

**PUBLIC HEARING**  
**BOARD OF HOUSING QUALITY APPEALS**  
**ALLISON CONFERENCE ROOM 215**

**In Person / Zoom Virtual Meeting**

<https://bloomington.zoom.us/j/84090354059?pwd=mJxCil15kPgJ0iLnIZVKW3s6bUT5qk.1>

**Meeting ID 840 9035 4059      Passcode 084395**

**JANUARY 20, 2026 4:15 P.M.**

**ALL ITEMS ARE ON THE CONSENT AGENDA**

**I. ROLL CALL**

**II. MINUTES – December 16, 2025**

**III. PETITIONS**

- 1) **26-TV-01, 125-127 W. Pinewood Court**, Dan Robert Forslund. Request for an extension of time to complete repairs.
- 2) **26-TV-02, 1211 W. 2<sup>nd</sup> Street**, Brawley Property Management. Request for an extension of time to complete repairs.
- 3) **26-TV-03, 3111 S. Piccadilly Street**, Jason Smith (Joseph Decker). Request for an extension of time to complete repairs.
- 4) **26-TV-04, 321 N. Washington Street**, Sarah Ransom – Cedarview Management (ELR-1, LLC). Request for an extension of time to complete repairs.
- 5) **26-TV-05, 1440 N. Woodburn Avenue**, Angie Butler (Summit Pointe United, LLC). Request for an extension of time to complete repairs.
- 6) **26-TV-06, 701 E. Summit View Place**, Angie Butler (Summit Pointe United, LLC). Request for an extension of time to complete repairs.
- 7) **26-TV-07, 712 E. Ridge Crest Court**, Angie Butler (Summit Pointe United, LLC). Request for an extension of time to complete repairs.
- 8) **26-AA-08, 326 S. Wilmington Court**, Alison Seifers. Request for relief from an administrative decision.
- 9) **26-TV-09, 3401 E. John Hinkle Place**, Jennifer Huntzinger – Gene B. Glick Management Corp. (Woodbridge Apartments of Bloomington III, LLC). Request for an extension of time to complete repairs.
- 10) **26-TV-10, 3800 S. Christa Court**, Allen Jarboe – MDWB Properties, LLC. Request for an extension of time to complete repairs.

**IV. GENERAL DISCUSSION**

**V. PUBLIC COMMENT**

**VI. ADJOURNMENT**

Board of Housing Quality Appeals - Members

Jacob Cole	Mayoral Appointee	Current Term Exp. 01/31/2027	06/07/2021 to Present
Christina Geels	Mayoral Appointee	Current Term Exp. 01/31/2027	07/15/2022 to Present
Benjamin Atkinson	Mayoral Appointee	Current Term Exp. 01/31/2026	06/26/2025 to Present
Zachary Taylor	Mayoral Appointee	Current Term Exp. 01/31/2027	10/16/2025 to Present
Navdeep Badhni	Council Appointee	Current Term Exp. 01/31/2027	08/06/2025 to Present
Zoe Zollman	Council Appointee	Current Term Exp. 01/31/2026	08/06/2025 to Present
Joshua Brewer	Council Appointee	Current Term Exp. 01/31/2027	09/30/2025 to Present

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**BOARD of HOUSING QUALITY APPEALS**  
**Meeting: TUESDAY, DECEMBER 16, 2025, 4:15 PM**  
**ALLISON CONFERENCE RM. 225**  
**SUMMARY**

MEMBERS PRESENT: **Present:** Navdeep Badhni, Joshua Brewer, Christina Geels, Zachary Taylor, Zoe Zollman

STAFF PRESENT: **Present:** Michael Arnold, Jeremy Bettis, Daniel Bixler, Rob Council, Christina Finley, Sean Hampton, Christina Hayes, Kenny Liford, Jo Stong, Steve Tamewitz, (HAND)  
**Zoom:** Taylor Brown (Legal)

Meeting start time 4:15 PM.

**I. MINUTES**

Brewer made motion to accept November 16, 2025 minutes. Geels seconded. Motion pass, 5-0.

**II. CONSENT AGENDA**

**25-AA-87, 613 W. 12th Street, Hugh Farrell (Ruth Hagerty).** Request for relief from an administrative decision placing property under Title 16 requirements. Staff recommendation to grant the request.

**25-TV-88, 609 S. Washington Street, Jason Cheek (Granite Student Living).** Request for an extension of time to complete repairs. Staff recommendation to deny the request and set compliance date December 19, 2025.

**Approved.**

**III. PETITIONS**

**1) 25-TV-84, 3200 E. Longview Avenue, Angie Butler (Summit Pointe United, LLC).** Petitioner, Angie Butler, was present via Zoom to request an extension of time to complete repairs. Staff recommendation grant the request for an extension of time to complete all life safety violations with a December 30, 2025 deadline and a February 28, 2026 deadline for all other repairs. Geels made motion to grant request per staff recommendation. Zollman seconded. Motion pass, 5-0.

**2) 25-TV-85, 520 S. Park Ridge Road, Isabelle Hamric (Reserve on Third).** Petitioners, Tashia Hoover & Sarah Tucker, were present via Zoom to request an extension of time to complete repairs. Staff recommendation to grant the request with a March 31, 2026 deadline for all exterior work. Geels made motion to grant the request per staff recommendation. Badhni seconded. Motion passed, 5-0.

**3) 25-TV-86, 320 S. Washington Street, Ralph Dennie (Middle Way House).** The petitioner, Ralph Dennie, was present via Zoom to request an extension of time to complete repairs. Staff recommendation was to grant the request with a December 30, 2025 for all exterior repairs. Geels made motion to grant the request per staff recommendation and condition petitioner scheduled reinspection prior to end of business December 19, 2025. Badhni seconded. Motion passed, 5-0.

**4) 25-TV-89, 118 N. Jefferson Street, Valerie French (Grant Management, LLC).** Petitioner, Valerie French, was present to request an extension of time to complete repairs.

**IV. GENERAL DISCUSSION**

None.

**V. PUBLIC COMMENT**

None.

**VI. ADJOURNMENT**

Geels made motion for adjournment. Badhni seconded. Motion passed unanimously. Meeting adjourned 4:36 PM.



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

Meeting Date: January 20, 2026

Petition Type: Request for an extension of time to complete repairs

Petition Number: 26-TV-01

Address: 125 W. Pinewood

Petitioner: Dan Forslund (Granite Student Living)

Inspector: Rob Council

Staff Report: May 02, 2025: Conducted cycle inspection  
June 17, 2025: Mailed cycle report.  
September 23, 2025: Mailed remaining violations report.  
October 22, 2025: Call made to agent to schedule reinspection for 12/3/25  
December 1, 2025: Reinspection canceled by agent.  
December 2, 2025: Received BHQA appeal.

During a cycle inspection of the above property violations of the housing code were found, including windows that did not function as intended, loose electrical outlets and other issues. The petitioner is seeking an extension of time to complete all repairs.

Staff recommendation: DENY an extension of time

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

Compliance Deadline: January 30, 2025

Attachments: Remaining Violations Report; BHQA Application



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City Permit #: BHQA2025-0100  
Application Date: 12/2/2025

## **Application For Appeal To The Board of Housing Quality Appeals**

**Property Address:** 125 W Pinewood DR  
**Parcel Number:** 53-08-16-200-034.000-009

### **Applicant**

Dan Robert Forslund  
401 e 4th st  
Bloomington IN 47408

**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.

**Requested Variance Type: TV**

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

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

**Variance Request:**

This message is to formally request a five-month extension for the work at the property located at 125-127 W Pinewood Dr.

We recently discovered that both units of this duplex are affected by a bed bug infestation. We have engaged Morrow's Termite and Pest Control, who are working directly with the tenants. They have advised us that the elimination and verification process could take up to four months.

Due to this ongoing pest issue, our technicians were forced to stop their repair work and cannot safely return to the site until the infestation is verified as eliminated.

The five-month extension is requested to allow time for the pest issue to be fully addressed and for our repair team to complete the remaining work.

Please let me know if you require any further documentation.

