

**PUBLIC HEARING
BOARD OF HOUSING QUALITY APPEALS
CITY HALL McCLOSKEY CONFERENCE ROOM
JANUARY 15, 2020 4:00 P.M.**

ALL ITEMS ARE ON THE CONSENT AGENDA

- I. **ROLL CALL**
- II. **REVIEW OF SUMMARY** – November 20, 2019, December 18, 2019
- III. **PETITIONS**
 - 1) 19-AA-71, **213 S. Jefferson Street**, Nicholas Weybright. Previously heard July 17, 2019 and September 18, 2019. Request for relief from an administrative decision. p. 2
 - 2) 20-TV-01, **715 E. 10th Street**, Cindy Oswalt. Request for an extension of time to complete repairs. p. 11
 - 3) 20-TV-02, **4244 E. Stephen Drive**, Hwamei Shei. Request for an extension of time to complete repairs. p. 16
 - 4) 20-TV-03, **730 S. Woodlawn Avenue**, Lee Balliet (Judith Swzycki). Request for an extension of time to complete repairs. p. 23
 - 5) 20-TV-04, **345 S. Curry Pike**, Mackie Properties (Citadel Investment Trust). Request for an extension of time to complete repairs. p. 30
 - 6) 20-TV-05, **1450 N. Willis Drive**, JSA Investments. Request for an extension of time to complete repairs. p. 43
 - 7) 20-AA-06, **915 E. Miller Drive**, Norma & Boyd Fox. Request for relief from an administrative decision. p. 51
 - 8) 20-TV-07, **321 S. Eastside Drive**, Brawley Property Management (HP Allen, LLC). Request for an extension of time to complete repairs. p. 54
 - 9) 20-TV-08, **943 N. Jackson Street**, Brawley Property Management. Request for an extension of time to complete repairs. p. 62
 - 10) 20-TV-09, **424 E. Cottage Grove Avenue**, Brawley Property Management (Sheree Demming). Request for an extension of time to complete repairs. p. 71
 - 11) 20-TV-10, **908 S. Mitchell Street**, Mark & Polly Brown. Request for an extension of time to complete repairs. p. 81
- 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**.*



City of Bloomington
H.A.N.D.

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

Meeting Date: January 15, 2020

Petition Type: An extension of time to complete repairs

Petition Number: 19-AA-71

Address: 213 S Jefferson St

Petitioner: Nicholas Weybright

Inspector: Michael Arnold/John Hewett

Staff Report:

16 April 2019	Scheduled Complaint Inspection
18 April 2019	Complaint Inspection
29 April 2019	Sent Complaint Inspection Report
13 May 2019	Received BHQA Application
19 June 2019	BHQA Meeting Cancelled
17 July 2019	BHQA Granted extension until August 17.
16 August 2019	Received Admin Appeal from the owner for September meeting.
18 September 2019	Received an extension of time from BHQA until October 17, 2019,
5 December 2019	Received 2 nd Admin Appeal from Owner.

The petitioner is asking for additional time to complete the repairs until January 30, 2020

Staff recommendation: Deny the Appeal

Conditions: Complete all repairs and schedule for re-inspection, or provide signed and stamped documentation from a Structural Engineer 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: The deadline has passed, call immediately to schedule the re-inspection.

Attachments: Application, Complaint report, Picture, BHQA Notices.



**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
DEC 06 2019

Property Address: 213 S Jefferson St., Bloomington, IN 47408

Petitioner's Name: Nicholas Weybright

Address: 6925 E. 96th Street, Suite 255

City: Indianapolis **State:** Indiana **Zip Code:** 46250

Phone Number: 3175387000 **E-mail Address:** nick@weybright.com

Owner's Name: Nicholas Weybright

Address: 6925 E. 96th Street, Suite 255

City: Indianapolis **State:** Indiana **Zip Code:** 46250

Phone Number: 3175387000 **E-mail Address:** nick@weybright.com

Occupants: Leah Baumann, Catherine DeBruyn & Katelyn Lanahan

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: Relief from an administrative decision. (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)

19-AA-71

Petition Number: 20-TV-03

Previous Hearing July 17 2019
Previous Hearing Sept. 18, 2019

MA, TH

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.

I am submitting my appeal to your decision relating to foundation repairs needed to the property at 213 S. Jefferson St. I don't think that it is fair to require these repairs. I propose that the following items will sufficiently address the issues:

- 1) I will install downspout extensions that will extend water out 15 feet or more past the foundation at the discharge point.
- 2) I will install an auto drip dehumidifier in the unfinished basement.
- 3) I will install a floor drain at the lowest spot of the basement near the laundry.
- 4) I will be sure that all debris is removed from the gutters and maintain clean gutters.

Thank you for your consideration. I look forward to speaking with you.

Extend until Jan 30th?

Signature (Required):



Name (Print): Nicholas Weybright

Date: 12/5/19

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

APR 29 2019

57ub Llc
 Po Box 6277
 Fishers, IN 46038

RE:NOTICE OF COMPLAINT INSPECTION

Dear 57ub Llc

On 04/18/2019 a complaint inspection was performed at 213 S Jefferson ST. During the inspection, violations of the Residential Rental Unit and Lodging Establishment Inspection Program were found.

Please correct the violations cited on the enclosed inspection report within fourteen days (14) and call this office no later than **MAY 13 2019**, to schedule the required re-inspection. Our mailing address and telephone number are listed below.

This directive is issued in accordance with Sections BMC 16.03.040 (c) and 16.10.040 (a) of the Residential Rental Unit and Lodging Establishment Inspection Program of Bloomington. You have the right to appeal to the Board of Housing Quality Appeals. If you need more than fourteen (14) days to correct the violations, or if you want to appeal any violation, an appeal form can be found at www.bloomington.in.gov/hand. If you do not have access to the internet, you may contact HAND at 812-349-3420 and a form will be provided.

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

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:Tempo Properties Inc.: P.O. Box 5727, Bloomington, IN 47407

City Hall
 Email: hand@bloomington.in.gov
 Neighborhood Division (812) 349-3421

401 N Morton St
<https://bloomington.in.gov/hand>
 Housing Division (812) 349-3401

Bloomington, IN 47404
 Rental Inspection (812) 349-3420
 Fax (812) 349-3582



City Of Bloomington
Housing and Neighborhood Development
COMPLAINT INSPECTION REPORT

1079

Owner(s)

57ub Llc
 Po Box 6277
 Fishers, IN 46038

Agent

Tempo Properties Inc.
 P.O. Box 5727
 Bloomington, IN 47407

Prop. Location: 213 S Jefferson ST
 Number of Units/Structures: 1/1
 Units/Bedrooms/Max # of Occupants: Bld 1: 1/3/4

Date Inspected: 04/18/2019
 Primary Heat Source: Gas
 Property Zoning: RC
 Number of Stories: 2

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

The following items are the result of a complaint inspection conducted on 04/18/2019. It is your responsibility to repair these items and to schedule a re-inspection within fourteen (14) days of the mailing of this report. Failure to comply with this inspection report will result in this matter being referred to the City of Bloomington Legal Department. Failure to comply with this complaint inspection report may result in fines. If you have questions regarding this report, please contact this office at 349-3420.

Interior:

Repair the plumbing/drain lines to eliminate back up into the bathroom and kitchen sinks. BMC 16.04.060(c)

Basement:

Repair the walls and floor as necessary to eliminate water infiltration. BMC 16.04.060(a)

Repair the foundation walls to be structurally sound or provide documentation from a design professional stating the walls are structurally sound. BMC 16.01.060(f)

City Hall
 Email: hand@bloomington.in.gov
 Neighborhood Division (812) 349-3421

401 N Morton St
<https://bloomington.in.gov/hand>
 Housing Division (812) 349-3401

Bloomington, IN 47404
 Rental Inspection (812) 349-3420
 Fax (812) 349-3582

Upper Level:

Repair/replace the window sashes that have fogged or have moisture between the panes of glass. BMC 16.04.060(a)

Exterior:

Eliminate the downed trees, wood and brush from the property. BMC 16.04.050(a)(d)





City of Bloomington
Housing and Neighborhood Development

NOTICE OF BOARD ACTION

19 July 2019

57 UB LLC
PO Box 6277
Indianapolis IN 46038

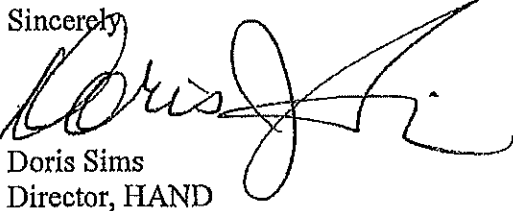
RE: 213 S Jefferson St

Dear 57 UB LLC,

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

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

Sincerely,


Doris Sims
Director, HAND

Petition Number: 19-TV-043
Meeting Date: 17 July 2019
Address: 213 S Jefferson St
Board Action: ☒ Approved ☐ Not Approved ☐ Continued ☐ Tabled

Conditions: All repairs must be completed and scheduled 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.

Deadline: 17 August 2019



**City of Bloomington
Housing and Neighborhood Development**

NOTICE OF BOARD ACTION

September 20, 2019

Nicholas Weybright
6925 E 96th Street Suite 255
Indianapolis, IN 46250

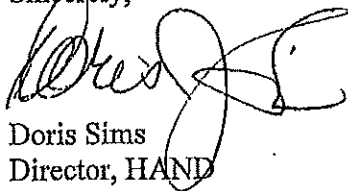
RE: 213 S Jefferson St.

