

**PUBLIC HEARING
BOARD OF HOUSING QUALITY APPEALS
CITY HALL McCLOSKEY CONFERENCE ROOM
August 15, 2018, 4:00 P.M.**

ALL ITEMS ARE ON THE CONSENT AGENDA

I. ROLL CALL

II. REVIEW OF SUMMARY – July 18, 2018 p. 2

III. PETITIONS

1) 18-TV-66, **621 W. 4th Street**, Charles Cole. Request for an extension of time to complete repairs. P. 4

2) 18-TV-67, **3211 E. 10th Street**, Tracey B. Walker (Hunter Blooming Properties). Request for an extension of time to complete repairs. P. 10

3) 18-RV-68, **119-121 S. Bryan Avenue**, H.A.N.D. (Cedarwood Properties, LLC). Request for rescission of a variance. P. 21

4) 18-RV-69, **827 W. 4th Street**, H.A.N.D. (Kelly Sax). Request for rescission of a variance. p.22

5) 18-TV-70, **1224 S. College Mall Road**, Mark & Shawn Dites. Request for an extension of time to complete repairs. P. 23

6) 18-TV-71, **2500 S. Rockport Road**, Rex Whitmer (Dave Cooper). Request for an extension of time to complete repairs. P. 31

18-AA-72, **1107, 1109 & 1111-1113 S. Rogers Street**, Yu-Han Huang (HAT Living, LLC). Request for relief from an administrative decision. P. 59

7) 18-TV-73, **2742 S. Pine Meadows Drive**, Leon Howard. Request for an extension of time to complete repairs. P.62

IV. GENERAL DISCUSSION

V. PUBLIC COMMENT

VI. ADJOURNMENT

Auxiliary aids for people with disabilities are available upon request with adequate notice. Please call 812-349-3429 or e-mail human.rights@bloomington.in.gov.

B.H.Q.A. MEETING OF JULY 18, 2018 SUMMARY

MEMBERS PRESENT: Nicholas Carder, Eric Dockendorf, Elizabeth Gallman, Nikki Gastineau, Susie Hamilton, Diana Powell-Opata (arrived 4:03 PM)

STAFF PRESENT: Michael Arnold, Daniel Bixler, John Hewett, Kenneth Liford, Norman Mosier, Eric Sader, Doris Sims, Jo Stong, Matt Swinney (HAND), Christopher Wheeler (Legal)

GUESTS PRESENT: Julia Ann Carpenter (1109 W. Gourley Pike) Anne E. Stephenson (1109 W. Gourley Pike)

Meeting start time 4:00 PM.

I. REVIEW OF SUMMARY

Gallman made a motion to approve the minutes for June 20, 2018. Hamilton seconded. Motion passed, 5-0.

II. CONSENT AGENDA

18-TV-41, **1106 N. Jackson Street**, Christine Kemery (Betty Sturgeon). Previously heard April 18, 2018. Request for an extension of time to complete repairs. Staff recommendation to grant request with a July 20, 2018 deadline to call and schedule re-inspection.

18-TV-80, **1900 S. Oaklawn Drive West**, Douglas Cook (ASHH, LLC). Previously heard June 20, 2018. Request for an extension of time to complete repairs. Staff recommendation to grant request with a December 18, 2018 deadline to call and schedule re-inspection for all decks and the foundations of Buildings Y and Z.

18-TV-61, **409 E. 9th Street**, Dan Fierst (Roger Fierst). Request for an extension of time to complete repairs. Staff recommendation to grant the request with (1) a July 31, 2018 deadline for all life-safety violations and (2) an August 18, 2018 deadline for all other violations, to call and schedule the re-inspections.

18-TV-65, **421-425 E. Hillside Drive**, Choice Realty & Management (Matt Press). Request for an extension of time to complete repairs. Staff recommendation to grant request with an August 20, 2018 deadline to call and schedule re-inspection.

Approved.

III. PETITIONS

18-V-64, **1109 W. Gourley Pike**, Julia Ann Carpenter, the petitioner, and Anne E. Stephenson, tenant, were present to request a modification or an exception to the Housing Property Maintenance code concerning exterior painting requirements. Staff recommendation to deny the request for a variance. Dockendorf made motion to deny the request per staff recommendation with a December 01, 2018 deadline for completion and inspection of repairs. Carder seconded. Motion passed, 5-1 (Opata-Powell voted nay). Request denied.

18-TV-62, **610 N. Summit Street**, Parker Real Estate Management (Jason & Holli Vencel). The petitioner was not present to request an extension of time to complete repairs. Staff recommendation to grant request with (1) all repairs to the house finished and re-inspected in the time frame on the cycle report and (2) all repairs to the garage completed and an inspection scheduled by November 30, 2018. Gallman made motion to grant the request per staff recommendation. Carder seconded. Motion passed, 6-0. Request granted.

IV. GENERAL DISCUSSION

Gallman inquired about expiration information on line for landlords. Hewett stated this information is available on the City's website.

V. PUBLIC COMMENT

None.

VI. ADJOURNMENT

Gastineau made motion to adjourn. Carder seconded. Motion unanimously passed. Meeting adjourned at 4:37 PM.



City of Bloomington
H.A.N.D.

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

Meeting Date: August 15, 2018
Petition Type: An extension of time to complete repairs.
Petition Number: 18-TV-66
Address: 621 W 4th St.
Petitioner: Charles Cole
Inspector: Matt Swinney
Staff Report: April 13, 2018 Completed Cycle Inspection Report
June 21, 2018 BHQA App received

Owner has requested an extension of time to complete repairs.

Staff recommendation: Grant the request.

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: August 17, 2017 to call and schedule the reinspection.

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



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

hand@bloomington.in.gov

RECEIVED
JUN 21 2018

Property Address:

621 W. 4th Apt. B

Petitioner's Name:

Charles Cole

BY:

Address:

1504 Yellowwood LAKE Rd.

City:

Nashville

State:

TN

Zip Code:

47448

Phone Number:

812-988-0025

Email Address:

Chas. Cole@gmail.com

Property Owner's Name:

Charles Cole

Address:

1504 Yellowwood LAKE Rd.

City:

Nashville

State:

TN

Zip Code:

47448

Phone Number:

812-988-0025

Email Address:

Chas. Cole@gmail.com

Occupants:

Victor

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

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

Please circle the petition type that you are requesting:

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

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

OFFICE USE ONLY

Petition Number 18-TV-66

SEE REVERSE

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

The only remaining violation is my not having the furnace efficiency test completed yet. I've BOOKED w. my furnace specialists the Nevins Bros. from Brown Co. in July, and I actually expect the test to be completed by your meeting on Aug 1.

Signature (required)

Charles A. Cole

Name (please print):

Charles A. Cole

Date:

6/21/18

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



City Of Bloomington
Housing and Neighborhood Development

APR 30 2018

RENTAL INSPECTION INFORMATION

Cole, Charles A.
1504 N. Yellowwood Lake Road
Nashville, IN 47448

RE: 621 W 4th ST

Please find the enclosed Rental Inspection Report which contains pertinent information about the Cycle Inspection that was recently conducted at the above referenced property. The inspector has listed all noted violations and recommendations on the enclosed Rental Inspection Report. **You have sixty (60) days from the date of this letter to correct the violations listed on the report.**

Once violations have been corrected, it is your responsibility to call the Housing and Neighborhood Development office within this 60 day window but no later than **JUN 29 2018** to schedule a re-inspection. You have the right to appeal any violation of Bloomington Municipal Code Title 16 noted on the rental inspection report to the Board of Housing Quality Appeals.

This report is issued in accordance with BMC 16.10.020 and 16.10.040 of the Residential Rental Unit and Lodging Establishment Inspection Program. Residential Rental Occupancy Permits will not be issued until all interior and exterior violations have been corrected, and all fees have been paid. Bloomington Municipal Code requires that all violations of all Titles of the BMC must be in compliance before a permit will be issued. Please be advised that non-compliance by the deadlines listed in this letter may limit the permit period to a maximum of three (3) years.

If the owner's or agent's contact information has changed since your last inspection, please submit a new registration form to the HAND Department. The registration must be signed by the owner of the property, not the agent. All rental forms and documents can be found at www.bloomington.in.gov/hand. If you do not have access to the internet, you may contact **HAND** at 812-349-3420 and forms will be provided.