Thank you,  
Dan Forslund



## REMAINING VIOLATIONS INSPECTION REPORT

1632

### Owner

Lean on Me Properties / Scott Caulfield  
PO BOX 313  
Westfield, IN 46074

### Agent

Granite Student Living  
401 E 4<sup>th</sup> ST  
Bloomington, IN 47408

Prop. Location: 125 W Pinewood DR

Number of Units/Structures: 2/1

Units/Bedrooms/Max # of Occupants: Bld 1: 2/2/5

Date Inspected: 05/02/2025

Primary Heat Source: Gas

Property Zoning: RM

Number of Stories: 1

Inspector: Rebecca Davis

Foundation Type: Crawl Space

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

### 125 W Pinewood

Living Room (16-10 x 13-0):

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

Kitchen (9-8 x 10-0):

Secure the cabinet doors above the microwave and the cabinet to the right of the microwave. BMC 16.04.060(a)

Seal the hole in the back of the sink cabinet to prevent entry of mice into the cabinet area (open to wall cavity, mouse droppings present). BMC 16.04.060(a)

N Bedroom (9-6 x 9-4):

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

Install approved transition strips along the edge of floor covering in a manner that reduces trip hazards. BMC 16.04.060(a)

Bathroom:

Repair or replace diverter in shower faucet assembly. BMC 16.04.060(a)

**127 W Pinewood**

Entry:

Repair the storm door to function as intended. BMC 16.04.060(a)

Kitchen (9-8 x 10-0):

Properly caulk the countertop/backsplash where it meets the wall to eliminate water infiltration. BMC 16.04.060(a)

Repair or replace the damaged countertop over the dishwasher area. BMC 16.04.060(a)

Secure the cabinet doors over the microwave. BMC 16.04.060(a)

Bathroom:

Properly caulk the countertop where it meets the wall to eliminate water infiltration. BMC 16.04.060(a)

Secure the loose tub faucet. BMC 16.04.060(c)

N Bedroom (9-6 x 9-4):

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

**EXTERIOR**

Replace the missing protective cover for the light fixture on the back of the structure. BMC 16.04.050(a)

Replace/Repair the dryer vent flaps so they function as intended (get stuck open). BMC 16.04.050(a)

Trim all tree branches away from the siding and roofline to maintain a 3' clearance. BMC 16.04.040(e)

## **DOCUMENTATION REQUIRED:**

### **Furnace Inspection 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:

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

## **OTHER REQUIREMENTS:**

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

### **Occupancy Affidavit**

Provide a completed copy of the Occupancy Affidavit for this Registered Residential Rental property to the inspector for review. BMC 16.03.025

\*Beginning January 1, 2022, Bloomington Municipal Code requires owners of Registered Rental properties to present a completed Occupancy Affidavit for any structures with 4 (four) or fewer units as part of the rental documents. The Ordinance does not require a copy of the Occupancy Affidavit to be kept by the HAND Department, only reviewed.

\*\*Beginning July 1, 2022, a completed copy of the Occupancy Affidavit must be reviewed by the inspector within 60 days of this mailing of the Cycle Report or a \$25.00 fine will be levied. BMC 16.03.025

### **Inventory & Damages 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. A completed copy of the Inventory & Damage List must be provided to the office or reviewed with the inspector within 60 days of the mailing of the Cycle Report 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 16.03.030(d)**: All residential rental units shall display a current occupancy permit in an accessible location inside said unit. The permit shall contain the name of the owner and the agent, the occupant load of the unit, the number of bedrooms, the expiration date of the permit, and any variances that have been granted for the property. BMC 16.03.030(c)

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

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

Estimated Reinspection Time: 20 mins



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

Meeting Date: January 20, 2026

Petition Type: Request for an extension of time to complete repairs

Petition Number: 26-TV-002

Address: 1211 W 2<sup>nd</sup> St

Petitioner: Brawley Property Management

Inspector: Mike Arnold

Staff Report:	April 09, 2025	Cycle Inspection Completed
	April 14, 2025	Cycle Inspection Sent
	June 10, 2025	Reinspection Scheduled
	July 18, 2025	Reinspection Completed
	August 06, 2025	Remaining Violations Report Sent
	September 04, 2025	Reinspection Scheduled
	October 17, 2025	Reinspection Rescheduled
	December 08, 2025	Reinspection Completed
	December 11, 2025	Received BHQA Application

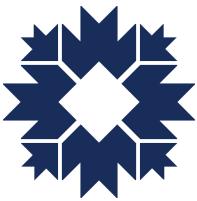
During the Cycle Inspection it was noted that there was damage to the soffit and missing gutters. The Petitioner is requesting additional time to complete the repairs due to additional damage caused by bad weather.

Staff recommendation: Grant an extension of time

Conditions: Complete all repairs and schedule for re-inspection 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: March 16, 2026

Attachments: Remaining Violations Report; BHQA Application



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hand@bloomington.in.gov

City Permit #: BHQA2025-0101  
Application Date: 12/4/2025

## Application For Appeal To The Board of Housing Quality Appeals

**Property Address:** 1211 W 2nd ST  
**Parcel Number:** 53-08-05-200-058.000-009

### Applicant

Brawley Property Management  
PO Box 5543  
Bloomington IN 47407

### 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.

### Requested Variance Type: TV

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

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

### Variance Request:

We are keeping our appointment in 2 days for re-inspect on any life safety items and interior items as we believe these are all resolved. However, the recent bad weather has caused some damage to the exterior and gutters which were supposed to be a part of this reinspect. Given the recent damage, we have decided to replace gutters with all new and paint some additional exterior areas. We need more time and better weather to complete these exterior items



## REMAINING VIOLATIONS INSPECTION REPORT

**Property was reinspected on 07/16/2025**

**Property was reinspected on 12/08/2025**

4221

### Owner

Brawley Rentals 2022  
PO Box 5543  
Bloomington, IN 47407

### Agent

Brawley Property Management  
PO Box 5543  
Bloomington, IN 47407

Prop. Location: 1211 W 2nd ST  
Number of Units/Structures: 34/2  
Units/Bedrooms/Max # of Occupants: Bld 1: 16/1/5 18/1/5

Date Inspected: 04/08/2025  
Primary Heat Source: Electric  
Property Zoning: MC  
Number of Stories: 2

Inspector: Mike Arnold  
Foundation Type: Crawl Space  
Attic Access: Yes  
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.

**NOTE: All life safety violations in this report have been highlighted.**

## INTERIOR

### North Building

#### Main Level

##### Unit 10

###### Hallway

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

### South Building

#### Main Level

##### Unit 21

###### Living Room

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

## EXTERIOR

Repair the damaged soffit and replace the missing gutter. BMC 16.04.050(a) (south building – west wall – center)

Scrape and paint exterior surfaces where paint is peeling or wood is exposed. BMC 16.04.050(c)(e) (entry door trim/frame) **This item has a deadline of 04/08/2026**

When issued, a copy of the new Rental Occupancy Permit shall be posted as required by BMC 16.03.030(d): 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(c)

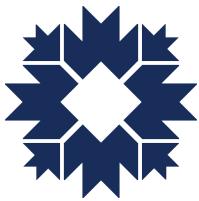
**This is the end of this report.**

Estimated time for reinspection is 30 minutes



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

Meeting Date:	January 20, 2026
Petition Type:	Request for an extension of time to complete repairs
Petition Number:	26-TV-03
Address:	3111 S. Piccadilly Street
Petitioner:	Joseph Lyndon Decker
Inspector:	Jo Stong
Staff Report:	<p>August 22, 2025: Conducted cycle inspection</p> <p>September 10, 2025: Mailed cycle report. 60-day deadline 11/09/2025</p> <p>October 7, 2025: Received gas furnace inspection documentation</p> <p>November 26, 2025: Mailed remaining violations report. Called owner, left message to schedule a reinspection.</p> <p>December 4, 2025: Received appeal</p>
Staff recommendation:	Grant an extension of time
Conditions:	Complete all repairs and schedule for re-inspection 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:	May 15, 2026
Attachments:	Remaining Violations Report; BHQA Application



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hand@bloomington.in.gov

City Permit #: BHQA2025-0102  
Application Date: 12/4/2025

## **Application For Appeal To The Board of Housing Quality Appeals**

**Property Address:** 3111 S Piccadilly ST

**Parcel Number:** 53-01-53-874-000.000-009

### **Applicant**

Joseph Lyndon Decker  
Hongo-cho 23-15 Bellachita Nakasumi 101  
Numazu IA 410-0817

**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.

**Requested Variance Type: TV**

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

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

**Variance Request:**

I am requesting a time extension to complete the required window replacements at my property. The permit requires that all windows be brought into compliance; however, due to contractor scheduling delays and current supply-chain wait times for custom-sized windows, I am unable to complete the installation by the originally required deadline.