Dear Nicholas Weybright,

This letter provides notice of the action taken by the City of Bloomington Board of Housing Quality Appeals on your request for relief from administrative decision, specifically, the requirement to make repairs noted on the Complaint Inspection Report dated April 29, 2019. Details of the Board's action are provided below.

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

Sincerely,



Doris Sims
Director, HAND

Petition Number: 19-AA-71
Meeting Date: September 18, 2019
Address: 213 S Jefferson St.
Board Action: ☐ Approved ☒ Not Approved ☐ Continued ☐ Tabled
Conditions: Complete all repairs and schedule for re-inspection, or provide signed and stamped documentation from a Structural Engineer no later than the deadline stated below, or this case will be turned over to the City of Bloomington Legal Department for further action including the possibility of fines.

Deadline: October 17, 2019



City of Bloomington
H.A.N.D.

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

Meeting Date: January 15, 2020

Petition Type: An extension of time to complete repairs

Petition Number: 20-TV-01

Address: 715 E. 10th Street

Petitioner: Cindy Oswalt (owner)

Inspector: Jo Stong

Staff Report: December 14, 2018: Conducted cycle inspection.
December 26, 2018: Mailed report and temporary permit (exterior painting was the only violation)
October 14, 2019: Conducted drive-by inspection. House was being scraped for painting
October 22, 2019: Mailed exterior extension reminder report
December 4, 2019: Received appeal

During a cycle inspection of the above property it was noted that the exterior required scraping and painting. The petitioner is requesting an extension of time until July 14, 2020 to complete the painting, and stated that all painting is complete with the exception of five basement window frames, which are not finished as the contractor had to yield to winter weather.

Staff recommendation: Grant the extension of time

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

Compliance Deadline: May 1, 2020

Attachments: Cycle report, appeal, photos



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

RECEIVED
DEC 02 2013

Property Address: 715 E. 10th Street, Bloomington, IN 47408
Petitioner's Name: Cindy Oswalt
Address: 1531 S. Woodruff Ln.
City: Bloomington State: IN Zip Code: 47401
Phone Number: _____ Email Address: _____
Property Owner's Name: (Cindy) Aria L. Oswalt
Address: 1531 S. Woodruff Lane
City: Bloomington State: IN Zip Code: 47401
Phone Number: 812-322-3317 Email Address: caswalt@homefinder.org
Occupants: 4 tenants

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

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

Please circle the petition type that you are requesting:

- ☒ A) An extension of time to complete repairs (Petition type TV) Exterior painting
- ☐ 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 20-TV-01

SEE REVERSE

JS

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.

Painter has not finished exterior painting. Everything is done, except for 5 basement window frames, which have been scraped, but need to be primed & painted. Painter declared that winter weather will prevent that painting to be done before it gets warm next year. May I have until July 14, 2020, to get those done, please, since I am subject to his availability & scheduling? (He did not even start my job until August 20th, after promising me I would be one of his first jobs this year.) Meanwhile, I will look for a new painter, who will do what he promises, when he promises to do it.

Signature (required):

Cindy Oswalt

Name (please print):

Cindy Oswalt

Date:

12/2/19

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

763

Owner

Oswalt, Cindy
1531 S. Woodruff Ln.
Bloomington, IN 47401

Prop. Location: 715 E 10th ST
Number of Units/Structures: 1/1
Units/Bedrooms/Max # of Occupants: Bld 1: 1/4/5

Date Inspected: 12/14/2018
Primary Heat Source: Gas
Property Zoning: RM
Number of Stories: 2

Inspector: Jo Stong
Foundation Type: Basement
Attic Access: No
Accessory Structure: None

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

INTERIOR:

Kitchen (12-10 x 10-0), Pantry, Bathroom, Living Room (13-3 x 11-3), Entry Hall (11-4 x 9-6):
No violations noted.

Northwest Bedroom (13-6 x 11-9):
No violations noted.

Existing Egress Window Measurements (double-hung):

Height: 22 inches
Width: 27 ¼ inches
Sill Height: 23 inches
Openable Area: 4.16 sq. ft.

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

Southwest Bedroom (14-3 x 13-6):

No violations noted.

Note: A door leading directly to the exterior serves as the emergency egress for this sleeping room.

SECOND FLOOR

South Bedroom (14-5 x 13-10):

No violations noted.

Existing Egress Window Measurements (double-hung):

Height: 28 inches

Width: 27 ¼ inches

Sill Height: 25 ½ inches

Openable Area: 5.30 sq. ft.

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

Bath:

No violations noted.

North Bedroom (14-4 x 11-7):

No violations noted.

Existing Egress Window Measurements (double-hung):

Height: 28 inches

Width: 27 inches

Sill Height: 25 inches

Openable Area: 5.25 sq. ft.

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

EXTERIOR:

Scrape and paint exterior surfaces where paint is peeling or wood is exposed. BMC 16.04.050(e)
(the painting violation has a one-year deadline from the date of the cycle inspection)

BASEMENT

No violations noted.

OTHER REQUIREMENTS:

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)

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

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: January 15, 2020

Petition Type: An extension of time to complete repairs

Petition Number: 20-TV-02

Address: 4244 E. Stephens Dr.

Petitioner: Hwamei Shei

Inspector: Norman Mosier

Staff Report: October 7, 2019 – Conducted Cycle Inspection
December 4, 2019 – Received BHQA Appeal

Petitioner is requesting an extension of time to complete the repairs due to illness in the family and must travel abroad. Petitioner is requesting an additional 60 days.

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: January 31, 2020 – For life safety violations.
March 15, 2020 – For all other violations.

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



RECEIVED
DEC 02 2019

Application for Appeal
To The

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

Property Address: 4244 E. Stephen Dr. Bloomington, IN 47408

Petitioner's Name: Huamei shei

Address: 3625 E. Tamarah Dr.

City: Bloomington State: IN Zip Code: 47408

Phone Number: (812) 335-0971 Email Address: rose0216@gmail.com

Property Owner's Name: 332-9005(H)
Huamei Shing-shang shei

Address: 3625 E. Tamarah Dr.

City: Bloomington State: IN Zip Code: 47408

Phone Number: (812) 332-9005 Email Address: rose0216@gmail.com

Occupants: IU IT

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 20-TV-02

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.

My father is very sick, we have to go back to Taiwan to visit him, so we'd like to request 60 more day to (fix) complete repairs. Thank you!!

E. Hermann

Even James property is our agent (James is our property manager); but we don't have confidence the they will do good job during our absence.

Signature (required): Hwamei Sher

Name (please print): Hwamei Sher Date: 12/02/19

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

8911

Owner(s)

Shei, Hwamei
3625 E. Tamarron Drive
Bloomington, IN 47408

Agent

Jamar Property Mgmt. Co.
P.O. Box 7812
Bloomington, IN 47407

Prop. Location: 4244 E Stephens DR
Number of Units/Structures: 1/1
Units/Bedrooms/Max # of Occupants: Bld 1: 1/4/3

Date Inspected: 10/07/2019
Primary Heat Source: Gas
Property Zoning: RS
Number of Stories: 2

Inspector: Norman Mosier
Foundation Type: Basement
Attic Access: No
Accessory Structure: Shed

Monroe County Assessor's records indicate this structure was built in 1965.
There were no requirements for emergency egress at the time of construction.

INTERIOR:

MAIN LEVEL

Living Room 18-3 x 12-5, Dining Room 11-1 x 10-3, Kitchen 9-11 x 8-9, Deck:
No violations noted.

Hallway:

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

Hall Bath:

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

LIFE
SAFETY

City Hall
Email: hand@bloomington.in.gov
Neighborhood Division (812) 349-3421

401 N Morton St
<https://bloomington.in.gov/hand>
Housing Division (812) 349-3401

Bloomington, IN 47404
Rental Inspection (812) 349-3420
Fax (812) 349-3582

Northwest Bedroom 12 x 12:

Properly ground the electrical receptacles. If the receptacles are on an ungrounded system, it is acceptable to install 2-pole, ungrounded receptacles, or GFCI receptacles. If GFCI receptacles are installed, label receptacles with the wording "no equipment ground." BMC 16.04.020(a)(5); 2009 IEC Article 406.3(B) Grounding & 2009 IEC Article 406.3 (D) Replacements

Existing Egress Window Measurements: Slider: Const. Yr. - 1965

Height: 44 inches

Width: 15 ½ inches

Sill Height: 35 inches

Openable Area: 4.74 sq. ft.

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

Northeast Bedroom 11-1x9-8:

No violations noted.

Existing Egress Window Measurements: Slider: Const. Yr. - 1965

Height: 44 inches

Width: 14 ½ inches

Sill Height: 34 ½ inches

Openable Area: 4.43 sq. ft.

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

Southeast Bedroom 10-7 x 8-7: Same window as NE Bedroom.

No violations noted.

Garage:

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

Adjust the north garage door to be weather tight. BMC 16.04.060(a)

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

Provide a complete directory of all service panels and circuits. BMC 16.04.020(a) IEC 408.4

Replace the broken receptacle on the south wall adjacent to the hallway door. BMC 16.04.060 (b)

LIFE
SAFETY

BASEMENT:

Stairway:

No violations noted.

Hall Closet:

Repair the closet door to latch properly, backset installed backwards. BMC 16.04.060 (a)

Furnace Closet: Gas furnace located here, see other requirements.

