongly recommends that this space not be used for sleeping purposes.

This space is occupied by 2 beds.

Basement

Bathroom

No violations noted.

Mechanical room and Laundry

Thoroughly clean and service the furnace, inspect and test shut off valves for proper operation. Documentation from a professional HVAC contractor for this service is acceptable and encouraged. Servicing shall include a test for carbon monoxide. Acceptable levels of carbon monoxide are as follows:

Desired level:	0 parts per million (ppm)
Acceptable level in a living space:	9 ppm
Maximum concentration for flue products:	50 ppm

PM-603.1

Exterior

Install a handrail along the stairs on the north side of the property that descend to Grimes lane. Every flight of stairs which is more than 3 risers high shall have handrails. PM-303.12.1

Garage

No violations noted.

Other requirements

Required documentation:

A completed copy of the Tenants and Owners Rights and Responsibilities Summary must be provided to this office or reviewed with the inspector within 60 days of the date of the inspection **or a \$25.00 fine will be levied. BMC 16.12.050 (d)**

Required documentation:

The owner or his agent shall contact the tenant and arrange a joint inspection of the premises to occur within ten days of the tenant's occupancy of the rental unit. The owner or his agent and the tenant shall at that time jointly complete an inventory and damage list, and this shall be signed by all parties to the tenancy agreement. Duplicate copies of the inventory and damage list shall be retained by all parties and shall be deemed a part of the tenancy agreement. **A completed copy of the Inventory & Damage List must be provided to the office or reviewed with the inspector within 60 days of the date of the inspection or a \$25.00 fine will be levied. BMC16.12.040**

When issued, a copy of the new Rental Occupancy Permit shall be posted as required by BMC 16.12.080 (b): All rental units shall be required to have a current occupancy permit displayed in an accessible location inside the unit. The permit shall contain the name of the owner or his agent and the expiration date of the permit. BMC 16.12.080 (b)



City of Bloomington  
H.A.N.D.

**Board of Housing Quality Appeals  
Staff Report: Petition for Extension of Time**

Meeting Date: November 28, 2012

Petition Type: An extension of time to complete repairs.

Petition Number: 12-V-129

Address: 402 W. Wilson

Petitioner: Kevin Spicer

Inspector: Robert Hoole

Staff Report: September 21, 2012                      Cycle inspection report mailed  
October 24, 2012                                      Appeal filed

The petitioner is requesting an extension of time to secure a variance from the State of Indiana for egress windows not meeting the code in effect at the time of construction.

The emergency egress window does not meet the minimum requirements for a one and two family dwelling built in 1988. The relevant code is the 1987 Indiana Residential Code, section: R-211.2.

Openable area required:	4.75 sq. ft.	Existing area:	4.33 sq. ft.
Clear width required:	18"	Existing width:	26"
Clear height required:	24"	Existing height:	24"
Maximum sill height:	48" above finished floor	Existing sill:	29"

Staff recommendation: Grant the extension of time

Conditions: All repairs must be completed and re-inspected no later than the deadline stated below, or this case will be turned over to the City of Bloomington Legal Department for further action including the possibility of fines.

Compliance Deadline: December 28, 2012

Attachments: Appeal form, cycle inspection report

Cycle Report

2352

OWNERS

=====

Spicer Rentals  
237 E. Winslow Road  
Bloomington, IN 47401

Prop. Location: 402 W Wilson ST  
Number of Units/Structures: 1/1  
Units/Bedrooms/Max # of Occupants: 1/2/3

Date Inspected: 09/05/2012  
Primary Heat Source: Gas  
Property Zoning: RC  
Number of Stories: 1

Inspectors: Robert Hoole  
Foundation Type: Slab  
Attic Access: No  
Accessory Structure:

The Monroe County Assessors records indicate that this house was built in 1988.  
Minimum egress requirements for One and Two Family Dwellings built or altered between June 1976 and November 1990:

Openable area: 4.75 Sq. Ft.  
Clear width: 18"  
Clear height: 24"  
Sill height: 48" max.

**INTERIOR**

Kitchen (9 x 10)

No violations noted.

Living room (15 x 18)

No violations noted.

Bath

No violations noted.

East bedroom (12 x 11)

The emergency egress window does not meet the minimum requirements for a one and two family dwelling built in 1988. The relevant code is the 1987 Indiana Residential Code, section: R-211.2.

