

**PUBLIC HEARING  
BOARD OF HOUSING QUALITY APPEALS  
CITY HALL McCLOSKEY CONFERENCE ROOM  
June 15, 2016, 4:00 P.M.**

I. **ROLL CALL**

II. **REVIEW OF SUMMARY** – May 18, 2016

III. **CONSENT AGENDA**

- 1) 16-TV-120, **2036 N. Walnut Street**, Campus Court Apartments (GEM Walnut II). Request for an extension of time to complete repairs.
- 2) 16-TV-121, **310 N. Dunn Street**, Omega Properties (Dan & Mary Friedman). Request for an extension of time to complete repairs.
- 3) 16-TV-123, **3111 S. Walnut Street Pike**, Rita Foddrill (Pendragon Properties). Request for an extension of time to complete repairs.
- 4) 16-RV-124, **701-701 ½ W. Dodds Street**, H.A.N.D. (Matthew Gwaltney). Request for rescission of a variance.
- 5) 16-RV-125, **1007 W. 11<sup>th</sup> Street**, H.A.N.D. (Echo Properties). Request for rescission of a variance.
- 6) 16-TV-126, **515 E. Smith Avenue**, Tempo Properties (David Byrne). Request for an extension of time to complete repairs.
- 7) 16-RV-130, **505 E. 8<sup>th</sup> Street**, H.A.N.D. (Judith Fulford). Request for rescission of a variance.
- 8) 16-TV-131, **216 E. Hillside Drive**, Parker Real Estate Management (Steve Dunphy). Request for an extension of time to complete repairs.
- 9) 16-RV-132, **101 E. Wilson Street**, H.A.N.D. (Fred & Shirley Demshar). Request for rescission of a variance.
- 10) 16-AA-133, **456 E. Laurelwood Drive**, Matt Oliver. Request for a modification or exception to the Residential Rental Unit and Lodging Establishment Inspection Program.
- 11) 16-RV-134, **913 S. Lincoln Street**, H.A.N.D. (JPM Properties, LLC). Request for rescission of a variance.

IV. **PETITIONS**

- 12) 16-TV-127, **1501 S. Dorchester Drive**, B&B Rentals. Request for an extension of time to complete repairs.
- 13) 16-TV-128, **2321 S. Rockport Road**, Shannon Ramey. Request for an extension of time to complete repairs.
- 14) 16-TV-129, **212 S. Roosevelt Street**, Yaling Huang. Request for an extension of time to complete repairs.

V. **GENERAL DISCUSSION**

BHQA By-Laws review.

VI. **PUBLIC COMMENT**

VII. **ADJOURNMENT**

*Auxiliary aids for people with disabilities are available upon request with adequate notice. Please call [812-349-3429](tel:812-349-3429) or e-mail [human.rights@bloomington.in.gov](mailto:human.rights@bloomington.in.gov).*

# B.H.Q.A. MEETING OF MAY 18, 2016

## SUMMARY

MEMBERS PRESENT: Kris Floyd, Elizabeth Gallman, Nikki Gastineau, Andrew J. Guenther, Susie Hamilton

STAFF PRESENT: Michael Arnold, Daniel Bixler, John Hewett, Maria McCormick, Doris Sims, Jo Stong, Matthew Swinney, Dee Wills (HAND), Adam Wason (Public Works), Christopher Wheeler (Legal)

GUESTS: Mike Baldomero (Olympus Properties), Jon Lawrence (Our Cottage Industry, LLC), Jan Sorby (Our Cottage Industry, LLC)

Meeting start time 4:00 PM.

### I. REVIEW OF SUMMARY

Gallman made a motion to approve the minutes for April 20, 2016. Guenther seconded. Motion passed, 5-0.

### II. CONSENT AGENDA

15-TV-251, **113 S. Gentry Street**, Olympus Properties (Stardust Development, LLC). Request for an extension of time to complete repairs. Previously heard November 18, 2015. Staff recommendation to grant the request with a July 17, 2016 deadline.

16-TV-96, **333 S. Jordan Avenue**, Charles & Sue Sinn, Sr. Request for an extension of time to complete repairs. Staff recommendation to grant the request with an August 05, 2016 deadline.

16-TV-98, **308 N. Lincoln Street**, Orion Property Management (VCW Holdings, LLC). Request for an extension of time to complete repairs. Staff recommendation to grant the request with a May 25, 2016 deadline for all life-safety violations and a June 17, 2016 deadline for all other violations.

16-TV-99, **2611 N. Walnut Street**, Orion Property Management (Michael Collier). Request for an extension of time to complete repairs. Staff recommendation to grant the request with a May 28, 2016 deadline.

16-TV-100, **148-150 E. Willow Court**, Dwayne Woods. Request for an extension of time to complete repairs. Staff recommendation to grant the request with a July 13, 2016 deadline.

16-RV-102, **809 S. Washington Street**, H.A.N.D. (Brink, LLC). Request for rescission of a variance. Staff recommendation to grant the rescission.

16-RV-103, **1113 S. Washington Street**, H.A.N.D. (B. Venturas, LLC). Request for rescission of a variance. Staff recommendation to grant the rescission.

16-RV-104, **117 E. 19<sup>th</sup> Street**, H.A.N.D. (Roy J. Campbell). Request for rescission of a variance. Staff recommendation to grant the rescission.

16-RV-106, **730 E. Hunter Avenue**, H.A.N.D. (J. Brian Jager). Request for rescission of a variance. Staff recommendation to grant the rescission.

16-RV-107, **315 W. 16<sup>th</sup> Street**, H.A.N.D. (Phil Jones). Request for rescission of a variance. Staff recommendation to grant the rescission.

16-TV-108, **3230 E. John Hinkle Place Unit B**, Dennis L. and Karen L. Morgan. Request for an extension of time to complete repairs. Staff recommendation to grant the request with an August 18, 2016 deadline.

16-TV-110, **527 E. 7<sup>th</sup> Street**, Diamond Properties, LLC. Request for an extension of time to complete repairs. Staff recommendation to grant the request with a November 18, 2016 deadline.

16-RV-111, **322-322 ½ S. Jordan Avenue**, H.A.N.D. (Bruce Storm). Request for rescission of a variance. Staff recommendation to grant the rescission.

16-RV-112, **610 N. Dunn Street**, H.A.N.D. (10-29, LLC). Request for rescission of a variance. Staff recommendation to grant the rescission.

16-RV-113, **429 S. Henderson Street**, H.A.N.D. (Tariq Khan). Request for rescission of a variance. Staff recommendation to grant the rescission.

16-RV-114, **605 N. Fairview Street**, H.A.N.D. (Jane Henderson). Request for rescission of a variance. Staff recommendation to grant the rescission.

16-RV-115, **1312 S. Grant Street**, H.A.N.D. (David Carrico). Request for rescission of a variance. Staff recommendation to grant the rescission.

16-RV-116, **518 S. Washington Street**, H.A.N.D. (Tariq Khan). Request for rescission of a variance.

Staff recommendation to grant the rescission.

16-RV-117, **611 N. Washington Street**, H.A.N.D. (Tariq Khan). Request for rescission of a variance.

Staff recommendation to grant the rescission.

**Approved.**

### III. PETITIONS

15-TV-267, **2440 S. Henderson Street**, Valenti Real Estate Services, Inc. (LifeDesigns, Inc.). Pulled from the Consent Agenda. The petitioner was not present to request an extension of time to complete repairs. This item was previously heard December 16, 2015. Staff recommendation was to grant the request with a June 17, 2016. Floyd made a motion to grant the request per staff recommendation with a July 01, 2016 deadline. Gallman seconded. Motion passed, 5-0. Request granted.

16-TV-105, **3326 S. Oaklawn Circle**, Parker Real Estate Management (Stephen Freeman). Pulled from the Consent Agenda. The petitioner was not present to request an extension of time to complete repairs. Staff recommendation was to grant the request with a June 01, 2016 deadline. Gastineau made a motion to grant the request per staff recommendation. Hamilton seconded. Motion passed, 5-0. Request granted.

16-AA-43, **1124 S. Henderson Street**, Our Cottage Industry, LLC. The petitioners, Jan Sorby and Jon Lawrence, were present to request relief from an administrative decision requiring completion of repairs that were cited on the cycle inspection report to repair or replace damaged or deteriorated siding. This item was previously heard April 20, 2016. The issue in question was tabled at that meeting. Staff recommendation was to deny the request and require all repairs be completed and re-inspected by a June 15, 2016 deadline. Gastineau made a motion to deny the request per staff recommendation. Hamilton seconded. Motion passed, 5-0. Request denied.

16-TV-109, **201 S. Smith Road**, Sam Frank. The petitioner was not present to request an extension of time to complete repairs. Staff recommendation was to grant the request with a June 15, 2016 deadline. Hamilton made a motion to grant the request per staff recommendation. Gallman seconded. Motion passed, 5-0. Request granted.

16-AA-118, **1036 S. Mitchell Street**, Stephen & Eileen Katz. The petitioner was not present to request relief from an administrative decision requiring the property to be inspected under the Residential Rental Unit and Lodging Establishment Inspection Program. Staff recommendation was to grant the request with the condition that the property not be occupied with tenants after the deadline of June 08, 2016. Gallman made a motion to grant the request per staff recommendation. Hamilton seconded. Motion passed, 5-0. Request granted.

16-AA-119, **760 S. Basswood Drive**, Robert E. Lee. The petitioner was not present to request relief from an administrative decision requirement to caulk around countertops, sinks and bathtub/shower assemblies. Staff recommendation was to deny the request and require all violations to be repaired and re-inspected by a May 29, 2016 deadline. Floyd made a motion to deny the request per staff recommendation. Guenther seconded. Motion passed, 5-0. Request denied.

### IV. GENERAL DISCUSSION

None.

### V. PUBLIC COMMENT

None.

### VI. ADJOURNMENT

Floyd made motion to adjourn. Hamilton seconded. Motion unanimously passed. Meeting adjourned at 4:38 PM.



City of Bloomington  
H.A.N.D.

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

Meeting Date: June 15, 2016  
Petition Type: An extension of time to complete repairs.  
Petition Number: 16-TV-120  
Address: 2036 N. Walnut St.  
Petitioner: Campus Court Apts. C/O Erika Rogers  
Inspector: Mosier, Swinney, Stong

Staff Report:  
March 10&14, 2016                      Cycle Inspection  
April 12, 2016                              Sent Report  
April 21, 2016                              Received appeal and fee

It was noted during the cycle inspection that there are numerous violations at this property. Petitioner is requesting an extension of time to complete repairs due to limited personnel, and will not be able to meet the 60 day time period.

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: August 15, 2016

Attachments: Cycle Report, BHQA Appeal, Petitioner's Letter

RECEIVED  
APR 21 2016

RECEIVED  
APR 21 2016



BY: .....

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: 2036 N. Walnut St. Bloomington IN 47404

Petitioner's Name: Campus Court Apartments, Erika Ruskers - Community manager

Address: 2036 N. Walnut St. 1

City: Bloomington State: IN Zip Code: 47404

Phone Number: 812-334-2898 Email Address: knightspm@foresiterealty.com

Property Owner's Name: Crem Walnut II, Foresite RealEstate Receiver

Address: 5600 North River Rd suite 925

City: Rosemont State: IL Zip Code: 60018

Phone Number: 847-939-6010 Email Address: info@foresiterealty.com

Occupants: Current counts 213

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 Residential Rental Unit and Lodging Establishment Inspection Program (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 16-TV-120

|          |                           |     |              |                |
|----------|---------------------------|-----|--------------|----------------|
| PROP     | <u>(Campus Court)</u>     | RM  | LOCATION     | <u>Def</u>     |
| GLACCT   | <u>5810</u>               | AMT | <u>20.00</u> |                |
| DESC.    | <u>Filing fee to City</u> |     |              |                |
| APPROVAL | <u>EPR</u>                |     | DATE         | <u>4/14/16</u> |

SEE REVERSE

**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.

We are requesting an extension of re-inspection due to volume of corrections that need to be made as well as limited number of maintenance staff. The property is experiencing daily high level/emergency HVAC work orders that are needing resolved same day as well as continuous units that are being vacated and needing flipped in a timely and workman like manner to make ready for immediate move in. We would be appreciative of an extension of time in regards to the re-inspection.

Sincerely,  
Erika L Rogers  
Community Manager  
4.21.16

Signature (required):



Name (please print):

Erika Rogers

Date:

4/21/16

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 INSPECTION REPORT

2251

Owner(s)

Gem Walnut 11  
 2036 N Walnut St  
 Bloomington, IN 47404

Agent

Foresite Realty Inc. Llc  
 2036 N. Walnut St  
 Bloomington, IN 47404

Prop. Location: 2036 N Walnut ST

Number of Units/Structures: 198/6

Units/Bedrooms/Max # of Occupants: Bld 1: Bld A: 2/Eff/5 1/1/5 33/2/5, Bld B: 34/2/5 2/1/5, Bld C:  
 2/Eff/5 2/1/5 34/2/5, Bld D: 2/1/5 34/2/5, Bld E: 22/1/5, Bld F: 30/1/5

Date Inspected: 03/10/2016  
 Primary Heat Source: Electric  
 Property Zoning: RH  
 Number of Stories: 2

Inspector: Norman Mosier  
 Foundation Type: Slab  
 Attic Access: No  
 Accessory Structure: Swimming Pool

This property contains six buildings.

Monroe County Assessor's records indicate that buildings A, B, C and D were built in 1973.

There were no requirements for emergency egress at the time of construction.

Each unit in these four buildings has egress windows with one or more of the three following sets of measurements:

|                             |              |              |
|-----------------------------|--------------|--------------|
| Height: 19 ¾ inches         | 26 inches    | 25 ¾ inches  |
| Width: 44 ½ inches          | 31 inches    | 22 ¼ inches  |
| Sill Height: 37 inches      | 25 ½ inches  | 24 inches    |
| Openable Area: 6.07 sq. ft. | 5.60 sq. ft. | 3.98 sq. ft. |

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

The Monroe County Assessor's records indicate that buildings E and F were built in 2007.

Minimum egress requirements for a multi-unit dwelling built in 2007 are as follows, IFC 2003

Egress Window Measurements:

Height: 24 inches

Width: 20 inches

Sill Height: Not more than 44 inches above finished floor.

Openable Area: 5.7 sq. ft. **Exception: Grade floor openings shall be 5.0 Sq. Ft.**

**Existing egress window measurements;**

Existing Egress Window Measurements: Dbl hung pop out: Const. Yr. - 2007

Height: 25 inches

Width: 33 inches

Sill Height: 25 inches

Openable Area: 5.73 sq. ft.

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

Notes: These structures are fully-sprinklered and meet the exception for minimum egress requirements as outlined in IBC sec. 1026.1

Room dimensions and floor plans are in the file and are not included in this report. Only units with violations will be listed on the report.

Swimming Pool not open at the time of cycle inspection.

**INTERIOR:**

**BLDG E**

**UNIT 1**

**Bathroom:**

Repair the sink drain to function as intended, slow. BMC 16.04.060(c)

**UNIT 2**

**Kitchen:**

Sink faucet leaks at the base of spout. BMC 16.04.060 (c)

Replace the missing rubber guard for the garbage disposal. BMC 16.04.060 (c)

**Bedroom:**

Repair the door to latch properly. BMC 16.04.060 (a)

Repair the broken west window, lower sash. BMC 16.04.060(a)

**UNIT 3 Check plumbing at the re-inspection.**

**Patio:**

Replace the defective GFCI receptacle to function as intended, won't trip.  
BMC 16.04.060 (b)

**Bedroom:**

Repair the door to latch properly. BMC 16.04.060 (a)

**Bathroom:**

Repair/replace the washer/dryer unit to function as intended. BMC 16.04.060 (c)

**UNIT 4**

**Bathroom:**

Secure the loose door hinges and repair the door to latch properly.  
BMC 16.04.060(a)

Repair the sink drain to function as intended, slow. BMC 16.04.060(c)

Interior walls shall be free of holes, cracks, peeling paint and/or deteriorated drywall/plaster, fix wall at the west end of tub. BMC 16.04.060(a)

#### UNIT 9

##### Bedroom:

Restore power to the SE receptacle. BMC 16.04.060 (a)

#### UNIT 10

##### Bathroom:

Repair the surface of the ceiling to be free of holes, cracks, peeling paint and/or sagging materials, above the tub on the west end. BMC 16.04.060(a)

#### UNIT 12

##### Living Room:

Repair/replace the defective doorknob leading to the balcony. BMC 16.04.060 (a)

##### Kitchen:

Repair the garbage disposal to function as intended, jammed. BMC 16.04.060(c)

#### UNIT 20

##### Bedroom:

Repair or replace existing smoke detector in a manner so that it functions as intended.  
IC 22-11-18-3.5

Repair the door to latch properly. BMC 16.04.060 (a)

#### UNIT 5

##### Bedroom:

Repair the door to latch properly. BMC 16.04.060 (a)

##### Bathroom:

Secure the loose sink faucet handle. BMC 16.04.060 (c)

Repair the sink drain to function as intended, slow. BMC 16.04.060(c)

#### UNIT 6

##### Kitchen:

Repair the garbage disposal to function as intended, jammed. BMC 16.04.060(c)

##### Bedroom:

Restore power to the east receptacle on the north wall. BMC 16.04.060 (a)

#### UNIT 7

##### Kitchen:

Repair the garbage disposal to function as intended, jammed. BMC 16.04.060(c)

##### Bedroom:

Repair the door to latch properly. BMC 16.04.060 (a)

#### UNIT 8

##### Bedroom:

Secure the loose ceiling vent. BMC 16.04.060 (c)

**UNIT 13**

**Balcony:**

Repair the GFCI receptacle to have correct polarity, hot/neutral reverse. BMC 16.04.060 (b)

**Bedroom:**

Secure the loose doorknob and repair the door to latch properly. BMC 16.04.060 (a)

**UNIT 14** - Repair all smoke detectors in this unit to be interconnected. IC 22-11-18-3.5

**Bathroom:**

Repair the surface of the ceiling to be free of holes, cracks, peeling paint and/or sagging materials, above the tub. BMC 16.04.060(a)

**UNIT 16**

**Bedroom:**

Repair the door to latch properly. BMC 16.04.060 (a)

**BLDG D**

**UNIT 1**

**Living Room:**

Secure loose electrical receptacle on the west wall. BMC 16.04.060(b)

**UNIT 2**

**Kitchen:**

Install a cable clamp where the power supply enters the garbage disposal. BMC 16.04.060(c)

**Furnace Closet:**

Properly repair the bi-fold doors to function as intended. BMC 16.04.060(a)

**Bathroom:**

Repair the sink drain to function as intended, slow. BMC 16.04.060(c)

Install the toilet. BMC 16.04.060 (c)

**R Bedroom Bath:**

Install the toilet. BMC 16.04.060 (c)