No violations noted.

Bathroom:

Replace the faucet cartridge in the shower, hard to pull on and off. BMC 16.04.060 (c)

**LIFE
SAFETY**

Southeast Bedroom 18 x 8-9:

Repair the south window to latch as intended and to be weather tight. BMC 16.04.060 (b)

Existing Egress Window Measurements: Slider: Const. Yr. - 1965

Height: 32 inches

Width: 15 inches

Sill Height: 51 inches

Openable Area: 3.33 sq. ft.

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

Southwest Bedroom 18 x 12-5:

No violations noted.

Existing Egress Window Measurements: Slider: Const. Yr. - 1965

Height: 32 inches

Width: 21 ¼ inches

Sill Height: 50 ½ inches

Openable Area: 4.72 sq. ft.

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

EXTERIOR:

Paint Scrape and paint exterior surfaces where paint is peeling or wood is exposed.

BMC 16.04.050(e)

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

Remove the trees adjacent to the foundation on the south side of structure and adjacent to the A/C unit.

BMC 16.04.050(a)

Shed:

Remove the limbs on the shed. BMC 16.04.050(a)

Replace the deteriorated walls on the shed. BMC 16.04.050(a)

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

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

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)

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 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 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.



City of Bloomington
H.A.N.D.

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

Meeting Date: January 15, 2020
Petition Type: An extension of time to complete repairs.
Petition Number: 20-TV-03
Address: 730 S Woodlawn Ave.
Petitioner: Lee Balliet
Inspector: Matt Swinney
Staff Report: September 23, 2019 Completed Cycle Inspection Report
December 09, 2019 BHQA App received

Owner has requested an extension of time to complete the tuck pointing for the foundation. They are requesting an extension of 4 months due to inclement weather.

Staff recommendation: Grant the request.

Correct all life-safety issues and re-inspect for compliance no later than the deadline for life-safety issues stated below, or this case will be turned over to the City of Bloomington Legal Department for further action, including, but not limited to, the possibility of fines.

Complete all other repairs and schedule for re-inspection no later than the deadline for all other issues stated below, or this case will be turned over to the City of Bloomington Legal Department for further action, including, but not limited to, the possibility of fines.

Compliance Deadline: January 15, 2020 to call and schedule a reinspection for the life-safety and all other issues except the tuck pointing

April 3, 2019 to call and schedule the reinspection for the tuck pointing.

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



RECEIVED
DEC 8 9 2019

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: 730 S. Woodlawn Ave.
Petitioner's Name: Lee Balliet
Address: 909 N. Park Ridge Ct.
City: Bl. In State: IN Zip Code: 47408
Phone Number: 812-332-6524 Email Address: ballietleondana.edu
Property Owner's Name: Jed. L. Surozki
Address: 4310 Waverly Ct.
City: Bl. In State: IN Zip Code: 47408
Phone Number: 812-336-3480 Email Address: jsurozki@ccqna.com
Occupants: _____

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

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

Please circle the petition type that you are requesting:

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

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

OFFICE USE ONLY

Petition Number 20-TV-03

SEE REVERSE

MS

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

I am requesting an extension of four months, through April 30, 2020 to complete rock-pointing foundation stonework.

This work cannot be done during winter months (below freezing).

Plus, as of this date (12/9/19) I have been unable to find a contractor willing to take on such a small job.

Call for more detail if needed or desired.

Signature (required):



Name (please print):

Lee Balliet

Date:

12-09-19

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

OCT 10 2019

Surzycki, Judith
4310 Wembley Court
Bloomington, IN 47408

RE: 730 S Woodlawn AVE

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 **DEC 09 2019** 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: Balliet, Lee & Eileen: 909 Parkridge Ct., Bloomington, IN 47408

City Hall
Email: hand@bloomington.in.gov
Neighborhood Division (812) 349-3421

401 N Morton St
<https://bloomington.in.gov/hand>
Housing Division (812) 349-3401

Bloomington, IN 47404
Rental Inspection (812) 349-3420
Fax (812) 349-3582



**City Of Bloomington
Housing and Neighborhood Development**

CYCLE INSPECTION REPORT

4134

Owner

Surzycki, Judith
4310 Wembley Court
Bloomington, IN 47408

Agent

Balliet, Lee & Eileen
909 Parkridge Ct.
Bloomington, IN 47408

Prop. Location: 730 S Woodlawn AVE
Number of Units/Structures: 1/1
Units/Bedrooms/Max # of Occupants: Bld 1: 1/3/3

Date Inspected: 09/23/2019
Primary Heat Source: Gas
Property Zoning: RC
Number of Stories: 2

Inspector: Matt Swinney
Foundation Type: Basement
Attic Access: No
Accessory Structure: None

Monroe County Assessor's records indicate this structure was built in 1925. There were no requirements for emergency egress at the time of construction.

INTERIOR

Living Room 19-4 x 13-3, Bathroom, Dining Room 11-6 x 11-3, Kitchen 11-4 x 11-6, Back porch, Playroom (old garage) 9-6 x 19-4, SE Bedroom 8-0 x 9-5
No violations noted.

Existing Egress Window Measurements:

Height: 26.5 inches
Width: 33.5 inches
Sill Height: 24 inches
Openable Area: 6.16 sq. ft.

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

2nd Floor

Bathroom, SW Bedroom 13-6 x 11-3, Deck, SE Bedroom 13-8 x 11-4, NE Bedroom 11-5 x 10-0

No violations noted.

Existing Egress Window Measurements:

Height: 24.5 inches

Width: 33.25 inches

Sill Height: 25.5 inches

Openable Area: 5.7 sq. ft.

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

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

No violations noted.

EXTERIOR

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

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

Properly tuck point all missing or defective mortar joints. BMC 16.04.050(a)

OTHER REQUIREMENTS

Furnace Inspection Documentation

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

Desired level: 0 parts per million (ppm)

Acceptable level in a living space: 9 ppm

Maximum concentration for flue products: 50 ppm

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

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.



City of Bloomington
H.A.N.D.

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

Meeting Date: January 15, 2020
Petition Type: An extension of time to complete repairs
Petition Number: 20-TV-04
Address: 345 S. Curry Pike
Petitioner: Mackie Properties
Inspector: Matt Swinney, Jo Stong
Staff Report: September 26, 2019: Conducted cycle inspection
October 11, 2019: Mailed inspection report
December 9, 2019: Received appeal

During a cycle inspection of the above property violations of the Residential Rental Unit and Lodging Establishment Inspection Program were found. The petitioner is seeking an extension of time to complete repairs, citing weather, vendor scheduling and time constraints as factors in correcting violations.

Staff recommendation: Grant extensions of time
Conditions: Complete all repairs and schedule for re-inspection no later than the deadline stated below, or this case will be turned over to the City of Bloomington Legal Department for further action including the possibility of fines.
Compliance Deadline: **January 29, 2020** for all life-safety violations (highlighted on report)
February 28, 2020 for all other violations
April 30, 2020 for tuck-pointing and sealing around AC line sets
Attachments: Remaining Violations report with life--safety violations highlighted, appeal form



**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
DEC 09 2019

RV:

Property Address: 345 South Curry Pike, Bloomington, IN 47403

Petitioner's Name: Mackie Properties

Address: 811 North Walnut Street

City: Bloomington **State:** **Zip Code:** 47404

Phone Number: 8122878036 **E-mail Address:** rjoseph@mackierentalproperties.com

Owner's Name: Citadel Investment Trust

Address: 4810 East Heritage Woods Road

City: Bloomington **State:** **Zip Code:** 47401

Phone Number: **E-mail Address:**

Occupants: 32 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 month's agenda!

(Will be assigned by BHQA)

Petition Number: 20-TV-04

MS

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.

We are requesting an extension for several reasons:

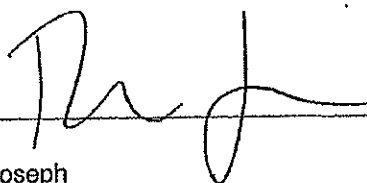
Many of the repairs require good weather to complete fully and successfully. This season has been difficult to work around when also considering the schedules of our contractors and tenants.

Two months has not been enough time to complete all repairs for all thirty-two units, which is a lot of units. We started at unit #1 and have completed all repairs in nearly half of the units, as well as several repairs in other units and buildings.

It took a while to find and schedule outside vendors for many of the jobs. We've assigned and roughly scheduled an overwhelming majority of the remaining repairs, but they will take time to complete due to the weather and number of units.

