

**PUBLIC HEARING
BOARD OF HOUSING QUALITY APPEALS
CITY HALL McCLOSKEY CONFERENCE ROOM
MARCH 18, 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, January 15, 2020
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- III. **ELECTION OF 2020 OFFICERS**
- IV. **PETITIONS**
 - 1) 19-TV-97, **1601 E. Matlock Road**, Rogers Reading (Steve Hogan). Previously heard December 18, 2019. Request for an extension of time to complete repairs. p. 9
 - 2) 20-TV-07, **321 S. Eastside Drive**, Brawley Property Management (HP Allen, LLC). Previously heard January 15, 2020. Tabled for next meeting. Request for an extension of time to complete repairs. p. 14
 - 3) 20-TV-11, **308 S. Madison Street**, Brawley Property Management (Scott Owens). Request for an extension of time to complete repairs. p. 22
 - 4) 20-TV-12, **1105 S. Fess Avenue**, RVOC Sondley & Donna Littrell – Lisa Hogan, Trustee. Request for an extension of time to complete repairs. p. 29
 - 5) 20-TV-13, **3211 E. Moores Pike**, Holiday Retirement (Harvey Allen). Request for an extension of time to complete repairs. p. 53
 - 6) 20-TV-14, **208-210 S. Burks Court**, Tempo Properties (Willow Court, LLC). Request for an extension of time to complete repairs. p. 65
 - 7) 20-AA-15, **807 E. 1st Street**, Jonathan Sergeant. Request for relief from an administrative decision. p. 72
 - 8) [WITHDRAWN] 20-TV-16, **2611 E. 2nd Street**, Deer Park Management. Request for an extension of time to complete repairs.
 - 9) 20-AA-17, **2501 S. Rogers Street**, Heather Beery. Request for relief from an administrative decision. p. 77
 - 10) 20-TV-18, **514 W. Kirkwood Avenue**, Arturo Rodriguez (William Shouse). Request for an extension of time to complete repairs. p. 80
 - 11) 20-TV-19, **802 N. College Avenue**, Linda Braunlin. Request for an extension of time to complete repairs. p. 88
 - 12) 20-TV-20, **1123 E. Buckingham East Street**, Choice Realty & Mgmt. (Spicer Rentals). Request for an extension of time to complete repairs. p. 96

- 13) 20-AA-21, **3427 S. Westminster Way**, Sam Roberts. Request for relief from an administrative decision. p. 103
- 14) 20-TV-22, **419-421 S. Village Court**, A-1 Townhomes & Apartments, LLC. Request for an extension of time to complete repairs. p. 106
- 15) 20-TV-23, **1215 S. Pickwick Place**, Christopher & Okcha Atwood. Request for an extension of time to complete repairs. p. 113
- 16) 20-TV-24, **942 E. Waterloo Drive**, Tassawar Hussain. Request for an extension of time to complete repairs. p. 120
- 17) 20-TV-26, **540 S. Basswood Drive**, Limestone Crossing, LLC. Request for an extension of time to complete repairs. p. 127
- 18) 20-RV-27, **2430 S. Rockport Road**, H.A.N.D. (Rick Pauly). Request for rescission of a variance. p. 161
- 19) 20-TV-28, **148-150 E. Willow Court**, Robert Hahn. Request for an extension of time to complete repairs. p. 162
- 20) 20-TV-29, **424 E. Wylie Street**, Leigh Henderson. Request for an extension of time to complete repairs. p. 178

IV. **GENERAL DISCUSSION**

V. **PUBLIC COMMENT**

VI. **ADJOURNMENT**

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

B.H.Q.A. MEETING OF NOVEMBER 20, 2019 SUMMARY

MEMBERS PRESENT: Nicholas Carder, Elizabeth Gallman, Nikki Gastineau, Susie Hamilton, Dominic Thompson

STAFF PRESENT: Daniel Bixler, John Hewett, Kenneth Liford, Norman Mosier, Doris Sims, Jo Stong, Matthew Swinney, Dee Wills (HAND), Chris Wheeler (Legal)

GUESTS PRESENT: Kelly Cockrell (The Arch Bloomington), Casey Green (520 W. Kirkwood Avenue), William Rosson II (The Arch Bloomington), Amy Thomas (520 W. Kirkwood Avenue)

Meeting start time 4:00 PM.

I. REVIEW OF SUMMARY

None.

II. CONSENT AGENDA

19-TV-36, **3508 E. Park Lane**, Mark Kleinbauer (Salvador Espinosa). Previously heard July 17, 2019. Request for an extension of time to complete repairs. Staff recommendation to deny the request.

19-TV-63, **515 S. Woodcrest Drive, Suite 202**, Tim Tomson (Everest Investments). Previously heard August 21, 2019. Request for an extension of time to complete repairs. Staff recommendation to grant the request with a December 15, 2019 deadline.

19-TV-79, **411 E. 8th Street**, Gretchen Nall (Donald Rodda). Request for an extension of time to complete repairs. Staff recommendation to grant the request with a November 31, 2019 deadline for all life safety violations and a December 20, 2019 deadline for all other repairs.

19-AA-80, **533 E. Smith Avenue**, Cassis Enterprises, LLC. Request for relief from an administrative decision. Staff recommendation is to deny the request and keep October 04, 2022 expiration as issued.

19-TV-81, **825 W. 11th Street**, Brawley Property Management (Sunny Day Properties). Request for an extension of time to complete repairs. Staff recommendation to grant the request with a December 30, 2019 deadline.

19-TV-82, **621 N. Lincoln Street**, Randy McGlothlin. Request for an extension of time to complete repairs. Staff recommendation to grant the request with a December 30, 2019 deadline.

19-AA-85, **1015 N. Woodburn Avenue**, Jill Vass & Scott Presti. Request for relief from an administrative decision. Staff recommendation to grant the request exempting property from Title 16 for as long as current owner and tenant are not changed from current status. Property will be checked yearly for status and require yearly affidavits of occupancy.

19-AA-86, **909 S. Fess Avenue**, Jill Piedmont. Request for relief from an administrative decision. Staff recommendation to deny the request and for inspection to be scheduled by November 30, 2019.

19-RV-87, **714 N. Fairview Street**, H.A.N.D. (Charles & Linda Campbell – Mackie Properties). Request for rescission of a variance. Staff recommendation to rescind the variance.

19-TV-88, **308 S. Wilmington Court**, Sajid Sheikh. Request for an extension of time to complete repairs. Staff recommendation to grant the request with a December 30, 2019 deadline for all violations.

19-RV-89, **317 N. Indiana Avenue**, H.A.N.D. (GMS Enterprises). Request for rescission of a variance. Staff recommendation to rescind the variance.

Approved.

III. PETITIONS

19-TV-26, **703 W. Gourley Pike**, Kelly Cockrell (The Arch Bloomington). Previously heard April 17, 2019 and August 21, 2019. Petitioner, Kelly Cockrell and William Rosson II, were present to request an extension of time to complete repairs. Staff recommendation was to deny the request. Carder made motion to grant the request with a January 10, 2020 deadline for the soffit work only. Gallman seconded. Motion passed, 4-1 (Thompson nay). Motion passed.

19-TV-83, **703 W. Gourley Pike**, Kelly Cockrell (The Arch Bloomington). Request for an extension of

time to complete repairs. Petitioner, Kelly Cockrell and William Rosson II, were present to request an extension of time to complete repairs. Staff recommendation was to deny the request. Hamilton made motion to grant the request with a December 02, 2019 deadline. Carder seconded. Motion passed, 4-1 (Thompson nay). Motion passed.