The windows have already been ordered, and I am committed to completing all work in full accordance with City code. My contractor has provided an estimated installation beginning of April, 2026, and I am requesting an extension until May 15th, 2026, to ensure the work can be completed properly and safely. I have attached the contractor's quote and proof of purchase to this application for your reference.

This extension will allow adequate time for the delivery of the materials, professional installation, and any follow-up inspection required by the City. I am not seeking any modification to the code requirements—only additional time to bring the property into full compliance.

Thank you for your consideration.

Joe Decker



## REMAINING VIOLATIONS INSPECTION REPORT

**No reinspection has been conducted.**

0304

Owner

Joseph Decker  
Hongo-cho 23-15 Bellachita Nakasumi 101  
Numazu, IA 410-0817, Japan

Agent

Jason Smith  
3111 S. Piccadilly St.  
Bloomington, IN 47401

Prop. Location: 3111 S Piccadilly ST

Number of Units/Structures: 1/1

Units/Bedrooms/Max # of Occupants: Bld 1: 1/3/5

Date Inspected: 08/22/2025

Inspector: Jo Stong

Primary Heat Source: Gas

Foundation Type: Slab

Property Zoning: RM

Attic Access: Yes

Number of Stories: 2

Accessory Structure: None

Owner/Agent Has Affidavit: No

## REINSPECTION REQUIRED

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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:

**NOTE: All life safety violations in this report have been highlighted.**

### Mechanical Room (gas furnace):

Install a TPR valve discharge tube on the water heater, meeting the requirements below. BMC 16.04.060(c)  
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.
- If using PEX, the pipe must be one nominal size larger than the size of the relief-valve outlet, where the relief valve discharge piping is installed with insert fittings. The outlet end of such tubing shall be fastened in place.

## **2<sup>nd</sup> FLOOR**

### Northeast Bedroom (9-10 x 9-10):

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

**Window will be measured at the reinspection.**

### Southwest Bedroom (12-08 x 9-08):

Repair the window to latch. BMC 16.04.060(b)

### Northwest Bedroom (10-11 x 9-5):

**Window will be measured at the reinspection.**

Repair the window to be weather tight (replace failing caulk). BMC 16.04.060(a)

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

## OTHER REQUIREMENTS:

When issued, a copy of the new Rental Occupancy Permit shall be posted as required by BMC 16.03.030(d): All residential rental units shall display a current occupancy permit in an accessible location inside said unit. The permit shall contain the name of the owner and the agent, the occupant load of the unit, the number of bedrooms, the expiration date of the permit, and any variances that have been granted for the property. BMC 16.03.030(c)

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

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

15 minutes est. for reinspection.



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

Meeting Date: January 20, 2026

Petition Type: Request for an extension of time to complete repairs

Petition Number: 26-TV-04

Address: 321 N Washington St

Petitioner: Sarah Ransom

Inspector: Chastina Hayes

Staff Report: November 24, 2025 Completed a complaint inspection  
November 25, 2025 Mailed report

During a complaint inspection it was noted that the block wall on the north side of the property is deteriorating. The petitioner is requesting an extension of time to complete repairs due to the winter months.

Staff recommendation: Grant an extension of time

Conditions: Complete all repairs and schedule for re-inspection 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: May 1, 2026 All remaining violations

Attachments: Complaint Report; BHQA Application



City of Bloomington  
Housing and Neighborhood  
Development (HAND)  
bloomington.in.gov

401 N Morton ST Suite 130  
PO Box 100  
Bloomington IN 47404  
  
Phone: (812) 349-3420  
Fax: (812) 349-4582  
hand@bloomington.in.gov

City Permit #: BHQA2025-0103  
Application Date: 12/5/2025

## Application For Appeal To The Board of Housing Quality Appeals

**Property Address:** 321 N Washington ST  
**Parcel Number:** 53-05-33-310-199.000-005

### Applicant

Sarah Ransom  
601 N. College Ave, Ste. 1  
Bloomington IN 47404

### 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.

### Requested Variance Type: TV

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

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

### Variance Request:

Due to cold temperatures, we are requesting an extension for the concrete repairs to be made. We contacted Brewer Concrete and told that the repairs would need to be made in the spring when the temperatures warmed up.



## COMPLAINT INSPECTION REPORT

2281

### Owner(s)

Erl-1, Llc  
601 N. College Avenue, Suite 1a  
Bloomington, IN 47404

### Agent

Cedarview Management Corp.  
601 N. College Avenue, Suite 1a  
Bloomington, IN 47404

Prop. Location: 321 N Washington ST

Number of Units/Structures: 5/1

Units/Bedrooms/Max # of Occupants: Bld 1: 1/2/5 4/1/5

Date Inspected: 11/24/2025

Primary Heat Source: Gas

Property Zoning: MD-dc

Number of Stories: 3

Landlord Has Affidavit: N/A

Inspector: Chastina Hayes

Foundation Type: Basement

Attic Access: N/A

Accessory Structure: None

The following items are the result of a complaint inspection conducted on 11/24/2025. It is your responsibility to repair these items within **fourteen (14)** days of the mailing of this report. Failure to comply with this inspection report will result in this matter being referred to the City of Bloomington Legal Department. Failure to comply with this complaint inspection report may result in fines. If you have questions regarding this report, please contact this office at 349-3420.

### **EXTERIOR:**

Repair the deteriorating block wall on the northwest side of the structure. (Adjacent to the sidewalk) BMC 16.04.050 (a)

This is the end of the report.



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

Meeting Date: January 20<sup>th</sup>, 2026

Petition Type: Request for an extension of time to complete repairs

Petition Number: 26-TV-05

Address: 1440 N. Woodburn Ave

Petitioner: Summit Pointe United LLC

Inspector: Kenny Liford

Staff Report:	October 6 <sup>th</sup> , 2025	Cycle inspection completed
	October 27 <sup>th</sup> , 2025	Cycle Inspection Sent
	December 11 <sup>th</sup> , 2025	BHQA Application Received

Petitioner is requesting an extension of time for February 28<sup>th</sup> for life safety violations. April 30<sup>th</sup> for all other interior violations and June 30<sup>th</sup> for exterior violations to complete the repairs listed on the Cycle Inspection report.

Staff recommendation: Deny the current request. Have the property brought into compliance by the deadlines listed below.

Conditions: Have all repairs completed and a reinspection scheduled 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: February 15<sup>th</sup>, 2026 for all life safety violations.  
March 15<sup>th</sup>, 2026 for all remaining interior violations.  
April 30<sup>th</sup>, 2026 for all exterior violations.

Attachments: Cycle Inspection Report; BHQA Application



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401 N Morton ST Suite 130  
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Phone: (812) 349-3420  
Fax: (812) 349-4582  
hand@bloomington.in.gov

City Permit #: BHQA2025-0104  
Application Date: 12/8/2025

## Application For Appeal To The Board of Housing Quality Appeals

**Property Address:** 1440 N Woodburn AVE

**Parcel Number:** 53-05-28-312-034.000-005

### Applicant

Summit Pointe United LLC  
701 E Summitview  
Bloomington IN 47401

### 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.

### Requested Variance Type: TV

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

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

### Variance Request:

I would like to request an extension of the Life Safety violations to be completed by 2/28/2026, the interior violations to be completed by 4/30/2026, and the exterior violations to be completed 6/30/2026. I currently have a team of 4 maintenance men working on three different properties: Summit Pointe, Kingston Manor and Northcrest Apartments. All three properties have HAND Violations we are trying to complete to acquire our permits. Some items will need to be completed outside and the winter months are approaching as well. With HAND violations, turning apartments, keeping up with work orders, unexpected emergencies and a small team we need the extra time.

Thank you for accepting this request.