We ask for an extension that goes into a time with better weather. *Six month extension.*

Signature (Required):



Name (Print): Rachel Joseph

Date: 12/9/19

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**

REMAINING VIOLATION INSPECTION REPORT

5964

Owner

Citadel Investment Trust
4810 E. Heritage Woods Road
Bloomington, In 47401

Agent

Mackie Properties
P.O. Box 236
Ellettsville, IN 47429

Prop. Location: 345 S Curry PIKE

Number of Units/Structures: 32/4

Units/Bedrooms/Max # of Occupants: Bld 1: Bld 1: 8/2/5, Bld 2: 8/2/5, Bld 3: 8/2/5, Bld 4: 8/2/5

Date Inspected: 09/26/2019

Primary Heat Source: Gas

Property Zoning: RH

Number of Stories: 2

Inspector: Matt Swinney

Foundation Type: Slab

Attic Access: Yes

Accessory Structure: None

REINSPECTION REQUIRED

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

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

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

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

INTERIOR

Building 1**Both Common Hall and Stairways**

Repair the emergency lights to function as intended. BMC 16.04.060(b)

City Hall	401 N Morton St	Bloomington, IN 47404
Email: hand@bloomington.in.gov	https://bloomington.in.gov/hand	Rental Inspection (812) 349-3420
Neighborhood Division (812) 349-3421	Housing Division (812) 349-3401	Fax (812) 349-3582

Unit 1

Kitchen

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

Unit 2

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

Unit 3

Kitchen

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

Unit 4

Back Bedroom

Secure loose electrical receptacle. BMC 16.04.060(b)

Unit 5

Kitchen

Replace leaking garbage disposal. BMC 16.04.060(c)

Bathroom

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

Unit 6

Hallway

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

Kitchen

Install a filter in the furnace to ensure proper operation. BMC 16.04.060(c)

Unit 7

Kitchen

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

Maintain minimum clearances from combustibles:

- Fuel-fired appliances: 36" clearance from combustible storage
- Single-wall vent connectors: 1" clearance from Flow Guard Gold CPVC
6" clearance for other combustibles
- Double-wall vent connectors: 1" clearance for all combustibles
- Draft hood: 6" clearance for all combustibles

BMC 16.04.060(c)

Bathroom

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

Unit 8**Living Room**

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

Building 2**Both Common Hall and Stairways**

Repair the emergency lights to function as intended. BMC 16.04.060(b)

Unit 9**Kitchen**

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

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

Bathroom

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

Unit 10**Living Room**

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

Bathroom

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

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

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 11**Bathroom**

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

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

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

Living Room

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

Unit 14**Living Room**

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

Bathroom

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

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

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

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

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

Unit 15**Living Room**

Secure loose electrical receptacle. BMC 16.04.060(b)

BUILDING 4**Both Common Hall and Stairways**

Repair the emergency lights to function as intended. BMC 16.04.060(b)

Unit 29**Kitchen**

Repair or replace the non-functioning or incorrectly wired GFCI receptacles per Indiana Electric Code requirements. BMC 16.04.020 (IEC 210.8) and BMC 16.04.060(b)

Laundry/Mechanical Room

Eliminate all unused openings in the electric service panel by installing approved rigid knockout blanks. BMC 16.04.060(b)

Front (north) Bedroom

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

Bath

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

Unit 31**Kitchen**

Repair or replace the non-functioning or incorrectly wired GFCI receptacles per Indiana Electric Code requirements. BMC 16.04.020 (IEC 210.8) and BMC 16.04.060(b)

Bath

Secure toilet to its mountings. BMC 16.04.060(c)

Properly secure the carpet at the top and bottom of the stairway to eliminate trip hazards. BMC 16.04.060(a)

Unit 30 (vacant)

Living Room

Properly repair the peeling paint and wallpaper and properly surface coat the damaged areas. BMC 16.04.060(a)

Kitchen

Properly secure the doorknob on the back door. BMC 16.04.060(a)

Bath

Replace the damaged floor covering. BMC 16.04.060(a)

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

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

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

Repair the GFCI outlet to function as intended (will not trip). BMC 16.04.060(b)

Unit 32

Entry

Locks on egress doors shall be readily openable from the side from which egress is to be made without the need for keys, special knowledge or effort. Replace the lock with a single cylinder, thumb-lever lock. BMC 16.04.020(a) IFC 1030.7

Repair the door to latch properly and easily. BMC 16.04.060(b)

Laundry/Mechanical Room

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

Remove combustible items from the furnace closet. A minimum clearance of 36" shall be maintained between combustibles and fuel fired appliances. BMC 16.04.060(c)

Hall

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

Bath

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

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

Properly secure the quarter round trim on the east wall. BMC 16.04.060(a)

North Bedroom

Repair the damaged window screen in the east window. BMC 16.04.060(a)

Repair both windows to latch securely. BMC 16.04.060(b)

South Bedroom

Repair both windows to latch securely. BMC 16.04.060(b)

Remove the mold/mildew from the windows and frames. BMC 16.04.060(a)

Unit 25

This unit is used for storage and was not inspected.

Unit 27

Mechanical Room

Properly repair the hole/opening in the furnace plenum. BMC 16.04.060(c)

Kitchen

Repair the entry door to function as intended, to open easily and to lock easily. BMC 16.04.060(b)

Hall

Re-mount the smoke detector to an approved height (it is too low). If wall mounted, it shall be located between 4 and 12 inches from the ceiling. If ceiling mounted, it shall be located at least 4 inches from the wall. IC 22-11-18-3.5

Unit 26

Kitchen

Properly secure the door knob on the entry door. BMC 16.04.060(a)

Hall

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

Bath

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

Remove the old moldy caulk and properly seal the entire perimeter of the tub/shower including the floor. BMC 16.04.060(a)

Unit 28

Living Room

Replace the deteriorated glazing compound on the east window (nothing is holding the glass in place). BMC 16.04.050(a)

Repair the windows 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)

Laundry/Mechanical Room

Replace the missing junction box cover plate on the upper south wall. BMC 16.04.060(b)

Kitchen

Repair the door to latch easily. BMC 16.04.060(b)

BUILDING 3

Both Common Hall and Stairways

Repair the emergency lights to function as intended. BMC 16.04.060(b)

Unit 21

This unit was not inspected at the time of this inspection because the tenant was ill. 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

Unit 23

Kitchen

Replace the broken plastic sink drain/basket. BMC 16.04.060(c)

Repair the water-damaged cabinet under the sink. BMC 16.04.060(a)

South Bedroom

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

Unit 22

Bath

Scrape and paint interior surfaces where paint is peeling or bare surfaces are exposed. BMC 16.04.060(f)

Note: It is strongly recommended that an exhaust fan be installed in the bathroom. The tenant reports a recurrence of peeling paint and mildew from moisture.

Hall

Clean the heating/air conditioning grille. 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)

Unit 24

Note: The carpet in this room is very old, has worn through to the seams and poses possible sanitation issues. It is recommended that the carpet be removed or replaced.

Living Room

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)

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

Kitchen

Repair or replace the damaged floor covering. BMC 16.04.060(a)

South Bedroom

Repair both windows to function as intended (no latches, sashes very difficult to slide). BMC 16.04.060(b)

Bath

Remove the old moldy caulk and properly seal the entire perimeter of the tub/shower including the floor. The top of the tub surround shall be sealed to prevent water infiltration. BMC 16.04.060(a)

Scrape and paint surfaces where paint is peeling or bare surfaces are exposed. BMC 16.04.060(f)

North Bedroom

Repair windows to latch securely. BMC 16.04.060(b)

Repair the windows 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)

Remove the mold/mildew from the windows and frames. BMC 16.04.060(a)

Inspect the HVAC ceiling vent in this room for blockages and ensure that it functions as intended. Tenant reports air flow from vent is very low. BMC 16.04.060(c)

Unit 17

Laundry

Repair the hole in the south wall. BMC 16.04.060(a)

Properly secure the electrical receptacle that has pulled out of the west wall. BMC 16.04.060(b)

Properly secure the electrical box on the upper south wall. BMC 16.04.060(b)

Kitchen

Repair the GFCI outlets to function as intended (will not trip). BMC 16.04.060(b)

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

Hall

Properly secure the thermostat to the wall. BMC 16.04.060(c)

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

South Bedroom

Repair window to latch securely. BMC 16.04.060(b)

Bath

Remove the mold/mildew from walls and ceiling. BMC 16.04.060(a)

Scrape and paint surfaces where paint is peeling or bare surfaces are exposed. BMC 16.04.060(f)

Unit 19

Living Room

Scrape and paint surfaces where paint is peeling or bare surfaces are exposed. BMC 16.04.060(f)

Laundry/Mechanical Room

Repair or replace the door to the electrical service panel. BMC 16.04.060(c)

Kitchen

Repair the entry door to function as intended (will not latch; difficult to open). BMC 16.04.060(b)

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

Hall

Clean the heating/air conditioning grille. BMC 16.04.060(c)

Water Heater Closet

Properly secure all draft hoods on the four gas water heaters. BMC 16.04.060(c)

South Bedroom

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)

Remove the mold/mildew from the windows and frames. BMC 16.04.060(a)

Bath

Remove the old moldy caulk and properly seal the entire perimeter of the tub/shower including the floor. BMC 16.04.060(a)

North Bedroom

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)

Unit 18

Hall

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

South Bedroom

Repair the broken window (west window, fixed pane). BMC 16.04.060(a)

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

Bath

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

Remove the mold on the north wall by the tub. BMC 16.04.060(a)

North Bedroom

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)

Unit 20

Living Room

Repair or replace the electrical receptacle on the north wall (lower receptacle is blocked). BMC 16.04.060(c)

Bath

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

EXTERIOR

Install proper covers on crawlspace vents. BMC 16.04.050(a)

Building 1

Properly tuck point all missing or defective mortar joints. BMC 16.04.050(a)

Label the main electrical shutoff to the unit. BMC 16.04.020 IEC 230.70(b)

Building 2

Properly tuck point all missing or defective mortar joints. BMC 16.04.050(a)

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

Missing foundation vent back east side. BMC 16.04.050(a)

Building 3

Seal the building where the a/c line sets enter. BMC 16.04.050(a)

Label the main electrical shutoff to the unit. BMC 16.04.020 IBC 230.70(b)

Properly tuck point all missing or defective mortar joints. BMC 16.04.050(a)

Building 4

Seal the building where the a/c line sets enter. BMC 16.04.050(a)

Label the main electrical shutoff to the unit. BMC 16.04.020 IBC 230.70(b)

Missing foundation vent front west side. BMC 16.04.050(a)

Remove the couch from the south property area. BMC 16.04.050(a)

OTHER REQUIREMENTS**Furnace Inspection Documentation**

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

Desired level: 0 parts per million (ppm)

Acceptable level in a living space: 9 ppm

Maximum concentration for flue products: 50 ppm

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

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

- **Tenants and Owners Rights and Responsibilities Summary**

A completed copy of the Tenants and Owners Rights and Responsibilities Summary
BMC 16.03.060(c) and BMC 16.10.030(b)

- **Inventory & Damages List**

The owner or his agent shall contact the tenant and arrange a joint inspection of the premises to occur within ten days of the tenant's occupancy of the rental unit. The owner or his agent and the tenant shall at that time jointly complete an inventory and damage list, and this shall be signed by all parties to the tenancy agreement. Duplicate copies of the inventory and damage list shall be retained by all parties and shall be deemed a part of the tenancy agreement.