**UNIT 3**

**Bathroom:**

Secure the loose toilet. BMC 16.04.060 (c)

**UNIT 4**

**Kitchen:**

Repair the linoleum not to curl adjacent to the cabinets. BMC 16.04.060 (a)

Repair/replace the dryer vent hose. BMC 16.04.060 (a)

**Bathroom:**

Repair or replace the peeling, curling linoleum. BMC 16.04.060(a)

**UNIT 36**

**Living Room:**

Secure the loose trim on the north side of entry door. BMC 16.04.060 (a)

Replace the broken receptacle cover plate on the east wall. BMC 16.04.060 (b)

Kitchen:

Replace the defective GFCI receptacle, won't trip. BMC 16.04.060(b)

Bathroom:

Remove the mold in the bathroom. BMC 16.04.060(a)

**UNIT 6**

Living Room:

Replace the broken lock on the window. BMC 16.04.060 (b)

**UNIT 7**

Kitchen:

Install a cable clamp where the power supply enters the garbage disposal. BMC 16.04.060(c)

Bathroom:

Secure the loose sink faucet handle. BMC 16.04.060 (c)

Secure the loose tub/shower faucet. BMC 16.04.060 (c)

Bedroom:

Repair the sink drain to function as intended, slow. BMC 16.04.060(c)

Bathroom:

Repair/replace the curling linoleum adjacent to the tub. BMC 16.04.060 (a)

**UNIT 10**

Living Room Closet:

Eliminate all unused openings in service panel/junction box, by installing approved rigid knockout blanks. BMC 16.04.060(c)

R Bedroom:

Properly ground the electrical receptacles on the north and west walls. If the receptacles are on an ungrounded system, it is acceptable to install 2-pole, ungrounded receptacles, or GFCI receptacles. BMC16.04.020(a)(5); 2009 IEC Article 406(D)(3)

**UNIT 12**

Utility Closet:

Replace the leaking water heater. BMC 16.04.060 (c)

Bathroom:

Seal edge of floor covering adjacent to bathtub. BMC 16.04.060(a)

**UNIT 13**

Bathroom:

Repair/replace the curling linoleum adjacent to the tub. BMC 16.04.060 (a)

**UNIT 14**

R Bedroom:

Repair/replace the damaged door casing. BMC 16.04.060 (a)

Bathroom:

Secure the loose toilet. BMC 16.04.060 (c)

**UNIT 15**

L Bedroom Bath:

Seal edge of floor covering adjacent to bathtub. BMC 16.04.060(a)

**UNIT 16**

**Living Room:**

Replace the broken lock on the window. BMC 16.04.060 (b)

**R Bedroom Bath:**

Seal edge of floor covering adjacent to bathtub. BMC 16.04.060(a)

**UNIT 17**

**Hall Bath:**

Secure the loose toilet. BMC 16.04.060 (c)

**UNIT 18**

**R Bedroom:**

Repair the sink drain to function as intended, slow. BMC 16.04.060(c)

**UNIT 19**

**Living Room Closet:**

Eliminate all unused openings in service panel/junction box, by installing approved rigid knockout blanks. BMC 16.04.060(c)

**UNIT 23**

**Kitchen:**

Repair the garbage disposal to function as intended, jammed. BMC 16.04.060 (c)

Install the appliances. BMC 16.04.060 (c)

**Hall Bath:**

Install the toilet. BMC 16.04.060 (c)

Install the missing doorknob. BMC 16.04.060 (a)

**R Bedroom:**

Repair the door to latch properly. BMC 16.04.060 (a)

**UNIT 24**

**Hall Bath:**

Repair the south sink drain to function as intended, clogged. BMC 16.04.060(c)

**UNIT 25**

**Living Room:**

Repair the hole in the wall behind the door. BMC 16.04.060 (a)

**UNIT 26**

**Kitchen:**

Repair the garbage disposal to function as intended, jammed. BMC 16.04.060 (c)

**UNIT 27**

**Kitchen:**

Repair the window to latch as intended. BMC 16.04.060 (b)

**Hallway:**

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

IC 22-11-18-3.5

Bathroom:

Replace the broken towel rack. BMC 16.04.060 (c)

**UNIT 28**

Bathroom:

Repair/replace the loud exhaust fan. BMC 16.04.060 (c)

Repair/replace the curling linoleum adjacent to the tub. BMC 16.04.060 (a)

**UNIT 29**

Bathroom:

Repair the north sink drain not to leak. BMC 16.04.060 (a)

Repair/replace the curling linoleum adjacent to the tub. BMC 16.04.060 (a)

**UNIT 30**

**Replace all of the smoke detectors in this unit. IC22-11-18-3.5**

Living Room:

Repair/replace the loose carpet adjacent to the front door. BMC 16.04.060 (a)

Repair the surface of the ceiling to be free of holes, **cracks**, peeling paint and/or sagging materials.  
BMC 16.04.060(a)

Kitchen:

Replace the defective garbage disposal. BMC 16.04.060 (c)

Bathroom:

Repair the door to latch properly. BMC 16.04.060 (a)

Repair/replace the curling linoleum adjacent to the tub. BMC 16.04.060 (a)

**UNIT 31**

Living Room:

Repair the door to latch without the use of the deadbolt, pops open. BMC 16.04.060 (b)

Secure the loose receptacle on the north wall. BMC 16.04.060 (b)

L Bedroom:

Repair/replace the worn carpet adjacent to the door. BMC 16.04.060 (a)

Bathroom:

Repair/replace the curling linoleum adjacent to the tub. BMC 16.04.060 (a)

**UNIT 32**

Kitchen:

Repair the dryer to dry clothes, check dryer vent/hose for a clog. BMC 16.04.060 (c)

L Bedroom Bath:

Seal edge of floor covering adjacent to bathtub. BMC 16.04.060(a)

Hall Bath:

Seal edge of floor covering adjacent to bathtub. BMC 16.04.060(a)

### UNIT 33

#### Living Room:

Replace the broken top lock on the window. BMC 16.04.060 (b)

#### Hall Bath:

Repair/replace the curling linoleum adjacent to the tub. BMC 16.04.060 (a)

### UNIT 34

#### Hall Bath:

Repair/replace the curling linoleum adjacent to the tub. BMC 16.04.060 (a)

Repair the toilet to eliminate unnecessary water use. BMC 16.04.060(a)

### UNIT 35

#### Kitchen:

Repair/replace the left side bi-fold door to function as intended. BMC 16.04.060 (c)

#### L Bedroom:

Properly ground the electrical receptacle on the west wall. If the receptacle is on an ungrounded system, it is acceptable to install a 2-pole, ungrounded receptacle, or a GFCI receptacle. BMC16.04.020(a)(5); 2009 IEC Article 406(D)(3)

#### R Bedroom Bath:

Repair/replace the curling linoleum adjacent to the tub, also a slice near tub. BMC 16.04.060 (a)

### BLDG C

#### UNIT 1

#### Living Room:

Replace the broken lock on the window. BMC 16.04.060 (b)

Repair/replace the loose flooring at the door to the kitchen. BMC 16.04.060 (a)

#### Kitchen:

Secure the loose sink faucet. BMC 16.04.060 (c)

#### L Bedroom:

Repair the gaps in the flooring. BMC 16.04.060 (a)

#### Bathroom:

Repair the south sink drain to function as intended, clogged. BMC 16.04.060(c)

Repair the tub drain to function as intended, clogged. BMC 16.04.060(c)

#### R Bedroom:

Replace the missing protective cover for the light fixture. BMC 16.04.060(c)

### UNIT 2

#### Living Room:

Repair/replace the damaged door casing. BMC 16.04.060 (a)

#### Kitchen:

Interior walls shall be free of holes, cracks, peeling paint and/or deteriorated drywall/plaster, north wall adjacent to the east wall. BMC 16.04.060(a)

R Bedroom:

Repair the surface of the ceiling to be free of holes, cracks, peeling paint and/or sagging materials, at bulkhead. BMC 16.04.060(a)

Bathroom:

Repair the surface of the ceiling to be free of holes, cracks, peeling paint and/or sagging materials. BMC 16.04.060(a)

L Bedroom:

Replace the damaged door and trim. BMC 16.04.060 (a)

Repair/replace the closet doors to function as intended. BMC 16.04.060 (a)

**UNIT 3**

Kitchen:

Install the dishwasher. BMC 16.04.060 (c)

Reconnect the dryer vent hose. BMC 16.04.060 (c)

L Bedroom Bath, Hall Bath:

Install the toilet. BMC 16.04.060 (c)

**UNIT 4**

Living Room:

Repair/replace the deadbolt to function as intended. BMC 16.04.060 (a)

Kitchen:

Repair/replace the range hood fan to function as intended, rattles and missing grease filter. BMC 16.04.060 (c)

**UNIT 5**

Living Room Closet:

Eliminate all unused openings in service panel/junction box, by installing approved rigid knockout blanks. BMC 16.04.060(c)

**UNIT 6**

Bathroom:

Repair/replace the exhaust fan, rattles. BMC 16.04.060 (c)

Remove the mold on the ceiling. BMC 16.04.060 (a)

**UNIT 7**

Living Room:

Repair the gaps in the flooring. BMC 16.04.060 (a)

Closet:

Repair the door to latch properly. BMC 16.04.060 (a)

Kitchen:

Replace the missing grease filter. BMC 16.04.060 (c)

**UNIT 8**

Kitchen:

Replace the broken lock on the window. BMC 16.04.060 (b)

Bathroom:

Replace the loud exhaust fan. BMC 16.04.060 (c)

**UNIT 10**

L Bedroom:

Replace the missing protective cover for the light fixture. BMC 16.04.060(c)

Bathroom:

Secure the loose toilet. BMC 16.04.060 (c)

Seal edge of floor covering adjacent to bathtub. BMC 16.04.060(a)

**UNIT 11**

Bathroom:

Repair the curling linoleum and seal the tub at the floor. BMC 16.04.060 (a)

Secure the loose toilet. BMC 16.04.060 (c)

R Bedroom:

Replace the broken lock on the window. BMC 16.04.060 (b)

**UNIT 12**

Kitchen:

Install the washer and dryer. BMC 16.04.060 (c)

Bathroom:

Repair the north sink faucet to function as intended, aerator clogged. BMC 16.04.060 (c)

Install the toilet. BMC 16.04.060 (c)

Repair/replace the light, flickers when turned on. Check electrical. BMC 16.04.060 (b)

**UNIT 13**

Living Room:

Repair/replace the deadbolt to function as intended. BMC 16.04.060 (a)

Bathroom:

Repair the toilet to eliminate unnecessary water use. BMC 16.04.060(a)

Seal edge of floor covering adjacent to bathtub. BMC 16.04.060(a)

**UNIT 14**

Bathroom:

Seal edge of floor covering adjacent to bathtub. BMC 16.04.060(a)

**UNIT 15**

Finish the remodeling of this unit. This unit was not inspected at the time of this inspection. This unit must be inspected and brought into compliance with-in the same 60 day deadline as the remainder of this property. **This applies even if the tenants do not have access to this area of the property.**  
BMC 16.03.040

**UNIT 16**

L Bedroom Bath:

Repair the tub drain to function as intended, clogged. BMC 16.04.060 (a)

Hall Bath:

Repair/replace the broken vanity cabinet door. BMC 16.04.060 (a)

**UNIT 17**

L Bedroom:

Repair the door to latch, missing the striker plate. BMC 16.04.060 (a)

Hall Bath:

Repair the curling linoleum and seal the tub at the floor. BMC 16.04.060 (a)

Repair the tub drain to function as intended, slow. BMC 16.04.060(c)

**UNIT 18**

Bathroom:

Repair the toilet to eliminate unnecessary water use. BMC 16.04.060(a)

Repair the curling linoleum and seal the tub at the floor. BMC 16.04.060 (a)

**UNIT 19**

Living Room:

Replace the broken lock on the window. BMC 16.04.060 (b)

Bathroom:

Replace the loud exhaust fan. BMC 16.04.060 (c)

**UNIT 20**

L Bedroom:

Repair the door to latch properly, missing striker plate. BMC 16.04.060 (a)

Every window shall be capable of being easily opened and held in position by its own hardware.  
BMC 16.04.060(b)

L Bedroom Bath:

Repair the tub faucet to eliminate the constant dripping. BMC 16.04.060(c)

**UNIT 22**

Living Room:

Repair/replace the deadbolt to function as intended. BMC 16.04.060 (a)

Kitchen:

Terminate the loose wiring for the garbage disposal into a junction box, or completely remove the wire. BMC 16.04.060 (b)

Repair/replace the deadbolt to function as intended. BMC 16.04.060 (a)

Repair the surface of the ceiling to be free of holes, cracks, peeling paint and/or sagging materials.  
BMC 16.04.060(a)

**UNIT 38**

Living Room:

Repair/replace the deadbolt to function as intended. BMC 16.04.060 (a)

**UNIT 23 – Water is turned off at cycle inspection, check plumbing at re-inspection.**

Kitchen:

Properly install a weather strip on the entrance door to exclude air infiltration as completely as possible. BMC 16.04.060(a)

Install the washer and dryer. BMC 16.04.060 (c)

L Bedroom:

Secure the loose doorknob. BMC 16.04.060 (a)

Hall bath:

Install the toilet. BMC 16.04.060 (c)

R Bedroom:

Repair the hole in the wall behind the door. BMC 16.04.060 (a)

R Bedroom Bath:

Install the toilet. BMC 16.04.060 (c)

**UNIT 24**

Living Room:

Properly repair, then clean and surface coat damaged or **stained ceiling area**. BMC 16.04.060(a)

L Bedroom:

Repair the smoke detector in this room to be interconnected. IC 22-11-18-3.5

Hall Bath:

Secure the loose GFCI receptacle. BMC 16.04.060 (b)

**UNIT 25**

R Bedroom:

Repair the sink drain to function as intended, slow. BMC 16.04.060(c)

Properly repair the floor. This includes but is not limited to replacing or repairing damaged or deteriorated floor covering, decking and structural members. BMC 16.04.060(a)

**UNIT 28**

R Bedroom Bath:

Seal edge of floor covering adjacent to bathtub. BMC 16.04.060(a)

**UNIT 35**

Kitchen:

Properly seal the floor covering at the wall. BMC 16.04.060(a)

Bath:

Properly seal the entire perimeter of the tub/shower including the floor. BMC 16.04.060(a)

Repair the light to function as intended. BMC 16.04.060(c)

Repair the exhaust fan to eliminate excessive noise. BMC 16.04.060(c)

Properly seal the floor covering at the wall. BMC 16.04.060(a)

**UNIT 34**

Entry:

Properly secure the wood framing to the right of the door. BMC 16.04.050(a)

Kitchen:

Provide operating power to smoke detector. IC 22-11-18-3.5

Bath:

Properly seal the entire perimeter of the tub/shower including the floor. BMC 16.04.060(a)

Hallway:

Provide operating power to smoke detector. IC 22-11-18-3.5

Living Room:

Replace the broken thermostat. BMC 16.04.060(c)

**UNIT 33**

Left Bedroom:

Secure loose electrical receptacle under the window. BMC 16.04.060(b)

Repair the window to latch securely. BMC 16.04.060(b)

**UNIT 32**

Master Bath:

Properly seal the tub/shower where it meets the floor. BMC 16.04.060(a)

Deck:

Replace the missing downspout or properly repair the leaking gutter. BMC 16.04.050(a)

**UNIT 31**

Kitchen:

Properly seal the floor covering at the threshold. BMC 16.04.060(a)

Bath:

Repair the exhaust fan to eliminate excessive noise. BMC 16.04.060(c)

Properly seal the tub/shower where it meets the floor. BMC 16.04.060(a)

Properly seal the floor covering at the walls. BMC 16.04.060(a)

Replace the broken electrical switch cover plate. BMC 16.040.060(a)

**UNIT 30**

Kitchen:

Repair the garbage disposal to function as intended (whole sink shakes violently). BMC 16.04.060(c)

Left Bedroom:

This room was not accessible at the time of this inspection (dog). This room must be brought into compliance with-in the same 60 day deadline as the remainder of this property. BMC 16.03.040

Bath:

Properly seal the tub/shower where it meets the floor. BMC 16.04.060(a)

Master Bath:

Properly seal the tub/shower where it meets the floor. BMC 16.04.060(a)

**UNIT 29**

Kitchen:

Repair the sink drain to function as intended (it is clogged). BMC 16.04.060(c)

Properly seal the floor covering at the threshold. BMC 16.04.060(a)

Master Bath:

Properly seal the entire perimeter of the tub/shower including the floor. BMC 16.04.060(a)

**BLDG A**

**UNIT 1**

Finish the remodeling of this unit. This unit was not inspected at the time of this inspection. This unit must be inspected and brought into compliance with-in the same 60 day deadline as the remainder of this property. **This applies even if the tenants do not have access to this area of the property.**  
BMC 16.03.040

**UNIT 35**

Bathroom:

Re-caulk the counter top. BMC 16.04.060 (a)

Seal edge of floor covering adjacent to bathtub. BMC 16.04.060(a)

**UNIT 2**

Kitchen:

Replace the broken sink cabinet door. BMC 16.04.060 (c)

Replace the missing range hood filter. BMC 16.04.060 (c)

Bathroom:

Seal edge of floor covering adjacent to bathtub. BMC 16.04.060(a)

Replace the missing door trim. BMC 16.04.060 (a)

Repair the gaps in the flooring and replace any damaged flooring. BMC 16.04.060 (a)

**UNIT 3:**

Kitchen:

Replace the smoke detector. IC22-11-18-3.5

**UNIT 4**

Kitchen:

Install a transition strip at the doorway. BMC 16.04.060 (a)

Replace the missing smoke detector. IC22-11-18-3.5

Install a cable clamp where the power supply enters the garbage disposal. BMC 16.04.060(c)

Hallway:

Replace the missing smoke detector. IC22-11-18-3.5

Bathroom:

Re-caulk the sink counter top. BMC 16.04.060 (a)

**UNIT 5**

Bathroom:

Re-caulk the sink counter top. BMC 16.04.060 (a)

**UNIT 6**

Living Room:

Repair/replace the flooring adjacent to the doorway. BMC 16.04.060 (a)

Kitchen:

Repair the garbage disposal to function as intended, jammed. BMC 16.04.060 (c)

Repair the range hood light to function as intended, hanging down. BMC 16.04.060 (c)

Replace the missing smoke detector. IC22-11-18-3.5

Hallway:

Replace the missing smoke detector. IC22-11-18-3.5

**UNIT 25**

Living Room:

Secure the loose outlet adjacent to the table. BMC 16.04.060 (b)

**UNIT 24**

Kitchen:

Replace the missing filter for the range hood. BMC 16.04.060 (c)

**UNIT 23**

Utility Closet:

Temperature/pressure relief (TPR) valve discharge tubes:

- shall not be reduced in size from the valve outlet
- shall be rigid galvanized, rigid copper, or any CPVC pipe
- shall not have a threaded discharge end
- drain by gravity
- shall have a minimum 1" air gap where discharging into a sanitary drain, or an approved air break
- shall extend to within 6" of floor. BMC 16.04.060(c)

Back Bedroom Bath:

Seal edge of floor covering adjacent to bathtub. BMC 16.04.060(a)

**UNIT 22**

Utility Closet:

Temperature/pressure relief (TPR) valve discharge tubes:

- shall not be reduced in size from the valve outlet
- shall be rigid galvanized, rigid copper, or any CPVC pipe
- shall not have a threaded discharge end
- drain by gravity
- shall have a minimum 1" air gap where discharging into a sanitary drain, or an approved air break
- shall extend to within 6" of floor. BMC 16.04.060(c)

Front Bedroom:

Properly repair or replace loose, damaged, or missing floor covering. BMC 16.04.060(a)

Bathroom:

Determine the source and eliminate the water leak, right side drain. BMC 16.04.060 (a)

**UNIT 21 - Repair the gaps in the floor for the entire unit. BMC 16.04.060 (a)**

Bathroom:

Re-caulk the counter top. BMC 16.04.060 (a)

**UNIT 20**

Living Room Closet:

Secure the loose hinges and repair the door to latch properly. BMC 16.04.060(a)

Kitchen:

Repair the sink faucet to function as intended, won't shut off by handle. BMC 16.04.060 (c)

Bathroom:

Re-caulk the sink and seal the tub at the floor. BMC 16.04.060 (a)

Front Bedroom:

Replace the missing doorknob. BMC 16.04.060 (a)

Secure the loose outlet by the bed. BMC 16.04.060 (b)

**UNIT 19**

Furnace Closet:

Repair the TPR tube not to drain into another drain pipe. BMC 16.04.060 (c)

Properly repair, then clean and surface coat damaged or stained ceiling area. BMC 16.04.060(a)

Repair the smoke detector to function as intended. IC22-11-18-3.5

Bathroom:

Re-caulk the sink counter top and seal the tub at the floor. BMC 16.04.060 (a)

**UNIT 36**

Living Room:

Secure the loose entry doorknob. BMC 16.04.060 (a)

The smoke detector in this room appears to be more than ten years old and may not provide adequate protection. Install new a smoke detector in an approved location. If wall mounted, it shall be located between 6 and 12 inches from the ceiling. If ceiling mounted, it shall be located at least 4 inches from the wall. IC 22-11-18-3.5

Bathroom:

Secure the loose flooring behind the toilet. BMC 16.04.060 (a)

Seal edge of floor covering adjacent to bathtub. BMC 16.04.060(a)

**UNIT 16 – Replace batteries in all smoke detectors so that they function as intended. IC 22-11-18-3.5**

Back Bedroom:

Interior walls shall be free of holes, cracks, peeling paint and/or deteriorated drywall/plaster, adjacent to the window. BMC 16.04.060(a)

**UNIT 14**

Bathroom:

Re-caulk the sink counter top. BMC 16.04.060 (a)

Front Bedroom:

Repair the light fixture to function as intended. BMC 16.04.060 (c)

**UNIT 13**

Back Bedroom:

Secure the loose doorknob. BMC 16.04.060 (a)

Bathroom:

Re-caulk the sink counter top and seal the tub at the floor. BMC 16.04.060 (a)

## UNIT 12

### Bathroom:

Re-caulk the sink counter top. BMC 16.04.060 (a)

## UNIT 11

### Kitchen:

Replace the loud garbage disposal. BMC 16.04.060 (c)

Repair/replace the light to function as intended. BMC 16.04.060 (c)

### Front Bedroom:

Repair/replace the light to function as intended. BMC 16.04.060 (c)

## UNIT 10

### Front Bedroom:

Repair/replace the light to function as intended. BMC 16.04.060 (c)

### Back Bedroom:

This room was not accessible at the time of this inspection. This room must be brought into compliance with-in the same 60 day deadline as the remainder of this property. **This applies even if the tenants do not have access to this area of the property.** BMC 16.03.040

## UNIT 9

### Bathroom:

Seal edge of floor covering adjacent to bathtub. BMC 16.04.060(a)

## UNIT 26-- Replace batteries in all smoke detectors so that they function as intended. IC 22-11-18-3.5

### Master Bath:

Seal edge of floor covering adjacent to bathtub. BMC 16.04.060(a)

## UNIT 27

### Living Room:

Replace the failing threshold at the entry door. BMC 16.04.060 (a)

### Bathroom:

Re-caulk the counter top. BMC 16.04.060 (a)

Replace the rusted sinks. BMC 16.04.060 (c)

Seal edge of floor covering adjacent to bathtub. BMC 16.04.060(a)

## UNIT 28 - Replace batteries in all smoke detectors so that they function as intended. IC 22-11-18-3.5

### Bathroom:

Seal edge of floor covering adjacent to bathtub. BMC 16.04.060(a)

## UNIT 29

### Furnace Closet:

Temperature/pressure relief (TPR) valve discharge tubes:

- shall not be reduced in size from the valve outlet
- shall be rigid galvanized, rigid copper, or any CPVC pipe
- shall not have a threaded discharge end
- drain by gravity
- shall have a minimum 1" air gap where discharging into a sanitary drain, or an approved air break
- shall extend to within 6" of floor. BMC 16.04.060(c)

Living Room:

Replace the missing smoke detector. IC22-11-18-3.5

Bathroom:

Repair/replace the defective exhaust fan. BMC 16.04.060 (c)

**UNIT 30**

Kitchen:

Replace the missing filter for the range hood. BMC 16.04.060 (c)

Hallway:

Replace the missing smoke detector. IC22-11-18-3.5

**UNIT 31**

Kitchen:

Temperature/pressure relief (TPR) valve discharge tubes:

- shall not be reduced in size from the valve outlet
- shall be rigid galvanized, rigid copper, or any CPVC pipe
- shall not have a threaded discharge end
- drain by gravity
- shall have a minimum 1" air gap where discharging into a sanitary drain, or an approved air break
- shall extend to within 6" of floor. BMC 16.04.060(c)

Bathroom:

Replace the rusted sinks. BMC 16.04.060 (c)

Seal edge of floor covering adjacent to bathtub. BMC 16.04.060(a)

**UNIT 32**

Hallway:

Replace the defective smoke detector. IC22-11-18-3.5

Bathroom:

Seal edge of floor covering adjacent to bathtub. BMC 16.04.060(a)

**UNIT 34**

Kitchen:

Re-caulk the counter top. BMC 16.04.060 (a)

Bathroom:

Seal edge of floor covering adjacent to bathtub. BMC 16.04.060(a)

**BLDG B**

**UNIT 17**

Living Room:

Replace the failing threshold on the entry door. BMC 16.04.060 (a)

**UNIT 16 - Replace batteries in all smoke detectors so that they function as intended. IC 22-11-18-3.5**

Bathroom:

Seal edge of floor covering adjacent to bathtub. BMC 16.04.060(a)

Kitchen:

Install a cable clamp where the power supply enters the garbage disposal. BMC 16.04.060(c)

Master Bathroom:

Seal edge of floor covering adjacent to bathtub. BMC 16.04.060(a)

**UNIT 15 - Replace batteries in all smoke detectors so that they function as intended. IC 22-11-18-3.5**

Kitchen:

Properly repair or replace loose, damaged, or missing floor covering. BMC 16.04.060(a)

Interior walls shall be free of holes, cracks, peeling paint and/or deteriorated drywall/plaster, hole in wall adjacent to furnace closet and at door. BMC 16.04.060(a)

Bathroom:

Re-caulk the counter top. BMC 16.04.060 (a)

Master Bedroom:

Interior walls shall be free of holes, cracks, peeling paint and/or deteriorated drywall/plaster. BMC 16.04.060(a)

**UNIT 14**

Living Room:

Repair/replace the threshold at the entry door. BMC 16.04.060 (a)

Kitchen:

Repair the garbage disposal to function as intended, jammed. BMC 16.04.060 (c)

Bathroom:

Seal edge of floor covering adjacent to bathtub. BMC 16.04.060(a)

Properly repair, then clean and surface coat damaged or **stained ceiling** area. BMC 16.04.060(a)

Replace the rusted sinks. BMC 16.04.060 (c)

**UNIT 13**

Living Room:

Properly install a weather strip on the entrance door to exclude air infiltration as completely as possible. BMC 16.04.060(a)

Kitchen:

Re-caulk the counter top. BMC 16.04.060 (a)

Hallway:

Replace the defective smoke detector. IC22-11-18-3.5

Bathroom:

Re-caulk the counter top. BMC 16.04.060 (a)

Seal edge of floor covering adjacent to bathtub. BMC 16.04.060(a)

**UNIT 12**

Kitchen:

Repair/replace the failing linoleum at the door. BMC 16.04.060 (a)

Bathroom:

Re-caulk the counter top. BMC 16.04.060 (a)

Back Bedroom:

Secure the loose receptacle. BMC 16.04.060 (b)

**UNIT 11**

Bathroom:

Replace the rusted sinks. BMC 16.04.060 (c)

Seal edge of floor covering adjacent to bathtub. BMC 16.04.060(a)

Living Room:

Repair/replace the failing threshold on the entry door. BMC 16.04.060 (a)

**UNIT 10 - Replace batteries in all smoke detectors so that they function as intended. IC 22-11-18-3.5**

Kitchen:

Replace the missing receptacle cover plate adjacent to the door. BMC 16.04.060 (b)

Furnace Closet:

Temperature/pressure relief (TPR) valve discharge tubes:

- shall not be reduced in size from the valve outlet
- **shall be rigid galvanized, rigid copper, or any CPVC pipe**
- shall not have a threaded discharge end
- drain by gravity
- shall have a minimum 1" air gap where discharging into a sanitary drain, or an approved air break
- shall extend to within 6" of floor. BMC 16.04.060(c)

Bathroom:

Install the toilet. BMC 16.04.060 (c)

Master Bath:

Install the toilet. BMC 16.04.060 (c)

**UNIT 9 - Replace batteries in all smoke detectors so that they function as intended. IC 22-11-18-3.5**

Kitchen:

Re-caulk the counter top. BMC 16.04.060 (a)

Master Bath:

Seal edge of floor covering adjacent to bathtub. BMC 16.04.060(a)

**UNIT 7 - Replace batteries in all smoke detectors so that they function as intended. IC 22-11-18-3.5**

Kitchen:

Install a cable clamp where the power supply enters the garbage disposal. BMC 16.04.060(c)

Master Bath:

Repair/replace the exhaust fan to function as intended. BMC 16.04.060 (c)

**UNIT 6**

Front Bedroom:

Repair the light to function as intended. BMC 16.04.060 (c)

**UNIT 5**

Kitchen:

Re-caulk the counter top. BMC 16.04.060 (a)

Bathroom:

Re-caulk the counter top. BMC 16.04.060 (a)

Seal edge of floor covering adjacent to bathtub. BMC 16.04.060(a)

**UNIT 36**

Furnace Closet:

Temperature/pressure relief (TPR) valve discharge tubes:

- shall not be reduced in size from the valve outlet
- shall be rigid galvanized, rigid copper, or any CPVC pipe
- shall not have a threaded discharge end
- drain by gravity
- shall have a minimum 1" air gap where discharging into a sanitary drain, or an approved air break
- shall extend to within 6" of floor. BMC 16.04.060(c)

**UNIT 4**

Kitchen:

Re-caulk the counter top. BMC 16.04.060 (a)

**UNIT 3 - Replace batteries in all smoke detectors so that they function as intended. IC 22-11-18-3.5**

Bathroom, Master Bathroom:

Install the toilet. BMC 16.04.060 (c)

**UNIT 2 - Replace batteries in all smoke detectors so that they function as intended. IC 22-11-18-3.5**

**UNIT 18**

Kitchen:

Re-caulk the counter top. BMC 16.04.060 (a)

Bathroom:

Re-caulk the counter top. BMC 16.04.060 (a)

Seal edge of floor covering adjacent to bathtub. BMC 16.04.060(a)

**UNIT 19 - Replace batteries in all smoke detectors so that they function as intended. IC 22-11-18-3.5**

Kitchen:

Repair/replace the garbage disposal to function as intended, jammed. BMC 16.04.060 (c)

Master Bath:

Re-caulk the counter top. BMC 16.04.060 (a)

**UNIT 20**

Kitchen:

Install/replace batteries in smoke detectors so that they function as intended. IC 22-11-18-3.5

Hallway:

Repair/replace the smoke detector to function as intended. IC22-11-18-3.5

Bathroom:

Re-caulk the counter top. BMC 16.04.060 (a)

**UNIT 21 - Replace batteries in all smoke detectors so that they function as intended. IC 22-11-18-3.5**

Master Bath:

Seal edge of floor covering adjacent to bathtub. BMC 16.04.060(a)

Front Bedroom:

Repair/replace the light to function as intended. BMC 16.04.060 (c)

**UNIT 22** – Finish the turn over of this unit.

This unit was not inspected at the time of this inspection. This unit must be inspected and brought into compliance with-in the same 60 day deadline as the remainder of this property. **This applies even if the tenants do not have access to this area of the property.** BMC 16.03.040

**UNIT 23** – The smoke detectors in this unit appear to be more than ten years old and may not provide adequate protection. Install new a smoke detector in an approved location. If wall mounted, it shall be located between 6 and 12 inches from the ceiling. If ceiling mounted, it shall be located at least 4 inches from the wall. IC 22-11-18-3.5

Kitchen:

Re-caulk the counter top. BMC 16.04.060 (a)

Install a cable clamp where the power supply enters the garbage disposal. BMC 16.04.060(c)

Bathroom:

Re-caulk the counter top. BMC 16.04.060 (a)

Front Bedroom:

Secure all of the loose receptacles. BMC 16.04.060 (b)

**UNIT 24**

Bathroom:

Seal edge of floor covering adjacent to bathtub. BMC 16.04.060(a)

Back Bedroom:

This room was not accessible at the time of this inspection. This room must be brought into compliance with-in the same 60 day deadline as the remainder of this property. **This applies even if the tenants do not have access to this area of the property.** BMC 16.03.040

**UNIT 26** - Replace batteries in all smoke detectors so that they function as intended. IC 22-11-18-3.5

Kitchen:

Re-caulk the counter top. BMC 16.04.060 (a)

Master Bath:

Repair the surface of the ceiling to be free of holes, cracks, peeling paint and/or sagging materials. BMC 16.04.060(a)

**UNIT 27**

Master Bath:

Repair/replace the light to function as intended. BMC 16.04.060 (c)

Seal edge of floor covering adjacent to bathtub. BMC 16.04.060(a)

**UNIT 29** - Replace batteries in all smoke detectors so that they function as intended. IC 22-11-18-3.5

Kitchen:

Repair/replace the peeling linoleum. BMC 16.04.060 (a)

**UNIT 30** - Replace batteries in all smoke detectors so that they function as intended. IC 22-11-18-3.5

### UNIT 31

#### Furnace Closet:

Temperature/pressure relief (TPR) valve discharge tubes:

- shall not be reduced in size from the valve outlet
- shall be rigid galvanized, rigid copper, or any CPVC pipe
- shall not have a threaded discharge end
- drain by gravity
- shall have a minimum 1" air gap where discharging into a sanitary drain, or an approved air break
- shall extend to within 6" of floor. BMC 16.04.060(c)

#### Bathroom:

Re-caulk the counter top. BMC 16.04.060 (a)

Seal edge of floor covering adjacent to bathtub. BMC 16.04.060(a)

#### Hallway:

Replace the defective smoke detector. IC22-11-18-3.5

### UNIT 32 - Replace batteries in all smoke detectors so that they function as intended. IC 22-11-18-3.5

#### Kitchen:

Repair/replace the leaking dishwasher. BMC 16.04.060 (c)

### UNIT 33

#### Bathroom:

Seal edge of floor covering adjacent to bathtub. BMC 16.04.060(a)

### UNIT 34

#### Kitchen:

Install a cable clamp where the power supply enters the garbage disposal. BMC 16.04.060(c)

#### Bathroom:

Re-caulk the counter top. BMC 16.04.060 (a)

#### Master Bathroom:

Re-caulk the counter top. BMC 16.04.060 (a)

### UNIT 35

#### Bathroom:

Seal edge of floor covering adjacent to bathtub. BMC 16.04.060(a)

### BLDG F

#### **BUILDING F (all units 1BR)**

Existing Egress Window Measurements (single-hung):

Height: 25 inches

Width: 33 inches

Sill Height: 25 inches

Openable Area: 5.73 sq. ft.

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

**Note: This structure is fully sprinklered and meets the exception for minimum egress requirements as outlined in IBC sec. 1026.1**

**UNIT 12**

**Living Room:**

Replace the battery in the smoke detector (it is beeping) so that it functions as intended.  
IC 22-11-18-3.5

**UNIT 11**

**Living Room:**

Provide operating power to smoke detector. IC 22-11-18-3.5

**UNIT 9**

**Living Room:**

Provide operating power to smoke detector. IC 22-11-18-3.5

**Bath:**

Repair the exhaust fan to eliminate excessive noise. BMC 16.04.060(c)

**Bedroom:**

Replace the battery in the smoke detector (it is beeping) so that it functions as intended.  
IC 22-11-18-3.5

**UNIT 21**

**Balcony:**

Secure the guardrail so it is capable of withstanding normally imposed loads. BMC 16.04.050(b)

**Living Room:**

Replace the battery in the smoke detector (it is beeping) so that it functions as intended.  
IC 22-11-18-3.5

**UNIT 23**

**Entry Door:**

Properly secure the trim/weather stripping on the bottom of the door. BMC 16.04.060(a)

**COMMON CORRIDOR**

Replace the missing siding on the north wall. BMC 16.04.050(a)

**UNIT 24**

**Bath:**

Properly seal the entire perimeter of the tub/shower including the floor. BMC 16.04.060(a)

**UNIT 22**

**Bedroom:**

Replace the broken electrical receptacle cover plate on the east wall. BMC 16.04.060(a)

**UNIT 8**

**Kitchen:**

Properly re-caulk the countertop by the dishwasher to eliminate water infiltration.  
BMC 16.04.060(a)

**Living Room:**

Replace the battery in the smoke detector (it is beeping) so that it functions as intended.  
IC 22-11-18-3.5

**UNIT 18**

**Living Room:**

Provide operating power to smoke detector. IC 22-11-18-3.5

Bath:

Repair or replace the GFCI outlet so that it functions as intended (will not trip).  
BMC 16.04.020 (IEC 210.8) and BMC 16.04.060(b)

**UNIT 29**

Bath:

Properly seal the entire perimeter of the tub/shower including the floor. BMC 16.04.060(a)

**UNIT 30**

Bath:

Properly seal the entire perimeter of the tub/shower including the floor. BMC 16.04.060(a)

**UNIT 3**

Living Room:

Repair the entry door to the deck to be weather tight. No gaps shall be visible around the edges.  
BMC 16.04.060(a)

Provide operating power to smoke detector. IC 22-11-18-3.5

Bath:

Repair or replace the GFCI outlet so that it functions as intended (will not trip).  
BMC 16.04.020 (IEC 210.8) and BMC 16.04.060(b)

Repair the door so that it latches properly. BMC 16.04.060(a)

Properly seal the entire perimeter of the tub/shower including the floor. BMC 16.04.060(a)

**UNIT 13**

Bedroom:

Provide operating power to smoke detector. IC 22-11-18-3.5

Bath:

Properly seal the entire perimeter of the tub/shower including the floor. BMC 16.04.060(a)

**UNIT 14**

Kitchen:

Repair the refrigerator to function as intended (very loud when running). BMC 16.04.060(c)

Bath:

Properly seal the entire perimeter of the tub/shower including the floor. BMC 16.04.060(a)

Bedroom:

Repair the door so that it latches properly. BMC 16.04.060(a)

**UNIT 16**

Kitchen:

Repair the garbage disposal to function as intended (whole sink shakes violently). BMC 16.04.060(c)

**EXTERIOR:**

Properly label electrical service meters/disconnects with corresponding unit numbers, all buildings.  
BMC 16.04.020 NEC 225.37

Scrape and paint exterior surfaces where paint is peeling or wood is exposed, all buildings.