## CYCLE INSPECTION REPORT

2461

### Owner(s)

Northcrest United Llc  
701 E. Summitview Place  
Bloomington, IN 47401

### Agent

Hometown Property Group Llc  
169 Ramapo Valley Road  
Oakland, NJ 07436

Prop. Location: 1440 N Woodburn AVE

Number of Units/Structures: 48/4

Units/Bedrooms/Max # of Occupants: Bld 1: Bld 1: 2/1/1 10/2/4, Bld 2: 2/1/1 10/2/4, Bld 3: 2/1/1 10/2/4, Bld 4: 2/1/1 10/2/4

Date Inspected: 10/06/2025

Primary Heat Source: Gas

Property Zoning: MS

Number of Stories: 2

Inspector: Kenny Liford

Foundation Type: Basement

Attic Access: Yes

Accessory Structure: none

Monroe County records show this structure was built in 1967. There were no minimum emergency egress requirements at the time of construction.

### **Typical Egress:**

**Height:** 31 inches  
**Width** 14 inches  
**Seal Height** 43 inches  
46 inches – basement units  
**Openable Area:** 3.02 sq. ft.

### **Typical One Bedroom Unit:**

**Living Room** (17-3 x 11-0)  
**Kitchen** (10-6 x 10-0)  
**Bathroom**  
**Bedroom** (10-3 x 9-7)

### **Typical Two Bedroom Unit:**

**Living Room** (17-3 x 11-0)  
**Kitchen** (10-6 x 10-0)  
**Bathroom**  
**Bedroom** (10-3 x 9-7)  
**Bedroom** (10-3 x 10-0)

**NOTE: All life safety violations in this report have been highlighted.**

**INTERIOR****Building 1****Common Area, Attic**

No violations noted.

**Unit 1**

This unit was not inspected at the time of this inspection, as it was not accessible (**Bed bugs**). 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

The owner of a structure containing two or more dwelling units, a multiple occupancy or a rooming house shall be responsible for the extermination of pests. BMC 16.04.090(d)

**Unit 2**

This unit was not inspected at the time of this inspection, as it was not accessible (**No keys**). 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 3**

This unit was not inspected at the time of this inspection, as it was not accessible (**Bed bugs**). 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

The owner of a structure containing two or more dwelling units, a multiple occupancy or a rooming house shall be responsible for the extermination of pests. BMC 16.04.090(d)

**Unit 4****Kitchen**

Replace broken/missing outlet cover plate. BMC 16.04.060(b)

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

**Laundry Area**

Replace broken/missing outlet cover plate. BMC 16.04.060(b)

**Bathroom**

Clean and service the exhaust fan so that it functions as intended. BMC 16.04.060(c)

**Unit 5**

Deck for this unit is being handled as unsafe.

**Unit 6****Mechanical closet**

Repair or replace closet doors so they function as intended. BMC 16.04.060(a)

**Hallway**

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

**Bathroom**

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

Secure toilet to its mountings. BMC 16.04.060(c)

Remove the old caulking and properly seal the base of shower surround at the top of the tub. BMC 16.04.060(a)

### **Laundry Room**

TPR valve discharge tube needs to be installed X 2. BMC 16.04.060(c)

### **Unit 7**

No violations noted.

### **Unit 8**

#### Mechanical closet

Unclog the drain and remove the standing water. BMC 16.04.060(a)

Properly and permanently eliminate the biological growth on walls and ceiling using EPA approved methods for mold remediation. BMC 16.04.060(a) epa.gov/mold

### Hallway

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

### **Unit 9**

#### Kitchen

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

### Hallway

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

### Bathroom

Remove the old caulking and properly seal the base of shower surround at the top of the tub. BMC 16.04.060(a)

### **Landing between 9and 10**

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

### **Unit 10**

No violations noted.

### **Unit 11**

#### Mechanical closet

Repair or replace closet doors so they function as intended. BMC 16.04.060(a)

### Deck

Properly seal weathered deck and replace all rotting deck boards. BMC 16.04.050(a)

### Hallway

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

**Unit 12****Mechanical closet**

TPR valve discharge tube needs to be installed. BMC 16.04.060(c)

**Kitchen**

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

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

**Hallway**

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

**Bathroom**

Properly install or replace the aerator on the sink faucet so that it functions as intended. BMC 16.04.060(c)

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

**Building 2****Common Area, Attic**

No violations noted.

**Laundry Room**

TPR valve discharge tube needs to be installed. BMC 16.04.060(c)

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

**Unit 13**

This unit was not inspected at the time of this inspection, as it was not accessible (**Loose dog**). 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 14****Living Room**

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

**Kitchen**

There was no water service to this room at the time of the Cycle Inspection. Water service shall be restored and all associated items shall be checked at re-inspection. Any violations noted at that time shall have the same 60 day compliance deadline as the remainder of this report. BMC 16.04.060(c)

Repair the lights in this room to function as intended. BMC 16.04.060(c)

**Mechanical closet**

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

**Bathroom**

Repair the damaged toilet tank so that it functions as intended. BMC 16.04.060(c)

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

## Unit 15

### Kitchen

Replace missing/broken cabinet drawer. BMC 16.04.060(a)

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

### Bathroom

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

## Unit 16

### Mechanical closet

A minimum clearance of 36" shall be maintained between combustibles and fuel fired appliances. BMC 16.04.060(c)

### Kitchen

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

### Hallway

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

### Bathroom

Remove the old caulking and properly seal the base of shower surround at the top of the tub. BMC 16.04.060(a)

## Unit 17

### Kitchen

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

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

### Hallway

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

Reattach the loose light fixture. BMC 16.04.060(a)

## Unit 18

### Kitchen

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

### Living Room

Secure loose electrical receptacle. BMC 16.04.060(b)

### Hallway

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

### Left Bedroom

Adjust strike plate so door latches as intended. BMC 16.04.060(a)

**Unit 18 (Continued)****Bathroom**

Clean and service the exhaust fan so that it functions as intended. BMC 16.04.060(c)

Properly re-caulk around the sink to eliminate water infiltration. BMC 16.04.060(a)

Remove the old caulling and properly seal the base of shower surround at the top of the tub. BMC 16.04.060(a)

**Right Bedroom**

Repair or replace door knob/lock assembly in a manner so that it functions as intended. BMC 16.04.060(a)

**Unit 19****Bedroom/Closet**

Properly and permanently eliminate the biological growth on walls and ceiling using EPA approved methods for mold remediation. BMC 16.04.060(a) epa.gov/mold

**Laundry Room**

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

Clothes dryer exhaust shall be exhausted to the exterior of the structure and not recirculated to any space. Properly repair the existing system, or install a ventilation system that exhausts to the exterior of the structure. BMC 16.04.060(c), IRC M1502.3

**Unit 20****Mechanical closet**

TPR valve discharge tube needs to be installed. BMC 16.04.060(c)

**Kitchen**

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

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

Repair/replace the rotten shelving under the sink. BMC 16.04.060(a)

**Hallway**

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

**Bathroom**

Replace broken/missing light switch cover plate. BMC 16.04.060(b)

**Unit 21****Kitchen**

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

**Landing between 21 and 22**

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

**Unit 22****Entry**

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

Kitchen

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

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

Mechanical closet

TPR valve discharge tube needs to be installed. BMC 16.04.060(c)

A minimum clearance of 36" shall be maintained between combustibles and fuel fired appliances. BMC 16.04.060(c)

Hallway

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

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

Living Room

Repair or replace closet doors so they function as intended. BMC 16.04.060(a)

Bathroom

Remove the old caulking and properly seal the base of shower surround at the top of the tub. BMC 16.04.060(a)

**Unit 23**

Hallway

Provide operating power to the smoke detector. 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. BMC 16.04.060(a)

**Unit 24**

Kitchen

Replace broken/missing outlet cover plate. BMC 16.04.060(b)

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

Bathroom

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

**Building 3**

Common Area, Attic

No violations noted.

Laundry Room

No violations noted.