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

Sincerely,

Housing & Neighborhood Development
Encl: Inspection Report,

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

City Hall
bloomington.in.gov

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



**City Of Bloomington
Housing and Neighborhood Development**

CYCLE INSPECTION REPORT

1665

Owner

Cole, Charles A.
1504 N. Yellowwood Lake Road
Nashville, IN 47448

Prop. Location: 621 W 4th ST
Number of Units/Structures: 2/1
Units/Bedrooms/Max # of Occupants: Bld 1: 2/1/3

Date Inspected: 04/13/2018
Primary Heat Source: Gas
Property Zoning: RC
Number of Stories: 1

Inspector: Matt Swinney
Foundation Type: Basement
Attic Access: Yes
Accessory Structure: None

Monroe County Assessor's records indicate this structure was built in 1900. There were no requirements for emergency egress at the time of construction.

INTERIOR

Unit B

Living Room 15-8 x 14-9, Bathroom, Kitchen 12-0 x 15-4, Shared Back Porch, Bedroom 15-3 x 12-4

No violations noted.

Existing Egress Window Measurements:

Height: 35.25 inches
Width: 31 inches
Sill Height: 16 inches
Openable Area: 7.5 sq. ft.

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

Unit A

Kitchen, Bathroom, Center Living Room 15-2 x 15-4

No violations noted.

W Bedroom 6-4 x 22-0, NE Bedroom 15-3 x 15-3

These rooms have a door to the exterior for emergency egress.

No violations noted.

Basement

No violations noted.

EXTERIOR

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

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 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.



City of Bloomington
H.A.N.D.

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

Meeting Date: August 15, 2018

Petition Type: An extension of time to complete repairs.

Petition Number: 18-TV-67

Address: 3211 E. 10th St.

Petitioner: Tracey B. Walker

Inspector: Mosier/Swinney

Staff Report: April 26, 2018 – Conducted Cycle Inspection
June 22, 2018 – Agent scheduled Re-inspection for Aug. 6, 2018 @ 9:00
June 25, 2018 – Received August BHQA Appeal for repair of decks and concrete work.

The Petitioner is requesting an extension of time to complete the deck and concrete repairs due to contractor delays and inclement weather until September 6, 2018.

Staff recommendation: Grant the request.

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

Compliance Deadline: September 6, 2018 – For deck and concrete repairs, all other repair are scheduled for re-inspection on August 6, 2018

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

W



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

**P.O. Box 100
Bloomington, IN 47402**

812-349-3420

hand@bloomington.in.gov

RECEIVED
JUN 25 2018
BY: *AK*

Property Address: Townhouses On Tenth 3211 E. 10th Street, Bloomington, IN

Petitioner's Name: Tracey B. Walker

Address: 1200 Rolling Ridge Way

City: Bloomington

State: Indiana

Zip Code: 47403

Phone Number: 8125580798

E-mail Address: tracey.walker@hunterbloomington.com

Owner's Name: Hunter Blooming Properties, LLC

Address: 2201 E. Main Street

City: Evanston

State: Illinois

Zip Code: 60202

Phone Number: 8125580800

E-mail Address: tracey.walker@hunterbloomington.com

Occupants: 20 Townhouse units

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

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

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

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

Reminder:

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

(Will be assigned by BHQA)

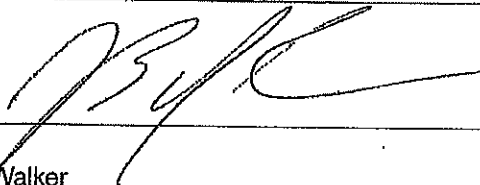
Petition Number: 18-TV-67

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

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

Sidewalk concrete repair.
 Scheduling of concrete contractor...delays on contractor schedule, weather and other contract commitments/
 Replacement of decking boards...delays on contractor schedule.
 30 day extension from re-inspection date 8/6/18. Requesting until 9/6/18.

Signature (Required):



Name (Print): Tracey B. Walker

Date: 6-25-18

Important information regarding this application format:

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

Print Form



**City Of Bloomington
Housing and Neighborhood Development**

CYCLE INSPECTION REPORT

2772

Owner(s)

Hunter Townhouses On 10th Properties, Llc
2201 Main Street
Evanston, IL 60202

Agent

Tracy B Walker
1200 Rolling Ridge Way
Bloomington, IN 47403

Prop. Location: 3211 E 10th ST

Number of Units/Structures: 22/4

Units/Bedrooms/Max # of Occupants: Bld 1: Bld 1: 4/4/5 2/5/5 2/5/5, Bld 2: 4/4/5, Bld 3: 4/4/5 4/5/5, Bld 4: 1/2/5 1/5/5

Date Inspected: 04/26/2018

Primary Heat Source: Electric

Property Zoning: RH

Number of Stories: 2

Inspector: Mosier/Swinney

Foundation Type: Basement

Attic Access: Yes

Accessory Structure: None

Monroe County records show this structure was built in 1991. The minimum emergency egress requirements at the time of construction were as follows:

Height: 24 inches

Width: 20 inches

Sill Height: 44 inches

Openable Area: 5.7 sq. ft.

Floor Plans:

Buildings 1 – 3:

Four Bedroom Unit:

Lower Level:

Bedroom (10-0 x 8-0)

Bedroom (12-10 x 9-6)

Bathroom

Main Level:

Living Room (15-3 x 13-0)

Dining Room (11-10 x 8-0)

Kitchen

½ Bathroom

Five Bedroom Unit:

Lower Level:

Bedroom (10-10 x 9-0)

Bedroom (13-6 x 9-6)

Bathroom

Main Level:

Living Room (16-0 x 13-0)

Dining Room (12-9 x 8-0)

Kitchen

½ Bathroom

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

City Hall

bloomington.in.gov

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

Upper Level:
Bedroom (12-10 x 10-3)
Bedroom (15-0 x 10-7)
Bathroom

Upper Level:
Bedroom (15-6 x 9-6)
Bedroom (11-0 x 9-0)
Bedroom (12-0 x 9-4)
Bathroom

Egress windows measurements:

Lower Level Windows:

Buildings 1 – 3:

Height: 25.5 s
Width: 34.5 s
Sill Height: 27.5 s
Openable Area: 6.10 sq. ft.

Upper Level Windows:

Height: 35 inches
Width: 28 inches
Sill Height: 45.5 inches
Openable Area: 6.80 sq. ft.

NOTE: Only rooms with violations are listed in this report.

INTERIOR:

BUILDING 1

UNIT A

MAIN LEVEL

Kitchen:

Secure the loose sink faucet. BMC 16.04.060 (c)

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

Living Room:

Replace the broken light switch cover plate at the base of stairway. BMC 16.04.060 (b)

Secure the loose receptacle on the west wall adjacent to the door. BMC 16.04.060 (b)

Deck:

Secure the loose south handrail. BMC 16.04.050(b)

Repair/replace the deteriorated door frame. BMC 16.04.060 (a)

2nd LEVEL

Hallway:

Secure the loose receptacle. BMC 16.04.060 (b)

Hall Bath:

Seal the top of the shower surround. BMC 16.04.060(a)

E Bedroom:

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

BASEMENT

Stairway:

Install the missing transition strip at the top of the stairway, trip hazard. BMC 16.04.060 (b)

W Bedroom:

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

Hall Bath:

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

UNIT B

2nd LEVEL

Hall Bath:

Seal the top of the shower surround. BMC 16.04.060(a)

UNIT C

MAIN LEVEL

Living Room:

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

2nd LEVEL

Hall Bath:

Secure the loose toilet to its mountings. BMC 16.04.060 (c)

UNIT D

2nd LEVEL

Replace the deadbolt lock with an approved doorknob. BMC 16.04.060 (a)

UNIT E

MAIN LEVEL

Kitchen:

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

2nd LEVEL

E Bedroom:

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

UNIT F

2nd LEVEL

Hallway:

Remove the ground plug stuck in the receptacle. BMC 16.04.060 (a)

Hall Bath:

Secure the loose receptacle. BMC 16.04.060 (b)

W Bedroom:

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

BASEMENT

Hallway:

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

BUILDING 2
UNIT G
MAIN LEVEL
Kitchen:

Secure the loose sink faucet. BMC 16.04.060 (c)

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

BASEMENT
Hallway:

Secure the loose receptacle. BMC 16.04.060 (b)

Hall Bath:

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

Secure the loose toilet to its mountings. BMC 16.04.060 (c)

UNIT H
MAIN LEVEL
Kitchen:

Restore power to the south GFCI receptacle. BMC 16.04.060 (a)

2nd LEVEL

Hall Bath:

Secure the loose toilet to its mountings. BMC 16.04.060 (c)

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

UNIT I
MAIN LEVEL
Living Room:

Remove the gas grille and tank from the unit.

Charcoal burners and other open-flame cooking devices shall not be operated on combustible balconies or within 10 feet of combustible construction.