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.



City of Bloomington
H.A.N.D.

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

Meeting Date: January 15, 2020

Petition Type: An extension of time to complete repairs

Petition Number: 20-TV-05

Address: 1450 N. Willis Drive

Petitioner: JSA Investments

Inspector: Jo Stong

Staff Report: September 16, 2019: Conducted cycle inspection
September 24, 2019: Mailed cycle report. Sixty-day deadline of November 23, 2019
November 8, 2019: Reinspection scheduled for December 10, 2019
December 9, 2019: Received appeal. Reinspection cancelled.

During a cycle inspection of the above property violations of the Residential Rental Unit and Lodging Establishment Inspection Program were noted. The petitioner is requesting an extension of time until February 14, 2020 to complete repairs on the interior of the units. Tenant violations noted on the report are in compliance.

Staff recommendation: Grant an extension of time

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

Compliance Deadline: January 29, 2020 for all life-safety violations
February 14, 2020 for all other violations

Attachments: Cycle report, appeal

RECEIVED
DEC 09 2019

Page 1 of 2



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

Property Address: 1450 N Willis Drive Bloomington IN
Petitioner's Name: JSA Investments 47404

Address: 89 NE A Street
City: Linton State: IN Zip Code: 47441

Phone Number: 812-699-4229 E-mail Address: tabi@kfpmg.com

Owner's Name: same

Address: _____

City: _____ State: _____ Zip Code: _____

Phone Number: _____ E-mail Address: _____

Occupants: 6 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

Reminder:

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

(Will be assigned by BHQA)

Petition Number: 20-TV-05

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.

A. We need until Feb 14th to complete fixing items on the inside of the building

\$

Signature (Required): Tabitha Carpenter

Name (Print): Tabitha Carpenter Date: 12/9/19

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

SEP 24 2019

RENTAL INSPECTION INFORMATION

JSA Investments
1600 A Street Ne Suite 12
Linton, IN 47441

RE: 1450 N Willis DR

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 **NOV 23 2019** 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

City Hall
Email: hand@bloomington.in.gov
Neighborhood Division (812) 349-3421

401 N Morton St
<https://bloomington.in.gov/hand>
Housing Division (812) 349-3401

Bloomington, IN 47404
Rental Inspection (812) 349-3420
Fax (812) 349-3582



City Of Bloomington
Housing and Neighborhood Development

CYCLE INSPECTION REPORT

8936

Owners

JSA Investments
1600 A Street Ne Suite 12
Linton, IN 47441

Prop. Location: 1450 N Willis DR
Number of Units/Structures: 6/1
Units/Bedrooms/Max # of Occupants: Bld 1: 6/4/5

Date Inspected: 09/16/2019
Primary Heat Source: Electric
Property Zoning: MH
Number of Stories: 2

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

Monroe County Assessor's records indicate this structure was built in 2009.
Minimum requirements for emergency egress windows at the time of construction.

Openable area required: 5.0 sq. ft. grade floor windows; 5.7 all other floors
Clear width required: 20"
Clear height required: 24"
Maximum Allowable Sill Height: 44" above finished floor

Existing Egress Window Measurements:

Upper Level Bedroom and
Lower Level Rear Bedrooms (double-hung)
Height: 26 inches
Width: 32 inches
Sill Height: 24 inches
Openable Area: 5.77 sq. ft.

Lower Level Front Bedrooms
(casement)
Height: 42 inches
Width: 21.5 inches
Sill Height: 42 inches
Openable Area: 6.27 sq. ft.

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

Typical Unit:

Lower Level

Front Bedroom (10-9 x 9-1), bath
Right Rear Bedroom (12-6 x 8-9), bath
Left Rear Bedroom (12-6 x 8-9), bath
Furnace closet, water heater closet

Upper Level

Living Room (24-6 x 9-2)
Kitchen (14-3 x 10-0)
Laundry/½ Bathroom
Bedroom (11-7 x 11-6), bath

INTERIOR:

Only rooms with violations will be noted on this report.

Unit 1

Lower Level

Southwest Bedroom:

Install a crank on the casement window. BMC 16.04.060(b)

Southwest Bath:

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

Northeast Bath:

Replace the missing drawer front on the vanity. BMC 16.04.060(a)

Properly re-hang the toilet paper holder. BMC 16.04.060(a)

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

Southeast Bath:

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

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

Upper Level

Deck:

Install a cover for the GFCI receptacle. BMC 16.04.050(b)

Replace the damaged deck boards. BMC 16.04.050(a)

Tenant Violation (the tenant will receive a separate report for the following violations):

Entire Unit:

Every room in the unit had personal items blocking access to windows, doors and facilities.

Remove the animal feces from the unit, including the deck. BMC 16.04.03

Remove all items that are obstructing continuous access to egress areas. The minimum clear aisle width shall not be less than 36 inches. A means of egress shall be free from obstructions that would prevent its use. BMC 16.04.020(a)(3), IFC 1030.3

The tenant of a residential rental unit is responsible for keeping the unit in a clean, sanitary and safe condition. BMC 16.04.030

Upper Level Bedroom:

The headboard for the bed is blocking the egress window. Rearrange furniture in a manner that does not block or hinder access to emergency egress window. BMC 16.04.020(a)(3), 2014 IFC 1003.6, 1030

Unit 2

Entry:

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

Upper Level

Living Room:

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 3

Upper Level

Kitchen:

Repair or replace the sink faucet so that it functions as intended (handle is missing). BMC 16.04.060(c)

Unit 4

Upper Level

Master Bath:

Repair the sink drain to function as intended (drains slowly). BMC 16.04.060(c)

Repair the toilet to function as intended (does not flush well). BMC 16.04.060(c)

Unit 5

Lower Level

Northwest Bedroom:

Reinstall the doorknob so that the locking mechanism is on the inside. Locks on egress doors shall be readily openable from the side from which egress is to be made without the need for keys, special knowledge or effort. BMC 16.04.020(a) IFC 1030.7

Install a crank on the casement window. BMC 16.04.060(b)

Northeast Bath:

Replace the missing doorknob. BMC 16.04.060(a)

Properly install the toilet paper holder. BMC 16.04.060(a)

Upper Level

Bedroom:

The headboard for the bed is blocking the egress window. Rearrange furniture in a manner that does not block or hinder access to emergency egress window. BMC 16.04.020(a)(3), 2014 IFC 1003.6, 1030

Master Bath:

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

Unit 6

Upper Level

Living Room:

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

Deck:

Repair the screen so that it slides easily. BMC 16.04.060(a)

Bedroom:

The headboard for the bed is blocking the egress window. Rearrange furniture in a manner that does not block or hinder access to emergency egress window. BMC 16.04.020(a)(3), 2014 IFC 1003.6, 1030

EXTERIOR:

No violations noted.

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)

Inventory & Damages List

The owner or his agent shall contact the tenant and arrange a joint inspection of the premises to occur within ten days of the tenant's occupancy of the rental unit. The owner or his agent and the tenant shall at that time jointly complete an inventory and damage list, and this shall be signed by all parties to the tenancy agreement. Duplicate copies of the inventory and damage list shall be retained by all parties 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)

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

This is the end of this report.



City of Bloomington
H.A.N.D.

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

Meeting Date: January 15, 2020
Petition Type: Relief from an administrative decision
Variance Request: Relief from the requirement to register the property.
Petition Number: 20-AA-06
Address: 915 E Miller Drive
Petitioner: Norma Fox
Inspector: John Hewett

Staff Report:

This property was last inspected and issued a permit in 2014. When HAND contacted the owner to schedule the Cycle inspection, HAND received an appeal to get relief from the requirements of Title 16. The property is occupied by the owner's granddaughter. The owner is asking for relief from the requirements of Title 16. The granddaughter has been given notice to move and the owner plans to sell the property.

Staff recommendation: Grant the relief from administrative decision.

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

Compliance Deadline: none
Attachments: Appeal form

REC'D
DEC 09 2019

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: 915 E. Miller Dr. Bloomington, IN.

Petitioner's Name: Norma Fox

Address: 206 S. Fairview St.

City: Bloomington **State:** Indiana **Zip Code:** 47404

Phone Number: 8123321856 **E-mail Address:** _____

Owner's Name: Norma and Boyd Fox

Address: 206 S. Fairview St.