**Landing outside of 25 and 26**

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

**Unit 25**Whole unit

Ensure the unit has hot water to all fixtures. BMC 16.04.060(a)

Kitchen

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

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

Hallway

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

Bathroom

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

**Unit 26**Mechanical closet

Repair or replace closet doors so they function as intended. BMC 16.04.060(a)

TPR valve discharge tube needs to be installed. BMC 16.04.060(c)

Kitchen

Repair/replace the damaged outlet to the right of the sink. BMC 16.04.060(b)

Hallway

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

Bathroom

Replace non-functioning or incorrectly wired GFCI receptacle(s) (**Wont trip**), per Indiana Electric Code requirements. BMC 16.04.020 (IEC 210.8) and BMC 16.04.060(b)

Remove the old caulking and properly seal the base of shower surround at the top of the tub. BMC 16.04.060(a)

Left Bedroom

Secure the door to the fuse panel. BMC 16.04.060(a)

**Unit 27**Mechanical closet

Repair or replace closet doors so they function as intended. BMC 16.04.060(a)

Hallway

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

Bathroom

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

**Unit 28**Living Room

Replace broken/missing outlet cover plate. BMC 16.04.060(b)

Kitchen

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

Hallway

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

**Unit 29**

This unit was not inspected at the time of this inspection, as it was not accessible (**A child was home alone**). 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 30**Mechanical closet

TPR valve discharge tube needs to be installed. BMC 16.04.060(c)

Kitchen

Replace any damaged shelving under the sink and seal all openings. BMC 16.04.060(a)

Properly re-caulk the top of the backsplash to eliminate water infiltration. BMC 16.04.060(a)

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

Hallway

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

**Unit 31**Whole Unit

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

**Unit 32**Whole unit

Install a smoke detector in an approved location. If wall mounted, it shall be located between 4 and 12 inches from the ceiling. If ceiling mounted, it shall be located at least 4 inches from the wall. IC 22-11-18-3.5

Kitchen

Properly and permanently eliminate the biological growth on walls and ceiling using EPA approved methods for mold remediation. BMC 16.04.060(a) [epa.gov/mold](http://epa.gov/mold)

Living Room

Properly and permanently eliminate the biological growth on walls and ceiling using EPA approved methods for mold remediation. BMC 16.04.060(a) [epa.gov/mold](http://epa.gov/mold)

Bathroom

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

**Unit 33**Kitchen

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

## **Landing between 33 and 34**

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

### **Unit 34**

#### Kitchen

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

Repair the dishwasher to function as intended. BMC 16.04.060(a)

### **Common Hallway**

No violations noted.

### **Unit 35**

#### Mechanical closet

Repair or replace closet doors so they function as intended. BMC 16.04.060(a)

#### Kitchen

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

### **Unit 36**

This unit was not inspected at the time of this inspection, as it was not accessible (**No keys**). 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

### **Building 4**

#### Common Hallway, Attic

No violations noted.

### **Unit 37**

#### Whole unit

Install a smoke detector in an approved location. If wall mounted, it shall be located between 4 and 12 inches from the ceiling. If ceiling mounted, it shall be located at least 4 inches from the wall. IC 22-11-18-3.5

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

Replace broken/missing outlet cover plate. BMC 16.04.060(b)

#### Kitchen

Terminate electrical wiring in an approved manner such as an electrical junction box. BMC 16.04.060(b)

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

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

### **Unit 38**

#### Whole unit

Complete the installation of the plumbing and all associated fixtures and their bases/cabinets where applicable. These items will be checked for compliance with the Bloomington Municipal Code at reinspection and have the same 60 day compliance deadline as the remainder of this property. BMC 16.04.060(a)

**Unit 39**

**Kitchen**

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

**Hallway**

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

**Unit 40**

**Hallway**

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

**Unit 41**

**Kitchen**

Replace any damaged shelving under the sink and seal all openings. BMC 16.04.060(a)

**Hallway**

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

**Unit 42**

**Kitchen**

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

**Left Bedroom**

Install approved transition strips along the edge of floor covering in a manner that reduces trip hazards. BMC 16.04.060(a)

**Entry to building**

Repair all emergency lighting to function as intended. IBC Sec. 1006.1 BMC 16.04.060 (b)

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

**Unit 43**

No violations noted.

**Unit 44**

**Kitchen**

Recaulk the top of the backsplash. BMC 16.04.060(a)

**Hallway**

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

**Unit 45**

No violations noted.

**Unit 46**

**Mechanical closet**

TPR valve discharge tube needs to be installed. BMC 16.04.060(c)

**Unit 47****Bathroom**

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

**Unit 48****Hallway**

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

**EXTERIOR****All buildings**

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

**OTHER REQUIREMENTS:****Furnace Inspection 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:

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)

**Registration Form:**

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, BMC 16.10.030(b)**

When issued, a copy of the new Rental Occupancy Permit shall be posted as required by BMC 16.03.030(d): 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 and the agent, the occupant load of the unit, the number of bedrooms, the expiration date of the permit, and any variances that have been granted for the property. BMC 16.03.030(c)

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

**1 inspector-6 hours**



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

Meeting Date: January 20, 2026

Petition Type: Request for an extension of time to complete repairs

Petition Number: 26-TV-06

Address: 701 E Summitview Pl

Petitioner: Angela Butler

Inspector: Arnold/Hayes/Council

Staff Report:	April 23, 2024	Cycle Inspection completed
	June 06, 2024	Cycle Inspection report sent
	July 19, 2024	BHQA Application received
	August 20, 2024	BHQA granted the Extension of Time
	September 19, 2024	Life Safety Inspection scheduled
	November 06, 2024	Life Safety Inspection (Partial)
	November 15, 2024	BHQA Application received
	November 19, 2024	Reinspection Scheduled
	December 17, 2024	Petition Tabled
	January 13, 2025	No Reinspection completed Tenant not notified/weather And scheduled full reinspection
	January 21, 2025	Meeting cancelled due to lack of quorum
	February 18, 2025	Meeting cancelled due to lack of quorum
	February 26, 2025	Reinspection Completed
	February 28, 2025	Sent Remaining Violations report
	March 18, 2025	Meeting cancelled due to lack of quorum
	April 21, 2025	Not heard due to lack of quorum
	May 20, 2025	Not heard due to lack of quorum
	June 20, 2025	Not heard due to lack of quorum
	July 15, 2025	Not heard due to lack of quorum
	August 22, 2025	BHQA extension granted until September 15, 2025
	October 22, 2025	Reinspection completed (Not complied)
	November 06, 2025	Remaining violations report mailed
	December 11, 2025	Received bhqa application

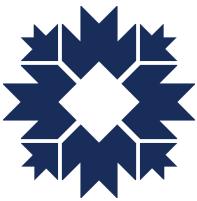
Petitioner is requesting additional time to complete repairs on the balconies. Previous BHQA request granted extension of time until September 20, 2024 for Life Safety items and November 03, 2024 for all other items. Only a partial inspection of Life Safety items was completed on November 06, 2024, due to staffing issues at HAND. Complete reinspection was completed on February 26, 2025.

Staff recommendation: Deny the extension of time due to non compliance

Conditions: Complete all repairs and schedule for re-inspection 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: Call immediately to schedule reinspection

Attachments: RV Report; BHQA Application



City of Bloomington  
Housing and Neighborhood  
Development (HAND)  
bloomington.in.gov

401 N Morton ST Suite 130  
PO Box 100  
Bloomington IN 47404  
  
Phone: (812) 349-3420  
Fax: (812) 349-4582  
hand@bloomington.in.gov

City Permit #: BHQA2025-0105  
Application Date: 12/8/2025

## Application For Appeal To The Board of Housing Quality Appeals

**Property Address:** 701 E Summit View PL

**Parcel Number:** 53-08-09-100-003.000-009

### Applicant

Summit Pointe United LLC  
701 E Summitview  
Bloomington IN 47401

### 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.

### Requested Variance Type: TV

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

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

### Variance Request:

I would like to request an extension to have the final violations of balconies and tree violations to be completed by 4/30/2026. I currently have a team of 4 maintenance men working on three different properties: Summit Pointe, Kingston Manor and Northcrest Apartments. All three properties have HAND Violations we are trying to complete to acquire our permits. These

items will need to be completed outside and the winter months are approaching as well. With HAND violations, turning apartments, keeping up with work orders, unexpected emergencies and a small team we need the extra time.

Thank you for your time and consideration.