Openable area required:	4.75 sq. ft.	Existing area:	4.33 sq. ft.
Clear width required:	18"	Existing width:	26"
Clear height required:	24"	Existing height:	24"
Maximum sill height:	48" above finished floor	Existing sill:	29"

The emergency egress window does not meet the minimum code requirements for the time the structure was built. For that reason, the City will not issue a rental permit until either the window is altered or replaced to meet the code requirement at the time of construction, or you apply for an egress variance with the Indiana Fire and Building Safety Commission. BMC-16.04.020 (b).

The State variance application forms are available at the **Department of Homeland Security** on the **Fire Prevention and Building Safety Commission's** web site at [www.in.gov/dhs/2375.htm](http://www.in.gov/dhs/2375.htm). Scroll down to **Downloadable Forms and Documents** and click on **Variance Application and Instructions**. If you need any further clarification, the Commission can be reached at 317.233.5341.

West bedroom (12 x 11)

The emergency egress window does not meet the minimum requirements for a one and two family dwelling built in 1988. The relevant code is the 1987 Indiana Residential Code, section: R-211.2.

Openable area required:	4.75 sq. ft.	Existing area:	4.33 sq. ft.
Clear width required:	18"	Existing width:	26"
Clear height required:	24"	Existing height:	24"
Maximum sill height:	48" above finished floor	Existing sill:	29"

The emergency egress window does not meet the minimum code requirements for the time the structure was built. For that reason, the City will not issue a rental permit until either the window is altered or replaced to meet the code requirement at the time of construction, or you apply for an egress variance with the Indiana Fire and Building Safety Commission. BMC-16.04.020 (b).

The State variance application forms are available at the **Department of Homeland Security** on the **Fire Prevention and Building Safety Commission's** web site at [www.in.gov/dhs/2375.htm](http://www.in.gov/dhs/2375.htm). Scroll down to **Downloadable Forms and Documents** and click on **Variance Application and Instructions**. If you need any further clarification, the Commission can be reached at 317.233.5341.

**EXTERIOR**

No violations noted.

**OTHER REQUIREMENTS**

When issued, a copy of the new Rental Occupancy Permit shall be posted as required by BMC 16.12.080 (b): All rental units shall be required to have a current occupancy permit displayed in an accessible location inside the unit. The permit shall contain the name of the owner or his agent and the expiration date of the permit. BMC 16.12.080 (b)

This is the end of this report.



Application for Appeal  
To The  
Board of Housing Quality Appeals  
P.O. Box 100  
Bloomington, IN 47402  
812-349-3420

RECEIVED  
OCT 24 2012

BY:.....

Petitioner's Name: Kevin Spicer + Kerri Frye

Petitioner's Address & Phone Number: 237 E. Winslow Rd. 812-333-4663

Owner's Name: Spicer Rentals

Owner's Address & Phone Number: 237 E. Winslow Rd. 812-333-4663

Address of Property: 402 W. Wilson St.

Occupant(s) Name(s): Kyle Collins + Amanda Davis

- The following conditions must be found in each case in order for the Board to consider the request:
1. That the value of the area about the property to which the exception is to apply will not be adversely affected.
  2. That the exception is consistent with the intent and purpose of the housing code and promotes public health, safety, and general welfare.

Identify the variance type that you are requesting from the following list and attach the required information.

- A. An extension of time to complete repairs. (Petition type: TV)
  - ↳ Specify the items that need the extension of time to complete
  - ↳ Explain why the extension is needed
  - ↳ Specify the time requested
- B. A modification or exception to the Housing Property Maintenance Code. (Petition type: V) BMC - No. 04.020(b)
  - ↳ Specify the code reference number you are appealing
  - ↳ Detail why you are requesting the variance
  - ↳ Specify the modifications and or alterations you are suggesting
- C. Relief from an administration decision. (Petition type: AA)
  - ↳ Specify the decision being appealed and the relief you are seeking
- D. Rescind a variance. (Petition type: RV)
  - ↳ Detail the existing variance
  - ↳ Specify the reason the variance is no longer needed

I certify that all information submitted with this request is correct and I have enclosed the \$20.00 filing fee.

Signature: Kevin M. Spicer

Name (print): Kevin M Spicer

12-V-129  
Petition Number: \_\_\_\_\_

(Please use the reverse side for further explanation and/or request).



Application for Appeal  
To The  
Board of Housing Quality Appeals  
P.O. Box 100  
Bloomington, IN 47402  
812-349-3420

Please write a brief narrative in the space provided below. Be specific as to what you are requesting, the reason(s) or justification(s) for your request, the amount of time needed to bring the property into compliance, as well as any modifications and/or alterations you are suggesting.)

Requesting Variance for openable area windows  
we have had this property for over 30 yrs  
& its had many inspection that were fine.