City: Bloomington **State:** Indiana **Zip Code:** 47404

Phone Number: 8123321856 **E-mail Address:** _____

Occupants: Amber Day

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: A modification or exception to the Housing Property Maintenance Code. (Petition Type: ☒)

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: 20-AA-06

JH

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.

Property needs repaired and is not being rented. Being sold as soon as she moves. She has been given notice. It doesn't need to be inspected any more.

Signature (Required):

Norma J. Fox

Name (Print): Norma J. Fox

Date: 12-6-2019

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
H.A.N.D.

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

Meeting Date: January 15, 2020

Petition Type: An extension of time to complete repairs

Petition Number: 20-TV-07

Address: 321 S. Eastside DR.

Petitioner: Nick Parsch/Brawley Property Mgmt.

Inspector: Norman Mosier

Staff Report: June 17, 2019 – Conducted Cycle Inspection
August 8, 2019 – Agent scheduled re-inspection for 9/27/2019
September 27, 2019 – No Show
September 30, 2019- Scheduled Re-inspection for 10/07/2019
October 7, 2019 – Conducted Re-inspection
December 9, 2019 – Assistant Director E-mailed reminder to owner/agent
December 13, 2019 – Received BHQA Appeal

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: April 1, 2020

Attachments: Cycle Report, Remaining Violations Report, 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
DEC 13 2019
BY:

Property Address: 321 S. EASTSIDE DR.
 Petitioner's Name: NICK PARSCHE
 Address: 425 N WALNUT ST. SUITE 1
 City: BLOOMINGTON State: IN Zip Code: 47404
 Phone Number: 812-803-0999 E-mail Address: nick@thebrawleygroup.com
 Owner's Name: HP ALLEN LLC
 Address: 544 S. BRAINARD AVENUE
 City: LaGrange, IL State: IL Zip Code: 60525
 Phone Number: 708-482-3951 E-mail Address: pallen544@mac.com
 Occupants: KAYLA MERNOFF, NIKI PIZZATO, HANNAH T. ROE

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: TV

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

(Will be assigned by BHQA)

Petition Number: 20-TV-07

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.

EXTERIOR ITEMS OF SCRAPING & PAINTING OF EXTERIOR OF HOUSE & SHED: WE REQUEST AN EXTENSION OF THIS ISSUE TO BE ~~BEING~~ DONE ON A WARMER WEATHER IN UPCOMING MONTHS. WE REQUEST A NEW INSPECTION DATE OF APRIL, 1, 2020.

WE ALSO REQUEST AN EXTENSION OF THE LARGE TREE REMOVAL TO BE EXTENDED TO APRIL, 1, 2020 DUE TO COLD WEATHER CONDITIONS.

Signature (Required):

Nick Parsch

Name (Print):

NICK PARSCH

Date:

12/13/19

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

REMAINING VIOLATION INSPECTION REPORT

OCT 14 2019

8555

Owner(s)

Hp Allen, Llc Patricia Allen
544 S. Brainard Avenue
Lagrange, IL 60525

Agent

Brawley Property Management
Po Box 5543
Bloomington, IN 47407

Prop. Location: 321 S Eastside DR
Number of Units/Structures: 1/1
Units/Bedrooms/Max # of Occupants: Bld 1: 1/4/3

Date Inspected: 06/17/2019
Primary Heat Source: Gas
Property Zoning: RC
Number of Stories: 2

Inspector: Norman Mosier
Foundation Type: Basement
Attic Access: No
Accessory Structure: Shed

Monroe County Assessor's records indicate this structure was built in 1950.
There were no requirements for emergency egress at the time of construction.

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.

City Hall	401 N Morton St	Bloomington, IN 47404
Email: hand@bloomington.in.gov	https://bloomington.in.gov/hand	Rental Inspection (812) 349-3420
Neighborhood Division (812) 349-3421	Housing Division (812) 349-3401	Fax (812) 349-3582

EXTERIOR:

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

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

Remove the dead tree in the back yard. BMC 16.04.050(b)

Shed:

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

OTHER REQUIREMENTS:

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
Housing and Neighborhood Development

CYCLE INSPECTION REPORT

8555

Owner(s)

Hp Allen, Llc Patricia Allen
544 S. Brainard Avenue
Lagrange, IL 60525

Agent

Brawley Property Management
Po Box 5543
Bloomington, IN 47407

Prop. Location: 321 S Eastside DR
Number of Units/Structures: 1/1
Units/Bedrooms/Max # of Occupants: Bld 1: 1/4/3

Date Inspected: 06/17/2019
Primary Heat Source: Gas
Property Zoning: RC
Number of Stories: 2

Inspector: Norman Mosier
Foundation Type: Basement
Attic Access: No
Accessory Structure: Shed

Monroe County Assessor's records indicate this structure was built in 1950.
There were no requirements for emergency egress at the time of construction.

INTERIOR:

Entryway:

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

Living Room 11-10 x 17-5:

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

Dining Room 11-0 x 12-1:

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

Bathroom:

No violations noted.

NE bedroom 12-6 x 11-1: This room has a door to the exterior for emergency egress.

Repair the door to latch without the use of the deadbolt. BMC 16.04.060 (a)

City Hall
Email: hand@bloomington.in.gov
Neighborhood Division (812) 349-3421

401 N Morton St
<https://bloomington.in.gov/hand>
Housing Division (812) 349-3401

Bloomington, IN 47404
Rental Inspection (812) 349-3420
Fax (812) 349-3582

C NW bedroom 12-6 x 12-0: This room has a door to the exterior for emergency egress. Repair the sliding glass door to latch as intended. BMC 16.04.060 (b)

BASEMENT

Stairway:

No violations noted.

Kitchen 22-8 x 8:

No violations noted.

C Mechanical/laundry Room: Gas furnace locate here, documentation presented 38 flue -- o supply. Restore power to the receptacle adjacent to the washer and attach to the wall. BMC 16.04.060 (a)

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)

SE Room:

No violations noted.

2ND FLOOR

Stairway/Hallway:

No violations noted.

S Bedroom 8-8 x 11-9:

No violations noted.

Existing Egress Window Measurements: Dbl hung; Const. Yr. - 1950

Height: 15 inches

Width: 26.25 inches

Sill Height: 41 inches

Openable Area: 2.7 sq. ft.

At the time this structure was built, there were no code requirements for emergency egress for a sleeping room. The Housing & Neighborhood Development Department strongly recommends that the sleeping room egress windows be modified or replaced with a larger window to aid in emergency escape. BMC-16.04.020

C Bathroom:

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

C Repair the exhaust fan to function as intended, capped off with cover. BMC 16.04.060 (c)

N bedroom 12-5 x 12-6: Measure window at re-inspection. 43.5H x 26W x 31S.H. DBL POP
No violations noted.

EXTERIOR:

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

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

C Repair the NE stairway, broken steps. BMC 16.04.050(b)

C Remove the vines that are growing on the structure. BMC 16.04.050(a)

MC
C
C
C
Remove the dead tree in the back yard. BMC 16.04.050(b)

Remove the dead limbs that have fallen. BMC 16.04.050(a)

Replace the damaged gutter on the east side of structure. BMC 16.04.050(a)

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

C
MC
Shed:

Remove the vines that are growing on the structure. BMC 16.04.050(a)

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

OTHER REQUIREMENTS:

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: January 15, 2020

Petition Type: An extension of time to complete repairs

Petition Number: 20-TV-08

Address: 943 N. Jackson St.

Petitioner: Nick Parsch/Brawley Property Mgmt.

Inspector: Norman Mosier

Staff Report: August 2, 2019 – Conducted Cycle Inspection
October 14, 2019 – Sent Remaining Violations Report
November 7, 2019 – Agent Scheduled Re-inspection for 12/03/2019
December 3, 2019 – Agent re-scheduled Re-inspection for 12/17/2019
December 13, 2019 – Received BHQA Appeal, agent cancelled
re - inspection for 12/17/2019

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: June 1, 2020 – For exterior painting.

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

Handwritten signature



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
DEC 13 2019
BY:

Property Address: 943 N. JACKSON ST.

Petitioner's Name: NICK PARSCHE

Address: 425 N WALNUT ST. SUITE 1

City: BLOOMINGTON State: IN Zip Code: 47401

Phone Number: 812-807-0999 E-mail Address: nick@thebrawleygroup.com

Owner's Name: BMI PROPERTIES LLC.

Address: PO Box 5513

City: BLOOMINGTON State: IN Zip Code: 47407

Phone Number: 812-327-5331 E-mail Address: jeff@thebrawleygroup.com

Occupants: SETH BUIS, JOE WHEATLEY, MITCHELL CHRISTOPHER

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: TV

Reminder:

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

(Will be assigned by BHQA)

Petition Number: 20-TV-08

NM

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.

EXTERIOR ITEM: SCRAPE & PAINT EXTERIOR, PAINT FASCIA FRONT
& REAR & EAST END RABLE. WE REQUEST FOR THIS TO BE
ABLE TO BE DONE IN WARMER WEATHER & REQUEST A NEW
INSPECTION DATE IN APRIL, OR APRIL, 1, 2020

Signature (Required):

Nick Parsch

Name (Print):

NICK PARSECH

Date:

12/13/2019

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
REMAINING VIOLATION INSPECTION REPORT

OCT 22 2019

961

Owner(s)

Bmi Properties Llc
Po Box 5543
Bloomington, IN 47407

Agent

Brawley Property Management
Po Box 5543
Bloomington, IN 47407

Prop. Location: 943 N Jackson ST
Number of Units/Structures: 1/1
Units/Bedrooms/Max # of Occupants: Bld 1: 1/3/3

Date Inspected: 08/02/2019
Primary Heat Source: Gas
Property Zoning: RC
Number of Stories: 1

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

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

PERMIT UPGRADE: Permit Upgrade inspection 08/29/2018. Property has 3 bedrooms with an occupant load of 3.