Exceptions:

1. One & Two family dwellings
2. Where the buildings & decks are protected by an automatic sprinkler system

LP gas burners shall not be located on combustible balconies or within 10 feet of combustible construction.

Exception:

1. One and two family dwellings.
2. Where buildings, balconies, and decks are protected by an automatic sprinkler system.

Charcoal grills may be stored in these locations. Gas grills may be stored in these locations without the propane tank attached. (Propane tanks shall not be stored in the living space, garage or storage shed).

BMC 16.04.020(a)(3), Indiana Fire Code Sec. 308.3.1 & Sec. 308.3.1.1

Deck:

Secure the loose south handrail. BMC 16.04.050(b)

2nd LEVEL

Hall Bath:

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

E Bedroom:

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

UNIT J

MAIN LEVEL

Kitchen:

Repair the GFCI receptacle on the south wall to have correct polarity. BMC 16.04.060 (a)

2nd LEVEL

Hallway:

Secure the loose receptacle. BMC 16.04.060 (b)

Hall Bath:

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

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

BASEMENT

Furnace Closet:

Temperature/pressure relief (TPR) valve discharge tubes:

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

UNIT K

No violations noted.

UNIT L

MAIN LEVEL

Kitchen:

Clean and service the range hood exhaust fan to function as intended. BMC 16.04.060 (a)

2nd LEVEL

Hallway:

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

BASEMENT

Hall Bath:

Properly ground the electrical receptacle. If the receptacle is on an ungrounded system, it is acceptable to install a 2-pole, ungrounded receptacle, or a GFCI receptacle. If a GFCI receptacle is installed, mark receptacle with the wording "no equipment ground". BMC16.04.020(a)(5); 2009 IEC Article 406.3(B)Grounding & 2009 IEC Article 406.3 (D)Replacements

BUILDING 3

UNIT M

MAIN LEVEL

Entryway:

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

BASEMENT

Hallway:

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

UNIT N

No violations noted.

UNIT O

MAIN LEVEL

Kitchen:

Secure the loose sink faucet. BMC 16.04.060 (a)

BASEMENT

Hall Bath:

Secure the loose toilet to its mountings. BMC 16.04.060 (a)

UNIT P

MAIN LEVEL

Entryway:

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

BASEMENT

Front Bedroom:

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

2nd LEVEL

Hallway:

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

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

UNIT Q – Repair all of the smoke detectors in this unit to be interconnected. IC22-11-18-3.5

MAIN LEVEL

Living Room:

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

BASEMENT

Rear Bedroom:

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

2nd LEVEL

Hallway:

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

Bathroom:

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

UNIT R

No violations noted.

BUILDING 4

UNIT S

Kitchen:

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

Utility Room:

Replace the defective dryer vent hose. BMC 16.04.060 (a)

UNIT T

MAIN LEVEL

Hallway:

Secure the loose receptacle. BMC 16.04.060 (b)

Water Heater 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)

2nd LEVEL

W Bedroom:

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

E Center Bedroom:

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

EXTERIOR:

BUILDING 1

Replace the deteriorated sidewalk on the east side of structure. BMC 16.04.050(a)

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

BUILDING 2

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

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

BUILDING 3

Repair/replace the damaged and/or deteriorated siding on the NE and SW corners of structure in a manner that leaves the structure weather tight. This is to be done in a workmanlike manner and includes but is not limited to all damaged or deteriorated siding and structural members. BMC 16.04.050(a)

Properly reconnect all gutters and downspouts at the NE corner of structure in a manner that directs water away from the structure. BMC 16.04.050(a)

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

BUILDING 4

Repair/replace the failing sidewalks on the west and east sides of structure, trip hazards. BMC 16.04.050(b)

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

OTHER REQUIREMENTS**Tenants and Owners Rights and Responsibilities Summary**

A completed copy of the Tenants and Owners Rights and Responsibilities Summary must be provided to this office or reviewed with the inspector **within 60 days of the date of the inspection or a \$25.00 fine will be levied.** BMC 16.03.060(c) and BMC 16.10.030(b)

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.



City of Bloomington
H.A.N.D.

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

Meeting Date: August 15, 2018

Petition Type: Rescind a variance

Petition Number: 18-RV-68

Address: 119-121 S. Bryan Avenue

Petitioner: HAND

Inspector: Jo Stong

Staff Report: This property was previously granted a variance to the minimum ceiling height requirements of the Property Maintenance Code for the basement unit. This unit was remodeled under a building permit in 1995 following a fire at the property; the ceiling height did not change with the remodel. The Residential Rental and Lodging Establishment Inspection Program does not include a ceiling height requirement; therefore we are asking the Board to rescind this variance. This structure was built in 1930.

Staff Recommendation: Rescind the variance.

Conditions: None

Attachments: None



City of Bloomington
H.A.N.D.

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

Meeting Date: August 15, 2018
Petition Type: Rescind a variance
Petition Number: 18-RV-69
Address: 827 W. 4th Street
Petitioner: HAND
Inspector: Jo Stong

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

Staff Recommendation: Rescind the variance.

Conditions: None

Attachments: None

SW



City of Bloomington
H.A.N.D.

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

Meeting Date: August 15, 2018

Petition Type: An extension of time to complete repairs.

Petition Number: 18-TV-70

Address: 1224 S. College Mall Rd.

Petitioner: Shawn Dilts

Inspector: Norman Mosier

Staff Report: December 28, 2017 -- Conducted Cycle Inspection
April 13, 2018 -- Conducted Re-inspection
April 16, 2018 -- Updated Legal
May 7, 2018 -- Updated Legal
May 9, 2018 -- Owner Scheduled Re-inspection for 6/5/2018 @ 9:00
June 5, 2018 -- Conducted Re-inspection With Owner, Updated Legal
July 11, 2018 -- Received August BHQA Appeal

It was noted at the cycle inspection that the bedroom window has deteriorated sashes at the bottom of window, and the windows will not open fully due the a fire screen preventing the windows from opening. Petitioner is requesting an extension of time to complete the repairs to the windows.

Staff recommendation: Grant the request.

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

Compliance Deadline: October 15, 2018

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



RECEIVED
JUL 11 2018

BY:

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

Property Address: 1224 S. College Mall Road, Bloomington, IN

Petitioner's Name: Shawn Ditts

47401

Address: 2549 E. SUMMER CREEK DRIVE

City: Bloomington State: IN Zip Code: 47401

Phone Number: (812) 322-5735 Email Address: mditts5889@aol.com

Property Owner's Name: Mark and Shawn Ditts

Address: 2549 E. Summer Creek Drive

City: Bloomington State: IN Zip Code: 47401

Phone Number: (812) 322-5735 Email Address: mditts5889@aol.com

Occupants: Sarah Mobley

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

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

Please circle the petition type that you are requesting:

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

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

☐ C) Relief from an administrative decision (Petition type AA)

☐ D) Rescind a variance (Petition type RV)

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

OFFICE USE ONLY

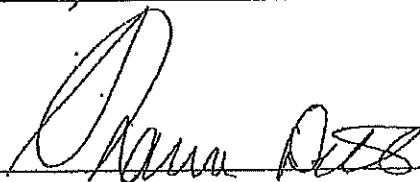
Petition Number 18-TV-70

SEE REVERSE

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

We have been dealing with window cracks and window sashes needing replaced from out-of-business Norco Company. Jeldwens purchased and is trying to match sashes only so entire unit doesn't have to be replaced because surround is aluminum and not damaged/rotting. (flush sashes). Reason our builder says cannot replace entire unit is because a firescreen unit is on outside AND overlaps window unit. If must replace unit, fire inspector must confirm not needed by their code. Christy's Fire Clapper, per instruction of Mark (HAWK Inspector).

Signature (required):



Name (please print):

SHAWN DICKS

Date:

7/11/18

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



City Of Bloomington
Housing and Neighborhood Development

RENTAL INSPECTION INFORMATION

Mark & Shawn Dilts
2549 E. Summer Creek Dr.
Bloomington, IN 47401

RE: 1224 S College Mall RD

Please find the enclosed Rental Inspection Report which contains pertinent information about the Cycle Inspection that was recently conducted at the above referenced property. The inspector has listed all noted violations and recommendations on the enclosed Rental Inspection Report. **You have sixty (60) days from the date of this letter to correct the violations listed on the report.**

Once violations have been corrected, it is your responsibility to call the Housing and Neighborhood Development office within this 60 day window but no later than _____ to schedule a re-inspection. You have the right to appeal any violation of Bloomington Municipal Code Title 16 noted on the rental inspection report to the Board of Housing Quality Appeals.