19-TV-84, **520 W. Kirkwood Avenue**, Amy Thomas (Edith Morrison). Petitioner Amy Thomas & Casey Green were present to request an extension of time to complete repairs. Staff recommendation was to deny the request. Hamilton made motion to deny request per staff recommendation. Gallman seconded. Motion passed, 5-0.

IV. GENERAL DISCUSSION

Brief discussion on uniform application of the code and clarification of out-of-state corporate Title 16 petitioners.

V. PUBLIC COMMENT

None.

VI. ADJOURNMENT

Gastineau made motion for adjournment. Thompson seconded. Motion passed unanimously. Meeting adjourned 4:50 PM.

B.H.Q.A. MEETING OF DECEMBER 18, 2019 SUMMARY

MEMBERS PRESENT: Nicholas Carder, Elizabeth Gallman, Susie Hamilton, Diana Opat-Powell, Dominic Thompson

STAFF PRESENT: Michael Arnold, Daniel Bixler, John Hewett, Kenneth Liford, Norman Mosier, Doris Sims, Jo Stong, Dee Wills (HAND), Chris Wheeler (Legal)

GUESTS PRESENT: Timothy Roberts (Birge & Held)

Meeting start time 4:05 PM.

I. REVIEW OF SUMMARY

Hamilton made a motion to approve the minutes for October 16, 2019. Gallman seconded. Motion passed, 5-0.

II. CONSENT AGENDA

19-TV-91, **348 S. Morton Street**, Matthew Baggetta. Request for an extension of time to complete repairs. Staff recommendation to grant the request with a December 31, 2019 deadline.

19-RV-92, **551 W. Clover Terrace**, H.A.N.D. (Thomas & Judith McKinney). Request for rescission of a variance. Staff recommendation to grant the rescission.

19-TV-95, **703 W. Gourley Pike**, Kelly Cockrell (The Arch Bloomington). Request for an extension of time to complete repairs. Staff recommendation to deny the request.

19-TV-97, **1601 E. Matlock Road, Apt. 5**, Rogers Reading (Steve Hogan). Request for an extension of time to complete repairs. Staff recommendation to grant the request with a December 31, 2019 deadline.

Approved.

III. PETITIONS

19-AA-93, **913 N. College Avenue**, Timothy Roberts (14th & College Holdings, LLC). The petitioner, Timothy Roberts, was present to request relief from an administrative decision to charge for failure to provide Tenants and Owner's Rights and Responsibilities Summaries and Inventory and Damage List (Move-In Inspection). Staff recommendation was to deny the request. Hamilton made motion to deny the request per staff recommendation. Opat-Powell seconded. Motion passed, 5-0. Request denied.

19-AA-94, **923 N. College Avenue**, Timothy Roberts (14th & College Holdings, LLC). The petitioner, Timothy Roberts, was present to request relief from an administrative decision to charge for failure to provide Tenants and Owner's Rights and Responsibilities Summaries and Inventory and Damage List (Move-In Inspection). Staff recommendation was to deny the request. Hamilton made motion to deny the request per staff recommendation. Gallman seconded. Motion passed, 5-0. Request denied.

19-AA-90, **1296 S. Cobble Creek Circle**, Minhong Cai. Petitioner was not present to request relief from an administrative decision to consider the property a rental and subject to Title 16. Staff recommendation was to grant the request with an annual status check on the property certified by affidavit, that no changes have occurred concerning owner and tenant, otherwise Title 16 will be reinstated. Gallman made a motion to grant the request per staff recommendation. Hamilton seconded. Motion passed, 5-0. Request granted.

19-AA-96, **500 N. Walnut Street, Unit 204**, Daniel Gould. Petitioner was not present to request relief from an administrative decision to consider the property a rental and subject to Title 16. Staff recommendation was to deny the request. Gallman made a motion to deny the request per staff recommendation. Opat-Powell seconded. Motion passed, 5-0. Request denied. Rental inspection must be scheduled by January 08, 2020.

IV. GENERAL DISCUSSION

None.

V. **PUBLIC COMMENT**

None.

VI. **ADJOURNMENT**

Thompson made motion for adjournment. Hamilton seconded. Motion passed unanimously. Meeting adjourned 4:45 PM.

B.H.Q.A. MEETING OF JANUARY 15, 2020 SUMMARY

MEMBERS PRESENT: Nicholas Carder, Elizabeth Gallman, Diana Opata-Powell, Dominic Thompson

STAFF PRESENT: Michael Arnold, Daniel Bixler, John Hewett, Kenneth Liford, Doris Sims, Dee Wills (HAND), Chris Wheeler (Legal)

GUESTS PRESENT: Polly Brown (908 S. Mitchell Street), Rachel Joseph (Mackie Properties), Cindy Ostwalt (715 E. 10th Street)

Meeting start time 4:08 PM.

I. CONSENT AGENDA

20-TV-01, **715 E. 10th Street**, Cindy Ostwalt. Request for an extension of time to complete repairs. Staff recommendation to grant the request with a May 01, 2020 deadline to call and schedule re-inspection for all repairs.

20-TV-02, **4244 E. Stephen Drive**, Hwamei Shei. Request for an extension of time to complete repairs. Staff recommendation to grant the request with a January 31, 2020 deadline for all life safety violations, and a March 15, 2020 deadline for all other violations.

20-TV-03, **730 S. Woodlawn Avenue**, Lee Balliet (Judith Swzycki). Request for an extension of time to complete repairs. Staff recommendation to grant the request with a January 15, 2020 deadline to call and schedule a re-inspection for all violations except tuck pointing, and an April 03, 2020 deadline for the tuck pointing.

20-TV-04, **345 S. Curry Pike**, Mackie Properties (Citadel Investment Trust). Request for an extension of time to complete repairs. . Staff recommendation to grant the request with a January 29, 2020 deadline for all life-safety violations, a February 28, 2020 deadline for all other violations, and an April 30, 2020 deadline for the tuck pointing and sealing around AC line sets.

20-TV-05, **1450 N. Willis Drive**, JSA Investments. Request for an extension of time to complete repairs. Staff recommendation to grant the request with a January 29, 2020 deadline for all life safety violations, and a February 14, 2020 deadline for all other violations.

20-AA-06, **915 E. Miller Drive**, Norma & Boyd Fox. Request for relief from an administrative decision. Staff recommendation was to grant the request with an annual status check on the property certified by affidavit, that no changes have occurred concerning owner and tenant, otherwise Title 16 will be re-instated.

20-TV-08, **943 N. Jackson Street**, Brawley Property Management. Request for an extension of time to complete repairs. Staff recommendation was to grant the request with a June 01, 2020 deadline for exterior painting.

20-TV-09, **424 E. Cottage Grove Avenue**, Brawley Property Management (Sheree Demming). Request for an extension of time to complete repairs. Staff recommendation was to grant the request with a February 01, 2020 deadline for repair of the basement floor.

Approved.

II. PETITIONS

20-TV-10, **908 S. Mitchell Street**, Mark & Polly Brown. The petitioner, Polly Brown, was present to request an extension of time to complete repairs. Staff recommendation was to grant the request with a January 31, 2020 deadline for all life safety violations and a March 15, 2020 deadline for all other violations. Gallman made a motion to grant the request per staff recommendation. Carder seconded. Motion passed, 4-0.

19-AA-71, **213 S. Jefferson Street**, Nicholas Weybright. Previously heard July 17, 2019 and September 18, 2019. The petitioner was not present to request relief from an administrative decision. Staff recommendation was to deny the appeal and require immediate scheduling of a re-inspection, or provision of stamped documentation from a structural engineer. Carder made motion to deny the request per staff recommendation. Gallman seconded. Motion passed, 4-0. Request denied.