BMC 16.04.050(e)

**(This violation has a one-year deadline from the date of the Cycle Inspection.)**

Clean debris from the roof, gutters and downspouts, all buildings. BMC 16.04.050(a)

Repair/replace the failing retaining wall in the north parking lot. BMC 16.04.050(a)

**BUILDING A**

Secure the loose handrail for unit 11. BMC 16.04.050(b)

Repair the hole in the siding by the door for unit 30. BMC 16.04.050(a)

**BUILDING B**

Secure the loose handrail for unit 13. BMC 16.04.050(b)

All residential rental units shall conspicuously display the unit's address number on the front of the unit, unit 6. BMC 16.04.100

**BUILDING C**

Secure the loose soffit and fascia adjacent to units 24, 22, 14, & 3, inside of courtyard. BMC 16.04.050(a)

**BUILDING D**

Secure the loose gutter adjacent to unit 2. BMC 16.04.050(a)

Secure the loose door trim on the entry door of unit 36, north side. BMC 16.04.050(a)

Secure the loose siding at entry door for units 16 & 17. BMC 16.04.050(a)

**BUILDING F**

**UNIT 30**

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. BMC 16.04.050(a)

Properly secure the light fixture. BMC 16.04.050(a)

**Deck:**

Secure the guardrail so it is capable of withstanding normally imposed loads. BMC 16.04.050(b)

**Deck Closet:**

Determine the source and eliminate the water leak. BMC 16.04.050(a)

Scrape and paint the ceiling where paint is peeling. BMC 16.04.050(e)

**Deck:**

Remove the broken glass from the deck of unit 1. BMC 16.04.040(d)

**COMMON HALL**

Replace the missing protective cover for the light fixture. BMC 16.04.050(a)

Properly repair and/or replace the broken and missing capstones on the east wall. BMC 16.04.050(a)

Properly grade the area at the ~~northwest~~ <sup>SOUTHWEST</sup> corner to eliminate standing water. BMC 16.04.040(b)

JS

6.1.16 looked at property w/Erika.

Repair all areas of the stairs where nails are protruding. BMC 16.04.050(b)

**OTHER REQUIREMENTS:**

**Required documentation:**

Complete the enclosed registration form. A street address is required for both owner and agent. This form must be signed by the owner. If this form is not provided to the HAND department by the compliance deadline and the matter is referred to the Legal Department a fine of \$25 will be assessed. BMC 16.03.020(b), BMC 16.10.030(b)

**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 16.03.060(c) and BMC 16.10.030(b)

**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.** BMC 16.03.050(e) and BMC 16.10.030(b)

---

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 16.03.030(d)

**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: June 15, 2016

Petition Type: An extension of time to complete repairs.

Petition Number: 16-TV-121

Address: 310 N. Dunn

Petitioner: Omega Properties

Inspector: John Hewett

Staff Report: February 1, 2016      Cycle Inspection  
February 13, 2016      Sent report  
April 22, 2016      Received appeal and fee  
April 25, 2016      Re-inspection, soffit not completed

The petitioner has requested additional time to complete a repair to the soffit.

Staff recommendation: Grant the extension.

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: August 15, 2016

Attachments: Cycle inspection report, Appeal



RECEIVED  
APR 22 2016

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)

BY: .....

Property Address: 310 W Dunn

Petitioner's Name: Omega Properties

Address: 115 E 6th St

City: Bloomington State: IN Zip Code: 47404

Phone Number: (812) 333 0995 Email Address: \_\_\_\_\_

Property Owner's Name: Dan & Mary Friedman

Address: 629 Woodcrest Dr.

City: Bloomington State: IN Zip Code: 47401

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 Residential Rental Unit and Lodging Establishment Inspection Program (Petition type V)
- C) Relief from an administrative decision (Petition type AA)
- D) Rescind a variance (Petition type RV)

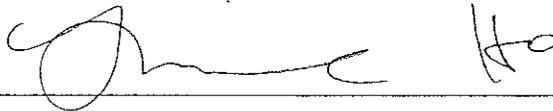
REMINDER: A \$20 filing fee must be submitted with this application before the property can be placed on the meeting agenda.

OFFICE USE ONLY  
Petition Number 16-TV-121

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.

Requesting more time for soffit repair.

Signature (required):



Name (please print):

Michael Ho

Date:

4/22/16

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

RENTAL PERMIT INFORMATION

**FEB 17 2016**

Mary & Dan Friedman  
629 S. Woodcrest Drive  
Bloomington, IN 47401

Property Location: 310 N Dunn ST

Please find enclosed the Cycle Inspection Report which details 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 **APR 17 2016** 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 BMC 16.10.020(a) and 16.10.040(a) of the Residential Rental Unit and Lodging Establishment Inspection Program. 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 & Neighborhood Development

Encl: Inspection Report,

Xc: Omega Properties C/O Beth Lake: 115 E. 6th St. Ste. #1, Bloomington, IN 47408



City Of Bloomington  
Housing and Neighborhood Development

CYCLE INSPECTION REPORT

306

Owner(s)

Mary & Dan Friedman  
629 S. Woodcrest Drive  
Bloomington, IN 47401

Agent

Omega Properties C/O Beth Lake  
115 E. 6th St. Ste. #1  
Bloomington, IN 47408

Prop. Location: 310 N Dunn ST  
Number of Units/Structures: 1/1  
Units/Bedrooms/Max # of Occupants: Bld 1: 1/5/5

Date Inspected: 02/01/2016  
Primary Heat Source: Gas  
Property Zoning: RM  
Number of Stories: 1  
Variance: 11/08/1978 Granted a variance to the code requirement on the location of the bath and sleeping units.

Inspector: John Hewett  
Foundation Type: Basement  
Attic Access: No  
Accessory Structure:

This property was previously granted a variance to the bathroom & sleeping room location requirements of the Property Maintenance Code. The Residential Rental and Lodging Establishment Inspection Program does not include a room location requirement and the Building Code in place at the time of construction did not address room locations; therefore the variance must be rescinded by the Board of Housing Quality Appeals. This process may slightly delay the issuance of your Rental Occupancy Permit, but will not negatively affect the length of your permit.

Monroe County Assessor's records indicate this structure was built in 1899.  
There were no requirements for emergency egress at the time of construction.

Interior

Living room

15-3 x 15-0

No violations noted.

NW bedroom

15-3 x 10-9

Existing Egress Window Measurements:  
Height: 33.5 inches

Width: 23.5 inches  
Sill Height: 24 inches  
Openable Area: 5.47 sq. ft.

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

Kitchen

No violations noted.

NE bedroom

10-9 x 10-10

Existing Egress Window Measurements:

Height: 40 inches  
Width: 27 inches  
Sill Height: 29 inches  
Openable Area: 7.49 sq. ft.

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

SE bedroom

13-0 x 12-3

Existing Egress Window Measurements:

Height: 26.5 inches  
Width: 19 inches  
Sill Height: 48 inches  
Openable Area: 3.5 sq. ft.

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

S Center Bedroom

12-3 x 8-10

This room has a door to the exterior for emergency egress.

Laundry

No violations noted.

Basement

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  
BMC 16.01.060(f), BMC 16.04.060(c), BMC 16.04.060(b)

S center bath

No violations noted.

SW bedroom

15-3 x 14-3

Existing Egress Window Measurements:

Height: 33.5 inches

Width: 23.5 inches

Sill Height: 24 inches

Openable Area: 5.47 sq. ft.

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

Exterior

*NC* Repair the deteriorated soffit at the SW corner of the structure. BMC 16.04.050(a)

*EE* Scrape and paint exterior surfaces where paint is peeling or wood is exposed. BMC 16.04.050(e)  
This violation has a one-year deadline from the date of the Cycle Inspection.

*C* Replace the missing elbow at the bottom of the NE downspout. BMC 16.04.050(a)

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: June 15, 2016

Petition Type: An extension of time to complete repairs.

Petition Number: 16-TV-123

Address: 3111 S. Walnut St. Pike

Petitioner: Rita Foddrill

Inspector: McCormick/Arnold

Staff Report: 01/17/2016 Completed Cycle  
04/27/2016 Received Application for Extension of time  
04/28/2016 Completed Re-inspection

At the cycle inspection it was noted that there was a large tree that was in poor health. The petitioner is requesting an extension of time to get the tree removed.

Staff recommendation: Grant the extension of time

Conditions: Removal of the tree 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: July 31, 2016

Attachments: Application of Appeal; Remaining Violations Report



RECEIVED  
APR 27 2016

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)

BY: .....

Property Address: 3111 S. WALNUT ST. PIKE

Petitioner's Name: Rita Foddrell

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

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

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

Property Owner's Name: JEFF JONES (PENDRAGON PROP. INC)

Address: 3929 W. ROLL AVE

City: Bloomington State: IN Zip Code: \_\_\_\_\_

Phone Number: 812-216- Email Address: \_\_\_\_\_

2303

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 Residential Rental Unit and Lodging Establishment Inspection Program (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 16-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.

LARGE TREE that needs cut down

Signature (required)

*Rita Foddrill*

Name (please print):

Rita Foddrill

Date:

4-27-16

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**

**MAY 05 2016**

REMAINING VIOLATION INSPECTION REPORT

5749

Owner(s)

Jeffery Jones  
3929 W. Roll Ave  
Bloomington, IN 47403

Agent

Rita Foddrill  
3006-A Ted Jones Drive  
Bedford, IN 47421

Prop. Location: 3111 S Walnut Street PIKE  
Number of Units/Structures: 1/1  
Units/Bedrooms/Max # of Occupants: Bld 1: 1/4/3

Date Inspected: 01/07/2016  
Primary Heat Source: Gas  
Property Zoning: RS  
Number of Stories: 1

Inspector: Maria McCormick  
Foundation Type: Basement  
Attic Access: Yes  
Accessory Structure: Shed

**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 Residential Rental Unit and Lodging Establishment Inspection Program 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 BMC 16.10.040

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.

---

401 N Morton St  
Bloomington, IN 47404  
Fax (812) 349-3582

City Hall  
bloomington.in.gov

Rental Inspection (812) 349-3420  
Neighborhood Division (812) 349-3421  
Housing Division (812) 349-3401

CS

**INTERIOR:**

**Kitchen 13-2 x 12-0:**

Replace non-functioning or incorrectly wired electrical receptacle to the right of the stove with a GFCI-protected receptacle(s), per Indiana Electric Code requirements. BMC 16.04.020 (IEC 210.8) and BMC 16.04.060(b)

**Basement –**

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

BMC 16.01.060(f), BMC 16.04.060(c), BMC 16.04.060(b)

**EXTERIOR:**

All residential rental unit premises which contain trees shall maintain the trees in good health so that they pose no danger to persons or property. BMC 16.04.040(e)

Scrape and paint exterior surfaces where paint is peeling or wood is exposed. BMC 16.04.050(e)  
(This item only has a compliance deadline of January 7, 2017.)

**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**  
BMC16.03.060(c)
- **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 **BMC16.03.050**

---

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 16.03.030(d)

**This is the end of this report.**



City of Bloomington  
H.A.N.D.

**Board of Housing Quality Appeals  
Staff Report: Petition to Rescind Variance**

Meeting Date: June 15, 2016  
Petition Type: Rescind a variance  
Petition Number: 16-RV-124  
Address: 701-701 1/2 W Dodds ST  
Petitioner: HAND  
Inspector: Matt Swinney  
Staff Report: March 16, 2016      Cycle Inspection

This property was previously granted a variance to the minimum ceiling height requirements of the Property Maintenance Code. The Residential Rental and Lodging Establishment Inspection Program does not include a minimum ceiling height requirement and the Building Code in place at the time of construction did not address minimum ceiling height requirements; therefore we are asking the Board to rescind this variance. The structure was built in 1899.

Staff Recommendation: Rescind the variance.

Conditions: None

Attachments: None



City of Bloomington  
H.A.N.D.

**Board of Housing Quality Appeals  
Staff Report: Petition to Rescind Variance**

Meeting Date: June 15, 2016  
Petition Type: Rescind a variance  
Petition Number: 16-RV-125  
Address: 1007 W 11<sup>th</sup> ST  
Petitioner: HAND  
Inspector: Matt Swinney  
Staff Report: April 27, 2016 Cycle Inspection

This property was previously granted a variance to the minimum ceiling height, and light and ventilation requirements of the Property Maintenance Code. The Residential Rental and Lodging Establishment Inspection Program does not include a minimum ceiling height, and light and ventilation requirement and the Building Code in place at the time of construction did not address minimum ceiling height, and light and ventilation requirements; therefore we are asking the Board to rescind this variance. The structure was built in 1920.

Staff Recommendation: Rescind the variance.

Conditions: None

Attachments: None



City of Bloomington  
H.A.N.D.

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

Meeting Date: June 15, 2016  
Petition Type: An extension of time to complete repairs.  
Petition Number: 16-TV-126  
Address: 515 E. Smith Ave.  
Petitioner: Dave Thornbury  
Inspector: Maria McCormick  
Staff Report: 02/11/2016 Completed Cycle Inspection  
04/18/2016 Completed Re-inspection  
05/04/2016 Received BHQA request for extension of time

At the cycle inspection it was noted that the sidewalks adjacent to the stairs to the upper unit has deteriorated causing a trip hazard. The petitioner is requesting an extension of time to complete the replacement of this sidewalk.

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: August 31, 2016

Attachments: Application of Appeal; Remaining Violations Report

RECEIVED  
MAY 04 2018



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

Property Address: 515 E Smith Ave

Petitioner's Name: Dave Mornibury

Address: 218 S. Rogers St.

City: Bloomington State: IN Zip Code: 47404

Phone Number: 812-336-2026 Email Address: dave\_tempproperties@yahoo.com

Property Owner's Name: David Byrne

Address: 1673 Bellemeade Dr.

City: Bloomington State: IN Zip Code: 47401

Phone Number: 812-325-7759 Email Address: dbind23@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:

- (A) An extension of time to complete repairs (Petition type TV)
- (B) A modification or exception to the Residential Rental Unit and Lodging Establishment Inspection Program (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 16-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.

As the Property Manager of 515 E Smith Ave  
we are requesting an extension of time on the  
sidewalk repair. We are waiting on multiple  
contractors to submit a bid on having the work  
completed. Once we have an owner approved bid  
we can assign the work to be completed.

We appreciate your considerations!

Signature (required): 

Name (please print): Dave Thornbury Date: 5/3/16

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**

**APR 19 2016**

REMAINING VIOLATION INSPECTION REPORT

1756

Owner(s)

Byrne, David  
1637 Bellemeade Dr.  
Bloomington, IN 47401

Agent

Tempo Management C/O David Thornbury  
P.O. Box 5727  
Bloomington, IN 47407

Prop. Location: 515 E Smith AVE  
Number of Units/Structures: 1/1  
Units/Bedrooms/Max # of Occupants: Bld 1: 1/2/5

Date Inspected: 02/11/2016  
Primary Heat Source: Electric  
Property Zoning: PUD  
Number of Stories: 1

Inspector: Maria McCormick  
Foundation Type: Slab  
Attic Access: No  
Accessory Structure: None

Variance: 01/07/2013 This property has been granted a variance from the Indiana State Fire Safety and Building Safety Commission on March 06, 2012 for the egress requirements. Project Name: HENDERSON CROSSING - 515, 521 AND 545 E. SMITH; Variance Number: 12-03-09.

**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 Residential Rental Unit and Lodging Establishment Inspection Program 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 BMC 16.10.040

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.

---

401 N Morton St  
Bloomington, IN 47404  
Fax (812) 349-3582

City Hall  
bloomington.in.gov

Rental Inspection (812) 349-3420  
Neighborhood Division (812) 349-3421  
Housing Division (812) 349-3401

46

**EXTERIOR:**

All sidewalks, walkways, stairs, driveways, parking spaces and similar areas shall be kept in a proper state of repair, and maintained free from hazardous conditions. Repair or replace the damaged sidewalk leading to and adjacent to the stairs leading to this unit. BMC 16.04.040(c)

---

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 16.03.030(d)

**This is the end of this report.**



City of Bloomington  
H.A.N.D.

**Board of Housing Quality Appeals  
Staff Report: Petition to Rescind Variance**

Meeting Date: June 15, 2016  
Petition Type: Rescind a variance.  
Petition Number: 16-RV-130  
Address: 505 E. 8<sup>th</sup> St.  
Petitioner: HAND  
Inspector: Norman Mosier  
Staff Report: April 28, 2016 – Conducted Cycle Inspection  
May 9, 2016 – Received BHQA Appeal

This property was previously granted a variance to the ceiling height requirements of the Property Maintenance Code. The Residential Rental and Lodging Establishment Inspection Program does not include a ceiling height requirement and the Building Code in place at the time of construction did not address ceiling height; therefore we are asking the Board to rescind this variance. This structure was built in 1899.

Staff Recommendation: Rescind the variance.  
Conditions: None  
Attachments: None



City of Bloomington  
H.A.N.D.

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

Meeting Date: 15 June 2016

Petition Type: An extension of time to complete repairs.

Petition Number: 16-TV-131

Address: 216 E. Hillside Dr.

Petitioner: Candi Mullis

Inspector: Michael Arnold

Staff Report: 23 March 2016 Cycle Inspection  
31 March 2016 Sent Report  
09 May 2016 Received Ext. of Time Application

During the Cycle Inspection it was noted that there were cracks and some deterioration to the plaster walls and ceiling in the bathroom. Petitioner is requesting additional time to complete the repairs. The current Residential Rental Occupancy Permit does not expire until 23 August 2016. Petitioner would like to complete repairs after current lease expires and before new lease begins. The current tenants will be moving out 11 August 2016.