This report is issued in accordance with BMC 16.10.020 and 16.10.040 of the Residential Rental Unit and Lodging Establishment Inspection Program. Residential Rental Occupancy Permits will not be issued until all interior and exterior violations have been corrected, and all fees have been paid. Bloomington Municipal Code requires that all violations of all Titles of the BMC must be in compliance before a permit will be issued. Please be advised that non-compliance by the deadlines listed in this letter may limit the permit period to a maximum of three (3) years.

If the owner's or agent's contact information has changed since your last inspection, please submit a new registration form to the HAND Department. The registration must be signed by the owner of the property, not the agent. All rental forms and documents can be found at www.bloomington.in.gov/hand. If you do not have access to the internet, you may contact HAND at 812-349-3420 and forms will be provided.

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

Sincerely,

Housing & Neighborhood Development
Encl: Inspection Report,

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

City Hall
bloomington.in.gov

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



City Of Bloomington
Housing and Neighborhood Development

CYCLE INSPECTION REPORT

3103

Owner(s)

Mark & Shawn Dilts
2549 E. Summer Creek Dr.
Bloomington, IN 47401

Prop. Location: 1224 S College Mall RD
Number of Units/Structures: 1/1
Units/Bedrooms/Max # of Occupants: Bld 1: 1/1/5

Date Inspected: 12/28/2017
Primary Heat Source: Gas
Property Zoning: RM
Number of Stories: 3

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

The Monroe County Assessor's records indicate that this structure was built in 1987.
Minimum egress requirements for a one and two family dwelling built at the time of construction.
Openable area: 4.75 Sq. Ft
Clear height: 24 inches
Clear width: 18 inches
Sill height: Not more than 48 inches above finished floor.

INTERIOR:

Kitchen 8-6 x 7-6:

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

Living Room 18 x 11-10, Patio:

No violations noted.

Bathroom:

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

Furnace Closet: See other requirements.

No violations noted.

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

City Hall
bloomington.in.gov

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

Bedroom 11 x 11:

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

Existing Egress Window Measurements: Casement; Const. Yr. - 1987

Height: 49 inches

Width: 25 inches

Sill Height: 29 inches

Openable Area: 8.51 sq. ft.

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

EXTERIOR:

No violations noted.

OTHER REQUIREMENTS:

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)

Required documentation:

A completed copy of the Tenants and Owners Rights and Responsibilities Summary must be provided to this office or reviewed with the inspector within 60 days of the date of the inspection or a \$25.00 fine will be levied. BMC 16.03.060(c) and BMC 16.10.030(b)

Required documentation:

The owner or his agent shall contact the tenant and arrange a joint inspection of the premises to occur within ten days of the tenant's occupancy of the rental unit. The owner or his agent and the tenant shall at that time jointly complete an inventory and damage list, and this shall be signed by all parties to the tenancy agreement. Duplicate copies of the inventory and damage list shall be retained by all parties and shall be deemed a part of the tenancy agreement. A completed copy of the Inventory & Damage List must be provided to the office or reviewed with the inspector within 60 days of the date of the inspection or a \$25.00 fine will be levied. BMC 16.03.050(e) and BMC 16.10.030(b)

When issued, a copy of the new Rental Occupancy Permit shall be posted as required by BMC 16.12.080 (b): All rental units shall be required to have a current occupancy permit displayed in an accessible location inside the unit. The permit shall contain the name of the owner or his agent and the expiration date of the permit. BMC 16.03.030(d)

This is the end of this report.



**City Of Bloomington
Housing and Neighborhood Development**

REMAINING VIOLATION INSPECTION REPORT

3103

Owner(s)

Mark & Shawn Dilts
2549 E. Summer Creek Dr.
Bloomington, IN 47401

Prop. Location: 1224 S College Mall RD
Number of Units/Structures: 1/1
Units/Bedrooms/Max # of Occupants: Bld 1: 1/1/5

Date Inspected: 12/28/2017
Primary Heat Source: Gas
Property Zoning: RM
Number of Stories: 3

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

REINSPECTION REQUIRED

This report is your final notice from the Housing and Neighborhood Development Office that this rental property continues to be in violation of the Residential Rental Unit and Lodging Establishment Inspection Program of Bloomington.

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

Failure to make repairs or to schedule the required re-inspection will result in this matter being referred to the City Legal Department. Legal action may be initiated against you under BMC 16.10.040

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

INTERIOR:

Bedroom 11 x 11:

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

This is the end of this report.

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

City Hall
bloomington.in.gov

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



City Of Bloomington
Housing and Neighborhood Development

REMAINING VIOLATION INSPECTION REPORT

3103

Owner(s)

Mark & Shawn Dilts
2549 E. Summer Creek Dr.
Bloomington, IN 47401

Prop. Location: 1224 S College Mall RD

Number of Units/Structures: 1/1

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

Date Inspected: 12/28/2017

Primary Heat Source: Gas

Property Zoning: RM

Number of Stories: 3

Inspector: Norman Mosier

Foundation Type: Slab

Attic Access: No

Accessory Structure: None

REINSPECTION REQUIRED

This report is your final notice from the Housing and Neighborhood Development Department that your rental property continues to be in violation of the Bloomington Municipal Code, Title 16 - Residential Rental Unit and Lodging Establishment Inspection Program.

If you have made all of the repairs on this report, contact our office immediately to schedule the required re-inspection. It is your responsibility to contact the Housing and Neighborhood Development Department to schedule the required re-inspection. Our mailing address and telephone number are listed below.

If you fail to make the repairs and/or schedule the required re-inspection then this matter will be referred to the City Legal Department for legal action under Bloomington Municipal Code § 16.10.04.

Your prompt attention to this matter is greatly appreciated.

INTERIOR:

Bedroom 11 x 11:

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

This is the end of this report.

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

City Hall
bloomington.in.gov

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



City of Bloomington
H.A.N.D.

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

Meeting Date: August 15, 2018

Petition Type: An extension of time to complete repairs.

Petition Number: 18-TV-71

Address: 2500 S. Rockport Rd.

Petitioner: Rex Whitmer

Inspector: Mosier/Swinney

Staff Report: November 6, 2017 – Conducted Cycle Inspection
January 16, 2018 – Received February BHQA Appeal
January 19, 2018 – Hand Carried Copy of Cycle Report noting Life Safety Violations to Office for February BHQA
January 31, 2018 – Agent Scheduled Life Safety Re-inspection for 03/05/2018
February 21, 2018 – February BHQA Meeting Cancelled, No Quorum, Moved to March BHQA Meeting
March 5, 2018 – Re-inspection Cancelled Tenants Not Notified
March 6, 2018 – Conducted Life-Safety Re-inspection
March 21, 2018 – March BHQA Meeting, granted extension of time to complete the repairs. March 31, 2018 – Life Safety, May 30, 2018 – For All Other Repairs.
March 31, 2018 – Agent Scheduled Re-inspection for 07/16/2018 @ 9:00
July 11, 2018 – Received August BHQA Appeal

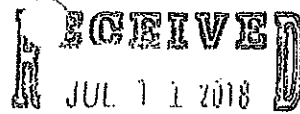
The Petitioner is requesting an extension of time to complete the caulking of the windows. This improvement will need the approval of HUD due to the cost of the repair to the windows. The Petitioner has three proposals from contractors and the necessary documentation for this approval and are waiting for HUD's response. Petitioner is requesting until December 30, 2018.

Staff recommendation: Grant the request.

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

Compliance Deadline: December 30, 2018

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



BY:

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

Property Address: 2500 S. Rockport Rd. Bloomington, IN 47403

Petitioner's Name: Rex Whitmer

Address: 44 N Girls School Rd.

City: Bloomington

State: Indiana

Zip Code: 46241

Phone Number: (317) 797-3431

E-mail Address: rwhitmer@crf.net

Owner's Name: Dave Cooper

Address: 44 N Girls School Rd.