20-TV-07, **321 S. Eastside Drive**, Brawley Property Management (HP Allen, LLC). The petitioner

was not present to request an extension of time to complete repairs. Staff recommendation was to grant the request with an April 01, 2020 deadline. Opata-Powell made motion to grant the request per staff recommendation. Carder seconded. Motion failed, 3-1 (Thompson nay). Opata-Powell made motion to table item until next meeting, February 19, 2020. Carder seconded. Motion passed, 4-0. Item tabled.

III. GENERAL DISCUSSION

Board was notified that Gastineau had resigned effective immediately.

IV. PUBLIC COMMENT

None.

V. ADJOURNMENT

Thompson made motion for adjournment. Opata-Powell seconded. Motion passed unanimously. Meeting adjourned 4:50 PM.



City of Bloomington
H.A.N.D.

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

Meeting Date: 18 March 2020

Petition Type: An extension of time to complete repairs

Petition Number: 19-TV-097

Address: 1601 E Matlock Rd #5

Petitioner: Rogers Reading

Inspector: Michael Arnold

Staff Report:

15 May 2019	Cycle Inspection
09 September 2019	Reinspection
13 September 2019	Mailed Tenant Violation Report
27 September 2019	TV Reinspection Scheduled
15 October 2019	TV Reinspection Rescheduled
29 October 2019	TV Reinspection Rescheduled
18 November 2019	Received Extension of Time Request
18 December 2019	BHQA Meeting
24 December 2019	Reinspection Scheduled
31 December 2019	BHQA Deadline
19 February 2020	BHQA Meeting Cancelled

During the cycle inspection it was noted that Unit 5 was in violations of BMC 16.04.060(d). At the reinspection it was determined that the issue was the responsibility of the tenant and a Tenant Violation was issued for violation of BMC 16.04.060(d). The deadline for compliance was 27 September 2019. The tenant rescheduled the reinspection twice then asked for an extension from BHQA. The extension was granted until 31 December 2019. The reinspection was scheduled for 17 January 2020. On 17 January 2020 the tenant cancelled the reinspection and filed for a second request for extension of time.

Staff recommendation: Deny the request for extension of time

Conditions: Petitioner shall schedule the reinspection immediately

Compliance Deadline: na

Attachments: Tenant Violation Report, Application



RECEIVED
JAN 17 2020

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: 1601 East Matlock Apt #5

Petitioner's Name: Rogers Reading

Address: _____

City: Bloomington State: IN Zip Code: 47408

Phone Number: 812-391-6785 E-mail Address: N/A RogersReading@yahoo.com

Owner's Name: Steve Hogan

Address: _____

City: Bloomington State: IN Zip Code: 47408

Phone Number: _____ E-mail Address: _____

Occupants: Rogers Reading

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 ☒ 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)

OLD BUSINESS
Petition Number: 20-19-TV-97

PREVIOUSLY HEARD 12/13/19 MA



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 needing more time to make adequate repairs and cleaning to be necessary to meet the required inspection guidelines stated by the inspectors. I would need the latest date allowed for scheduling within the month.

Signature (Required): Rogers Reading

Name (Print): Rogers Reading

Date: 1/16/19

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.





City Of Bloomington
Housing and Neighborhood Development

SEP 13 2019

Hogan, Steven R.
 8992 Ella St.
 Nashville, IN 47448

RE:NOTICE OF TENANT VIOLATION INSPECTION

Dear Resident(s)

On 09/09/2019, a complaint inspection was performed at 1601 E Matlock RD APT 5. During the inspection violations of the Bloomington Housing Code were found. Enclosed is the inspection report which cites violations that are the responsibility of the resident(s) to correct. Please correct the violations within 14 days and contact this office no later than **SEP 27 2019** to schedule the required re-inspection. Our mailing address and telephone number are listed below.

This directive is issued in accordance with BMC 16.10.020(a) and 16.10.040(a) of the Residential Rental Unit and Lodging Establishment Inspection Program. You have the right to appeal to the Board of Housing Quality Appeals. If you need more than 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 Office 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,



City Of Bloomington
Housing and Neighborhood Development
TENANT VIOLATION INSPECTION REPORT

4791

Owner(s)

Hogan, Steven R.
 8992 Ella St.
 Nashville, IN 47448

Tenant

Roger Reading
 1601 E Matlock Rd #5
 Bloomington IN 47408

Prop. Location: 1601 E Matlock RD APT 5
 Number of Units/Structures: 4/1
 Units/Bedrooms/Max # of Occupants: Bld 1: 2/2/3 2/1/3

Date Inspected: 09/09/2019
 Primary Heat Source: Gas
 Property Zoning: RS
 Number of Stories: 1

Inspector: Mike Arnold
 Foundation Type: Basement
 Attic Access: Yes
 Accessory Structure: none

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

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

Unit 5:Interior:General Condition:

Every occupant of a structure or part thereof shall keep that structure or part thereof which the tenant occupies, controls or uses in a clean and sanitary condition. BMC 16.04.060(d)

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
H.A.N.D.

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

Meeting Date: March 18, 2020

Petition Type: An extension of time to complete repairs

Petition Number: 20-TV-07 (Tabled)

Address: 321 S. Eastside Dr.

Petitioner: Brawley Real Estate 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
January 15, 2020 – BHQA tabled to next meeting on February 19, 2020 for additional information
January 21, 2020 – Drive by inspection, tree has been removed
February 19, 2020 – Moved to March 18, 2020 meeting, lack of quorum

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: None, in compliance.

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: 812-203-0999 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 months agenda!

(Will be assigned by BHQA)

Petition Number: 20-TV-07

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 ITEMS OF SCRAPING & PAINTING OF EXTERIOR OF HOUSE & SHED: WE REQUEST AN EXTENSION OF THIS ISSUE TO BE ~~BEING~~ DONE UPON 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.





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
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

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 DOP
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)

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)

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: March 18, 2020
Petition Type: An extension of time to complete repairs.
Petition Number: 20-TV-11
Address: 308 S Madison St.
Petitioner: Nick Parsch
Inspector: Matt Swinney
Staff Report: July 26 2019 Completed Cycle Inspection Report
December 26, 2019 BHQA App received

Owner has requested an extension of time to complete repairs on the exterior violations due to weather and scope of work. The owner has requested an extension till April 20th 2020 to complete the repairs.

Staff recommendation: Grant the request.

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

Compliance Deadline: April 20, 2020 to call and schedule the re-inspection.

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



RECEIVED
DEC 26 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: 308 S MADISON STREET

Petitioner's Name: NICK PARSCH

Address: 425 N WALNUT

City: BLOOMINGTON State: IN Zip Code: 47408

Phone Number: 812-803-0999 E-mail Address: Nick@thebrawleygroup.com

Owner's Name: SCOTT OWENS

Address: 1401 S. WALNUT ST.

City: BLOOMINGTON State: IN Zip Code: 47401

Phone Number: 812-322-6888 E-mail Address: SCOTT@OWENSREALTYGROUP.COM

Occupants: _____

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

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

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

Variance Type: 1.

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-11

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 MORE TIME AND AN EXTENSION
FOR ALL OF THE EXTERIOR ITEMS. THESE ITEMS ARE
VERY LARGE JOBS & REQUIRE WARMER WEATHER. ~~W~~
WE REQUEST FOR AN EXTENSION UNTIL APRIL, 20th, 2020
THANK YOU.