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.

City Hall
Email: hand@bloomington.in.gov
Neighborhood Division (812) 349-3421

401 N Morton St
<https://bloomington.in.gov/hand>
Housing Division (812) 349-3401

Bloomington, IN 47404
Rental Inspection (812) 349-3420
Fax (812) 349-3582

✓ MARK NOTES
LIFE SAFETY
VIOLATIONS

INTERIOR

MAIN LEVEL:

Living Room 19 x 3:

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

Repair the threshold to be weather tight. BMC 16.04.060 (a)

NW Bedroom 11 x 10:

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

Existing Egress Window Measurements: Dbl hung: Const. Yr. - 1920

Height: 21.75 inches

Width: 23 inches

Sill Height: 29 inches

Openable Area: 5.03 sq. ft.

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

SE Bedroom 11-8 x 7-9:

No violations noted.

Existing Egress Window Measurements: Dbl hung: Const. Yr. - 1920

Height: 49.25 inches

Width: 22.5 inches

Sill Height: 28 inches

Openable Area: 7.69 sq. ft.

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

Closet: Basement hatchway door located in closet floor.

No violations noted.

BASEMENT

Stairway:

No violations noted.

✓ Main Room: Gas furnace located here, see other requirements.

✓ Secure the loose and hanging light fixture in the NE corner of main room. BMC 16.04.060 (b)

✓ Terminate the loose and hanging wire in the NE corner of room. BMC 16.04.060 (b)

Hallway:

No violations noted.

Rear Bedroom 14 x 10:

No violations noted.

Existing Egress Window Measurements: Dbl hung: Const. Yr. - 1920

Height: 23.75 inches

Width: 27 inches

Sill Height: 22 inches

Openable Area: 4.45 sq. ft.

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

Kitchen 13 x 7:

No violations noted.

Bathroom:

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

Enclosed Back Porch/Laundry Room 7-7 x 6-6:

No violations noted.

EXTERIOR:

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

Scrape and paint exterior surfaces where paint is peeling or wood is exposed. Paint fascia front and rear, and east gable end. BMC 16.04.050(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)	

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

- **Tenants and Owners Rights and Responsibilities Summary**

A completed copy of the Tenants and Owners Rights and Responsibilities Summary
BMC 16.03.060(c) and BMC 16.10.030(b)

- **Inventory & Damages List**

The owner or his agent shall contact the tenant and arrange a joint inspection of the premises to occur within ten days of the tenant's occupancy of the rental unit. The owner or his agent and the tenant shall at that time jointly complete an inventory and damage list, and this shall be signed by all parties to the tenancy agreement. Duplicate copies of the inventory and damage list shall be retained by all parties and shall be deemed a part of the tenancy agreement.
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.



**City Of Bloomington
Housing and Neighborhood Development**

CYCLE INSPECTION REPORT

961

Owner(s)

Bmi Properties Llc
Po Box 5543
Bloomington, IN 47407

Agent

Brawley Property Management
Po Box 5543
Bloomington, IN 47407

Prop. Location: 943 N Jackson ST
Number of Units/Structures: 1/1
Units/Bedrooms/Max # of Occupants: Bld 1: 1/3/3

Date Inspected: 08/02/2019
Primary Heat Source: Gas
Property Zoning: RC
Number of Stories: 1

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

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

08/29/2018 PERMIT UPGRADE: Permit Upgrade inspection 08/29/2018. Property has 3 bedrooms with an occupant load of 3.

INTERIOR

MAIN LEVEL:

Living Room 19 x 3:

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

Repair the threshold to be weather tight. BMC 16.04.060 (a)

NW Bedroom 11 x 10:

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

City Hall
Email: hand@bloomington.in.gov
Neighborhood Division (812) 349-3421

401 N Morton St
<https://bloomington.in.gov/hand>
Housing Division (812) 349-3401

Bloomington, IN 47404
Rental Inspection (812) 349-3420
Fax (812) 349-3582

Existing Egress Window Measurements: Dbl hung: Const. Yr. - 1920

Height: 21.75 inches

Width: 23 inches

Sill Height: 29 inches

Openable Area: 5.03 sq. ft.

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

SE Bedroom 11-8 x 7-9:

No violations noted.

Existing Egress Window Measurements: Dbl hung: Const. Yr. - 1920

Height: 49.25 inches

Width: 22.5 inches

Sill Height: 28 inches

Openable Area: 7.69 sq. ft.

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

Closet: Basement hatchway door located in closet floor.

No violations noted.

BASEMENT

Stairway:

No violations noted.

Main Room: Gas furnace located here, see other requirements.

Secure the loose and hanging light fixture in the NE corner of main room. BMC 16.04.060 (b)

Terminate the loose and hanging wire in the NE corner of room. BMC 16.04.060 (b)

Hallway:

No violations noted.

Rear Bedroom 14 x 10:

No violations noted.

Existing Egress Window Measurements: Dbl hung: Const. Yr. - 1920

Height: 23.75 inches

Width: 27 inches

Sill Height: 22 inches

Openable Area: 4.45 sq. ft.

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

Kitchen 13 x 7:

No violations noted.

Bathroom:

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

Enclosed Back Porch/Laundry Room 7-7 x 6-6:
No violations noted.

EXTERIOR:

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

Scrape and paint exterior surfaces where paint is peeling or wood is exposed. Paint fascia front and rear, and east gable end. BMC 16.04.050(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)

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 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 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.



City of Bloomington
H.A.N.D.

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

Meeting Date: January 15, 2020

Petition Type: An extension of time to complete repairs.

Petition Number: 20-TV-09

Address: 424 E. Cottage Grove Ave.

Petitioner: Nick Parsch/Brawley Property Mgmt.

Inspector: Norman Mosier

Staff Report: August 2, 2019 – Conducted Cycle Inspection
October 22, 2019 – Sent Remaining Violations Report
November 7, 2019 – Agent Scheduled Re-inspection for 12/03/2019
December 13, 2019 – Received BHQA Appeal
December 16, 2019 – Agent scheduled re-inspection for 01/06/2020
for all violations except the repair of the basement floor.

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, but not limited to, the possibility of fines.

Compliance Deadline: February 1, 2020 – For repair of the basement floor.

Attachments: Cycle Report, Remaining Violations Report, 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
DEC 13 2019

Property Address: 424 E COTTAGE GROVE

Petitioner's Name: NICK PARSCHE

Address: 425 N WALNUT SUITE 1

City: BLOOMINGTON State: IN Zip Code: _____

Phone Number: 812-803-0995 E-mail Address: nick@mebraunleygroup.com

Owner's Name: SHOREE DEMMING

Address: 505 N LAKE SHORE DR

City: CHICAGO State: IL Zip Code: 60611

Phone Number: 812-329-3985 E-mail Address: srcdemming@gmail.com

Occupants: JAYCE WAGONER, JAYDEN WAGONER, JAYMISON WAGONER, JAYCARSON WAGONER

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: 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: 20-TV-09

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.

WE REQUEST AN EXTENSION FOR THE DEMOLITION OF THE BASEMENT FLOOR. WE NEED STUDENTS TO BE GONE FOR THIS JOB AS IT IS A LARGE, NOISY, & INTENSIVE JOB. WE REQUEST FOR A NEW INSPECTION DATE, AFTER WINTER BREAK FOR STUDENTS. WE REQUEST FOR AN EXTENSION DATE OF 2/1/2019. THANK YOU.

Signature (Required):

Nick Parseit

Name (Print):

Nick Parseit

Date:

12/13/2019

Important information regarding this application format:

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





City Of Bloomington
Housing and Neighborhood Development

OCT 22 2019

REMAINING VIOLATION INSPECTION REPORT

7020

Owner(s)

Bmi Properties Llc
Po Box 5543
Bloomington, IN 47407

Agent

Brawley Property Management
Po Box 5543
Bloomington, IN 47407

Prop. Location: 424 E Cottage Grove AVE
Number of Units/Structures: 1/1
Units/Bedrooms/Max # of Occupants: Bld 1: 1/4/5

Date Inspected: 08/02/2019
Primary Heat Source: Gas
Property Zoning: RH
Number of Stories: 1

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

Monroe County records show this structure was built in 1899. There were no minimum emergency egress requirements at the time of construction.

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.

City Hall
Email: hand@bloomington.in.gov
Neighborhood Division (812) 349-3421

401 N Morton St
<https://bloomington.in.gov/hand>
Housing Division (812) 349-3401

Bloomington, IN 47404
Rental Inspection (812) 349-3420
Fax (812) 349-3582

✓ MARK FOR
LIFE SAFETY
VIOLATIONS.

INTERIOR:

MAIN LEVEL:

Living Room 15 x 14:

- ✓ Every window shall be capable of being easily opened and held in position by its own hardware, west wall, north window, top sash drops when opened. 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 JUNE 2001

Kitchen 11 x 8, Hallway, North Bathroom, Laundry, South Bathroom:
No violations noted.