Signature:

*Kevin B. Spain*

Date:

*10/22/12*



City of Bloomington  
H.A.N.D.

**Board of Housing Quality Appeals  
Staff Report: Petition for Extension of Time**

Meeting Date: November 28, 2012

Petition Type: An extension of time to complete repairs.

Petition Number: 12-TV-130

Address: 2453-2457 W. Marlene

Petitioner: Kelly Harding

Inspector: Robert Hoole

Staff Report: October 7, 2012                      Cycle inspection report mailed  
October 29, 2012                                  Appeal filed

The petitioner is requesting an extension of time to complete repairs. Specifically, the furnace and water heater are sinking into the crawlspace as the floor below them slowly collapses. As the floor gives way the weight of the appliances is transferred to the gas lines and flue pipes. This could lead to carbon monoxide poisoning and death of the occupants, or explosion and fire.

Staff recommendation: Deny the request for an extension of time

Conditions:

Compliance Deadline:

Attachments: Appeal form, cycle inspection report

RECEIVED  
OCT 29 2012



Application for Appeal BY: ac  
To The  
Board of Housing Quality Appeals  
P.O. Box 100  
Bloomington, IN 47402  
812-349-3420  
[hand@bloomington.in.gov](mailto:hand@bloomington.in.gov)

Property Address: 2453-2457 W. Marlene Drive

Petitioner's Name: Kelly Harding

Address: 608 W. Kirkwood Ave

City: Bloomington State: IN Zip Code: 47404

Phone Number: 812 345 6813 Email Address: kellyaharding

Property Owner's Name: Kelly Harding

Address: Same

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

Occupants: Ben + Dorothy

**The following conditions must be found in each case in order for the Board to consider the request:**

1. That the exception is consistent with the intent and purpose of the housing code and promotes public health, safety and general welfare.
2. That the value of the area about the property to which the exception is to apply will not be adversely affected.

**Please circle the petition type that you are requesting:**

- A) An extension of time to complete repairs (Petition type TV)
- B) A modification or exception to the Housing Property Maintenance Code (Petition type V)
- C) Relief from an administrative decision (Petition type AA)
- D) Rescind a variance (Petition type RV)

**REMINDER:** A \$20 filing fee must be submitted with this application before the property can be placed on the meeting agenda.

OFFICE USE ONLY  
Petition Number 12-TV-130

SEE REVERSE

Please provide details regarding your request below; you may attach any exhibits or additional comments as you deem necessary and pertinent to your request. Be specific as to what you are requesting, the reason or justification for your request, the amount of time needed to bring the property into compliance, and any modifications and/or alterations you are suggesting.

This property had an accepted offer to purchase from a buyer who wanted to do the repairs himself because he wanted to add a lot of upgrades as they were being done. The offer to purchase was in August (about the same time as the inspection) & the bank denied him for financing the last week of October. At that time, I had a repairman come in to repair the floors (last Sat, 10/27) & was told that a floor joist was broken & the floors had to completely come out. Since it is now cold weather & the furnace has to be removed as well as most of the flooring, I will have to have these tenants move to an alternate location so that I can get that unit. I am asking for a 6 month extension to complete their relocation & repairs.

Signature (required):

*Kelly Harding*

Name (please print):

Kelly Harding

Date:

10/29/12

You may attend the meeting. If you attend, please note that all petitioners presenting a matter to the Board shall be limited to no more than five minutes to present their case and arguments. Additional time can be granted if deemed appropriate by the Board. Please note that if your property is listed on the consent agenda it is more likely than not that your property will not be individually discussed during the Board's meeting.



**City of Bloomington  
Housing and Neighborhood Development**

Cycle Report

674

OWNERS

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Harding, Kelly A.  
608 W Kirkwood Ave  
Bloomington, IN 47404

Prop. Location: 2457 W Marlene DR, 2453 W Marlene DR  
Number of Units/Structures: 2/1  
Units/Bedrooms/Max # of Occupants: 2/2/4

Date Inspected: 08/22/2012  
Primary Heat Source: Gas  
Property Zoning: RM  
Number of Stories: 1

Inspectors: Robert Hoole  
Foundation Type: Crawl Space  
Attic Access: No  
Accessory Structure:

Monroe County Assessor's records indicate this structure was built in 1967.  
There were no requirements for emergency egress at the time of construction.

**INTERIOR**

**2457**

NOTE: The electricity was not connected. Electrical items will be checked at the reinspection. The electrical items must be inspected and brought into compliance within the same 60 day deadline as the remainder of this property. PM-605.1

Living room (20 x 11)

No violations noted.