Staff recommendation: Grant the Extension 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: 01 September 2016

Attachments: Inspection Report, Application



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**  
MAY 09 2016

BY: .....

**NOTE:** A \$20 filing fee must accompany this application. The property will not be placed on the meeting agenda until the filing fee is received.

Property Address: 216 E Hillside Dr.

Petitioner's Name: Candi Mullis

Address: P.O. Box 1112/ 621 N Walnut St

City: Bloomington State: In Zip Code: 47404

Phone Number: 812.339.2115 Email Address: cmullis@parkermgt.com

Property Owner's Name: Steve Dunphy Ph.D.

Address: 3400 Broadway

City: Gary State: In Zip Code: 46408

Phone Number: 219.980.6901 Email Address: sdunphy@iun.edu

Occupants: Sarah Kolodziej; Jordan Poyner; Jacob Alexander

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 check the petition type that you are requesting:

- An extension of time to complete repairs (Petition type TV)
- A modification or exception to the Residential Rental Unit and Lodging Establishment Inspection Program (Petition type V)
- Relief from an administrative decision (Petition type AA)
- Rescind a variance (Petition type RV)

OFFICE USE ONLY

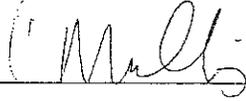
Petition Number

16-TV-131

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.

Signature (required):



Name (please print): Candi Mullis

Date: 5/5/16

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.



May 5, 2016

City Of Bloomington  
Housing and Neighborhood Development  
P.O. Box 100  
Bloomington, Indiana 47402

To Whom It May Concern:

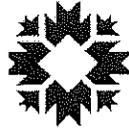
Enclosed you will find the Application for Appeal and the \$20.00 filing fee for 216 E Hillside Dr.

A cycle inspection was conducted March 23, 2016. All violations will be corrected except for the bathroom wall repair. The original expiration of this permit is August 23, 2016, but with the high volume of our Turn Over between tenants, we try to get everything completed before that time of year.

The only way to repair the walls in the bathroom, is to replace the walls. The owner has decided to remodel the bathroom with drywalled walls, new shower etc. The problem I am having is the tenants are not agreeing to not have the bathroom remodeled. The tenants move out on August 11, 2016. At which time between the leases Parker Management has scheduled to remodel the bathroom. As this is the only bathroom in the house, it is inconvenient for the current tenants to not have use of the shower for 24 hours.

For the reason stated above we are requesting the extension of time till September 1, 2016.

Yours Truly,  
Candi Mullis  
Maintenance Coordinator  
Parker Real Estate Mgt.  
cmullis@parkerimgt.com  
812-339-2115



**City Of Bloomington**  
**Housing and Neighborhood Development**  
RENTAL PERMIT INFORMATION

**MAR 31 2016**

Steven M. Dunphy  
 3400 Broadway  
 Gary, IN 46408

Property Location: 216 E Hillside DR

Please find enclosed the Cycle Inspection Report which details 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 **MAY 30 2016** 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.

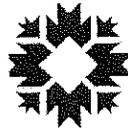
This report is issued in accordance with BMC 16.10.020(a) and 16.10.040(a) of the Residential Rental Unit and Lodging Establishment Inspection Program. Residential Rental Occupancy Permits will not be issued until all interior and exterior violations have been corrected, and all fees have been paid. 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 & Neighborhood Development  
 Encl: Inspection Report,  
 Xc: Parker Real Estate Management: P O Box 1112, Bloomington, IN 47402



**City Of Bloomington  
Housing and Neighborhood Development**

CYCLE INSPECTION REPORT

750

Owner(s)

Steven M. Dunphy  
3400 Broadway  
Gary, IN 46408

Agent

Parker Real Estate Management  
P O Box 1112  
Bloomington, IN 47402

Prop. Location: 216 E Hillside DR  
Number of Units/Structures: 1/1  
Units/Bedrooms/Max # of Occupants: Bld 1: 1/3/5

Date Inspected: 03/23/2016  
Primary Heat Source: Gas  
Property Zoning: RM  
Number of Stories: 1

Inspector: Mike Arnold  
Foundation Type: Basement  
Attic Access: No  
Accessory Structure: none

**Monroe County records show this structure was built in 1927. There were no minimum emergency egress requirements at the time of construction.**

Interior:Basement:

No violations noted

Main Level:Living Room (13-4 11-3), Kitchen (10-9 x 8-2):

No violations noted

Dining Room (13-3 x 12-8):

Every window shall be capable of being easily opened and held in position by its own hardware. BMC 16.04.060(b) (West wall – south window).

Bathroom:

Properly repair and surface coat the cracks in the walls and the ceiling. BMC-16.04.060(a)

**NE Bedroom (11-4 x 9-6), Center Bedroom (11-2 x 9-11), SE Bedroom (11-0 x 10-2):**

**Existing Egress:**

- Height: 26 inches
- Width: 27.25 inches
- Sill Height: 23 inches
- Openable Area: 4.9 sq. ft.

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

No violations noted

**Exterior:**

Repair the handrail to be secure and capable of withstanding normally imposed loads. BMC 16.04.050(a)

Replace the missing/deteriorated glazing compound. BMC 16.04.050(a)

Scrape and paint exterior surfaces where paint is peeling or wood is exposed. BMC 16.04.050(e)

**Required Documentation:**

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:

9/21/16  
C

- Desired level: 0 parts per million (ppm)
  - Acceptable level in a living space: 9 ppm
  - Maximum concentration for flue products: 50 ppm
- BMC 16.01.060(f) and 16.04.060 (b)(c)

**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 16.03.050(d)**

This is the end of this report.



City of Bloomington  
H.A.N.D.

**Board of Housing Quality Appeals  
Staff Report: Petition to Rescind Variance**

Meeting Date: 15 June 2016  
Petition Type: Rescind a variance  
Petition Number: 16-RV-132  
Address: 101 E. Wilson St.  
Petitioner: HAND  
Inspector: Michael Arnold  
Staff Report: 05 May 2016      Cycle Inspection  
                  10 May 2016      BHQA Application

This property was previously granted a variance to the light and ventilation requirements of the Property Maintenance Code. The Residential Rental and Lodging Establishment Inspection Program does not include a light and ventilation requirement and the Building Code in place at the time of construction did not address light and ventilation; therefore we are asking the Board to rescind this variance. This structure was built in 1950.

Staff Recommendation: Rescind the variance.

Conditions: None

Attachments: None



City of Bloomington  
H.A.N.D.

**Board of Housing Quality Appeals  
Staff Report: Petition for Relief from an Administrative Decision**

Meeting Date: June 15, 2016

Petition Type: Relief from an administrative decision

Variance Request: Relief from being required to schedule a rental inspection.

Petition Number: 16-AA-133

Address: 456 E Laurelwood Drive

Petitioner: Matt Oliver

Staff Report: Last Cycle inspection conducted: March 22, 2013  
Permit expired: May 10, 2016  
Received Appeal and fee: May 13, 2016

This property is currently occupied by tenants, but the owner's wife plans to move into this property July 1, 2016. The home will then be owner occupied and no longer used as a residential rental.

Staff recommendation: Grant the relief from administrative decision.

Conditions: The petitioner shall not be required to schedule this unit for a Cycle inspection unless it is still occupied by tenants after the deadline listed below; at which time it will be turned over to the City of Bloomington Legal department for further action to include the possibility of fines.

Compliance Deadline: July 2, 2016

Attachments: Appeal form

RECEIVED  
MAY 13 2016

BY: [Signature]

BLOOMINGTON

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

**NOTE:** A \$20 filing fee must accompany this application. The property will not be placed on the meeting agenda until the filing fee is received.

Property Address: 456 Laurelwood Drive, Bloomington, IN 47401

Petitioner's Name: Matt Oliver

Address: 4274 E. Fall Creek Parkway North Drive

City: Indy State: IN Zip Code: 46205

Phone Number: 812-219-9263 Email Address: oliverproperties@gmail.com

Property Owner's Name: Matt Oliver

Address: 4274 E. Fall Creek Parkway North Drive

City: Indianapolis State: IN Zip Code: 46205

Phone Number: 812-219-9263 Email Address: oliverproperties@gmail.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 check the petition type that you are requesting:

An extension of time to complete repairs (Petition type TV)

A modification or exception to the Residential Rental Unit and Lodging Establishment Inspection Program (Petition type V)

Relief from an administrative decision (Petition type AA)

Rescind a variance (Petition type RV)

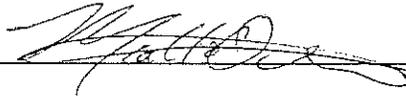
OFFICE USE ONLY

Petition Number 16-AA-133

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.

Signature (required):

  
\_\_\_\_\_

Name (please print):

Matt Oliver

Date:

5.10.16

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.

Rental Occupancy Permit expires on 5/10/16.  
Property will be owner occupied as of

July 1<sup>st</sup>, 2016. This application is to request  
occupancy permit through June 30, 2016.

Thanks,  
Matt Oliver



City of Bloomington  
H.A.N.D.

**Board of Housing Quality Appeals  
Staff Report: Petition to Rescind Variance**

Meeting Date: 15 June 2016  
Petition Type: Rescind a variance  
Petition Number: 16-RV-134  
Address: 913 S. Lincoln St.  
Petitioner: HAND  
Inspector: Michael Arnold  
Staff Report: 18 May 2016      Cycle Inspection  
                  18 May 2016      BHQA Application

This property was previously granted a variance to the ceiling height requirements of the Property Maintenance Code. The Residential Rental and Lodging Establishment Inspection Program does not include a ceiling height requirement and the Building Code in place at the time of construction did not address ceiling height; therefore we are asking the Board to rescind this variance. This structure was built in 1950.

Staff Recommendation: Rescind the variance.

Conditions: None  
Attachments: None



City of Bloomington  
H.A.N.D.

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

Meeting Date: June 15, 2016

Petition Type: An extension of time to complete repairs.

Petition Number: 16-TV-127

Address: 1501-1531 S. Dorchester Dr.

Petitioner: Donald Bevis

Inspector: Norman Mosier

Staff Report: December 15, 2014 – Conducted Cycle Inspection  
April 9, 2015 – Conducted Re-inspection  
May 12, 2015 – Start Legal  
July 16, 2015 – Conducted Re-inspection  
August 3, 2015 - Received BHQA Appeal (Tenant, 15-TV-194)  
December 18, 2015 – Received BHQA Appeal (15-TV-194 Old Business)  
December 21, 2015 – Called owner at request of Director to inquire if owner agrees with tenant Extension of time. BHQA denied Ext. of Time.  
May 4, 2016 – Received BHQA Appeal

It was noted during the cycle inspection that the tenant in unit 1503 received a Tenant Violation for clutter and the unit was not inspected at that time. At the re-inspection, this unit (1503) was not complied and is still outstanding. Tenant applied for an extension of time to resolve the violation and move out of unit with a deadline of December 21, 2015. Deadline for tenant has past and tenant filed for 2<sup>nd</sup> BHQA Appeal for extension of time which was denied by the Board on January 21, 2016. Owner has stated that he will file for eviction process and has applied for an extension of time to evict the tenant.

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: August 15, 2016

**Attachments:** Cycle Report, Remaining Violations Report, Tenant Violation Report, Tenant Violation Remaining Violations Report , Tenant's BHQA Appeal, 2<sup>nd</sup> BHQA Appeal for Tenant, Owner's BHQA Appeal for extension of time



RECEIVED  
MAY 04 2016

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: 1501 S. DORCHESTER DR.

Petitioner's Name: DONALD W. BEVIS

Address: P.O. BOX 1183

City: BLOOMINGTON State: INDIANA Zip Code: 47402  
M. 812-340-4588

Phone Number: H 812-339-2684 Email Address: DUCKY\_B@LIVE.COM

Property Owner's Name: B+B RENTALS

Address: P.O. BOX 1183

City: BLOOMINGTON State: INDIANA Zip Code: 47402

Phone Number: SAME Email Address: SAME

Occupants: CHAD MINKS - 1503 S. DORCHESTER  
TENANT REFUSES TO COMPLY W/ INSPECTION

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 Residential Rental Unit and Lodging Establishment Inspection Program (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 16-TV-127

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.

CHAD MINKS, TENANT IN 1503 S. DOACHESTER DR, REFUSES TO CLEAR EXCESSIVE FURNITURE AND MATERIALS FROM THIS APARTMENT. THIS PREVENTS THE INSPECTOR FROM COMPLETING THE INSPECTION, 15 OF THE 16 APARTMENTS HAVE BEEN INSPECTED.

Signature (required): Donald W. Bevis

Name (please print): DONALD W. BEVIS Date: 4 MAY 2016

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.

**RECEIPT  
No. 33650**

Received Date: 05/04/2016

Received From: Don Bevis

For Property Located at: 1531 S Dorchester DR, 1501 S Dorchester DR

Amount Received: \$ 20.00

Appeal Fee: \$ 20.00

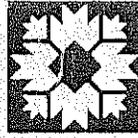
Balance Due: \$ 0.00

Paid by: Cash

Units/Buildings: 16 / 2

**Approved by the State Board of Accounts, 2004.**

**Thank you for your payment**



City of Bloomington  
Housing and Neighborhood Development

NOTICE OF BOARD ACTION

January 21, 2016

Chad Minks  
1503 S. Dorchester Dr.  
Bloomington, IN. 47401

RE: 1503 S. Dorchester Dr.

Dear Mr. Minks,

This letter provides notice of the action taken by the City of Bloomington Board of Housing Quality Appeals on your request for an extension to remove clutter from the unit. Details of the Board's action are provided below.

If you have further questions or concerns, City business hours are weekdays between 8:00 AM and 5:00 PM, and I can be reached at (812) 349-3420.

Sincerely,



Doris Sims  
Director, HANO

Petition Number: 15-TV-194

Meeting Date: January 21, 2016

Address: 1503 S. Dorchester Dr.

Board Action:  Approved  Not Approved  Continued  Tabled

Conditions: Remove all of the clutter from unit.

Deadline: January 21, 2016



City of Bloomington  
H.A.N.D.

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

Meeting Date: January 20, 2016

Petition Type: An extension of time to complete repairs.

Petition Number: 15-TV-194 (Old Business)

Address: 1503 S. Dorchester Dr.

Petitioner: Chad Minks

Inspector: Norman Mosier

Staff Report: December 15, 2014 – Conducted Cycle Inspection  
April 9, 2015 – Conducted Re-inspection  
July 16, 2015 – Conducted Re-inspection, Sent Tenant Violation #1503  
September 3, 2015 – Received BHQA Appeal - Tenant Violation (Oct.)  
December 18, 2015 – Received BHQA Appeal (Old Business)

It was noted during the cycle inspection that inspector had no access to unit 1503, at the re-inspection access was obtained into unit 1503. Upon entering the unit the inspector cancelled the inspection for that unit due to excessive clutter. Petitioner is requesting an extension of time to move out of the unit.

Staff recommendation: Deny the request.

Conditions: None

Compliance Deadline: None

Attachments: Remaining Violations Report, Tenant Violations Report, BHQA Appeal,  
Petitioner's Letter



RECEIVED  
12/18/15  
JK

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: 1503 S. Dorchester Dr. 47401

Petitioner's Name: Chad Minks

Address: 1503 S. Dorchester Dr. ~~47401~~

City: Bloomington State: IN Zip Code: 47401

Phone Number: 812-360-2817 Email Address: \_\_\_\_\_

Property Owner's Name: Don Bovis

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

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

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

Occupants: 2

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 Residential Rental Unit and Lodging Establishment Inspection Program (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 15-TV-194

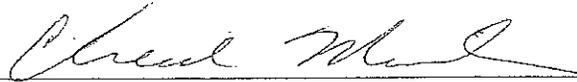
(OLD BUSINESS)

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.

I am in the process of packing up  
to move. I am on a month to month  
basis currently. I need some additional  
time. I need till April if possible  
Due to an injury to my foot I am unable  
to move anything at all.

Signature (required):



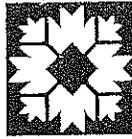
Name (please print):

Chad Mink

Date:

12-18-15

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

APR 24 2015

REMAINING VIOLATIONS REPORT

1274

OWNERS

Bevis, Donald W.  
Po Box 1183  
Bloomington, IN 47402

Prop. Location: 1501- 1531 S. Dorchester Dr.  
Number of Units/Structures: 16/2  
Units/Bedrooms/Max # of Occupants: Bld 1: 8/2/5, Bld 2: 8/2/5

Date Inspected: 12/15/2014  
Primary Heat Source: Gas  
Property Zoning: RH  
Number of Stories: 2

Inspectors: Norman Mosier  
Foundation Type: Slab  
Attic Access:  
Accessory Structure: None

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 Residential Rental Unit and Lodging Establishment Inspection Program 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 BMC 16.10.040

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.

**NORTH BUILDING**

TV HOUSEKEEPING

MC

**UNIT 1503**

This unit/room was not inspected at the time of this inspection, as it was not accessible. This unit/room must be inspected and brought into compliance with-in the same 60 day deadline as the remainder of this property. **This applies even if the tenants do not have access to this area of the property.** BMC 16.03.040

**UNIT 1507**

**2<sup>nd</sup> LEVEL**

**Hall Bath:**

C

Repair the sink faucet to eliminate the constant dripping. BMC 16.04.060(c)

**UNIT 1515**

**Entryway:**

C

Repair the storm door to latch properly. BMC 16.04.060(a)

C

Repair or replace existing smoke detector in a manner so that it functions as intended.  
IC 22-11-18-3.5

**2<sup>nd</sup> LEVEL**

**Hall Bath:**

C

Seal edge of floor covering adjacent to bathtub. BMC 16.04.060(a)

**SOUTH BUILDING**

**UNIT 1517**

**Kitchen:**

C

Secure the loose sink faucet. BMC 16.04.060(c)

**UNIT 1519**

**1/2 Bath:**

~~C~~

Repair/replace the loud exhaust fan. BMC 16.04.060(c)

**UNIT 1523**

**2<sup>nd</sup> LEVEL**

**Hall Bath:**

C

Repair the hole in the door. BMC 16.04.060(a)

**UNIT 1525**

**Kitchen:**

C

Repair the faucet sprayer on the sink to function as intended by the manufacturer, or remove and properly terminate the line for the sprayer. BMC 16.04.060(c)

UNIT 1529

Kitchen:

C Repair the surface of the ceiling to be free of holes, cracks, peeling paint and sagging materials. BMC 16.04.060(a)

UNIT 1531

Entryway:

C Replace the inaudible smoke detector. IC22-11-18-3.5

Living Room:

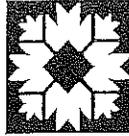
C Repair the surface of the ceiling to be free of holes, cracks, peeling paint and sagging materials, adjacent to the hallway. BMC 16.04.060(a)

EXTERIOR:

MC Scrape and paint exterior surfaces where paint is peeling or wood is exposed, north building.  
BMC 16.04.050(e)

**(This violation has a one-year deadline from the date of the Cycle Inspection.)**

**This is the end of this report.**



City of Bloomington  
Housing and Neighborhood Development

TENANT VIOLATION REPORT

1274

OWNERS

Donald W. Bevis  
Po Box 1183  
Bloomington, IN 47402

Prop. Location: 1531 S Dorchester DR, 1501 S Dorchester DR  
Number of Units/Structures: 16/2  
Units/Bedrooms/Max # of Occupants: Bld 1: 8/2/5, Bld 2: 8/2/5

Date Inspected: 07/16/2015  
Primary Heat Source: Gas  
Property Zoning: RH  
Number of Stories: 2

Inspectors: Norman Mösier  
Foundation Type: Slab  
Attic Access: No  
Accessory Structure: None

NORTH BUILDING

UNIT 1503

TENANT VIOLATION: NOTE: Unit was not accessible due to clutter.