City: Indianapolis

State: Indiana

Zip Code: 46214

Phone Number: 317-554-2121

E-mail Address: dcooper@crf.net

Occupants: 206

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

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

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

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

Reminder:

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

(Will be assigned by BHQA)

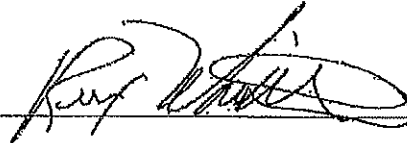
~~0103~~
Petition Number: 18-TV-71

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

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

This letter provides notice of action taken by Country View apartments and the July 16th, 2018 re-inspection of the HAND report. All necessary deficiencies will be completed and ready for inspections except for (Replace the deteriorated caulking and glazing compound on the windows. BMC 16.04.050 a), this improvement requires prior approval from HUD because it exceeds the \$25,000.00 amount. We have 3 proposals from contractors and all documents necessary for this approval and are waiting for HUD's response to complete this deficiency. Once we have the written response from HUD we will proceed immediately. Therefore we are asking for an extension till December 30, 2018

Signature (Required):



Name (Print): Rex Whitmer

Date: 7/11/18

Important information regarding this application format:

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

Print Form



City Of Bloomington
Housing and Neighborhood Development
RENTAL INSPECTION INFORMATION

Countryview Associates, L.P.
 44 N. Girls School Road
 Indianapolis, IN 46214

RE: 2500 S Rockport RD

Please find the enclosed Rental Inspection Report which contains pertinent information about the Cycle Inspection that was recently conducted at the above referenced property. The inspector has listed all noted violations and recommendations on the enclosed Rental Inspection Report. **You have sixty (60) days from the date of this letter to correct the violations listed on the report.**

Once violations have been corrected, it is your responsibility to call the Housing and Neighborhood Development office within this 60 day window but no later than _____ to schedule a re-inspection. You have the right to appeal any violation of Bloomington Municipal Code Title 16 noted on the rental inspection report to the Board of Housing Quality Appeals.

This report is issued in accordance with BMC 16.10.020 and 16.10.040 of the Residential Rental Unit and Lodging Establishment Inspection Program. Residential Rental Occupancy Permits will not be issued until all interior and exterior violations have been corrected, and all fees have been paid. Bloomington Municipal Code requires that all violations of all Titles of the BMC must be in compliance before a permit will be issued. Please be advised that non-compliance by the deadlines listed in this letter may limit the permit period to a maximum of three (3) years.

If the owner's or agent's contact information has changed since your last inspection, please submit a new registration form to the HAND Department. The registration must be signed by the owner of the property, not the agent. All rental forms and documents can be found at www.bloomington.in.gov/hand. If you do not have access to the internet, you may contact **HAND at 812-349-3420** and forms will be provided.

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

Sincerely,

Housing & Neighborhood Development

Encl: Inspection Report,

Xc: Community Reinvestment Foundation: 44 North Girls School Rd., Indianapolis, IN 46214

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

City Hall
bloomington.in.gov

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



City Of Bloomington
Housing and Neighborhood Development
CYCLE INSPECTION REPORT

1668

Owner(s)

Countryview Associates, L.P.
 44 N. Girls School Road
 Indianapolis, IN 46214

Agent

Community Reinvestment Foundation
 44 North Girls School Rd.
 Indianapolis, IN 46214

Prop. Location: 2500 S Rockport RD

Number of Units/Structures: 206/27

Units/Bedrooms/Max # of Occupants: Bld 1: 6/2/5 2/3/5, Bld 2: 6/2/5 1/3/5, Bld 3: 6/2/5 1/3/5, Bld 4: 6/2/5 2/3/5, Bld 5: 4/2/5, Bld 6: 8/2/5, Bld 7: 8/2/5, Bld 8: 8/1/5, Bld 9: 8/1/5, Bld 11: 6/2/5, Bld 12: 6/2/5 2/3/5, Bld 13: 6/2/5 2/3/5, Bld 14: 6/2/5, Bld 15: 6/2/5 2/3/5, Bld 16: 8/2/5, Bld 17: 8/2/5, Bld 18: 8/1/5, Bld 19: 8/1/5, Bld 20: 8/2/5, Bld 21: 8/2/5, Bld 22: 6/2/5 2/3/5, Bld 23: 6/2/5 2/3/5, Bld 24: 6/2/5 2/3/5, Bld 25: 6/2/5 2/3/5, Bld 26: 6/2/5 2/3/5, Bld 27: 6/2/5 2/4/5, Bld 28: 6/2/5 2/3/5

Date Inspected: 11/06/2017
 Primary Heat Source: Electric
 Property Zoning: RH
 Number of Stories: 2

Inspector: Mosier/Swinney/Liford
 Foundation Type: Crawl Space
 Attic Access: Yes
 Accessory Structure: None

Monroe County Assessor's records indicate this structure was built in 1970.
 There were no requirements for emergency egress at the time of construction.

NOTE: Only units and rooms with violations will listed on this report. Room dimensions are in the file.

Egress window measurements are as follows:**Existing Egress Window Measurements:**

| | |
|-----------------------------|-----------------------------|
| Height: 44 inches | Height: 16 inches |
| Width: 32 ¼ inches | Width: 32 ¾ inches |
| Sill Height: 46 inches | Sill Height: 39 inches |
| Openable Area: 9.85 sq. ft. | Openable Area: 3.64 sq. ft. |

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

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

City Hall
 bloomington.in.gov

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

INTERIOR:**2500 South Rockport Road.****Building #1****101****Kitchen**

Secure all loose electrical receptacles in this room. BMC 16.04.060(b)

Furnace closet

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

Install a temperature/pressure relief (TPR) valve discharge tube on the water heater.

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)

Upstairs**Bathroom**

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

Hallway

Secure all loose electrical receptacles in this room. BMC 16.04.060(b)

102**Kitchen**

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

Upstairs**Bathroom**

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

Replace the missing mirror to the medicine cabinet. BMC 16.04.060(a)

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

Back Bedroom

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

Front Bedroom

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

103**Kitchen**

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

Upstairs**Bathroom**

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

Bathroom (Continued)

Secure the loose electrical receptacle (GFCI). BMC 16.04.060(b)

104Furnace Closet

Install approved cover on the heating/air conditioning unit. BMC 16.04.060(c)

Kitchen

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

UpstairsFront Bedroom

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

105½ Bath

Secure toilet to its mountings. BMC 16.04.060(c)

Kitchen

Determine the source and eliminate the water leak around the faucet. BMC 16.04.060(a)

106Hallway

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

Furnace Closet

Install approved cover on the heating/air conditioning unit. BMC 16.04.060(c)

UpstairsBathroom

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

Properly secure the faucet on the sink. BMC 16.04.060(c)

Repair the chipping in the bottom of the tub or replace the tub. BMC 16.04.060(a)

Seal the base of shower surround at the top of the tub. BMC 16.04.060(a)

107Kitchen

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

UpstairsBack Bedroom

Secure all loose electrical receptacles in this room. BMC 16.04.060(b)

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

108**Living Room**

Every window shall have a functioning locking device, window latch and shall be maintained in good condition. Window locks in rental units shall be capable of tightly securing the window and shall be openable without special knowledge or effort. BMC 16.04.060(b)

Secure all loose electrical receptacles in this room. BMC 16.04.060(b)

½ Bath

Replace the old and rotten plumbing from the toilet where it enters the wall. BMC 16.04.060(a)

Furnace Closet

Install a temperature/pressure relief (TPR) valve discharge tube on the water heater.

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)

Install a cable clamp where the power supply enters the water heater. BMC 16.04.060(c)

Hallway

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

Kitchen

Secure all loose electrical receptacles in this room. BMC 16.04.060(b)

Upstairs**Hallway**

Replace the missing smoke detector. IC22-11-18-3,5

Bathroom

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

Front Left Bedroom

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

Secure all loose electrical receptacles in this room. BMC 16.04.060(b)

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

Front Right Bedroom

Replace the painted over outlet in this room. BMC 16.04.060(b)

Back Bedroom

Secure all loose electrical receptacles in this room. BMC 16.04.060(b)

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

Building #2**201****Living Room**

Secure all loose electrical receptacles in this room. BMC 16.04.060(b)

½ Bath

Secure toilet to its mountings. BMC 16.04.060(c)

Secure the loose electrical receptacle (GFCI). BMC 16.04.060(b)

Upstairs**Hallway**

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

Bathroom

Seal the base of shower surround at the top of the tub. BMC 16.04.060(a)

202**Kitchen**

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

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

Upstairs**Bathroom**

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

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

Right Bedroom

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

203**Living Room**

Secure all loose electrical receptacles in this room. BMC 16.04.060(b)

½ Bath

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

Kitchen

Properly secure the faucet on the sink. BMC 16.04.060(c)

204

No violations noted.