Signature (Required):

Nick Farsch

Name (Print):

NICK FARSCH

Date:

12/26/2019

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

AUG 19 2019

RENTAL INSPECTION INFORMATION

RE: 308 S Madison ST

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

Once violations have been corrected, it is your responsibility to call the Housing and Neighborhood Development office within this 60 day window but no later than **OCT 18 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: Brawley Property Management; Po Box 5543, 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**

CYCLE INSPECTION REPORT

3530

Owner

Owens Investments Llc
2620 E Windermere Dr.
Bloomington, IN 47401

Agent

Brawley Property Management
Po Box 5543
Bloomington, IN 47407

Prop. Location: 308 S Madison ST

Number of Units/Structures: 3/2

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

Date Inspected: 07/26/2019

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 these structures were built in 1899 & 1920. There were no requirements for emergency egress at these times of construction.

INTERIOR

Main House Unit A

Living Room 11-8 x 8-9, Dining Room 15-1 x 10-11, Kitchen 10-6 x 8-10

No violations noted.

SW Bedroom 11-9 x 11-8

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

NW Bedroom 11-9 x 11-8

No violations noted.

Existing Egress Window Measurements:

Height: 35 inches

Width: 20.5 inches

Sill Height: 31 inches

Openable Area: 5 sq. ft.

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

Basement

Properly secure all support posts at the top and bottom to eliminate the possibility of movement. BMC 16.04.060(b)

2nd Floor Unit C

Kitchen

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

Living Room 14-10 x 10-10

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

Existing Egress Window Measurements:

Height: 25 inches

Width: 23.25 inches

Sill Height: 14 inches

Openable Area: 4 sq. ft.

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

SE Bedroom 14-10 x 10-10

No violations noted.

Existing Egress Window Measurements:

Height: 25 inches

Width: 29 inches

Sill Height: 14 inches

Openable Area: 5 sq. ft.

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

Bathroom

No violations noted.

Garage Unit B

Lower Level/Utility Space

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

Properly secure all support posts at the top and bottom to eliminate the possibility of movement. BMC 16.04.060(b)

Repair the entry door to latch and function as intended. BMC 16.04.060(a)

Upstairs

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

Properly finish all drywall in a workmanlike manner leaving no exposed joints or nail heads. BMC 16.04.060(a)

Kitchen Area 8-10 x 8-9

Repair the entry door to latch and function as intended. BMC 16.04.060(a)

Living Area 9-7 x 8-10, Bed Area

No violations noted.

Existing Egress Window Measurements:

Height: 14.75 inches
Width: 27 inches
Sill Height: 33 inches
Openable Area: 2.8 sq. ft.

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

Bathroom

No violations noted.

EXTERIOR

Unit B

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)

Unit A/C

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

Properly install approved exterior vent cover on the bathroom/laundry exhaust by the back window of Unit C. BMC 16.04.050(a)

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

Correct sagging support beams on front porch. This includes but is not limited to any structural member of the porch roof and ceiling. BMC 16.04.050(b)

OTHER REQUIREMENTS

Registration Form

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

Tenants and Owners Rights and Responsibilities Summary

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

Inventory Damage List

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

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

This is the end of this report.



City of Bloomington
H.A.N.D.

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

Meeting Date: March 18,, 2020
Petition Type: An extension of time to complete repairs
Petition Number: 20-TV-12
Address: 1105 S. Fess
Petitioner: Lisa Hogan (Trustee) of RVOC Sondley & Donna Littrell
Inspector: Dee Wills
Staff Report: October 23, 2019 Completed Cycle Inspection
January 07, 2020 Received Application for Appeal

The petitioner is requesting an extension of time to complete all exterior violations by May 01, 2020. She is also requesting relief from the administrative decision to inspect the garage on the property that she uses for storage, and is not available to, or used by, the tenants. HAND is required by Title 16 of the Bloomington Municipal Code to inspect all structures on the rental premises. As stated in the Bloomington Municipal Code 16.04.050(a): All portions of the exterior of a residential rental unit and its accessory structures shall be maintained in a structurally sound manner, be in good repair and be maintained in accordance with this Title; also stated in the Bloomington Municipal Code 16.04.060(a): All portions of the interior of a residential rental unit and its accessory structures shall be maintained in a structurally sound manner, be in good repair and be maintained in accordance with this Title. In the Defined words section (16.02.020) of Title 16 "Premises" means lot, plot or parcel of land including the buildings or structures thereon.; also in Defined words "Exterior property" means the open space on the premises and on adjoining property under the control of owners or operators of such premises.

Staff recommendation: Grant the extension of time to complete exterior violations. Deny relief from the requirement to make noted repairs on the garage.

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:

Exterior Violations: May 01, 2020

All other Violations: Schedule Immediately

Attachments: Application for Appeal, Cycle Report, Petitioner's Cover Letter, Certificates Of Death, Assessments of Land, Structures and Improvements, Property Tax Information.



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
JAN 07 2020

Property Address: 1105 S. Fess Bloomington, IN 47401

Petitioner's Name: Lisa Hogan (Trustee) of RVOC Sondley & Donna Littrell

Address: 5135 Britten Lane

City: Ellicott City

State: Maryland



Zip Code: 21043

Phone Number: 4437223188

E-mail Address: lhogan1958@comcast.net

Owner's Name: RVOC Sondley & Donna Littrell-Lisa Hogan Trustee

Address: 5135 Britten Lane

City: Ellicott City

State: Maryland



Zip Code: 21043

Phone Number: 4437223188

E-mail Address: lhogan1958@comcast.net

Occupants: Jamie Higgs & family

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)



RELIEF from an administrative decision, (Petition Type AA)

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-12

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.

Requesting an extension of time for all outdoor work, to be completed by May 1, 2020

Requesting the garage for continued use of "landlord use only", for all inspections per original permit inspection in 2015. (Doc. 1, 3pgs)

--The garage is storage and full of my parents and sisters belongings after their passing.

(Doc 2, 3, 4 - ea. 1 pg/total 3 pgs)

--The garage is lot N1/2 Lot 24

Parcel 53-08-04-403-060.000-009 (purchase date -2014)

--The house is lot Edgemont Park Lot 23

Parcel 53-08-04-403-012.000-009 (purchase date-present)

(Doc 5 - Notice of Assessment of Land and Structures/Taxpayer & Property Information - 11 pgs)

Kenny Bland did an appraisal for inheritance tax purposes. I sent the appraisal in for reevaluation of the property taxes. During this appraisal both lots were combined and in return the property taxes combined both payments,

--Property taxes combined both payments in 2014 to lot Edgemont Park 23 & N1/2 Lot 24

Parcel 53-098-04-403-012.000-009 (2014-present)

(Doc 5 - Notice of Assessment of Land and Structures/Taxpayer & Property Information - 11 pgs)

Signature (Required):

Lisa Hogan - TRUSTEE

Name (Print): Lisa Hogan Trustee

Date: Jan 6, 2020

Important information regarding this application format:

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

Print Form



City Of Bloomington
Housing and Neighborhood Development

RENTAL INSPECTION INFORMATION

NOV 08 2019

Rvoc Sondley & Donna Littrell - Lisa Hogan Trustee
5135 Britten Ln.
Ellicott City, MD 21043

RE: 1105 S Fess 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 **JAN 07 2020** 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: Lisa Hensley: 1212 North Crescent Rd., Bloomington, IN 47404

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

10568

Owner(s)

Rvoc Sondley & Donna Littrell - Lisa Hogan Trustee
5135 Britten Ln.
Ellicott City, MD 21043

Agent

Lisa Hensley
1212 North Crescent Rd.
Bloomington, IN 47404

Prop. Location: 1105 S Fess AVE
Number of Units/Structures: 1/1
Units/Bedrooms/Max # of Occupants: Bld 1: 1/3/3

Date Inspected: 10/23/2019
Primary Heat Source: Gas
Property Zoning: RC
Number of Stories: 1

Inspector: Dee Wills
Foundation Type: Basement
Attic Access: No
Accessory Structure: Garage (Landlord use only)

Monroe County Assessor's records indicate this structure was built in 1910..
There were no minimum requirements for emergency egress at the time of construction.