## REMAINING VIOLATIONS REPORT

736

### Owner(s)

Summit Pointe United Llc  
701 E Summitview  
Bloomington, IN 47401

### Agent

Hometown Property Group LLC  
169 Ramapo Valley Rd  
Oakland, NJ 07436

Prop. Location: 701 E Summit View PL

Number of Units/Structures: 288/22

Units/Bedrooms/Max # of Occupants: Bld 1: Bld 1: 16/1/5, Bld 2: 8/1/5 4/2/5, Bld 4: 16/2/5, Bld 5: 16/1/5, Bld 6: 8/1/5 4/2/5, Bld 7: 8/1/5 4/2/5, Bld 9: 8/1/5 4/2/5, Bld 10: 16/2/5, Bld 11: 4/1/5 8/2/5, Bld 12: 8/1/5 4/2/5, Bld 13: 8/1/5 4/2/5, Bld 14: 4/1/5 8/2/5, Bld 15: 4/1/5 8/2/5, Bld 16: 16/1/5, Bld 17: 16/2/5, Bld 18: 16/2/5, Bld 8: 4/1/5 8/2/5, Bld 3: 8/1/5 4/2/5, Bld 19: 16/2/5, Bld 20: 16/2/5, Bld 21: 8/1/5 4/2/5

Date Inspected: 04/22/2024

Primary Heat Source: Gas

Property Zoning: RH

Number of Stories: 2

Landlord Has Affidavit: No

Inspector: R Council/C Hayes/M Arnold

Foundation Type: Crawl Space

Attic Access: Yes

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.

Life Safety Items Hi-lighted in Yellow

**INTERIOR:**  
**BUILDING 19:**

**Unit 672: No Key**

This unit was not inspected at the time of this inspection, as it was not accessible. 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 686: No Key**

**Balcony:**

Repair the screen door to function as intended. BMC 16.04.060 (a)

Repair/replace the deteriorating siding. BMC 16.04.060 (a)

**Unit 670:**

**See Fire Inspection Report**

**Unit 664:**

**See Fire Inspection Report**

**BUILDING 17:**

**Unit 718: Being Turned**

**Living Room:**

Repair the sliding glass door to function as intended. BMC 16.04.060 (b)

**Kitchen:**

Properly repair or replace broken or missing cabinet doors. BMC 16.04.060(a)

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

**Unit 718 continued:**

Replace the missing refrigerator. BMC 16.04.060 (a)

**Hallway:**

Replace the missing closet door. BMC 16.04.060 (a)

**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)

**2<sup>nd</sup> Bedroom:**

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)(will not latch)

Replace the missing door. BMC 16.04.060 (a)

**Bathroom:**

Replace the missing cove base adjacent to the bathtub. BMC 16.04.060 (a)

Replace the deteriorating sink faucet. BMC 16.04.060 (a)

Repair the peeling ceiling. BMC 16.04.060 (a)

**Laundry Room:**

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

**Hallway:**

Properly repair 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 720: Still being Turned**

This unit was not inspected at the time of this inspection, as it was not accessible. 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 (Renovations)

**BUILDING 16:****Unit 760:****Balcony:**

Repair/replace the deteriorating deck boards. BMC 16.04.050 (b)

**BUILDING 18:****Unit 766: No Key****Kitchen:**

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

**BUILDING 21****Unit 603:****Living Room:**

Repair the sliding door to latch as intended. BMC 16.04.060(c)

**Kitchen:**

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

**Unit 605: Being turned****Living Room:**

Replace the broken sliding door handle. BMC 16.04.060(a)

**Kitchen:**

Repair/replace the flooring. BMC 16.04.050(a) (bubbled/warped)

Complete the installation of the dishwasher. BMC 16.04.060(c)

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

**Unit 617: Being Turned**

This unit was not inspected at the time of this inspection, as it was not accessible. 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 619: Being Turned****Deck:**

Replace the missing trim. BMC 16.04.050(a) (around shed door)

**Living Room:**

Properly repair and surface coat the damaged wall. BMC 16.04.060(a) (adjacent to the door handle)

**BUILDING 2:****Unit 637:****Living Room: Being Turned**

Repair/replace the deteriorating floor at the sliding glass door. BMC 16.04.060 (a)

Repair the deteriorating drywall around the sliding glass door. BMC 16.04.060 (a)

**Dryer Closet:**

Repair or replace closet doors so they function as intended. BMC 16.04.060(a)

**Unit 641:****Bedroom:**

Repair the deteriorating carpet in front of closet. BMC 16.04.060 (a)

**BUILDING 4****Unit 777:****Bath/laundry:**

Determine the source and eliminate the water leak. BMC 16.04.060(a) **(At shower controls)**

**BUILDING 5:****Unit 739:****Balcony:**

Repair the loose deck boards. BMC 16.04.050 (b)

**Unit 735:****Balcony:**

Repair/replace the deteriorating deck boards. BMC 16.04.050 (b)

**Unit 751:****Balcony:**

Repair the screen door to function as intended. BMC 16.04.060 (a)

Secure the loose soffit. BMC 16.04.050 (a)

**BUILDING 6****Unit 817:****Deck:**

Replace the deteriorated boards. BMC 16.04.050(a) (west wall)

**Laundry:**

Dryer shall exhaust to the exterior. BMC 16.04.060(c)

**BUILDING 7****Unit 843:****Deck:**

Replace the deteriorated boards. BMC 16.04.050(a) (east wall and storage door trim/frame)

**Unit 845:****Master Bathroom:**

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

**Kitchen:**

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

**BUILDING 8****Unit 913:****Deck:**

Replace all rotting/water damaged deck boards and paneling. BMC 16.04.050(a)

**BUILDING 9:****Unit 969:****Utility Closet:**

Remove the dryer vent exhaust on the water heater and replace with code approved/manufacturer approve vent line. BMC 16.04.060 (b)

**Balcony:**

Secure the handrail so it is capable of withstanding normally imposed loads. BMC 16.04.050(b) and BMC 16.04.060(b)

Repair/replace the deteriorating deck boards. BMC 16.04.050 (b)

**BUILDING 10****Unit 933:****Deck:**

Replace the deteriorated boards. BMC 16.04.050(a) (west wall)

**Unit 953:****Deck:**

Secure the trim board. BMC 16.04.050(a) (under the sliding door)

Replace the deteriorated boards. BMC 16.04.050(a) (east wall and storage door trim/frame)

**BUILDING 11****Unit 1001:****Master Bedroom:**

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

**Unit 1013:****Deck:**

Replace all rotting/water damaged deck boards and paneling. BMC 16.04.050(a)

**Unit 1019:****Patio:**

Replace all rotting/water damaged deck boards and paneling. BMC 16.04.050(a)

**Laundry:**

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

**Master Bedroom/Bathroom:**

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

**BUILDING 12:****Unit 1039:****Kitchen:**

Properly install or replace the aerator on the sink faucet so that it functions as intended. BMC 16.04.060(c)

Verify the dishwasher is functioning as intended. BMC 16.04.060(c)

**Hallway:**

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

**First Bedroom**

Secure loose electrical receptacle. BMC 16.04.060(b) (left of window)

**Bathroom**

Repair the light fixture so bulb does not flicker. BMC 16.04.060(b) (above the shower)

**Deck:**

Repair/replace the deteriorated siding and deck boards. BMC 16.04.050(a)

**BUILDING 14****Unit 1042:**

This unit was not inspected at the time of this inspection, as it was not accessible. 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 (being turned)

**Unit 1040:****Dining Room:**

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

**Unit 1046:****Deck:**

Replace the deteriorated boards. BMC 16.04.050(a) (south wall)

**Master Bathroom:**

Eliminate the drip at the sink faucet. BMC 16.04.060(c)

**Unit 1044:****Living Room:**

Repair sliding door to latch securely. BMC 16.04.060(b)

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

**Master Bedroom:**

Replace the damaged door. BMC 16.04.060(a)

**Unit 1036:****Deck:**

Replace the deteriorated boards. BMC 16.04.050(a) (north wall)

**Unit 1026:****Deck:**

Replace the deteriorated boards. BMC 16.04.050(a) (south wall)

**Unit 1024:****Bathroom:**

Eliminate the drip at the tub faucet. BMC 16.04.060(c)

**Unit 1030:****Deck:**

Replace the deteriorated boards. BMC 16.04.050(a) (south wall)

**Unit 1028:****Deck:**

Replace the deteriorated boards. BMC 16.04.050(a) (north wall)

**BUILDING 15****Unit 1022:****Deck:**

Replace the damaged boards. BMC 16.04.050(a) (south wall)

**Hallway:**

Repair the carpeting at the bedroom doors. BMC 116.04.060(a)

**Unit 1020:****Deck:**

Replace the deteriorated boards. BMC 16.04.050(a) (north wall)

**Unit 1000:****Bedroom:**

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

**Unit 1004:****Deck:**

Replace the damaged boards. BMC 16.04.050(a) (north wall)

**EXTERIOR:****Building 17:**

Repair/replace the deteriorated siding. BMC 16.04.050(a) (above the 700-714 entry)

**Building 21:**

Repair/replace the loose/missing shingles on the structure. BMC 16.04.050(a)

**Building 3:**

Re-install the support post for the balcony. BMC 16.04.050(a) (at patio west of center entry on north side of structure).