205**Living Room**

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

205 (Continued)**½ Bath**

Repair the water pressure to the sink faucet (very low). The water supply system shall be installed and maintained to provide a supply of water to plumbing fixtures, devices and appurtenances in sufficient volume and at pressures adequate to enable the fixtures to function properly, safely, and free from defects and leaks. BMC 16.04.060(c)

Kitchen

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

Upstairs**Bathroom**

Seal the base of shower surround at the top of the tub. BMC 16.04.060(a)

Right Bedroom

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

206**Furnace Closet**

Install approved cover on the heating/air conditioning unit. BMC 16.04.060(c)

Upstairs**Bathroom**

Seal the base of shower surround at the top of the tub. BMC 16.04.060(a)

207**½ Bath**

Secure toilet to its mountings. BMC 16.04.060(c)

Furnace Closet

Install a cable clamp where the power supply enters the water heater. BMC 16.04.060(c)

Kitchen

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

Building #3**301****Kitchen**

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

302**Kitchen**

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

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

Install new knobs for the sink. BMC 16.04.060(a)

Upstairs**Bathroom**

Properly install or replace the aerator on the sink faucet so that it functions as intended.

BMC 16.04.060(c)

Secure toilet to its mountings. BMC 16.04.060(c)

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

Right Bedroom

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

303**Furnace Closet**

Install a temperature/pressure relief (TPR) valve discharge tube on the water heater.

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)

Install a cable clamp where the power supply enters the water heater. BMC 16.04.060(c)

Kitchen

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

BMC 16.04.060(a)

Upstairs**Bathroom**

Secure toilet to its mountings. BMC 16.04.060(c)

304 (No Access: Loose Dog)

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. BMC 16.03.040

305**Living Room**

Secure all loose electrical receptacles in this room. BMC 16.04.060(b)

½ Bath

Secure toilet to its mountings. BMC 16.04.060(c)

Upstairs**Bathroom**

Seal the base of shower surround at the top of the tub. BMC 16.04.060(a)

306**Living Room**

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

306 (Continued)Hallway

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

307½ Bath

Secure toilet to its mountings. BMC 16.04.060(c)

Kitchen

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

UpstairsBathroom

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

Building #4**401**½ Bath

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

UpstairsHallway

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

Bathroom

Replace knobs and stopper for sink. BMC 16.04.060(a)

Remove old caulking and re-caulk around the tub. BMC 16.04.060(a)

Front Right Bedroom

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

402Hallway

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

Kitchen

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

403

No violations noted.

404Kitchen

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

UpstairsHallway

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

405

No violations noted.

406**Kitchen**

Repair the water pressure to the sink faucet (very low). The water supply system shall be installed and maintained to provide a supply of water to plumbing fixtures, devices and appurtenances in sufficient volume and at pressures adequate to enable the fixtures to function properly, safely, and free from defects and leaks. BMC 16.04.060(c)

Upstairs**Bathroom**

Secure toilet to its mountings. BMC 16.04.060(c)

407**Kitchen**

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

Enclose electrical wiring where the power supply enters the garbage disposal with protective insulation removed inside the garbage disposal and secure with a cable clamp. BMC 16.04.060(c)

Upstairs**Bathroom**

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

408**Living Room**

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

Kitchen

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

Upstairs**Bathroom**

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

Front Right Bedroom

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

Back Left Bedroom

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

Building #5**501****Kitchen**

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

Bathroom

Secure toilet to its mountings. BMC 16.04.060(c)

502**Kitchen**

Replace non-functioning or incorrectly wired GFCI receptacle(s), per Indiana Electric Code requirements (GFCI above the sink won't reset.) BMC 16.04.020 (IEC 210.8) and BMC 16.04.060(b)

503

No violations noted.

504**Kitchen**

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

Building #6**601****Kitchen**

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

602**Bathroom**

Remove old caulking and re-caulk around the tub. BMC 16.04.060(a)

Furnace Closet

Install approved cover on the heating/air conditioning unit. BMC 16.04.060(c)

603**Hallway**

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

Right Bedroom

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

Living Room

Secure the loose vent in the ceiling. BMC 16.04.060(a)

604**Bathroom**

Remove old caulking and re-caulk around the tub. BMC 16.04.060(a)

Building #7**701****Kitchen**

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

702**Kitchen**

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

703

No violations noted.

704**Kitchen**

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

Secure all loose electrical receptacles in this room. BMC 16.04.060(b)

704 (Continued)**Right Bedroom**

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

Bathroom

Replace the wood at the base of the tub and re-caulk. BMC 16.04.060(a)

Common Hallway

Repair any/all loose steps leading upstairs. BMC 16.04.060(b)

705**Furnace Closet**

Install a cable clamp where the power supply enters the water heater. BMC 16.04.060(c)

Bathroom

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

Seal the base of shower surround at the top of the tub. BMC 16.04.060(a)

706**Living Room**

Secure all loose electrical receptacles in this room. BMC 16.04.060(b)

Kitchen

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

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

Right Bedroom

Patch the hole where the phone jack was located. BMC 16.04.060(a)

707**Bathroom**

Seal the base of shower surround at the top of the tub. BMC 16.04.060(a)

708**Kitchen**

Properly secure the faucet on the sink. BMC 16.04.060(c)

Building #8**801****Furnace Closet**

Replace the old/damaged cove base by the closet door. BMC 16.04.060(a)

802

No violations noted.

803

No violations noted.

804**Furnace Closet**

Install a cable clamp where the power supply enters the water heater. BMC 16.04.060(c)

805**Furnace Closet**

Install a cable clamp where the power supply enters the water heater. BMC 16.04.060(c)

Bathroom

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

806**Kitchen**

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

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

Bedroom

Replace/Repair the loose protective cover for the light fixture. BMC 16.04.060(c)

Bathroom

Repair the light switch to function as intended. (Seems to be a short in the switch) BMC 16.04.060(b)

807**Kitchen**

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

Bedroom

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

808

No violations noted.

Building #9**901****Kitchen**

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

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

902**Kitchen**

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

903**Bathroom**

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

904

No violations noted.

905**Kitchen**

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

Hallway

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

Bedroom

Replace the missing vent cover in the ceiling. BMC 16.04.060(a)

906**Bathroom**

Secure toilet to its mountings. BMC 16.04.060(c)

907**Bathroom**

Secure toilet to its mountings. BMC 16.04.060(c)

Seal the base of shower surround at the top of the tub. BMC 16.04.060(a)

908

No violations noted.

Building 11**1101**

No violations noted.

1102**Upstairs****Hallway**

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

1103**Upstairs****Bathroom**

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

1104**Kitchen**

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

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

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

Upstairs**Hallway**

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

1105**Kitchen**

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

1106

No violations noted.

Building 12**1201****Furnace Closet**

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

1202**½ Bathroom**

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

1203**Upstairs****Front Bedroom**

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

1204

No violations noted.

1205**Upstairs****Bathroom**

Secure toilet to its mountings. BMC 16.04.060(c)

1206

No violations noted.

1207

No violations noted.

1208**Hallway**

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

Kitchen

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

Upstairs**Hallway**

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

Front Right Bedroom

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

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

Building 13**1301-1303**

No violations noted.

1304**Upstairs****Hallway**

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

1305**Furnace Closet**

Secure the front cover for the furnace. BMC 16.04.060(c)

Kitchen

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

Hallway

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

1306**Upstairs****Back Bedroom**

Repair the broken window. The lower left sash has broken corners and the tabs that hold it in are broken off. BMC 16.04.060(a)

1307**Kitchen**

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

Upstairs**Bathroom**

Repair/replace the toilet paper holder to function as intended. BMC 16.04.060(a)

Back Bedroom

Secure loose electrical switch. BMC 16.04.060(b)

1308

No violations noted.

Building 14**1401**

No violations noted.

1402**Upstairs****Bathroom**

Determine the source and eliminate the water leak at the base of the toilet. BMC 16.04.060(a)

1403-1404

No violations noted.

1405**Upstairs****Hallway**

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

1406

Repair/replace the existing water heater to provide adequate hot water. Temperature of water is not very hot. New installations shall be in accordance with current codes and the manufacturer's specifications. BMC 16.04.020 and BMC 16.04.060(c)

Building 15**1501-1505**

No violations noted.