Kitchen (10 x 13)

Thoroughly clean and service the furnace, inspect and test shut off valves for proper operation. Documentation from a professional HVAC contractor for this service is acceptable and encouraged. Servicing shall include a test for carbon monoxide. Acceptable levels of carbon monoxide are as follows:

Desired level: 0 parts per million (ppm)  
Acceptable level in a living space: 9 ppm  
Maximum concentration for flue products: 50 ppm  
PM-603.1

Hallway

Provide operating power to smoke detector. PM-704.1

Bath

No violations noted.

Inner bedroom (10 x 12)

**Existing Egress Window Measurements:**

**Height: 33 inches**  
**Width: 15 inches**  
**Sill Height: 48 inches**  
**Openable Area: 3.43 sq. ft.**

At the time this structure was built, there were no code requirements for emergency egress for a sleeping room. The Housing & Neighborhood Development Department strongly recommends that the sleeping room egress windows be modified or replaced with a larger window to aid in emergency escape. BMC-16.04.400 (b)

Outer bedroom (11 x 12)

**Existing Egress Window Measurements:**

**Height: 33 inches**  
**Width: 15 inches**  
**Sill Height: 48 inches**  
**Openable Area: 3.43 sq. ft.**

At the time this structure was built, there were no code requirements for emergency egress for a sleeping room. The Housing & Neighborhood Development Department strongly recommends that the sleeping room egress windows be modified or replaced with a larger window to aid in emergency escape. BMC-16.04.400 (b)

2453

Living room (20 x 11)

No violations noted.

Kitchen (10 x 13)

Thoroughly clean and service the furnace, inspect and test shut off valves for proper operation. Documentation from a professional HVAC contractor for this service is acceptable and encouraged. Servicing shall include a test for carbon monoxide. Acceptable levels of carbon monoxide are as follows:

Desired level:	0 parts per million (ppm)
Acceptable level in a living space:	9 ppm
Maximum concentration for flue products:	50 ppm

PM-603.1

Repair the stove so that all burners ignite and function as intended. PM-603.1

Replace the broken exterior door. PM-303.15

The water heater and furnace are sinking into the floor. Repair the floor in the utility closet to be level and structurally sound and restore the water heater and furnace to their original locations. PM-603.1, PM-304.3

Hallway

No violations noted.

Bath

Repair the exhaust fan to eliminate excessive noise. PM-403.2

Inner bedroom (10 x 12)

**Existing Egress Window Measurements:**

<b>Height:</b>	<b>33 inches</b>
<b>Width:</b>	<b>15 inches</b>
<b>Sill Height:</b>	<b>48 inches</b>
<b>Openable Area:</b>	<b>3.43 sq. ft.</b>

At the time this structure was built, there were no code requirements for emergency egress for a sleeping room. The Housing & Neighborhood Development Department strongly recommends that the sleeping room egress windows be modified or replaced with a larger window to aid in emergency escape. BMC-16.04.400 (b)

Outer bedroom (11 x 12)

**Existing Egress Window Measurements:**

**Height: 33 inches**  
**Width: 15 inches**  
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At the time this structure was built, there were no code requirements for emergency egress for a sleeping room. The Housing & Neighborhood Development Department strongly recommends that the sleeping room egress windows be modified or replaced with a larger window to aid in emergency escape. BMC-16.04.400 (b)

Crawlspace

No violations noted.

**EXTERIOR**

No violations noted.

**OTHER REQUIREMENTS**

Required documentation:

A completed copy of the Tenants and Owners Rights and Responsibilities Summary must be provided to this office or reviewed with the inspector within 60 days of the date of the inspection or a \$25.00 fine will be levied. BMC 16.12.050 (d) (2453 only)

Required documentation:

The owner or his agent shall contact the tenant and arrange a joint inspection of the premises to occur within ten days of the tenant's occupancy of the rental unit. The owner or his agent and the tenant shall at that time jointly complete an inventory and damage list, and this shall be signed by all parties to the tenancy agreement. Duplicate copies of the inventory and damage list shall be retained by all parties and shall be deemed a part of the tenancy agreement. **A completed copy of the Inventory & Damage List must be provided to the office or reviewed with the inspector within 60 days of the date of the inspection or a \$25.00 fine will be levied. BMC16.12.040 (2453 only)**

When issued, a copy of the new Rental Occupancy Permit shall be posted as required by BMC 16.12.080 (b): All rental units shall be required to have a current occupancy permit displayed in an accessible location inside the unit. The permit shall contain the name of the owner or his agent and the expiration date of the permit. BMC 16.12.080 (b)

This is the end of this report.