**Building 5:**

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) (remove or trim the deteriorated portions of the tree – southwest corner of the structure).

**Building 10:**

Repair/replace the deteriorated white siding. BMC 16.04.050(a) (Above the west entry on the south side of the structure)

**Building 15:**

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) (*NW corner of the structure-Amended*)).

**East Intersection of Summitview Pl and Alpine Trail:**

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) (South side of the intersection).

**Building 13:**

Repair/replace the deteriorated portion of the sidewalk northwest corner of structure at the parking area. BMC 16.04.040(c)

**General Condition:**

Scrape and paint exterior surfaces where paint is peeling or wood is exposed. BMC 16.04.050(e) **(This item has a deadline of 04/23/2025) (This includes, but is not limited to, the balcony floors, railings and siding)**

## **OTHER REQUIREMENTS**

### **Furnace Inspection 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:

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)

When issued, a copy of the new Rental Occupancy Permit shall be posted as required by BMC 16.03.030(d): 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(c)

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



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

Meeting Date: January 20, 2026

Petition Type: Relief from an administrative decision

Variance Request: Relief from the requirement to register property as a rental.

Petition Number: 26-AA-08

Address: 326 S. Wilmington Ct.

Petitioner: Alison Seifers

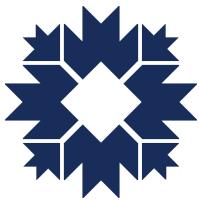
Staff Report: The property owner is seeking relief from participation in the Rental Inspection Program. The owner bought the home for their special needs daughter. No rent is being collected and daughter has no roommates.

Staff recommendation: Grant the relief from administrative decision.

Conditions: This unit will be granted relief from the requirements of Title 16 for as long as the current owner and tenant are still un-changed from the current status. The property status will be checked yearly to verify no changes have been made. If this status changes, the requirements of Title 16 may be re-instated.

Compliance Deadline: none

Attachments: Application for Appeal



City of Bloomington  
Housing and Neighborhood  
Development (HAND)  
bloomington.in.gov

401 N Morton ST Suite 130  
PO Box 100  
Bloomington IN 47404  
  
Phone: (812) 349-3420  
Fax: (812) 349-4582  
hand@bloomington.in.gov

City Permit #: BHQA2025-0107  
Application Date: 12/9/2025

## Application For Appeal To The Board of Housing Quality Appeals

**Property Address:** 326 S Wilmington CT  
**Parcel Number:** 53-01-51-716-015.000-009

### Applicant

Alison Christoph Seifers  
901 S. Brighton Crest  
Bloomington IN 47401

### 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.

### Requested Variance Type: V

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

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

### Variance Request:

I am asking that my condo unit not be considered a rental, as my daughter lives in it and there is no rental between us.



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

Meeting Date: January 20<sup>th</sup>, 2026

Petition Type: Request for an extension of time to complete repairs

Petition Number: 26-TV-09

Address: 3401 John Hinkle Place

Petitioner: Jennifer Huntzinger

Inspector: Liford/Tamewitz

Staff Report:	May 15 <sup>th</sup> , 2025	Cycle inspection completed
	May 27 <sup>th</sup> , 2025	Cycle Inspection Sent
	December 9 <sup>th</sup> , 2025	Temporary permit mailed
	January 1 <sup>st</sup> , 2026	BHQA Application Received

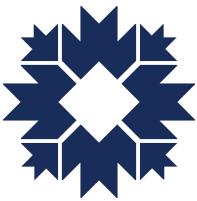
Petitioner is requesting an extension of time to complete the exterior repairs listed on the Cycle Inspection report.

Staff recommendation: Grant the extension of time to complete the exterior repairs

Conditions: Have all exterior repairs completed and a reinspection scheduled 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 30<sup>th</sup>, 2026 for all exterior repairs.

Attachments: Cycle Inspection Report; BHQA Application



City of Bloomington  
Housing and Neighborhood  
Development (HAND)  
bloomington.in.gov

401 N Morton ST Suite 130  
PO Box 100  
Bloomington IN 47404  
  
Phone: (812) 349-3420  
Fax: (812) 349-4582  
hand@bloomington.in.gov

City Permit #: BHQA2025-0108  
Application Date: 12/15/2025

## Application For Appeal To The Board of Housing Quality Appeals

**Property Address:** 3401 E John Hinkle PL

**Parcel Number:** 53-05-35-200-006.000-005, 53-05-35-301-005.000-005

### Applicant

Jennifer Huntzinger  
3401 John Hinkle Place  
Bloomington IN 47408

### 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.

### Requested Variance Type: TV

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

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

### Variance Request:

Requesting an extension of time for the exterior work listed on our most recent HAND inspection. This work is regarding the fences on buildings 3, 6, 8, 9, 11, 12, and 14. The current one year deadline is set to expire in May 2026, and we intend to replace all fences on these buildings but I do not think we will be able to complete these prior to the deadline due to potential weather delays.



## REMAINING VIOLATIONS INSPECTION REPORT

**\*All life safety violations will be highlighted.\***

1081

Owner(s)

Woodbridge Apartments Of Bloomington III, LLC  
Po Box 40177  
Indianapolis, IN 46240

Agent

Gene B. Glick Mgmt. Corp.  
Po Box 40177  
Indianapolis, IN 46240

Prop. Location: 3401 E John Hinkle PL

Number of Units/Structures: 150/17

Units/Bedrooms/Max # of Occupants: Bld 1: Bld 1: 8/2/5 4/1/5, Bld 2: 8/2/5 4/1/5, Bld 3: 8/2/5 4/1/5, Bld 4: 8/1/5, Bld 5: 8/2/5, Bld 6: 8/2/5, Bld 7: 6/3/5, Bld 8: 6/2/5, Bld 9: 8/3/5, Bld 10: 8/3/5, Bld 11: 12/1/5, Bld 12: 6/2/5, Bld 13: 8/1/5 4/2/5, Bld 14: 6/2/5, Bld 15: 8/2/5 4/1/5, Bld 16: 8/2/5, Bld 17: 6/2/5

Date Inspected: 05/12/2025

Primary Heat Source: Gas

Property Zoning: RH

Number of Stories: 2

Inspector: Davis/Council/Lifford

Foundation Type: Slab

Attic Access: Yes

Accessory Structure: Carports

**The Monroe County Assessor's records indicate that this structure was built in 1981.  
There were no emergency egress requirements at the time of construction.**

**Existing egress window measurements for complex are as follows:**

Existing Egress Window Measurements: Slider: Const. Yr. - 1981

Height: 45 inches

Height: 45 inches

Width: 33 inches

Width: 20 inches

Sill Height: 35.5 inches

Sill Height: 35.5 inches

Openable Area: 10.31 sq. ft.

Openable Area: 6.25 sq. ft.