1506 (Dog)

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

1507**½ Bathroom**

Secure loose GFCI electrical receptacle. BMC 16.04.060(b)

Kitchen

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

1508**Living Room**

Repair the entry door the threshold is deteriorating, and make sure the door is weather tight. No gaps shall be visible around the edges. BMC 16.04.060(a)

Kitchen

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

Upstairs**Bathroom**

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

Hallway

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

BLDG 16**1601****Kitchen:**

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

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



City Of Bloomington
Housing and Neighborhood Development
REMAINING VIOLATION INSPECTION REPORT

1668

Owner(s)

Countryview Associates, L.P.
 44 N. Girls School Road
 Indianapolis, IN 46214

Agent

Community Reinvestment Foundation
 44 North Girls School Rd.
 Indianapolis, IN 46214

Prop. Location: 2500 S Rockport RD

Number of Units/Structures: 206/27

Units/Bedrooms/Max # of Occupants: Bld 1: 6/2/5 2/3/5, Bld 2: 6/2/5 1/3/5, Bld 3: 6/2/5 1/3/5, Bld 4: 6/2/5 2/3/5, Bld 5: 4/2/5, Bld 6: 8/2/5, Bld 7: 8/2/5, Bld 8: 8/1/5, Bld 9: 8/1/5, Bld 11: 6/2/5, Bld 12: 6/2/5 2/3/5, Bld 13: 6/2/5 2/3/5, Bld 14: 6/2/5, Bld 15: 6/2/5 2/3/5, Bld 16: 8/2/5, Bld 17: 8/2/5, Bld 18: 8/1/5, Bld 19: 8/1/5, Bld 20: 8/2/5, Bld 21: 8/2/5, Bld 22: 6/2/5 2/3/5, Bld 23: 6/2/5 2/3/5, Bld 24: 6/2/5 2/3/5, Bld 25: 6/2/5 2/3/5, Bld 26: 6/2/5 2/3/5, Bld 27: 6/2/5 2/4/5, Bld 28: 6/2/5 2/3/5

Date Inspected: 11/06/2017
 Primary Heat Source: Gas
 Property Zoning: RH
 Number of Stories: 2

Inspector: Mosier/Swinney
 Foundation Type: Crawl Space
 Attic Access: Yes
 Accessory Structure: None

REINSPECTION REQUIRED

This report is your final notice from the Housing and Neighborhood Development Department that your rental property continues to be in violation of the Bloomington Municipal Code, Title 16 - Residential Rental Unit and Lodging Establishment Inspection Program.

If you have made all of the repairs on this report, contact our office immediately to schedule the required re-inspection. It is your responsibility to contact the Housing and Neighborhood Development Department to schedule the required re-inspection. Our mailing address and telephone number are listed below.

If you fail to make the repairs and/or schedule the required re-inspection then this matter will be referred to the City Legal Department for legal action under Bloomington Municipal Code § 16.10.04.

Your prompt attention to this matter is greatly appreciated.

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

City Hall
 bloomington.in.gov

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

INTERIOR:

Building 1

101

Furnace closet

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

102

Kitchen

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

106

Furnace Closet

☐ Install approved cover on the heating/air conditioning unit. BMC 16.04.060(c)

Upstairs

☐ Repair the chipping in the bottom of the tub or replace the tub. BMC 16.04.060(a)

☐ Seal the base of shower surround at the top of the tub. BMC 16.04.060(a)

107

Upstairs

Back Bedroom

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

108

Furnace Closet

☐ Install a temperature/pressure relief (TPR) valve discharge tube on the water heater.

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)

Building #2

201

Upstairs

Hallway

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

Bathroom

☐ Seal the base of shower surround at the top of the tub. BMC 16.04.060(a)

202

Upstairs

Bathroom

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

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

Right Bedroom

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

205

Upstairs

Bathroom

☐ Seal the base of shower surround at the top of the tub. BMC 16.04.060(a)

206

Furnace Closet

☐ Install approved cover on the heating/air conditioning unit. BMC 16.04.060(c)

Upstairs

Bathroom

☐ Seal the base of shower surround at the top of the tub. BMC 16.04.060(a)

Building #3

302

Upstairs

Bathroom

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

☐ Secure toilet to its mountings. BMC 16.04.060(c)

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

304

½ bath

☐ Secure the loose toilet. BMC 16.04.060 (c)

305

Upstairs

Bathroom

☐ Seal the base of shower surround at the top of the tub. BMC 16.04.060(a)

307

½ Bath

☐ Secure toilet to its mountings. BMC 16.04.060(c)

Kitchen

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

Building #4

401

Upstairs

Front Right Bedroom

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

Building 11

1104

Kitchen

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

Building 12

1205

Upstairs

Bathroom

☐ Secure toilet to its mountings. BMC 16.04.060(c)

Building 13

1305

Furnace Closet

☐ Secure the front cover for the furnace. BMC 16.04.060(c)

1306

Upstairs

Back Bedroom

☐ Repair the broken window. The lower left sash has broken corners and the tabs that hold it in are broken off. BMC 16.04.060(a)

1307

Upstairs

Back Bedroom

☐ Secure loose electrical switch. BMC 16.04.060(b)

Building 15

1506 (Dog)

☐ 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

1508

Upstairs

Bathroom

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

Hallway

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

BLDG 16

1601

Kitchen:

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

1606**Kitchen:**

☐ Replace the defective GFCI receptacle to the left of the sink, won't trip. BMC 16.04.060 (b)

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

1607**Bathroom:**

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

BLDG 19**1901****Bathroom:**

☐ Secure toilet to its mountings. BMC 16.04.060(c)

Building 25**2505****Kitchen**

☐ Repair the water pressure to the sink faucet (very low). The water supply system shall be installed and maintained to provide a supply of water to plumbing fixtures, devices and appurtenances in sufficient volume and at pressures adequate to enable the fixtures to function properly, safely, and free from defects and leaks. BMC 16.04.060(c)

Building 27**2705****½ Bath**

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

Building 28**2806****Upstairs****Bathroom**

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

EXTERIOR**General Violation:**

☐ Properly remove old caulking and re-caulk around doors and windows. Properly fill any gaps around doors and windows. BMC 16.04.050(a)

Building 1

☐ Replace the deteriorated caulking and glazing compound on the windows. BMC 16.04.050(a)

☐ Properly reconnect the downspout between units #101 and #102. BMC 16.04.050(a)

Building 2

☐ Replace the deteriorated caulking and glazing compound on the windows. BMC 16.04.050(a)

☐ Properly caulk around exterior doors so they are weather tight. BMC 16.04.050(a)

Building 3

- ☐ Replace the deteriorated caulking and glazing compound on the windows. BMC 16.04.050(a)
- ☐ Repair the gutter joints to stop the leaking. BMC 16.04.050(a)

Building 4

- ☐ Replace the deteriorated caulking and glazing compound on the windows. BMC 16.04.050(a)
- ☐ Properly caulk around exterior doors so they are weather tight. BMC 16.04.050(a)
- ☐ Seal all holes in the foundation on the north end of the building. BMC 16.04.050(a)
- ☐ Repair the gutter joints to stop the leaking. BMC 16.04.050(a)

Building 6

- ☐ Replace the deteriorated caulking and glazing compound on the windows. BMC 16.04.050(a)

Building 7

- ☐ Replace the deteriorated caulking and glazing compound on the windows. BMC 16.04.050(a)

Building 9

- ☐ Replace the deteriorated caulking and glazing compound on the windows. BMC 16.04.050(a)

Building 15

- ☐ All sidewalks, walkways, stairs, driveways, parking spaces and similar areas shall be kept in a proper state of repair, and maintained free from hazardous conditions. This is the sidewalk behind the building headed toward the road, **west end of sidewalk.** BMC 16.04.040(c)

BLDG 16

- ☐ Properly label electrical A/C disconnects with corresponding unit numbers on the outside of the disconnect box. BMC 16.04.020 NEC 225.37

BLDG 17

- ☐ Properly label electrical A/C disconnects with corresponding unit numbers on the outside of the disconnect box. BMC 16.04.020 NEC 225.37

BLDG 18

- ☐ Properly label electrical A/C disconnects with corresponding unit numbers on the outside of the disconnect box. BMC 16.04.020 NEC 225.37

BLDG 19

- ☐ Properly label electrical A/C disconnects with corresponding unit numbers on the outside of the disconnect box. BMC 16.04.020 NEC 225.37

BLDG 20

- ☐ Properly label electrical A/C disconnects with corresponding unit numbers on the outside of the disconnect box. BMC 16.04.020 NEC 225.37

BLDG 21

- ☐ Properly label electrical A/C disconnects with corresponding unit numbers on the outside of the disconnect box. BMC 16.04.020 NEC 225.37

BLDG 23

☐ Trim all tree branches away from the siding and roofline to maintain a 3' clearance on the north side, midway of building and on the SW corner of structure. BMC 16.04.040(e)

BLDG 24

☐ Repair/replace the deteriorated door casing on the back door of unit 2402. BMC 16.04.050(a)

OTHER REQUIREMENTS:**Required documentation**

☐ Provide documentation of the fire suppression/fire alarm systems annual inspection as required by the Indiana Fire Prevention Code. BMC 16.01.060(f)

This is the end of this report.