INTERIOR

Living Room (15-4 x 12-2)

Remove the tape at the bottom of entry door, then properly repair the entry door to be weather tight. No gaps shall be visible around the edges. 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

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

SW Bedroom (15-6 x 10-2)

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

Existing Egress Window Measurements:

Height: 50 inches

Width: 23.50 inches

Sill Height: 23.50 inches

Openable Area: 8.16 sq. ft.

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

Dining Room (13-2 x 11-6)

Repair the left window to remain fully open using hardware that is part of the window. 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

Hall Bathroom, Hallway

No violations noted.

Center Bedroom (14-7 x 10-7)

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

Existing Egress Window Measurements:

Height: 50 inches

Width: 23.50 inches

Sill Height: 23.50 inches

Openable Area: 8.16 sq. ft.

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

East Bedroom (17-7 x 15-10 + 7-11 x 7-8)

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

East Bathroom

Properly secure the loose GFCI electrical outlet so that it functions as intended. BMC 16.04.060(b)

Kitchen (11-10 x 8-5)

No violations noted.

Basement

No violations noted.

EXTERIOR

Secure the front handrails so they are capable of withstanding normally imposed loads. BMC 16.04.050(b)

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

Properly repair or replace damaged/deteriorated soffit/fascia (north side of structure) in a manner that seals all openings. BMC 16.04.050(a)

Properly repair or replace damaged/deteriorated soffit/fascia (south side above screen door) in a manner that seals all openings. BMC 16.04.050(a)

Replace damaged or torn window screen on the north side of the back porch. BMC 16.04.060(a)

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

Garage

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

Secure guttering to the structure. (east and west sides) BMC 16.04.050(a)

Properly repair or replace damaged/deteriorated soffit/fascia in a manner that seals all openings. (west side of structure) BMC 16.04.050(a)

Repair/ replace the deteriorated frame for the garage door. (left side bottom) 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)

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.

COVER LETTER

TO: Board of Housing Quality Appeals
PO Box 100
Bloomington, IN 47402

RECEIVED
JAN 13 2020
BY:

From: Lisa Hogan, Trustee for RVOC Sondley & Donna Littrell

Property: 1105 S. Fess
Bloomington, IN 47401

Enclosed: Cover letter (1pg)

Application for Appeal (2pgs)

Supporting Documents (11pgs)

Doc. 1 (3pgs) Original inspection report-05/28/2015

Doc. 2 (1pg) Death certificate Donna Littrell

Doc. 3 (1pg) Death certificate Sondley Littrell

Doc. 4 (1pg) Death certificate Linda Littrell

Doc. 5 (11pgs) Notice of Assessment of Land and Structures/Taxpayer & Property Info.

ATTENTION ESTATE: The Social Security # is being requested by this state agency in order to ensure its statutory responsibility. Disclosure is voluntary and there will be no penalty for refusal.

Local No. 2004-558

MONROE COUNTY HEALTH DEPARTMENT
119 WEST SEVENTH STREET
BLOOMINGTON, IN 47404
(812) 349-2543

No. Dac 2

TYPE/PRINT

THE RECORDS IN THIS SERIES ARE CONFIDENTIAL				CERTIFICATE OF DEATH					
1. DECEASED—NAME (First, Middle, Last) Donna Jean Littrell				2. SEX Female		3a. TIME OF DEATH 07:58 AM		3b. DATE OF DEATH (Month, Day, Year) August 8, 2004	
4. SOCIAL SECURITY NUMBER 308-24-6149		5a. AGE—Last Birthday (Years) 76		5b. UNDER 1 YEAR Months Days		5c. UNDER 1 DAY Hours Minutes		6. DATE OF BIRTH (Month, Day, Year) February 2, 1928	
7a. WAS DECEDENT A U.S. VETERAN? No		7b. YEAR LAST SERVED IN U.S. ARMED FORCES? N/A		8. PLACE OF DEATH (Check only one. See instructions) HOSPITAL: <input type="checkbox"/> Inpatient <input type="checkbox"/> Outpatient <input type="checkbox"/> DOA OTHER: <input type="checkbox"/> Nursing Home <input type="checkbox"/> Residence <input type="checkbox"/> Other (Specify)		7. BIRTHPLACE (City and State or Foreign Country) New Lexington Ohio			
9a. FACILITY NAME (If not institution, give street and number) Bloomington Hospital				9b. CITY, TOWN, OR LOCATION OF DEATH Bloomington				9c. COUNTY OF DEATH Monroe	
10. MARITAL STATUS (Specify) Married		11. SURVIVING SPOUSE (If wife, give maiden name) Sondley		12a. DECEDENT'S USUAL OCCUPATION (Give kind of work done during most of working life. Do not use retired) Secretary				12b. KIND OF BUSINESS/INDUSTRY Indiana University	
13a. RESIDENCE—STATE IN		13b. COUNTY Monroe		13c. CITY, TOWN, OR LOCATION Bloomington				13d. STREET AND NUMBER 1105 S. Fess St	
13e. ZIP CODE 47401		13f. INSIDE CITY LIMITS <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes		14. CITIZEN OF WHAT COUNTRY? U.S.A.		15. WAS DECEDENT OF HISPANIC ORIGIN? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes (If yes, specify Cuban, Mexican, Puerto Rican, etc.)		16. RACE—American Indian, Black, White, etc. (Specify) White	
17. DECEDENT'S EDUCATION (Specify only highest grade completed) 12		18. FATHER'S NAME (First, Middle, Last) George W. Emerick		19. MOTHER'S NAME (First, Middle, Last) Lillian M Adcock					
20a. INFORMANT'S NAME (Type/Print) Sondley A Littrell				20b. MAILING ADDRESS (Street and Number or Rural Route Number, City or Town, State, Zip Code) 1105 S. Fess St, Bloomington, IN 47401				20c. Relationship Husband	
21a. METHOD OF DISPOSITION <input checked="" type="checkbox"/> Burial <input type="checkbox"/> Entombment <input type="checkbox"/> Removal from State <input type="checkbox"/> Donation <input type="checkbox"/> Other (Specify)				21b. DATE AND PLACE OF DISPOSITION (Name of cemetery, crematory, or other place) Aug 12, 2004 Valhalla Memory Gardens				21c. LOCATION—City or Town, State Bloomington IN	
22a. EMBALMER'S NAME Joe D. Deckard, Jr.				22b. EMBALMER'S LICENSE NO. FDO 9100033				23. WAS DEATH REPORTED TO CORONER? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes	
24a. SIGNATURE OF FUNERAL DIRECTOR <i>Arthur L. Sater</i>				24b. LICENSE NUMBER (of Licensee) FDO 1008651				25. NAME, ADDRESS, AND LICENSE NUMBER OF FUNERAL HOME Allen Funeral Home FH88600416 3000 E. Third St., Bloomington, IN 47401	
26. Y <input type="checkbox"/> Enter the diseases, injuries, or complications that caused the death. Do not enter nonspecific terms, such as cardiac or respiratory arrest, shock, or heart failure. List only one cause on each line. PM I COPD hours									
IMMEDIATE CAUSE (Final disease or condition resulting in death) Contributions, if any, which gave rise to the immediate cause, making the underlying cause list									
PART II Other significant conditions - Conditions contributing to death but not previously stated in Part I									
27. WAS DECEDENT PREGNANT OR 90 DAYS POSTPARTUM (Yes or no) NO				28a. WAS AN AUTOPSY PERFORMED? (Yes or no) No		28b. WERE AUTOPSY FINDINGS AVAILABLE PRIOR TO COMPLETION OF CAUSE OF DEATH? (Yes or no)			
29a. CERTIFIER (Check only one) <input checked="" type="checkbox"/> CERTIFYING PHYSICIAN To the best of my knowledge, death occurred at the time, date, and place and due to the cause(s) as stated. <input type="checkbox"/> HEALTH OFFICER On the basis of examination and/or investigation, in my opinion, death occurred at the time, date, and place, and due to the cause(s) as stated. <input type="checkbox"/> CORONER On the basis of examination and/or investigation, in my opinion, death occurred at the time, date, and place, and due to the cause(s) and manner as stated.				29b. MEDICAL LICENSE NO. 01045412				29c. DATE SIGNED (Month, Day, Year) 8/10/04	
30. NAME AND ADDRESS OF PERSON WHO COMPLETED CAUSE OF DEATH ITEM 20 (Type/Print) Colin Chang M.D. 719 S. Rogers St., Bloomington, IN 47403									
31. HEALTH OFFICER'S SIGNATURE <i>Thomas W. Shapiro</i>									
32. DATE FILED (Month, Day, Year) AUG 13 2004									
33. MANNER OF DEATH <input checked="" type="checkbox"/> Natural <input type="checkbox"/> Pending Investigation <input type="checkbox"/> Accident <input type="checkbox"/> Suicide <input type="checkbox"/> Homicide <input type="checkbox"/> Could not be Determined				34a. DATE OF INJURY (Month, Day, Year)		34b. TIME OF INJURY		34c. INJURY AT WORK? (Yes or no)	
34d. PLACE OF INJURY—At home, farm, street, factory, office building, etc. (Specify)				34e. LOCATION (Street and Number or Rural Route Number, City or Town, State)					
34f. DATE PROHOUNCED DEAD (Month, Day, Year)				34g. MOTOR VEHICLE ACCIDENT? (Yes or no) If yes, specify driver, passenger, pedestrian, etc.					