Chad Minks  
1503 S. Dorchester Dr.  
Bloomington, IN. 47401

During an inspection for renewal of the Rental Occupancy Permit on this property, violations were noted that are the responsibility of the tenant(s) to correct. The violations must be corrected and re-inspected for compliance with the Residential Rental Unit and Lodging Establishment Inspection Program of Bloomington within **14 days** of the date on which this notice was mailed. **It is the responsibility of the tenant to contact this office to schedule the required re-inspection at 349-3420.** Any questions can be addressed to the inspector at 349-3420.

Failure to comply with the requirements of this notice within 14 days will result in this matter being forwarded to the City's Legal Department for legal action and fines under the provisions of Title 16 of the Bloomington Municipal Code.

- 🏠 Reduce the amount of clutter to an average and manageable amount for a single adult. BMC 16.04.080
- 🏠 A safe, continuous and unobstructed path of travel shall be provided from any point in a building or structure to the exterior. Remove clutter that is obstructing access to all ingress & egress areas in a manner that will provide a minimum 36 inch wide path of travel. BMC 16.04.020
- 🏠 Provide clear and unobstructed access to all cooking, cleaning, and or sanitary facilities and fixtures. This includes but is not limited to kitchen sink and surrounding area, cooking facilities, and bathroom or sanitary fixtures/areas. All plumbing fixtures shall be maintained in a safe, sanitary and functional condition. BMC 16.04.020 and BMC 16.04.060(c)
- 🏠 Tenant(s) must remove or rearrange items in a manner that allows the inspector access to all items and areas subject to inspection in regards to the Residential Rental Unit and Lodging Establishment Inspection Program. This includes but is not limited to all windows, doors, electrical receptacles and appliances, mechanical appliances, plumbing facilities, and attic/basement areas. BMC 16.04.030(a)
- 🏠 Clean and sanitize entire unit. BMC 16.04.060(d)

**This is the end of this report.**



RECEIVED  
12.18.15  
JK

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: 1503 S. Dorchester Dr. 47401

Petitioner's Name: Chad Winks

Address: 1503 S. Dorchester Dr. 47401

City: Bloomington State: IN Zip Code: 47401

Phone Number: 812-360-2817 Email Address: \_\_\_\_\_

Property Owner's Name: Don Bovis

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

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

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

Occupants: 2

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 Residential Rental Unit and Lodging Establishment Inspection Program (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 15-TV-194

(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.

I am in the process of packing up  
to move. I am on a month to month  
basis currently. I need some additional  
time. I need till April if possible  
Due to an injury to my foot I am unable  
to move anything at all.

Signature (required): Chad Mink

Name (please print): Chad Mink Date: 12-18-15

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

NOTICE OF BOARD ACTION

October 22, 2015

Chad Minks  
1503 S. Dorchester Dr.  
Bloomington, In. 47401

RE: 1503 S. Dorchester Dr.

Dear Mr. Minks,

This letter provides notice of the action taken by the City of Bloomington Board of Housing Quality Appeals on your request for an extension of time to remove the clutter. Details of the Board's action are provided below.

If you have further questions or concerns, City business hours are weekdays between 8:00 AM and 5:00 PM, and I can be reached at (812) 349-3420.

Sincerely,

Lisa Abbott  
Director, HAND

Petition Number: 15-TV-194

Meeting Date: October 21, 2015

Address: 1503 S. Dorchester Dr.

Board Action:  Approved  Not Approved  Continued  Tabled

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.

Deadline: December 21, 2015



City of Bloomington  
H.A.N.D.

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

Meeting Date: October 21, 2015

Petition Type: An extension of time to remove the clutter.

Petition Number: 15-TV-194

Address: 1503 S. Dorchester Dr.

Petitioner: Chad Minks

Inspector: Norman Mosier

Staff Report: December 15, 2014 – Conducted Cycle Inspection  
April 9, 2015 – Conducted Re-inspection  
May 12, 2015 – Start Legal  
July 16, 2015 – Conducted Re-inspection  
August 3, 2015 – Received BHQA Appeal

Conducted Cycle inspection and had no access to unit 1503 at that time. Conducted re-inspection and gained access to unit 1503. The unit had extensive clutter inside the unit. Inspector cancelled the inspection of this unit due inability to access anything in the unit. Petitioner is requesting an extension of time to move out of the unit.

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 21, 2015

Attachments: Cycle Inspection Report, Remaining Violations Report, Tenant Violation Report, BHQA Appeal, Petitioner's Letter

RECEIVED  
Aug 03 2015



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: 1503 S. Dorchester Dr.

Petitioner's Name: Chad Ulinks

Address: Same

City: Bloomington State: IN Zip Code: 47401

Phone Number: 812-360-2017 Email Address: \_\_\_\_\_

Property Owner's Name: Donald Brivus

Address: PO Box 1183

City: Bloomington 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)
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- 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 15-TV-194

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 need 3 months I am in the process of packing up to move. I also have a permanent disability and cannot lift anything.

Signature (required): Chad Winters

Name (please print): Chad Winters Date: 8-3-15

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

**JUL 20 2015**

Chad Minks  
1503 S. Dorchester Dr.  
Bloomington, IN. 47401

RE: NOTICE OF TENANT VIOLATION

Dear Mr. Minks,

On 07/16/2015, a rental property inspection was performed at 1503 S. Dorchester Dr. During the inspection violations of the Bloomington Housing Code were found. Enclosed is the inspection report which cites violations that are the responsibility of the resident(s) to correct. Please correct the violations **within fourteen (14) days** and contact this office no later than **AUG 03 2015** schedule the required re-inspection. Our mailing address and telephone number are listed below.

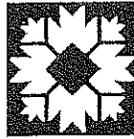
This directive is issued in accordance with BMC 16.10.020(a) and 16.10.040(a) of the Residential Rental Unit and Lodging Establishment Inspection Program. You have the right to appeal to the Board of Housing Quality Appeals. If you need more than fourteen (14) days to correct the violations, or if you want to appeal any violation, 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.

Please remember, it is your responsibility to contact the Housing and Neighborhood Development Office to schedule the required re-inspection.

Sincerely,

Housing & Neighborhood Development Department

Enc: Inspection Report



City of Bloomington  
Housing and Neighborhood Development

JUL 20 2015

REMAINING VIOLATIONS REPORT

1274

OWNERS

Donald W. Bevis  
Po Box 1183  
Bloomington, IN 47402

Prop. Location: 1531 S Dorchester DR, 1501 S Dorchester DR  
Number of Units/Structures: 16/2  
Units/Bedrooms/Max # of Occupants: Bld 1: 8/2/5, Bld 2: 8/2/5

Date Inspected: 12/15/2014  
Primary Heat Source: Gas  
Property Zoning: RH  
Number of Stories: 2

Inspectors: Norman Mosier  
Foundation Type: Slab  
Attic Access: No  
Accessory Structure: None

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 Residential Rental Unit and Lodging Establishment Inspection Program 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 BMC 16.10.040

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.

INTERIOR:

NORTH BUILDING

UNIT 1503

TENANT VIOLATION:

This unit/room was not inspected at the time of this re-inspection, as it was not accessible due to clutter. This unit/room must be inspected and brought into compliance with-in the same deadline as the remainder of this property. **This applies even if the tenants do not have access to this area of the property.** BMC 16.03.040

Chad Minks  
1503 S. Dorchester Dr.  
Bloomington, In. 47401

During an inspection for renewal of the Rental Occupancy Permit on this property, violations were noted that are the responsibility of the tenant(s) to correct. The violations must be corrected and re-inspected for compliance with the Residential Rental Unit and Lodging Establishment Inspection Program of Bloomington within **14 days** of the date on which this notice was mailed. **It is the responsibility of the tenant to contact this office to schedule the required re-inspection at 349-3420.** Any questions can be addressed to the inspector at 349-3420.

Failure to comply with the requirements of this notice within 14 days will result in this matter being forwarded to the City's Legal Department for legal action and fines under the provisions of Title 16 of the Bloomington Municipal Code.

- ☞ Reduce the amount of clutter to an average and manageable amount for a single adult. BMC 16.04.080
- ☞ A safe, continuous and unobstructed path of travel shall be provided from any point in a building or structure to the exterior. Remove clutter that is obstructing access to all ingress & egress areas in a manner that will provide a minimum 36 inch wide path of travel. BMC 16.04.020
- ☞ Provide clear and unobstructed access to all cooking, cleaning, and or sanitary facilities and fixtures. This includes but is not limited to kitchen sink and surrounding area, cooking facilities, and bathroom or sanitary fixtures/areas. All plumbing fixtures shall be maintained in a safe, sanitary and functional condition. BMC 16.04.020 and BMC 16.04.060(c)
- ☞ Tenant(s) must remove or rearrange items in a manner that allows the inspector access to all items and areas subject to inspection in regards to the Residential Rental Unit and Lodging Establishment Inspection Program. This includes but is not limited to all windows, doors, electrical receptacles and appliances, mechanical appliances, plumbing facilities, and attic/basement areas. BMC 16.04.030(a)
- ☞ Clean and sanitize entire unit. BMC 16.04.060(d)

UNIT 1519

½ Bath:

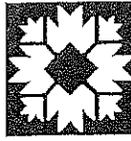
Repair/replace the loud exhaust fan. BMC 16.04.060(c)

EXTERIOR:

Scrape and paint exterior surfaces where paint is peeling or wood is exposed, north building.  
BMC 16.04.050(e)

**(This violation has a one-year deadline from the date of the Cycle Inspection.)**

**This is the end of this report.**



City of Bloomington  
Housing and Neighborhood Development

TENANT VIOLATION REPORT

1274

OWNERS

Donald W. Bevis  
Po Box 1183  
Bloomington, IN 47402

Prop. Location: 1531 S Dorchester DR, 1501 S Dorchester DR  
Number of Units/Structures: 16/2  
Units/Bedrooms/Max # of Occupants: Bld 1: 8/2/5, Bld 2: 8/2/5

Date Inspected: 07/16/2015  
Primary Heat Source: Gas  
Property Zoning: RH  
Number of Stories: 2

Inspectors: Norman Mösier  
Foundation Type: Slab  
Attic Access: No  
Accessory Structure: None

NORTH BUILDING

UNIT 1503

TENANT VIOLATION: NOTE: Unit was not accessible due to clutter.

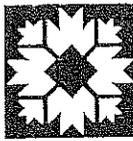
Chad Minks  
1503 S. Dorchester Dr.  
Bloomington, IN. 47401

During an inspection for renewal of the Rental Occupancy Permit on this property, violations were noted that are the responsibility of the tenant(s) to correct. The violations must be corrected and re-inspected for compliance with the Residential Rental Unit and Lodging Establishment Inspection Program of Bloomington within **14 days** of the date on which this notice was mailed. **It is the responsibility of the tenant to contact this office to schedule the required re-inspection at 349-3420.** Any questions can be addressed to the inspector at 349-3420.

Failure to comply with the requirements of this notice within 14 days will result in this matter being forwarded to the City's Legal Department for legal action and fines under the provisions of Title 16 of the Bloomington Municipal Code.

- 🏠 Reduce the amount of clutter to an average and manageable amount for a single adult. BMC 16.04.080
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- 🏠 Tenant(s) must remove or rearrange items in a manner that allows the inspector access to all items and areas subject to inspection in regards to the Residential Rental Unit and Lodging Establishment Inspection Program. This includes but is not limited to all windows, doors, electrical receptacles and appliances, mechanical appliances, plumbing facilities, and attic/basement areas. BMC 16.04.030(a)
- 🏠 Clean and sanitize entire unit. BMC 16.04.060(d)

**This is the end of this report.**



City of Bloomington  
Housing and Neighborhood Development

APR 24 2015 REMAINING VIOLATIONS REPORT

1274

OWNERS

Bevis, Donald W.  
Po Box 1183  
Bloomington, IN 47402

Prop. Location: 1501- 1531 S. Dorchester Dr.  
Number of Units/Structures: 16/2  
Units/Bedrooms/Max # of Occupants: Bld 1: 8/2/5, Bld 2: 8/2/5

Date Inspected: 12/15/2014  
Primary Heat Source: Gas  
Property Zoning: RH  
Number of Stories: 2

Inspectors: Norman Mosier  
Foundation Type: Slab  
Attic Access:  
Accessory Structure: None

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 Residential Rental Unit and Lodging Establishment Inspection Program 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 BMC 16.10.040

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.

**NORTH BUILDING**  
**UNIT 1503**

TV HOUSEKEEPING

This unit/room was not inspected at the time of this inspection, as it was not accessible. This unit/room must be inspected and brought into compliance with-in the same 60 day deadline as the remainder of this property. **This applies even if the tenants do not have access to this area of the property.** BMC 16.03.040

**UNIT 1507**  
**2<sup>nd</sup> LEVEL**

**Hall Bath:**

C Repair the sink faucet to eliminate the constant dripping. BMC 16.04.060(c)

**UNIT 1515**

**Entryway:**

C Repair the storm door to latch properly. BMC 16.04.060(a)

C Repair or replace existing smoke detector in a manner so that it functions as intended.  
IC 22-11-18-3.5

**2<sup>nd</sup> LEVEL**

**Hall Bath:**

C Seal edge of floor covering adjacent to bathtub. BMC 16.04.060(a)

**SOUTH BUILDING**

**UNIT 1517**

**Kitchen:**

C Secure the loose sink faucet. BMC 16.04.060(c)

**UNIT 1519**

**1/2 Bath:**

~~TV~~ C Repair/replace the loud exhaust fan. BMC 16.04.060(c)

**UNIT 1523**

**2<sup>nd</sup> LEVEL**

**Hall Bath:**

C Repair the hole in the door. BMC 16.04.060(a)

**UNIT 1525**

**Kitchen:**

C Repair the faucet sprayer on the sink to function as intended by the manufacturer, or remove and properly terminate the line for the sprayer. BMC 16.04.060(c)

**UNIT 1529**

Kitchen:

C Repair the surface of the ceiling to be free of holes, cracks, peeling paint and sagging materials. BMC 16.04.060(a)

**UNIT 1531**

Entryway:

C Replace the inaudible smoke detector. IC22-11-18-3.5

Living Room:

C Repair the surface of the ceiling to be free of holes, cracks, peeling paint and sagging materials, adjacent to the hallway. BMC 16.04.060(a)

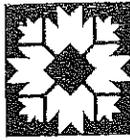
**EXTERIOR:**

MC Scrape and paint exterior surfaces where paint is peeling or wood is exposed, north building.

BMC 16.04.050(e)

**(This violation has a one-year deadline from the date of the Cycle Inspection.)**

**This is the end of this report.**



City of Bloomington  
Housing and Neighborhood Development

CYCLE REPORT

1274

OWNERS

Bevis, Donald W.  
Po Box 1183  
Bloomington, IN 47402

Prop. Location: 1501 - 1531 S. Dorchester Dr.  
Number of Units/Structures: 16/2  
Units/Bedrooms/Max # of Occupants: Bld 1: 8/2/5, Bld 2: 8/2/5

Date Inspected: 12/15/2014  
Primary Heat Source: Gas  
Property Zoning: RH  
Number of Stories: 2

Inspectors: Norman Mosier  
Foundation Type: Slab  
Attic Access: No  
Accessory Structure: None

Monroe County Assessor's records indicate this structure was built in 1963.  
There were no requirements for emergency egress at the time of construction.

**NOTE:** Structure is built on slab, laundry rooms are built as basements on end of structure.

**GENERAL STATEMENTS:**

Egress window measurements for structure are as follows:

Existing Egress Window Measurements: Dbl hung pop out: Const. Yr. - 1963  
Height: 19.5 inches  
Width: 38 inches  
Sill Height: 29.25 inches  
Openable Area: 5.15 sq. ft.

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

**Room Dimension are as follows:**

**Main Level:**

Living Room 18-6 x 15  
Kitchen 8-6 x 6  
Dining Area 8-6 x 8  
½ Baths (end units only)

**Upper Level**

E Bedroom 13-2 x 12-8  
W Bedroom 13 x 12  
Bathroom

**GENERAL VIOLATION:**

**Furnace Documentation x 16**

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  
BMC 16.01.060(f) and 16.04.060 (c)

**INTERIOR:**

**NORTH BUILDING**

**UNIT 1501**

**Entryway:**

Replace the missing trim on the entry door. BMC 16.04.060(a)

Repair the surface of the ceiling to be free of holes, cracks, peeling paint and sagging materials, above entry door. BMC 16.04.060(a)

**Kitchen:**

Determine the source and eliminate the water leak under the sink. BMC 16.04.060(b)

Install a cable clamp where the power supply enters the garbage disposal.  
BMC 16.04.060(c)

Repair the surface of the ceiling to be free of holes, cracks, peeling paint and sagging materials. BMC 16.04.060(a)

Repair the light fixture to function as intended, flickers. BMC 16.04.060(c)

Every window shall be capable of being easily opened and held in position by its own hardware. BMC 16.04.060(b)

**Furnace Closet:** See general violation.

Repair the door to latch properly. BMC 16.04.060(a)

C  
FURN. DOC.  
INSERTED IN  
FILE  
NM

C  
C  
C  
C  
C  
C  
C

C ½ Bath:  
Clean and service the exhaust fan. BMC 16.04.060(c)

C Living Room:  
Repair the surface of the ceiling to be free of holes, cracks, peeling paint and sagging materials. BMC 16.04.060(a)

**2<sup>nd</sup> LEVEL**

C Stairway/Hallway:  
Secure the lower handrail. BMC 16.04.060(b)

C  
Repair or replace existing smoke detector in a manner so that it functions as intended.  
IC 22-11-18-3.5

E Bedroom, W Bedroom, Bathroom:  
No violations noted.