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

## **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.

### **BUILDING 6**

#### **Unit 3310:**

##### Entry:

Replace missing peephole or remove and seal penetration. BMC 16.04.060(a)

##### Kitchen:

Secure loose faucet knob. BMC 16.04.060(a)

### **BUILDING 9**

#### **Unit 3456:**

##### 2<sup>nd</sup> level:

##### Hall Bath:

Secure the loose tub spout. BMC 16.04.060(a)

### **BUILDING 12**

#### **Units 3526**

##### Patio

Repair the screen door to be on track. BMC 16.04.060(a)

### **BUILDING 14**

#### **Unit 3560:**

##### 2<sup>nd</sup> level:

##### Bathroom:

Secure the outlet so it is stable and secure when plugging something into it (currently pushes back in towards the wall). BMC 16.04.060(b)

## **EXTERIOR**

### **Building 3**

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

**Building 6:**

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

**Building 8:**

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

**Building 9:**

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

**Building 11:**

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

**Building 12:**

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

**Building 14:**

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

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

**OTHER REQUIREMENTS:****Inventory & Damages 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. A completed copy of the Inventory & Damage List must be provided to the office or reviewed with the inspector within 60 days of the mailing of the Cycle Report or a \$25.00 fine will be levied. BMC 16.03.050(e) and BMC 16.10.030(b)

**Fireplace Inspection Documentation**

Show documentation that the fireplace has been inspected within the last twelve months, and that it is safe for use, or permanently and visibly seal the fireplace to prevent its use. Service and inspection shall include the firebox, damper, chimney and/or flue. Cleaning by a professional service is highly recommended. BMC 16.01.060(f)

**Furnace Inspection 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:

Desired level:

0 parts per million (ppm)

Acceptable level in a living space:

9 ppm

Maximum concentration for flue products: 50ppm    BMC 16.01.060(f), BMC 16.04.060(b), (c)

When issued, **a copy of the new Rental Occupancy Permit shall be posted as required by BMC 16.03.030(d)**: All residential rental units shall display a current occupancy permit in an accessible location inside said unit. The permit shall contain the name of the owner and the agent, the occupant load of the unit, the number of bedrooms, the expiration date of the permit, and any variances that have been granted for the property. BMC 16.03.030(c)

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



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

Meeting Date: January 20, 2026

Petition Type: Request for an extension of time to complete repairs

Petition Number: 26-TV-10

Address: 3800 S Christa Court

Petitioner: MDWB Properties LLC

Inspector: Steve Tamewitz

Staff Report: August 19, 2025: Cycle inspection conducted  
September 9, 2025: Mailed cycle report. 60-day deadline 11/08/2025  
December 1, 2025: Cycle reinspection conducted  
December 17, 2025: Mailed remaining violations report  
December 29, 2025: Received appeal

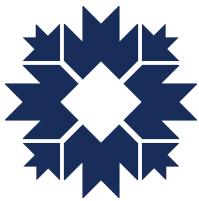
During an inspection of the above property, it was noted that the condensate drain for the furnace/a.c. in the garage was leaking. The petitioner is seeking an extension of time until January 31, 2026 to complete the repairs.

Staff recommendation: Grant an extension of time

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

Compliance Deadline: January 31, 2026

Attachments: Cycle Report; Remaining Violations Report; Photograph; BHQA Application



City of Bloomington  
Housing and Neighborhood  
Development (HAND)  
bloomington.in.gov

401 N Morton ST Suite 130  
PO Box 100  
Bloomington IN 47404  
  
Phone: (812) 349-3420  
Fax: (812) 349-4582  
hand@bloomington.in.gov

City Permit #: BHQA2025-0109  
Application Date: 12/29/2025

## Application For Appeal To The Board of Housing Quality Appeals

**Property Address:** 3800 S Christa CT

**Parcel Number:** 53-08-16-405-031.000-009

### Applicant

MDWB Properties LLC  
3800 S Christa Court  
Bloomington IN 47401

### 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.

### Requested Variance Type: TV

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

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

### Variance Request:

HFI was hired to repair initial defect on the HVAC. Paper was found in a drain line, which was removed, so it appeared to remedy the problem. The same tech is not available to Jan 7th; and we would like time to order parts etc if needed.



## REMAINING VIOLATIONS INSPECTION REPORT

**Property was reinspected on 12/01/2025**

0315

### Owner(s)

Allen & Jamie Jarboe  
1120 Williamsburg Ln  
Zionsville, IN 46077

Prop. Location: 3800 S Christa Ct

Number of Units/Structures: 1/1

Units/Bedrooms/Max # of Occupants: Bld 1: 1/4/3

Date Inspected: 08/19/2025

Primary Heat Source: Gas

Property Zoning: R2

Number of Stories: 2

Inspector: Steve Tamewitz

Foundation Type: Crawlspace

Attic Access: Yes

Accessory Structure: Utility Shed

Monroe County Assessor's records indicate this structure was built in 1990.

Minimum emergency egress requirements for the time of construction:

Openable area required: 4.75 sq. ft.

Clear width required: 18"

Clear height required: 24"

Maximum Allowable Sill Height: 48" above finished floor

## **REINSPECTION REQUIRED**

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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.

**NOTE: All life safety violations in this report have been highlighted.**

## **INTERIOR**

Garage:

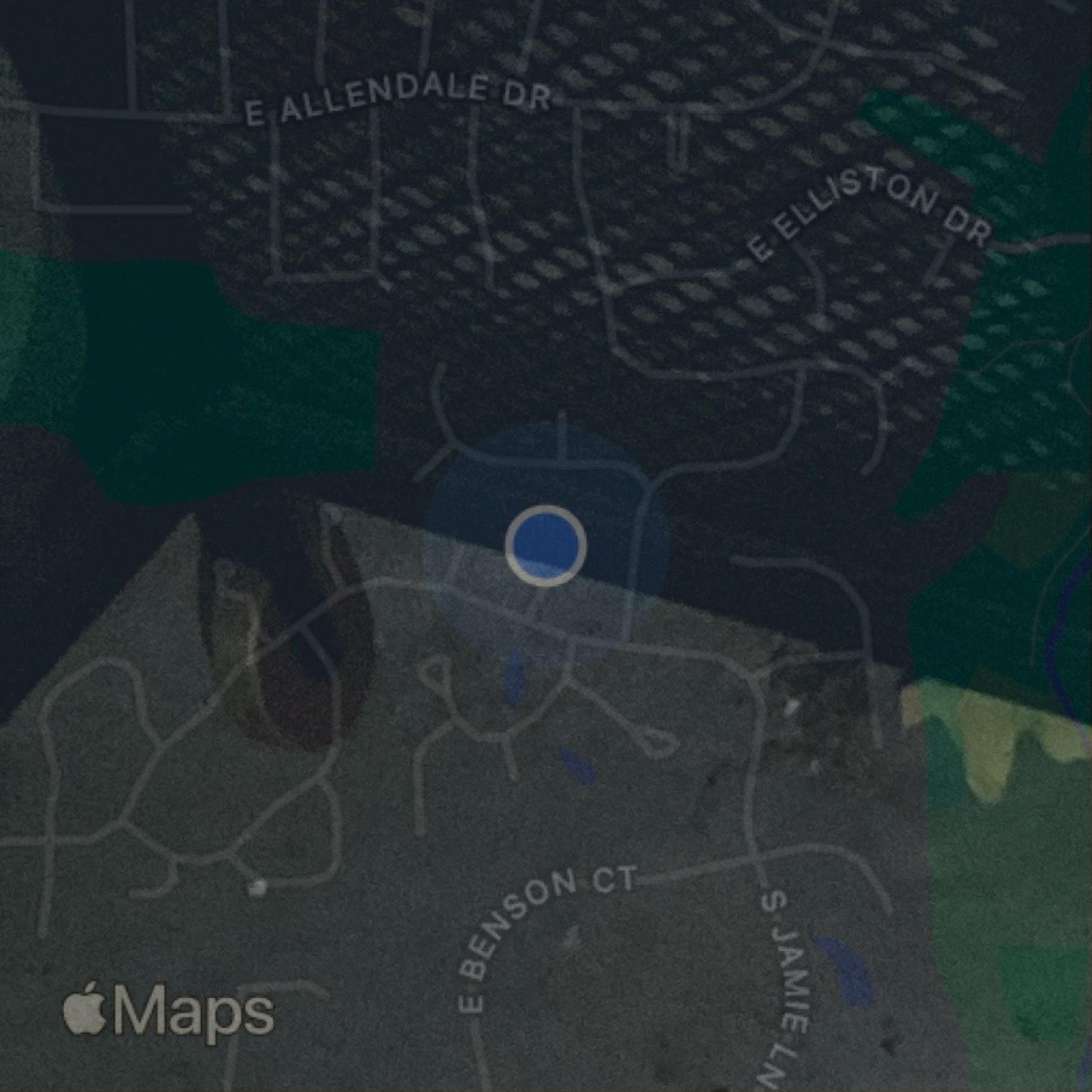
Determine source and eliminate leak. BMC 16.04.060(a) **(A.C. coil/drain leaking onto garage floor.)**

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When issued, a copy of the new Rental Occupancy Permit shall be posted as required by BMC 16.03.030(d): 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(c)

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

Est reinspection 15 min.



Dec 1, 2025 at 10:06:02 AM  
177° S  
3800 S Christa Ct  
Bloomington IN 47401  
United States  
Altitude: 232.7 meter  
Speed: 1.0km/h