THIS IS AN EXACT COPY OF THE CERTIFICATE OF DEATH AS IT HAS BEEN FILED AND IS ON RECORD IN THE OFFICE OF THE MONROE COUNTY HEALTH DEPARTMENT. THIS IS NOT TO BE CONSIDERED A VALID CERTIFIED COPY UNLESS SEALED WITH THE OFFICIAL RAISED SEAL OF THE HEALTH DEPARTMENT AND STAMPED WITH THE HEALTH OFFICER'S SIGNATURE.

AUG 13 2004

DATE:

NOT VALID UNLESS SEALED AND STAMPED WITH THE HEALTH OFFICER'S SIGNATURE.



INDIANA STATE DEPARTMENT OF HEALTH CERTIFICATE OF DEATH

867235

Doc 3

Local No 000092

EDR No 00000242487

State No 005120

1. Decedent's Legal Name (First, Middle, Last) SONDLEY A LITRELL				1a. Maiden Name (If female)		2. Sex MALE		3. Time Of Death 18:12		4. Date Of Death (Month/Day/Year) 01/30/2012	
5. Social Security Number 312-20-7791		6a. Age - Yrs 85		6b. Under 1 Year Months		6c. Under 1 Month Days		6d. Under 1 Day Hours		6e. Under 1 Hour Minutes	
7. Date of Birth (Month/Day/Year) 02/07/1926		8. Birthplace (City and State or Foreign Country) MADISON, IN									
9. Ever In U.S. Armed Forces? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Unknown		10. If Death Occurred In A Hospital: <input checked="" type="checkbox"/> Inpatient <input type="checkbox"/> Emergency Department Outpatient <input type="checkbox"/> Dead on Arrival				10a. If Death Occurred Somewhere Other Than A Hospital <input type="checkbox"/> Hospice Facility <input type="checkbox"/> Decedent's Home <input type="checkbox"/> Nursing Home/Long-term Care Facility <input type="checkbox"/> Other (Specify)					
11. Facility Name (If Not Institution, Give Street and Number) IU HEALTH BLOOMINGTON HOSPITAL											
12. City Or Town, State, And Zip Code BLOOMINGTON, IN, 47403						13. County Of Death MONROE			14. Marital Status At Time Of Death <input type="checkbox"/> Married <input type="checkbox"/> Married, But Separated <input type="checkbox"/> Divorced <input checked="" type="checkbox"/> Widowed <input type="checkbox"/> Never Married <input type="checkbox"/> Unknown		
15. Surviving Spouse's Name				16a. (If Wife) Give Maiden Last Name				16. Decedent's Usual Occupation SALES		17. Kind Of Business/Industry INSURANCE	
18. Residence - State INDIANA			18a. County MONROE			18b. City Or Town BLOOMINGTON					
18c. Street And Number 105 SOUTH FESS AVENUE						18d. Apt. No.		18e. Zip Code 47401		18f. Inside City Limits? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
19. Decedent's Education HIGH SCHOOL GRADUATE OR GED COMPLETED			20. Decedent Of Hispanic Origin NOT HISPANIC			21. Decedent's Race White					
22. Father's Name (First, Middle, Last) NICHOLAS FRANK LITRELL				23. Mother's Name (First, Middle, Last) ALICE OPAL LITRELL				23a. Mother's Maiden Last Name STAPLES			
24. Informant's Name LISA LITRELL HOGAN			24a. Relationship To Decedent DAUGHTER			24b. Mailing Address (Street And Number, City, State, Zip Code) 5135 BRITTEN LANE, ELLICOTT CITY, MD 21043					
25. Place Of Disposition											
25a. Method Of Disposition <input checked="" type="checkbox"/> Burial <input type="checkbox"/> Cremation <input type="checkbox"/> Donation <input type="checkbox"/> Entombment <input type="checkbox"/> Removal From State <input type="checkbox"/> Other (Specify):			25b. Place Of Disposition (Name Of Cemetery, Crematory, Other Place) CLEAR CREEK CEMETERY				25c. Location - City, Town, And State BLOOMINGTON, IN				
26. Was Coroner Contacted? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		27. Name And Complete Address Of Funeral Facility ALLEN FUNERAL HOME, INC, 4155 S. OLD STATE ROAD 37, BLOOMINGTON, IN 47401						27a. Funeral Home License Number: FH10800010			
27b. Signature Of Indiana Funeral Service Licensee: DAVID R. SHIRLEY, BY ELECTRONIC SIGNATURE						27c. License Number (Of Licensee): FD01023534					
Cause Of Death (See Instructions And Examples)											
28. Part I. Enter The Chain Of Events - Diseases, Injuries, Or Complications - That Directly Caused The Death. Do Not Enter Terminal Events Such As Cardiac Arrest, Respiratory Arrest, Or Ventricular Fibrillation Without Showing The Etiology. Do Not Abbreviate. Enter Only One Cause On A Line. Add Additional Lines If Necessary.											
Immediate Cause (Final Disease Or Condition Resulting In Death)						A. CONGESTIVE HEART FAILURE			Due to (Or As A Consequence Of): 1 WEEK		
Sequentially List Conditions, If Any, Leading To The Cause Listed On Line A. Enter The Underlying Cause (Disease Or Injury That Initiated The Events Resulting In Death) Last						B. CORONARY ARTERY DISEASE			Due to (Or As A Consequence Of): 20 YEARS		
						C.			Due to (Or As A Consequence Of):		
						D.					
Part II. Enter Other Significant Conditions Contributing To Death But Not Resulting In The Underlying Cause Given In Part I HYPERTENSION						29. Was An Autopsy Performed? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No					
30. Were Autopsy Finding Available To Complete The Cause Of Death? <input type="checkbox"/> Yes <input type="checkbox"/> No											
31. Did Tobacco Use Contribute To Death? <input type="checkbox"/> Yes <input type="checkbox"/> Probably <input checked="" type="checkbox"/> No <input type="checkbox"/> Unknown		32. If Female: <input type="checkbox"/> Not Pregnant Within Past Year <input type="checkbox"/> Pregnant At Time Of Death <input type="checkbox"/> Not Pregnant, But Pregnant Within 42 Days Of Death <input type="checkbox"/> Not Pregnant, Did Pregnant 43 Days To 1 Year Before Death <input type="checkbox"/> Unknown If Pregnant Within The Past Year		33. Manner Of Death: <input checked="" type="checkbox"/> Natural <input type="checkbox"/> Homicide <input type="checkbox"/> Accident <input type="checkbox"/> Pending Investigation <input type="checkbox"/> Suicide <input type="checkbox"/> Could Not Be Determined							
34. Date Of Injury (Month/Day/Year)		35. Time Of Injury		36. Place Of Injury (E.G., Decedent's Home, Construction Site, Restaurant, Wooded Area)				37. Injury At Work? <input type="checkbox"/> Yes <input type="checkbox"/> No			
38. Location Of Injury - State		38a. City Or Town		38b. Street & Number				38c. Apt. No.		38d. Zip Code	
39. Describe How Injury Occurred						40. If Transportation Injury, Specify: <input type="checkbox"/> Driver/Operator <input type="checkbox"/> Passenger <input type="checkbox"/> Pedestrian <input type="checkbox"/> Other (Specify)					
41. Signature, Of Person Certifying Cause Of Death: GREGORY SCOTT HEUMANN, BY ELECTRONIC SIGNATURE						42. Certifier (Check Only One) <input checked="" type="checkbox"/> Certifying Physician <input type="checkbox"/> Coroner <input type="checkbox"/> Health Officer					
43. Name, Address And Zip Code Of Person Certifying Cause Of Death: GREGORY SCOTT HEUMANN, 550 S LANDMARK AVE, BLOOMINGTON, IN 47403						44. License Number 01048795A		45. Date Certified 02/03/2012			
46. Additional Funeral Service Provider:						47. *Akas:					
48. Signature of Local Health Officer: THOMAS W. SHARP, VIA ELECTRONIC SIGNATURE						49. For Registrar Only - Date Filed (Month/Day/Year): FEB 07 2012					