**UNIT 1503**

*MC*  
This unit/room was not inspected at the time of this inspection, as it was not accessible. This unit/room must be inspected and brought into compliance with-in the same 60 day deadline as the remainder of this property. **This applies even if the tenants do not have access to this area of the property.** BMC 16.03.040

**UNIT 1505**

C Entryway:  
Repair/replace the defective doorknob to function as intended. BMC 16.04.060(a)

C Kitchen:  
Replace the missing rubber grommet for the garbage disposal. BMC 16.04.060(c)

C  
Re-install the cabinet doors. BMC 16.04.060(c)

C  
Replace both of the broken window pins. BMC 16.04.060(b)

Living Room:  
No violations noted.

Furnace Closet:  
See general violation.

**2<sup>nd</sup> LEVEL**

Stairway/Hallway:  
No violations noted.

C W Bedroom:  
Replace the broken receptacle on the east wall. BMC 16.04.060(b)

Hall Bath:

No violations noted.

C E Bedroom:

Secure the loose receptacle on the east wall. BMC 16.04.060(a)

**UNIT 1507**

C Entryway:

Install/replace batteries in smoke detectors so that they function as intended.  
IC 22-11-18-3.5

C Kitchen:

Properly install or replace the aerator on the sink faucet so that it functions as intended.  
BMC 16.04.030(c)

C Secure the loose GFCI receptacle to the left of the sink. BMC 16.04.060(a)

C Living Room:

Repair the surface of the ceiling to be free of holes, cracks, peeling paint and sagging materials, adjacent to the west wall. BMC 16.04.060(a)

C Interior walls shall be free of holes, cracks, peeling paint and deteriorated drywall/plaster, west wall adjacent to the vent. BMC 16.04.060(a)

C Furnace Closet: See general violation.

Repair the door to latch properly. BMC 16.04.060(a)

**2<sup>nd</sup> LEVEL**

Stairway/Hallway, E Bedroom:

No violations noted.

N/C Hall Bath:

Repair the sink faucet to eliminate the constant dripping. BMC 16.04.060(c)

C Repair the tub faucet to eliminate the constant dripping. BMC 16.04.060(c)

C W Bedroom:

Repair the door to fit the door jamb and to latch properly. BMC 16.04.060(a)

**UNIT 1509**

C Entryway:

Replace the inaudible smoke detector. IC22-11-18-3.5

C Kitchen:

Install a cable clamp where the power supply enters the garbage disposal.  
BMC 16.04.060(c)

Living Room:

No violations noted.

Furnace Closet:

See general violation.

2<sup>nd</sup> LEVEL

Stairway/Hallway:

No violations noted.

W Bedroom:

Repair the door to fit the doorjamb and to latch properly. BMC 16.04.060(a)

Every window shall be capable of being **easily** opened and held in position by its own hardware. BMC 16.04.060(b)

Secure the loose transition strip adjacent to the doorway. BMC 16.04.060(a)

Hall Bath:

Repair the sink faucet to eliminate the constant dripping. BMC 16.04.060(c)

Properly install or replace the aerator on the sink faucet so that it functions as intended. BMC 16.04.030(c)

Repair/replace the tub faucet handle, hard to push or pull. BMC 16.04.060(c)

E Bedroom:

No violations noted.

UNIT 1511

Once the interior painting is complete all light globes, cover plates and switch plates shall be reinstalled. BMC 16.04.060(a)

Entryway:

Repair or replace existing smoke detector in a manner so that it functions as intended. IC 22-11-18-3.5

Kitchen:

Repair the sink faucet not to leak at the base of neck. BMC 16.04.060(b)

Properly install or replace the aerator on the sink faucet so that it functions as intended. BMC 16.04.030(c)

Repair the light fixture to function as intended. BMC 16.04.060(c)

Living Room:

No violations noted.

Furnace Closet:

See general violation.

**2<sup>nd</sup> LEVEL**

Stairway/Hallway:

Replace the defective smoke detector. IC22-11-18-3.5

E Bedroom:

Replace the missing striker plate and repair the door to latch properly. BMC 16.04.060(a)

Hall Bath:

No violations noted.

W Bedroom:

Repair the window to be weather tight. BMC 16.04.060(b)

**UNIT 1513**

Entryway:

No violations noted.

Kitchen:

The water supply system shall be installed and maintained to provide a supply of water to plumbing fixtures, devices and appurtenances in sufficient volume and at pressures adequate to enable the fixtures to function properly, safely, and free from defects and leaks (repair sink faucet in a manner so that there is adequate water pressure and volume) .  
BMC 16.04.060(b)

Furnace Closet: See general violation.

Repair the door to latch properly. BMC 16.04.060(a)

½ Bath, Living Room:

No violations noted.

**2<sup>nd</sup> LEVEL**

Stairway/Hallway:

Install/replace batteries in smoke detectors so that they function as intended.  
IC 22-11-18-3.5

W Bedroom:

Repair the door to fit the door jamb and to latch properly. BMC 16.04.060(a)

C

Repair the window to be weather tight. The sashes shall fit snugly and properly within the frame. Replace any missing or deteriorated glazing compound. Windows shall be easily and fully openable and shall remain fully open using hardware that is part of the window.  
BMC 16.04.060(b)

C

Hall Bath:

Seal edge of floor covering adjacent to bathtub. BMC 16.04.060(a)

E Bedroom:

No violations noted.

**UNIT 1515**

N/C  
N/C

Entryway:

Repair the storm door to latch properly. BMC 16.04.060(a)

Repair or replace existing smoke detector in a manner so that it functions as intended.  
IC 22-11-18-3.5

Kitchen:

C

The water supply system shall be installed and maintained to provide a supply of water to plumbing fixtures, devices and appurtenances in sufficient volume and at pressures adequate to enable the fixtures to function properly, safely, and free from defects and leaks (repair sink faucet in a manner so that there is adequate water pressure and volume) .  
BMC 16.04.060(b)

C

Secure the loose GFCI receptacle to the right of the sink. BMC 16.04.060(a)

C

Properly install or replace the aerator on the sink faucet so that it functions as intended.  
BMC 16.04.030(c)

C

Replace the broken right side window pin. BMC 16.04.060(b)

Furnace Closet:

See general violation.

½ Bath, Living Room:

No violations noted.

**2<sup>nd</sup> LEVEL**

Stairway/Hallway:

No violations noted.

E Bedroom:

No violations noted.

Hall Bath:

C Repair the damaged door jamb and repair the door to latch properly. BMC 16.04.060(a)

N/C Seal edge of floor covering adjacent to bathtub. BMC 16.04.060(a)

W Bedroom:

No violations noted.

Laundry Room:

No violations noted.

**SOUTH BUILDING**

**UNIT 1517**

Entryway:

C Interior walls shall be free of holes, cracks, peeling paint and deteriorated drywall/plaster, behind the door. BMC 16.04.060(a)

C Repair or replace existing smoke detector in a manner so that it functions as intended. IC 22-11-18-3.5

Kitchen:

N/C Secure the loose sink faucet. BMC 16.04.060(c)

Furnace Closet:

See general violation.

½ Bath:

C Secure the loose sink to the wall. BMC 16.04.060(c)

Living Room:

C Secure the loose receptacle on the north wall. BMC 16.04.060(a)

**2<sup>nd</sup> LEVEL**

Stairway/Hallway:

C Secure the loose lower handrail. BMC 16.04.060(b)

C Repair or replace existing smoke detector in a manner so that it functions as intended. IC 22-11-18-3.5

W Bedroom:

No violations noted.

Hall Bath:

C Secure toilet to its mountings. BMC 16.04.060(a)

9 Repair the exhaust fan not to rattle. BMC 16.04.060(c)

C Replace the missing protective cover for the light fixture. BMC 16.04.060(c)

E Bedroom:

No violations noted.

**UNIT 1519**

Entryway:

No violations noted.

Kitchen:

C Properly install or replace the aerator on the sink faucet so that it functions as intended.  
BMC 16.04.030(c)

½ Bath:

C Determine the source and eliminate the water leak under the sink. BMC 16.04.060(b)

N/C Repair/replace the loud exhaust fan. BMC 16.04.060(c)

Living Room:

No violations noted

**2<sup>nd</sup> LEVEL**

Stairway/Hallway:

C Secure the loose lower handrail. BMC 16.04.060(b)

E Bedroom:

No violations noted.

Hall Bath:

C Replace the missing knob on the cabinet door under the sink. BMC 16.04.060(a)

C Seal edge of floor covering adjacent to bathtub. BMC 16.04.060(a)

W Bedroom:

C Repair the door to fit the door jamb and to latch properly. BMC 16.04.060(a)

**UNIT 1521**

Entryway, Kitchen:

No violations noted.

E Closet:

C Repair the door to latch properly. BMC 16.04.060(a)

Living Room:

No violations noted.

2<sup>nd</sup> LEVEL

Stairway/Hallway, E Bedroom, Hall Bath:

No violations noted.

C W Bedroom:

Repair the door to latch properly. BMC 16.04.060(a)

UNIT 1523

Entryway:

C Repair the crack in the south wall. BMC 16.04.060(a)

C Kitchen:

Replace the defective GFCI receptacle, won't reset. BMC 16.04.060(b)

Furnace Closet:

See general statement.

Living Room:

No violations noted.

2<sup>nd</sup> LEVEL

Stairway/Hallway:

C Secure the loose lower handrail. BMC 16.04.060(b)

E Bedroom:

No violations noted.

Hall Bath:

MC Repair the hole in the door. BMC 16.04.060(a)

C W Bedroom:

Repair the hole in the door. BMC 16.04.060(a)

UNIT 1525

Entryway:

C Repair the surface of the ceiling to be free of holes, cracks, peeling paint and sagging materials. BMC 16.04.060(a)

C Install/replace batteries in smoke detectors so that they function as intended.  
IC 22-11-18-3.5

Kitchen:

MC Repair the faucet sprayer on the sink to function as intended by the manufacturer, or remove and properly terminate the line for the sprayer. BMC 16.04.060(c)

C Living Room:

Replace the broken receptacle on the east wall adjacent to the closet. BMC 16.04.060(b)

C Furnace Closet: See general violation.

Repair the door to latch properly. BMC 16.04.060(a)

2<sup>nd</sup> LEVEL

C Stairway/Hallway:

Secure the loose lower handrail. BMC 16.04.060(b)

W Bedroom, Hall Bath:

No violations noted.

C E Bedroom:

Repair the hole in the door. BMC 16.04.060(a)

C Interior walls shall be free of holes, cracks, peeling paint and deteriorated drywall/plaster, behind the door. BMC 16.04.060(a)

UNIT 1527

C This unit/room was not inspected at the time of this inspection, as it was not accessible. This unit/room must be inspected and brought into compliance with-in the same 60 day deadline as the remainder of this property. **This applies even if the tenants do not have access to this area of the property.** BMC 16.03.040

UNIT 1529

C Entryway:

Repair the surface of the ceiling to be free of holes, cracks, peeling paint and sagging materials, adjacent to the smoke detector. BMC 16.04.060(a)

MC Kitchen:

Repair the surface of the ceiling to be free of holes, cracks, peeling paint and sagging materials. BMC 16.04.060(a)

C Interior walls shall be free of holes, cracks, peeling paint and deteriorated drywall/plaster, above the doorway. BMC 16.04.060(a)

Furnace Closet:

See general statement.

½ Bath:

No violations noted.

Living Room:

C Interior walls shall be free of holes, cracks, peeling paint and deteriorated drywall/plaster, adjacent to the register vent. BMC 16.04.060(a)

C Secure the loose register vent. BMC 16.04.060(c)

2<sup>nd</sup> LEVEL

Stairway/Hallway:

C Secure the loose lower handrail. BMC 16.04.060(b)

C Interior walls shall be free of holes, cracks, peeling paint and deteriorated drywall/plaster, north wall. BMC 16.04.060(a)

C Repair or replace existing smoke detector in a manner so that it functions as intended. IC 22-11-18-3.5

E Bedroom:

C Repair the door to latch properly. BMC 16.04.060(a)

Hall Bath:

C Seal edge of floor covering adjacent to bathtub. BMC 16.04.060(a)

W Bedroom:

No violations noted.

UNIT 1531

Entryway:

C Repair the storm door knob to function as intended. BMC 16.04.060(a)

W/C Replace the inaudible smoke detector. IC22-11-18-3.5

Kitchen:

C Replace the defective GFCI receptacle to the left of the sink. BMC 16.04.060(b)

½ Bath:

C Properly install or replace the aerator on the sink faucet so that it functions as intended. BMC 16.04.030(c)

C Secure toilet to its mountings. BMC 16.04.060(a)

Living Room:

W/C Repair the surface of the ceiling to be free of holes, cracks, peeling paint and sagging materials, adjacent to the hallway. BMC 16.04.060(a)

2<sup>nd</sup> LEVEL

Stairway/Hallway:

C Repair or replace existing smoke detector in a manner so that it functions as intended.  
IC 22-11-18-3.5

E Bedroom, Hall Bath:

No violations noted.

W Bedroom:

C Repair the window to be weather tight. The sashes shall fit snugly and properly within the frame and to latch properly. Replace any missing or deteriorated glazing compound. Windows shall be easily and fully openable and shall remain fully open using hardware that is part of the window. BMC 16.04.060(b)

Laundry Room:

No violations noted.

EXTERIOR:

N/C Scrape and paint exterior surfaces where paint is peeling or wood is exposed, north building.  
BMC 16.04.050(e)

**(This violation has a one-year deadline from the date of the Cycle Inspection.)**

C Replace the missing gutter and downspout on the NE corner of the north building.  
BMC 16.04.050(a)

C Remove the trash and debris, tires, etc. from the rear porch of unit 1503.  
BMC 16.04.040(d)

C Repair/replace the nonfunctioning front porch light. BMC 16.04.050(a)

OTHER REQUIREMENTS:

Required documentation:

C Complete the enclosed registration form. A street address is required for both owner and agent. This form must be signed by the owner. If this form is not provided to the HAND department by the compliance deadline and the matter is referred to the Legal Department a fine of \$25 will be assessed. BMC 16.03.020(b), BMC 16.10.030(b)

Required documentation:

C 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 16.03.060(c) and BMC 16.10.030(b)

Required documentation:

C 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. BMC 16.03.050(e) and BMC 16.10.030(b)**

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 16.03.030(d)

**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: June 15, 2016

Petition Type: An extension of time to complete repairs.

Petition Number: 16-TV-128

Address: 2321 S. Rockport Rd.

Petitioner: Shannon Ramey

Inspector: Matt Swinney

Staff Report: March 5, 2015 Completed Cycle Inspection Report  
November 30, 2015 Completed RV Report

At the cycle inspection on 3/5/2015 it was discovered that 4 units had an additional bedroom added making these 4 units 4 bedroom units. Owner has requested an extension of time to allow for the affected units to be reverted back to 3 bedroom units. These units do not meet the requirements of Title 20, The Unified Development Ordinance. Planning does not allow for the conversion to 4 bedroom units at this location without additional site improvements.

Staff recommendation: Grant the request.

Conditions: The owner shall bring the property into compliance with Title 20, or; as the tenant's leases end, the units are to be reverted back to 3 bedrooms before the units can be rented again. If the current tenant's family requires 4 bedrooms they will have to find other housing to accommodate their needs. The property owner will be required to provide the current leases for each unit. 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: Owner to turn in leases June 30, 2016  
Revert the 4 bedroom units back to 3 bedrooms each at the end of current leases

Attachments: Cycle Inspection, BHQA Appeal, Petitioner's Letter



RECEIVED  
APR 28 2016

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: 2321 S. Rockport Road Bloomington

Petitioner's Name: Shannon Ramey

Address: 3400 S. Claybridge Dr. 1

City: Bloomington State: In Zip Code: 47401

Phone Number: 812 345 7135 Email Address: sramey227@gmail.com

Property Owner's Name: Shannon Ramey & Helen Fields

Address: 3400 S. Claybridge Dr

City: Bloomington State: In Zip Code: 47401

Phone Number: 812 345 7135 Email Address: sramey227@gmail.com

Occupants: 4 families

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 Residential Rental Unit and Lodging Establishment Inspection Program (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 16-TV-128

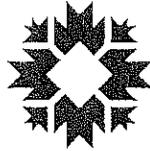
SEE REVERSE

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.

Four of the six rental units were converted to four bedrooms from three bedroom apartments. If these units need to be reconfigured back to three bedrooms more time will be needed and a decision will need to be made if I can legally displace four families

Signature (required): Shannon Ramey  
Name (please print): Shannon Ramey Date: 4/28/2016

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

4557

OWNERS

Shannon Ramey & Helen Fields  
3400 S. Claybridge Dr  
Bloomington, IN 47401

Prop. Location: 2321 S Rockport RD  
Number of Units/Structures: 6/1  
Units/Bedrooms/Max # of Occupants: 6/3/5

|                               |                           |
|-------------------------------|---------------------------|
| Date Inspected: 03/05/2015    | Inspectors: Matt Swinney  |
| Primary Heat Source: Electric | Foundation Type: Basement |
| Property Zoning: RH           | Attic Access: Yes         |
| Number of Stories: 2          | Accessory Structure: None |

Monroe County Assessor's records indicate this structure was built in 1998.

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

**NOTE:**

Room dimensions are in the file or listed on the previous cycle inspection report.

Only Units/Rooms with violations shall be listed on this report.

These units have 3 approved sleeping rooms. 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.*

401 N. Morton  
PO Box 100  
Bloomington, IN 47402

**City Hall**

Rental Inspections: (812) 349-3420  
Housing Division: (812) 349-3401  
www.bloomington.in.gov/hand Fax: (812) 349-3582

Egress window measurements for upstairs bedrooms are as follows:

**Existing Egress Window Measurements: Dbl Hung pop out: Const. Yr. - 1998**

**Height: 26 inches**

**Width: 32 inches**

**Sill Height: 24 inches**

**Openable Area: 5.78 sq. ft.**

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

Egress window measurements for approved basement bedrooms are as follows:

**Existing Egress Window Measurements: Slider: Const. Yr. - 1998**

**Height: 26.75 inches**

**Width: 33 inches**

**Sill Height: 44 inches**

**Openable Area: 6.13 sq. ft.**

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

## INTERIOR

### UNIT 2321

#### UPSTAIRS

##### E Bedroom

C Repair smoke detector in this room to be interconnected. IC 22-11-18-3.5

### UNIT 2323

#### MAIN LEVEL

##### Entry

C Repair or replace damaged door in a manner so that it is reasonably weather tight, excludes the entrance of rodents, and functions as intended. BMC 16.04.060(a)

### BASEMENT

#### E Bedroom

C Replace the missing smoke detector. The missing smoke detector was hard wired and must be replaced with a hard wired model. IC 22-11-18-3.5

#### W Bedroom

**See Title 20 statement at the beginning of this report.**

C Provide operating power to smoke detector. IC 22-11-18-3.5

N/C Repair/replace the damaged door and door frame. BMC 16.04.060(a)

C Replace the missing protective cover for the light fixture. BMC 16.04.060(c)

UPSTAIRS

E Bedroom

N/C Repair the surface of the ceiling to be free of holes, cracks, peeling paint and sagging materials. BMC 16.04.060(a)

W Bedroom

N/C Repair the surface of the ceiling to be free of holes, cracks, peeling paint and sagging materials. BMC 16.04.060(a)

UNIT 2325

MAIN LEVEL

Kitchen

C Properly install or replace the aerator on the sink faucet so that it functions as intended. BMC 16.04.060(c)

½ Bath

C Repair/replace the unattached door hinge. BMC 16.04.060(a)

BASEMENT

E Bedroom

N/C Repair smoke detector in this room to be interconnected. IC 22-11-18-3.5

W Bedroom

See Title 20 statement at the beginning of this report.