NE Bedroom 14 x 13: This room has a door to the exterior.
Repair the double doors to latch as intended. BMC 16.04.060 (a)

- ✓ 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 JUNE 2001

East Center Bedroom 11-6 x 9:
No violations noted.

Existing Egress: Dbl hung; Const. Yr. - 1899
Height: 27 inches
Width: 27 inches
Sill Height: 22 inches
Openable Area: 5.06 sq. ft.

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

- ✓ SE Bedroom 11 x 11:
Repair the receptacle on the south wall, box loose and hanging out of wall. BMC 16.04.060 (b)

Existing Egress: Dbl hung; Const. Yr. - 1899
Height: 26 inches
Width: 27 inches
Sill Height: 19 inches
Openable Area: 4.87 sq. ft.

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

✓ **SW Bedroom 14 x 11:**

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

Existing Egress:

Height: 29 inches

Width: 43 inches

Sill Height: 21 inches

Openable Area: 8.65 sq. ft.

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

BASEMENT:

Stairway:

Install a latch on the hatchway door. BMC 16.04.060 (a)

Repair the hatchway door to fit opening jamb. BMC 16.04.060 (a)

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

✓ Every flight of stairs which is more than 3 risers high shall have handrails. Every open portion of a stair, porch, landing or balcony which is more than 30 inches above the floor or grade below shall have guardrails. Guardrail intermediates must be installed such that a 4" sphere cannot pass through any opening. 34 inches high from the nose of the tread. BMC 16.04.020 & BMC 16.04.060 (b)

Main Room: Gas furnaces located here x 2, see other requirements.

✓ 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 JUNE 2001

Repair/replace the bowed concrete floor, west half of basement. BMC 16.04.060 (a)

Provide a complete directory of all service panels and circuits, faded label. BMC 16.04.020(a) IEC 408.4

✓ Secure the open wiring splice to be inside an approved junction box, located in the ceiling adjacent to the se light fixture. BMC 16.04.060(b)

EXTERIOR:

Repair the gutter on the NE corner of structure to feed into lower gutter, missing extension.
BMC 16.04.050(a)

OTHER REQUIREMENTS

Furnace Inspection Documentation x 2:

✓ 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
Housing and Neighborhood Development**

CYCLE INSPECTION REPORT

7020

Owner(s)

Bmi Properties Llc
Po Box 5543
Bloomington, IN 47407

Agent

Brawley Property Management
Po Box 5543
Bloomington, IN 47407

Prop. Location: 424 E Cottage Grove AVE
Number of Units/Structures: 1/1
Units/Bedrooms/Max # of Occupants: Bld 1: 1/4/5

Date Inspected: 08/02/2019
Primary Heat Source: Gas
Property Zoning: RH
Number of Stories: 1

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

Monroe County records show this structure was built in 1899. There were no minimum emergency egress requirements at the time of construction.

INTERIOR:

MAIN LEVEL:

Living Room 15 x 14:

Every window shall be capable of being easily opened and held in position by its own hardware, west wall, north window, top sash drops when opened. 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 JUNE 2001

Kitchen 11 x 8, Hallway, North Bathroom, Laundry, South Bathroom:

No violations noted.

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

NE Bedroom 14 x 13: This room has a door to the exterior.
Repair the double doors to latch as intended. BMC 16.04.060 (a)

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 JUNE 2001

East Center Bedroom 11-6 x 9:
No violations noted.

Existing Egress: Dbl hung: Const. Yr. - 1899
Height: 27 inches
Width: 27 inches
Sill Height: 22 inches
Openable Area: 5.06 sq. ft.

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

SE Bedroom 11 x 11:
Repair the receptacle on the south wall, box loose and hanging out of wall. BMC 16.04.060 (b)

Existing Egress: Dbl hung: Const. Yr. - 1899
Height: 26 inches
Width: 27 inches
Sill Height: 19 inches
Openable Area: 4.87 sq. ft.

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

SW Bedroom 14 x 11:
Secure the receptacle on the east wall, box loose. BMC 16.04.060 (b)

Existing Egress:
Height: 29 inches
Width: 43 inches
Sill Height: 21 inches
Openable Area: 8.65 sq. ft.

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

BASEMENT:

Stairway:
Install a latch on the hatchway door. BMC 16.04.060 (a)

Repair the hatchway door to fit opening jamb. BMC 16.04.060 (a)

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

Every flight of stairs which is more than 3 risers high shall have handrails. Every open portion of a stair, porch, landing or balcony which is more than 30 inches above the floor or grade below shall have guardrails. Guardrail intermediates must be installed such that a 4" sphere cannot pass through any opening. 34 inches high from the nose of the tread. BMC 16.04.020 & BMC 16.04.060 (b)

Main Room: Gas furnaces located here x 2, see other requirements.

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 JUNE 2001

Repair/replace the bowed concrete floor, west half of basement. BMC 16.04.060 (a)

Provide a complete directory of all service panels and circuits, faded label. BMC 16.04.020(a) IEC 408.4

Secure the open wiring splice to be inside an approved junction box, located in the ceiling adjacent to the se light fixture. BMC 16.04.060(b)

EXTERIOR:

Repair the gutter on the NE corner of structure to feed into lower gutter, missing extension.
BMC 16.04.050(a)

OTHER REQUIREMENTS

Furnace Inspection Documentation x 2:

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: January 15, 2020
Petition Type: An extension of time to complete repairs
Petition Number: 20-TV-10
Address: 908 S. Mitchell St.
Petitioner: Polly Brown
Inspector: Norman Mosier
Staff Report: October 4, 2019 – Conducted Cycle Inspection
December 18, 2019 – Received BHQA Appeal

The Petitioner is requesting an extension of time to complete the repairs as to not inconvenience the tenant while repairs are being completed.

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: January 31, 2020 – Life Safety Violations.
March 15, 2020 – For all other violations.

Attachments: Cycle Report, 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
DEC 18 2019

Property Address: 908 S Mitchell St

Petitioner's Name: Mark & Polly Brown

Address: 6891 E Trailway Drive

City: Bloomington

State: Indiana



Zip Code: 47408

Phone Number: 8122727373

E-mail Address: etrailway@yahoo.com

Owner's Name: Mark & Polly Brown

Address: 6891 E Trailway Drive

City: Bloomington

State: Indiana



Zip Code: 47408

Phone Number: 8122727373

E-mail Address: etrailway@yahoo.com

Occupants: Eric Harris

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: 20-TV-10

NM

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.

An extension of time to complete repairs is requested for the following reasons:

1. Unable to locate window pins to replace the broken ones, as specified in the inspection report
2. Unknown to the landlord, the power has been shut off. (City or ball paid?)

3. Door going into garage

4. Parts for the screen doors

5. CO test scheduled while of tenant was unable to allow tests

unable to complete while tenant is present - 60 days to complete please

Signature (Required):

Polly M. Brown

Name (Print):

Polly M. Brown

Date:

12/18/1919

Important information regarding this application format:

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





City Of Bloomington
Housing and Neighborhood Development
CYCLE INSPECTION REPORT

1280

✓ MARK NOTES
LIFE SAFETY
VIOLATIONS

Owner(s)

Brown, Mark & Polly
6891 E. Trailway Dr.
Bloomington, IN 47408

Prop. Location: 908 S Mitchell ST

Number of Units/Structures: 1/1

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

Date Inspected: 10/04/2019

Primary Heat Source: Gas

Property Zoning: RS

Number of Stories: 1

Inspector: Norman Mosier

Foundation Type: Crawl Space

Attic Access: No

Accessory Structure: None

Monroe County Assessor's records indicate this structure was built in 1958.
There were no requirements for emergency egress at the time of construction.

INTERIOR:

Garage:

Replace the damaged entry door. BMC 16.04.060(a)

Family Room (SW bedroom) 16-8 x 11-2: This room has a door to the exterior for emergency egress.
Repair the entry storm door to, latch as intended. BMC 16.04.060 (a)

Replace the broken window pins on the west windows. BMC 16.04.060(a)

Mechanical Room: Gas furnace located here, see other requirements.
No violations noted.

Kitchen 11-1 x 10-8:
No violations noted.

Living Room 20-2 x 10-7:
Replace the broken window pins on the south windows. BMC 16.04.060 (a)

Install the closing device on the entry storm door. BMC 16.04.060 (a)

Weatherstrip the entry door. BMC 16.04.060 (a)

✓ Hallway:

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

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Bathroom:

No violations noted.

NW Bedroom 11-3 x 9-10:

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

Existing Egress Window Measurements: Dbl hung pop out: Const. Yr. - 1958

Height: 48 inches

Width: 24 inches

Sill Height: 26.5 inches

Openable Area: 8 sq. ft.

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

NE Bedroom 13-7 x 10-6: The window measurements are the same as noted above.

No violations noted.

EXTERIOR:

Secure the loose gutter on the south side of structure. BMC 16.04.050(a)

Remove the brush pile. BMC 16.04.050(a)

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

Remove the vines that are growing on the structure. BMC 16.04.050(a)

Remove the tree on west side of structure adjacent to the foundation. BMC 16.04.050(a).

Reconnect the downspout on the nw corner of structure. BMC 16.04.050(a)

Remove the mold on the structure. BMC 16.04.050(f)

Repair the sagging gutter on the east side of structure above the porch. BMC 16.04.050(a)

Replace the missing window for the front storm door. BMC 16.04.050(a)

Crawlspace:

No violations noted.

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.