AMENDMENT TO CERTIFICATE OF DEATH (ENTRY OR ORIGINAL)

CERTIFICATE OF DEATH

INDIANA STATE DEPARTMENT OF HEALTH CERTIFICATE OF DEATH

Local No **000198**

EDR No **000000563928**

State No **011258**

1. Decedent's Last Name (First, Middle, Last) LINDA SUE LITRELL				2b. Maiden Name (if female) LITRELL				2. Sex FEMALE		3. Time of Death 22:15		4. Date of Death (Month/Day/Year) 03/01/2017	
5. Social Security Number 308-64-2290		6a. Age - Yrs 62		6b. Under 1 Year Months 0		6c. Under 1 Month Days 0		6d. Under 1 Day Hours 0		6e. Under 1 Hour Minutes 0		7. Date of Birth (Month/Day/Year) 10/19/1954	
8. Ever in U.S. Armed Forces? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Unknown				9. If Death Occurred In A Hospital: <input checked="" type="checkbox"/> Inpatient <input type="checkbox"/> Emergency Department Outpatient <input type="checkbox"/> Dead on Arrival				10a. If Death Occurred Somewhere Other Than A Hospital: <input type="checkbox"/> Hospice Facility <input checked="" type="checkbox"/> Decedent's Home <input type="checkbox"/> Nursing Home/Long-term Care Facility <input type="checkbox"/> Other (Specify):					
11. Facility Name (If Not Institution, Give Street and Number) 3100 SOUTH WALNUT STREET PIKE										12. City or Town, State, and Zip Code BLOOMINGTON, IN 47401		13. County of Death MONROE	
14. Marital Status At Time of Death <input type="checkbox"/> Married <input type="checkbox"/> Married, But Separated <input checked="" type="checkbox"/> Divorced <input type="checkbox"/> Widowed <input type="checkbox"/> Never Married <input type="checkbox"/> Unknown				15. Decedent's Usual Occupation CERTIFIED NURSING ASSISTANT				17. Kind of Business/Industry GOLDEN LIVING CENTER					
15. Surviving Spouse's Name				15a. Last Name Before First Marriage				16. Decedent's Usual Occupation				17. Kind of Business/Industry	
16. Residence - State INDIANA				16a. County MONROE				16b. City or Town BLOOMINGTON				16c. Apt. No.	
16c. Street and Number 3100 SOUTH WALNUT STREET PIKE				16d. Apt. No.				16e. Zip Code 47401				16f. Inside City Limits? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
18. Decedent's Education HIGH SCHOOL GRADUATE OR GED COMPLETED				20. Decedent Of Hispanic Origin NOT HISPANIC				21. Decedent's Race White				23. Parent's Last Name Before First Marriage EMRICK	
22. Parent's Name (First, Middle, Last) SONDLEY A. LITRELL				23. Parent's Name (First, Middle, Last) DONNA J. LITRELL				23b. Parent's Last Name Before First Marriage				24. Mailing Address (Street and Number, City, State, Zip Code) 5302 WEST SYKES COURT BLOOMINGTON, IN 47404	
24. Informant's Name JAMES BRIDGEWATER				24a. Relationship To Decedent SON				24b. Mailing Address (Street and Number, City, State, Zip Code)				24c. Mailing Address (Street and Number, City, State, Zip Code)	
25a. Method of Disposition <input checked="" type="checkbox"/> Burial <input type="checkbox"/> Cremation <input type="checkbox"/> Donation <input type="checkbox"/> Entombment <input type="checkbox"/> Removal From State <input type="checkbox"/> Other (Specify):				25b. Place of Disposition (Name of Cemetery, Crematory, Other Place) SOUTH CENTRAL CREMATORY				25c. Location (City, Town, and State) NORTH VERNON, IN				27a. Funeral Home License Number FH11600006	
26. Was Coroner Contacted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No				27. Name and Complete Address of Funeral Facility THE FUNERAL CHAPEL, 3000 EAST THIRD STREET, BLOOMINGTON, IN 47401				27b. License Number (Of License) FD09100015				27c. License Number (Of License)	
28. Signature of Indiana Funeral Service Licensed DAVID MARTIN COLLIER, BY ELECTRONIC SIGNATURE												27c. License Number (Of License)	
28. Part I: Enter The Chain Of Events - Diseases, Injuries Or Complications - That Directly Caused The Death. Do Not Enter Terminal Events Such As Cardiac Arrest, Respiratory Arrest, Or Ventricular Fibrillation Without Showing The Etiology. Do Not Abbreviate. Enter Only One Cause On A Line. Add Additional Lines If Necessary. Immediate Cause (Final Disease Or Condition Resulting In Death) A. CARDIAC ARRHYTHMIA Sequentially List Conditions, If Any, Leading To The Cause Listed On Line A. Enter The Underlying Cause (Disease Or Injury That Initiated The Events Resulting In Death) Last. B. CIRRHOSIS, EMPHYSEMA, HEPATITIS													
29. Was An Autopsy Performed? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No													
30. Were Autopsy Findings Available To Complete The Cause Of Death? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No													
31. If Female: <input checked="" type="checkbox"/> Not Pregnant Within Past Year <input type="checkbox"/> Pregnant At Time of Death <input type="checkbox"/> Not Pregnant But Pregnant Within 42 Days of Death <input type="checkbox"/> Pregnant At Time of Death <input type="checkbox"/> Unknown <input type="checkbox"/> Not Pregnant Within Past Year <input type="checkbox"/> Pregnant At Time of Death <input type="checkbox"/> Not Pregnant But Pregnant Within 42 Days of Death <input type="checkbox"/> Pregnant At Time of Death <input type="checkbox"/> Unknown													
32. Date of Injury (Month/Day/Year)				35. Time of Injury				36. Place of Injury (E.G., Decedent's Home, Construction Site, Restaurant, Wooded Area)				37. Injury At Work? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
38. Location Of Injury - State				38a. City or Town				38b. Street & Number				38c. Apt. No.	
38d. Zip Code				38e. Street & Number				38f. Apt. No.				38g. Zip Code	
39. Describe How Injury Occurred													
40. If Transportation Injury, Specify: <input type="checkbox"/> Driver/Operator <input type="checkbox"/> Passenger <input type="checkbox"/> Pedestrian <input type="checkbox"/> Other (Specify):													
41. Signature of Person Certifying Cause of Death JOANI LEE SHIELDS, BY ELECTRONIC SIGNATURE													
42. Certifier (Check Only One) <input checked="" type="checkbox"/> Certifying Physician <input type="checkbox"/> Coroner <input type="checkbox"/> Health Officer													
43. Name, Address, and Zip Code Of Person Certifying Cause Of Death JOANI LEE SHIELDS, 301 N. COLLEGE AVENUE, BLOOMINGTON, IN 47404													
44. License Number													
45. Date Certified 03/02/2017													
46. Signature of Local Health Officer THOMAS W. SHARP, VIA ELECTRONIC SIGNATURE													
47. For Registrar Only - Date Filed (Month/Day/Year) MAR 07 2017													