N/C Repair smoke detector in this room to be interconnected. IC 22-11-18-3.5

UPSTAIRS

W Bedroom

C Repair the light fixture to function as intended. BMC 16.04.060(b)

Bathroom

C Properly secure the faucet on the sink. BMC 16.04.060(c)

UNIT 2327

MAIN LEVEL

½ Bath

N/C Secure toilet to its mountings. BMC 16.04.060(a)

Entry

N/C Interior walls shall be free of holes, cracks, peeling paint and deteriorated drywall/plaster. BMC 16.04.060(a)

N/C Repair or replace damaged door frame in a manner so that it is reasonably weather tight, excludes the entrance of rodents, and functions as intended. BMC 16.04.060(a)

Kitchen

N/C Repair the faucet sprayer on the sink to function as intended by the manufacturer, or remove and properly terminate the line for the sprayer. BMC 16.04.060(c)

C Determine the source and eliminate the water leak at the kitchen sink area. BMC 16.04.060(b)

C Properly repair or replace broken/rotted sink cabinet. BMC 16.04.060(a)

BASEMENT

N/C Properly repair or replace loose, damaged, or missing floor covering. BMC 16.04.060(a)

E Bedroom

C Repair the surface of the ceiling to be free of holes, cracks, peeling paint and sagging materials. BMC 16.04.060(a)

Furnace Closet

C Repair/replace the damaged door. BMC 16.04.060(a)

UPSTAIRS

Bathroom

C Clean and service the exhaust fan so that it functions as intended. BMC 16.04.060(c)

UNIT 2329

MAIN LEVEL

Entry

N/C Repair smoke detector in this room to be interconnected. IC 22-11-18-3.5

BASEMENT

W Bedroom

See Title 20 statement at the beginning of this report.

N/C Repair smoke detector in this room to be interconnected. IC 22-11-18-3.5

UPSTAIRS

Bathroom

N/C Properly seal the entire perimeter of the tub/shower including the floor. BMC 16.04.060(a)

UNIT 2331

MAIN LEVEL

Entry

C Repair/replace the damaged door in a manner so that it latches and functions as intended. BMC 16.04.060(a)

UPSTAIRS

Bathroom

N/C Repair or replace the peeling linoleum. BMC 16.04.060(a)

W Bedroom

C Every window shall be capable of being easily opened and held in position by its own hardware. BMC 16.04.060(b)

C Interior walls shall be free of holes, cracks, peeling paint and deteriorated drywall/plaster. BMC 16.04.060(a)

E Bedroom

C Every window shall be capable of being easily opened and held in position by its own hardware. BMC 16.04.060(b)

C Repair/replace the damaged door frame. BMC 16.04.060(a)

BASEMENT

Hallway

N/C Repair smoke detector in this room to be interconnected. IC 22-11-18-3.5

Bathroom

N/C Properly seal the entire perimeter of the tub/shower including the floor. BMC 16.04.060(a)

W Bedroom

See Title 20 statement at the beginning of this report.

N/C Repair smoke detector in this room to be interconnected. IC 22-11-18-3.5  
missing

EXTERIOR

N/C Label the electrical meters for each unit. BMC 16.04.020 (IRC E4001.5)

Required documentation

C 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 16.03.060(c) and BMC 16.10.030(b)**

Required documentation

C 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. BMC 16.03.050(e) and BMC 16.10.030(b)**

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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 16.03.030(d)

**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: June 15, 2016

Petition Type: An extension of time to complete repairs.

Petition Number: 16-TV-129

Address: 212 S. Roosevelt St.

Petitioner: Yaling Huang

Inspector: Norman Mosier

Staff Report: August 10, 2015 – Conducted Cycle Inspection  
October 28, 2015 – Sent Remaining Violations Report  
October 30, 2015 – Received BHQA Appeal – Rescind Variance  
December 08, 2015 – Scheduled Re-inspection  
January 12, 2016 – Re-scheduled Re-inspection  
February 11, 2016 – Received March BHQA Appeal  
May 5, 2016 – Received 2<sup>nd</sup> BHQA Appeal and Conducted Life Safety Re-inspection, Complied. Still has outstanding violations.

It was noted during the cycle inspection that many windows in this structure will not function as intended. Windows are old and the owner cannot find replacement parts. Petitioner is requesting an extension of time to replace the windows.

Staff recommendation: Deny 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: June 16, 2016

Attachments: Cycle Report BHQA Appeal, Petitioner's Letter



RECEIVED  
MAY 05 2018  
SL

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: 212 S. Roosevelt St. Bloomington, IN 47408  
Petitioner's Name: Yaling Huang  
Address: 212 S. Roosevelt St Bloomington P.O. Box  
City: Bloomington State: IN Zip Code: 47402 1601  
Phone Number: (812) 322-8829 Email Address: Tenzinjig@aol.com  
Property Owner's Name: SAME AS ABOVE  
Address: P.O. Box 1601  
City: Bloomington State: IN Zip Code: 47402  
Phone Number: (812) 322-8829 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 Residential Rental Unit and Lodging Establishment Inspection Program (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 16-TV-129

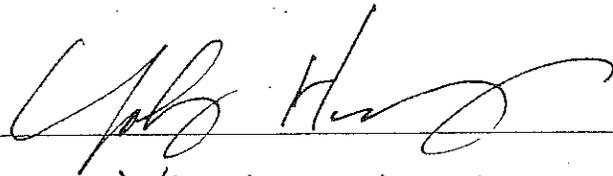
SEE REVERSE

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.

Spoke w/ Inspector, Norm,  
he suggested to file extension on  
window repairs. All other repairs

Also Due to summer traveling schedule conflict

Signature (required):



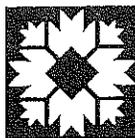
Name (please print):

YALING HUANG

Date:

5/5/2016

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 28 2015

RENTAL PERMIT INFORMATION

TJR Group, LLC  
P.O. Box 1601  
Bloomington, IN. 47402

Property Location: 212 S. Roosevelt St.

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 **OCT 27 2015** 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 BMC 16.10.020(a) and 16.10.040(a) of the Residential Rental Unit and Lodging Establishment Inspection Program. 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.

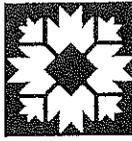
**If your address has changed since your last inspection, please submit a new registration form to the HAND Department. You can find the registration form online at the website listed above. If you do not have internet access, you may contact HAND at 812-349-3420 and a form will be mailed.**

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



City of Bloomington  
Housing and Neighborhood Development

CYCLE REPORT

1726

OWNERS

Huang, Yaling  
P.O. Box 1601  
Bloomington, IN 47402

Prop. Location: 212 S Roosevelt ST  
Number of Units/Structures: 2/1  
Units/Bedrooms/Max # of Occupants: 1/2/3 1/Eff/3

Date Inspected: 08/10/2015  
Primary Heat Source: Gas  
Property Zoning: RC  
Number of Stories: 1

Inspectors: Norman Mosier  
Foundation Type: Basement  
Attic Access: No  
Accessory Structure: None

VARIANCE

10/08/1987 Granted a variance to the ceiling height requirement in the basement unit.

This property was previously granted a variance to the ceiling height requirement in the basement unit, of the Property Maintenance Code. The Residential Rental and Lodging Establishment Inspection Program does not include a ceiling height requirement and the Building Code in place at the time of construction did not address ceiling height; therefore the variance must be rescinded by the Board of Housing Quality Appeals. This process may slightly delay the issuance of your Rental Occupancy Permit, but will not negatively affect the length of your permit.

INTERIOR:

MAIN LEVEL UNIT

Living Room 15-8 x 11-5:

The smoke detector in this room appears to be more than ten years old and may not provide adequate protection. Install new a smoke detector in an improved location. If wall mounted, it shall be located between 6 and 12 inches from the ceiling. If ceiling mounted, it shall be located at least 4 inches from the wall. IC 22-11-18-3.5

Repair the storm door to latch properly. BMC 16.04.060 (a)

Every window shall be capable of being easily opened and held in position by its own hardware, east casement windows to function as intended. BMC 16.04.060(b)

Kitchen 11-10 x 9-3:

Secure the loose sink faucet. BMC 16.04.060 (c)

N Bedroom 11-8 x 10-7:

Every window shall be capable of being easily opened and held in position by its own hardware, north window. Hardware is defective. BMC 16.04.060(b)

Existing Egress Window Measurements:

Height: 43.25 inches

Width: 26 inches

Sill Height: 34.5 inches

Openable Area: 7.81 sq. ft.

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

Bathroom:

Secure the loose sink to the wall and caulk the backsplash at the wall.  
BMC 16.04.060(c)

Paint the north and south doors. BMC 16.04.060 (f)

Repair the doors to latch properly. BMC 16.04.060 16.04.060 (a)

S Bedroom 10-11 x 8: Exit door for egress requirements.

Replace the torn screen on the entry storm door and repair the storm door to latch properly. BMC 16.04.060 (a)

Closet:

Repair the door to fit the door jamb and to latch properly. BMC 16.04.060 (a)

**BASEMENT**

Stairway:

Every flight of interior stairs with 3 or more risers and every flight of exterior stairs with 2 or more risers shall be provided with handrails. Porches, balconies, decks or raised floor surfaces located more than 30 inches above the floor or grade below shall have guards not less than 36 inches in height. Open sides of stairs with a total rise of more than 30 inches above the floor or grade below shall have guards not less than 34 inches in height measured vertically from the nosing of the treads. BMC 16.04.020

Utility Room:

Secure the loose receptacle adjacent to the dryer. BMC 16.04.060 (b)

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                    |

BMC 16.01.060(f) and 16.04.060 (c)

**BASEMENT UNIT:**

Living Room/Bedroom 17-11 x 13-8:

Repair the interior screen door to function as intended, hinges loose, torn screen.  
BMC 16.04.060 (a)

Every window shall be capable of being easily opened and held in position by its own hardware, NE window. BMC 16.04.060(b)

Kitchen 10 x 8, Study:

No violations noted.

Bathroom:

Secure toilet to its mountings. BMC 16.04.060(c)

**EXTERIOR:**

Scrape and paint exterior surfaces where paint is peeling or wood is exposed.  
BMC 16.04.050(e)

**(This violation has a one-year deadline from the date of the Cycle Inspection.)**

Secure the loose siding on the se corner of structure. BMC 16.04.050(a)

Remove the vines that are growing on the structure, east side. BMC 16.04.050(a)

Clean debris from the roof, gutters and downspouts. BMC 16.04.050(a)

All residential rental unit premises which contain trees shall maintain the trees in good health so that they pose no danger to persons or property. Finish the removal of the dead trees in the back yard, also the dead pine tree adjacent to the NW corner of structure. BMC 16.04.040(e)

Repair the deteriorated soffit on the north side of structure. BMC 16.04.050(a)

**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 16.03.030(d)

**This is the end of this report.**

# BY-LAWS OF THE BLOOMINGTON BOARD OF HOUSING QUALITY APPEALS

## ARTICLE I: THE BOARD OF HOUSING QUALITY APPEALS

- A. NAME: The name of the Board shall be the Bloomington Board of Housing Quality Appeals, hereinafter referred to as the "Board" (BMC 2.19.000).
- B. OFFICE: The office of the Board shall be in the office of the Housing & Neighborhood Development Department, 401 N. Morton Street, Suite #130, P.O. Box 100, Bloomington, Indiana 47402.
- C. JURISDICTION: All of the territory within the corporate boundaries of the municipality constitutes the jurisdiction of the Residential Rental Unit and Lodging Establishment Inspection Program under Title 16 of the Bloomington Municipal Code, City of Bloomington, Indiana, hereinafter referred to as "this code".
- D. DUTIES: The Board shall hear the appeal of any person aggrieved by the decision of the Director of Housing & Neighborhood Development or designee, or any administrative officer charged with the administration of this code.
- E. AUTHORITY: The Board exercises authority promulgated by Bloomington Municipal Code chapter 2.02, and sections 2.08.020, 2.19.040, and 1.01.060.

## ARTICLE II: MEMBERSHIP

- A. APPOINTMENT: The Board shall consist of seven (7) appointed members. Four (4) members shall be appointed by the Mayor of the City of Bloomington, and three (3) members shall be appointed by the Common Council (BMC 2.19.040(2)).
- B. TERMS: Each board member shall serve for two (2) years, with the terms expiring on January 31 of each term. If a vacancy occurs, a successor shall be appointed in the same manner as the original board member, and shall serve for the remainder of the vacated term.
- C. AGE & RESIDENCY: A board member must be at least eighteen (18) years of age, and domiciled in the corporate city limits of Bloomington. Domicile may be established by evidence of intent to make Bloomington a member's fixed and permanent home, such as registering to vote, establishing longevity of residence, owning real estate, declaring Bloomington as the member's residence on tax forms, etc.

- D. DISQUALIFICATION: A board member who ceases to be qualified forfeits his or her office. In the event a member no longer resides in the City of Bloomington, the member shall immediately resign and notify the appropriate appointing official or body.
- E. CONFLICT OF INTEREST: No member shall enter into discussion as a member of the board representing any property in which the member is immediately or particularly interested. In the event that any board member disqualifies himself or herself, or that any board member's eligibility is challenged by any member of the public, such fact shall be entered on the records of the Board, and shall appear in the minutes of the Board. A board member may not vote on a case in which that board member has a pecuniary interest in any contract, employment, purchase, or sale involving the Board within the scope of its duties and jurisdiction.
- F. REMOVAL FOR CAUSE: The Board shall operate under General Provisions for boards and commissions (BMC 2.08.020)

### ARTICLE III: OFFICERS AND EMPLOYEES

- A. OFFICERS: The officers of the Board shall be a chairman, vice chairman and secretary. These officers are elected annually by the Board of Housing Quality Appeals, and shall serve from the date of their election until their successors are elected and qualified.
- B. CHAIRMAN: The chairman shall preside at all meetings and, on behalf of the Board, shall exercise general supervision over the administration of the affairs of the Board, including hearing and determining appeals from and review any order requirement or decisions made by an administrative official or board charge with the enforcement of this code, the execution of resolutions and agreements, the appointment of committees and representative, the determination of points of order and procedure, the signing of all official documents, and perform such other duties as ordered by the Board.
- C. VICE CHAIRMAN: The vice chairman shall have the authority to act as chairman of the board during the absence of the chairman.
- D. SECRETARY: The secretary shall have the authority to act as chairman of the Board during the absence of the chairman and vice-chairman. The secretary shall co-sign all official documents. The Director of Housing & Neighborhood Development or designee shall act in the capacity of recording secretary.
- E. DIRECTOR OF HOUSING & NEIGHBORHOOD DEVELOPMENT OR DESIGNEE: The Director of Housing & Neighborhood Development or designee shall be the administrative head of the Board, and shall through the office of Housing & Neighborhood Development, have general supervision over

the administration of its business and affairs. The director or designee shall be charged with management of the affairs of the Board. The director or designee shall not be a board member. The Director or designee shall keep all records of the Board, shall act as or appoint designees to act as staff representative and recording secretary at meetings of the Board, and shall record all notes and keep a record of the proceedings of the Board. Staff members shall not be board members.

F. VACANCY: Should the office of the chairman become vacant, the vice chairman shall succeed to the chairmanship for the unexpired term of the chairman, and a new vice chairman shall be elected from the membership. Should the office of secretary become vacant, the Board shall elect a successor from among its membership at the next regular meeting, and such election shall be for the unexpired term of said office. The Board shall operate under General Provisions for boards and commissions (BMC 2.08.020), when a board position becomes vacant.

#### ARTICLE IV: MEETINGS

- A. REGULAR MEETINGS: Unless otherwise announced, all regular meetings, as established in the annual schedule, shall be held at 4:00 p.m. local time on the third Wednesday of each month, in the McCloskey Conference Room in the City Hall Building, 401 N. Morton Street, Bloomington, Indiana. The chairman of the Board shall preside over all regular meetings of the Board, except as otherwise specified in these By-laws.
- B. SPECIAL MEETINGS: Special meetings may be called as required by the Chairman of the Board or by the Director of Housing and Neighborhood Development or designee. The Director or designee shall notify all members of the Board either by phone or in writing as necessary as to the date, time, and purpose of such special meeting, not less than forty-eight (48) hours in advance of the meeting. Public notice of special meetings shall be posted in the City Hall Building at least forty-eight (48) hours before any such special meeting. The Chairman of the Board shall preside over all special meetings of the Board, except as otherwise specified in these By-laws. At special meetings, no business shall be considered other than as outlined in the order of business for the special meeting.
- C. ANNUAL MEETING: The annual meeting shall be held on the third Wednesday of February. The annual meeting shall be used for organization of the Board, including the election of officers and the seating of new members. At the annual meeting, a new schedule of regular meetings for the calendar year shall be promulgated and approved by the Board.
- D. QUORUM: Four (4) of the board members shall constitute a quorum for the purpose of convening any meeting, and the concurrence of four (4) board members shall be required to authorize any action.

E. PARLIMENTARY PROCEDURE: Meetings of the Board shall be conducted according to procedures set forth in Robert's Rules of Order, except where a different procedure is required by this or other ordinance of the City.

F. ORDER OF BUSINESS:

- I. Roll Call
- II. Review of Summary
- III. Consent Agenda
- IV. New Petitions
- V. Old Business
- VI. New Business
- VII. Staff reports
- VIII. General discussion
- IX. Adjournment

G. MINUTES: all minutes and all tape recordings of the proceeding, and all exhibits submitted by petitioners, demonstrators, and staff shall be public records, and shall be filed in the Housing & Neighborhood Development Office. All such material shall be held by the Housing & Neighborhood Development Office in a back filing system for preservation of City records for a minimum period of three (3) years.

H. TIME LIMIT: All petitioners presenting a matter to the Board shall be limited to no more than five minutes to present their case and arguments.

ARTICLE V: AMENDMENTS

A. AMENDMENTS OF THE BY-LAWS: The By-Laws of the Board shall be amended only by approval of at least four (4) board members at any regular meeting, or a special meeting which has been called for that purpose.