**City of Bloomington
Housing & Neighborhood Development**

Meeting Date: August 15, 2018

Petition Type: Relief from an administrative decision

Variance Request: Relief from the loss of 5 year permit.

Petition Number: 18-AA-72

Address: 1107, 1109, 1111-1113 S Rogers Street

Petitioner: Yu-Han Huang

Inspector: Jo Stong/ John Hewett

Staff Report: March 16, 2018 Email sent to owner listed on registration form
May 16, 2018 Permit expired. "5 year" lost at this time.
May 23, 2018 'Notice to Register and Schedule' sent to new owner of record in
Elevate, who purchased property June 08, 2017
May 30, 2018 Received new registration form
May 31, 2018 Owner scheduled inspection for June 28, 2018
June 28, 2018 Cycle Inspection. No violations noted.
July 3, 2018 Report sent with the billing statement
July 6, 2018 Payment received, issued 3 year permit.
July 13, 2018 Owner appeals for relief from loss of 5 year permit.

Staff recommendation: Deny the relief from administrative decision.

Conditions: The permit shall remain as issued, with an expiration date of June 28, 2021.

Compliance Deadline: none

Attachments: Appeal form

A handwritten signature in black ink, appearing to be "JF", located in the bottom right corner of the page.

RECEIVED
JUL 17 2013



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

Property Address: 1107, 1109, 1111, 1113 S Rogers St

Petitioner's Name: Yu-Han Huang

Address: 450 Jackson St

City: Columbus State: IN Zip Code: 47201

Phone Number: (734) 7575-0040 Email Address: contact.hat.living@gmail.com

Property Owner's Name: HAT Living LLC

Address: 450 Jackson St

City: Columbus State: IN Zip Code: 47201

Phone Number: (734) 757-0040 Email Address: contact.hat.living@gmail.com

Occupants: Lillian Rae, Dominic Oliverio, Chris Haugen,
Charlie Baugh, Lillian Hogan, Nathan Callahan

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

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

Please circle the petition type that you are requesting:

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

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

OFFICE USE ONLY

Petition Number 18-AA-72

SEE REVERSE

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

1. The property was purchased Thursday 6/6, 2017 and I contacted City of Bloomington Housing Programs at 2:40pm SAME DAY regarding to the rental permit. I was told that no action is required even the ownership of the property had changed. However, on 7/12, 2018, HAND office said we should register when the property was purchased and we could receive email notices for the inspection. The information given are contradicting each other and we are confused.

2. If there were any email reminder, we believe they went to the previous owner and we were not aware of it. The first notice from HAND we received was on 5/29, 2018 by mail and we contacted HAND on 5/31, 2018 to schedule for an inspection asap.

3. With previous 4 year permit and no violation at the 2018 HAND inspection, we sincerely hope you could reconsider and grant us 5 year permit duration. Proof for information mentioned above will be provided during the appeal.

Signature (required):

Name (please print):

Yun-Haw Huang

Date: 7/17, 2018

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



City of Bloomington
H.A.N.D.

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

Meeting Date: August 15, 2018

Petition Type: An extension of time to complete repairs.

Petition Number: 18-TV-73

Address: 2742 S. Pine Meadows Dr.

Petitioner: Leon Howard

Inspector: Norman Mosier

Staff Report: February 9, 2018 – Conducted Cycle Inspection
April 23, 2018 – Owner Re-inspection for 06/15/2018 @ 1:30
June 13, 2018 – Owner Scheduled Re-inspection for July 19, 2018 @ 3:30
July 19, 2018 – Owner Called To Cancel Re-inspection and Submit BHQA
Application for Extension of Time.

NEED EXPLANATION FOR EXTENSION OF TIME, NOT GIVEN ON APPEAL

Staff recommendation: Deny the request.

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

Compliance Deadline: None

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

FAX 812-349-3582

Page 1 - OF 2



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

RECEIVED
JUL 19 2018

BY:

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

Property Address: 2742 PINE MEADOW DRIVE
Petitioner's Name: LEON HOWARD
Address: 623 SHAW LANE Madisonville, KY 42431
City: ~~Bloomington~~ State: IN Zip Code: 47403
Phone Number: 270-240-6878 Email Address: leonilena@outlook.com
Property Owner's Name: LEON HOWARD
Address: 623 SHAW LANE
City: Madisonville, State: KY Zip Code: 42431
Phone Number: 270-240-6878 Email Address: leonilena@outlook.com
Occupants: 3

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

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

Please check the petition type that you are requesting:

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

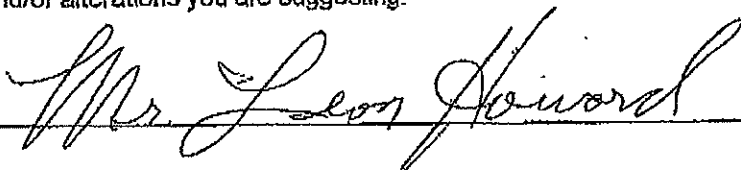
OFFICE USE ONLY

Petition Number 18-TV-73

SEE REVERSE

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

Signature (required):



Name (please print):

Date:

07-19-2018

Leon Howard

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



City Of Bloomington
Housing and Neighborhood Development
CYCLE INSPECTION REPORT

7182

Owner(s)

Howard, Leon
623 Shaw Lane
Madisonville, KY 42431

Agent

Boone, Agnes
1032 Trinton Circle
Bedford, IN 47421

Prop. Location: 2742 S Pine Meadows DR
Number of Units/Structures: 1/1
Units/Bedrooms/Max # of Occupants: Bld 1: 1/3/3

Date Inspected: 02/09/2018
Primary Heat Source: Electric
Property Zoning: RS
Number of Stories: 1

Inspector: Norman Mosier
Foundation Type: Slab
Attic Access: Yes
Accessory Structure: None

Monroe County Assessor's records indicate this structure was built in 1997.
Minimum requirements for emergency egress windows at the time of construction.

Openable area required: 4.75 sq. ft.; 5.7 sq. ft. if removing sashes
Clear width required: 20" for double hung windows; 18" for casements
Clear height required: 22"
Maximum Allowable Sill Height: 44" above finished floor

INTERIOR:

Living Room 12-6 x 10-6, Garage, Furnace Closet (Electric):
No violations noted.

Kitchen/Dining Room 12-6 x 10-6:

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

Repair the deadbolt on the north door to function as intended, won't lock. BMC 16.04.060 (a)

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

Deck:

No violations noted.

Hallway:

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

Laundry Room:

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

Secure the loose and hanging vent to the ceiling. BMC 16.04.060 (a)

Hall Bath:

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

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

SW Bedroom 9-6 x 9-1:

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

Existing Egress Window Measurements: Dbl hung pop out: Const. Yr. - 1997

Height: 25.5 inches

Width: 31.5 inches

Sill Height: 24 inches

Openable Area: 5.59 sq. ft.

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

NW Bedroom 9-6 x 8-9: Same window as SW bedroom.

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

Master Bedroom 14-6 x 11-6: Same window as SW bedroom.

Repair the surface of the ceiling to be free of holes, cracks, peeling paint and/or sagging materials, drywall tape loose adjacent to the north and south walls. BMC 16.04.060(a)

Master Bath:

Repair the surface of the ceiling to be free of holes, cracks, peeling paint and/or sagging materials, drywall tape loose adjacent to the north and south walls. BMC 16.04.060(a)

Replace the missing cover for the exhaust fan. BMC 16.04.060 (a)

EXTERIOR:

Replace the defective GFCI receptacle on the front porch, won't trip. BMC 16.04.050(b)

Repair/replace the deteriorated door casing on the north door, lower right hand side. BMC 16.04.050(a)

OTHER REQUIREMENTS

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)

Tenants and Owners Rights and Responsibilities Summary

A completed copy of the Tenants and Owners Rights and Responsibilities Summary must be provided to this office or reviewed with the inspector within 60 days of the date of the inspection or a \$25.00 fine will be levied. BMC 16.03.060(c) and BMC 16.10.030(b)

Inventory Damage List

The owner or his agent shall contact the tenant and arrange a joint inspection of the premises to occur within ten days of the tenant's occupancy of the rental unit. The owner or his agent and the tenant shall at that time jointly complete an inventory and damage list, and this shall be signed by all parties to the tenancy agreement. Duplicate copies of the inventory and damage list shall be retained by all parties and shall be deemed a part of the tenancy agreement. A completed copy of the Inventory & Damage List must be provided to the office or reviewed with the inspector within 60 days of the date of the inspection or a \$25.00 fine will be levied. BMC 16.03.050(e) and BMC 16.10.030(b)

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