WARNING:

State Form 43399 - ATTENTION: STATE - The Social Security # is being requested by this state agency in order to pursue responsibility. Disclosure is voluntary and there will be no penalty for refusal. ORIGINAL DOCUMENT HAS A MULTICOLORED BACKGROUND ON SPECIAL WHITE SECURITY PAPER AND THE GREAT SEAL OF THE STATE OF INDIANA ON BACK THAT CHANGES FROM ORANGE TO YELLOW WHEN RUBBED. ORIGINAL DOCUMENT HAS HIDDEN VOID ON FRONT THAT APPEARS WHEN PHOTO COPIED.



NOTICE OF ASSESSMENT OF LAND AND STRUCTURES

State Form 21366 (R16 / 12-17)

Prescribed by Department of Local Government Finance

Dec 5 - pg 1

FORM 11

This notice indicates the assessed value of your property. Information on the valuation of your property and a copy of the property record card can be obtained from the Assessing Official at the telephone number and address below.

Notice to the Taxpayer of the opportunity to appeal (IC 6-1.1-15-1.1, 1.2):

If the taxpayer does not agree with the action of the Assessing Official giving this notice, an appeal can be initiated to challenge the action if the taxpayer files a "Form 130-Taxpayer's Notice to Initiate an Appeal" with the Township Assessor (if any) or the County Assessor not later than forty-five (45) days after the date of this notice of assessment. This form is available from the Assessing Official or at <https://forms.in.gov/Download.aspx?Id=6979>. An Assessing Official who receives a Form 130 must schedule a preliminary informal meeting with the taxpayer in order to resolve the appeal. The Assessing Official and taxpayer must exchange the information each party is relying on at time of the preliminary informal meeting to support the party's respective position on each disputed issue concerning the appeal.

NOTE: Failure to file a timely Form 130 can be grounds for dismissal of this appeal.

Name and address of property owner Littrell, Sondley A & Donna Jean Trust JEAN TRUST 5135 Britten Ln ELLCOTT CITY, MD 21043-7046	Legal description EDGEMONT PARK LOT 23 & N1/2 LOT 24
	Parcel or Identification number 53-08-04-403-012.000-009 015-64070-00
	Property address 1105 S Fess AVE Bloomington, IN 47401-5980

PREVIOUS ASSESSMENT		NEW ASSESSMENT EFFECTIVE JANUARY 1, 2018	
LAND	82,800	LAND	82,800
STRUCTURES	69,600	STRUCTURES	76,900
TOTAL	152,400	TOTAL	159,700

DEADLINE FOR FILING AN APPEAL ON YOUR 2018 PAY 2019 ASSESSMENT IS MAY 15th, 2018

Reason for revision of assessment:

ANNUAL ADJUSTMENT

THIS IS NOT A BILL

- THIS FORM SERVES AS THE NOTICE OF ASSESSMENT FOR 2018 PAY 2019 TAXES
- THE VALUE OF THIS FORM SHOULD REFLECT THE MARKET VALUE IN USE OF THIS PROPERTY
- YOU MAY ONLY APPEAL YOUR TOTAL ASSESSED VALUE
- YOU MAY NOT APPEAL THE LAND OR STRUCTURES INDIVIDUALLY
- YOU MAY NOT APPEAL YOUR TAX DOLLARS

If the change in assessment is due to a new home, a taxpayer should be aware that there are many property tax benefits or deductions available. Please see INDIANA PROPERTY TAX BENEFITS (State Form 51781) available on the DLGF website, www.IN.gov/dlgr. If the real property is reassessed because it has been rehabilitated, a taxpayer may be eligible for rehabilitation deductions – see Form 322A or Form 322/RE. If the non-residential real property is reassessed because it has been rehabilitated, a taxpayer may be eligible for rehabilitation deductions – see Form 322A. Other non-residential construction may be eligible for deductions – see Forms 322/RE and Form 322/VBD

County Monroe	Township PERRY TOWNSHIP	Date of notice 3/31/2018
Assessing Official Judith A. Sharp County Assessor	Telephone number (812)349-2502	
Address Courthouse 100 W Kirkwood Ave, Rm 104 Bloomington, IN 47404		

**NOTICE OF ASSESSMENT OF LAND AND STRUCTURES**

State Form 21366 (R13 / 10-13)

Prescribed by Department of Local Government Finance

Doc 5-192

FORM 11

This notice indicates the assessed value of your property. Information on the valuation of your property and a copy of the property record card can be obtained from the Assessing Official at the telephone number and address below:

Notice to the taxpayer of the opportunity to appeal (IC 6-1.1-15-1):

If the taxpayer does not agree with the action of the Assessing Official giving this notice, an appeal can be initiated to challenge that action if the taxpayer files a notice for review in writing with the Township Assessor (if any) or the County Assessor not later than forty-five (45) days after the date of this notice of assessment. The written notice for review should include the name of the taxpayer, the address of the property, the key number or the parcel number of the property, the address of the taxpayer (if different from the property address), and the telephone number of the taxpayer. An Assessing Official who receives a notice for review must attempt to hold a preliminary informal meeting with the taxpayer to resolve as many issues as possible. The taxpayer may use a Form 130-Short to file this appeal. This form is available from the Assessing Official or at <https://forms.in.gov/Download.aspx?id=6979>. An appeal of this assessed value requires evidence relevant to the value of the taxpayer's property as of the assessment date.

Name and address of property owner Littrell, Sondley A & Donna Jean Trust JEAN TRUST 5135 Britten Ln ELLICOTT CITY, MD 21043-7046	Legal description EDGEMONT PARK LOT 23 & N1/2 LOT 24
	Parcel or Identification number 53-08-04-403-012.000-009 015-64070-00
	Property address 1105 S Fess AVE Bloomington, IN 47401-5980

PREVIOUS ASSESSMENT		NEW ASSESSMENT EFFECTIVE JANUARY 1, 2017	
LAND	82,800	LAND	82,800
STRUCTURES	63,700	STRUCTURES	69,600
TOTAL	146,500	TOTAL	152,400

Reason for revision of assessment:

ANNUAL ADJUSTMENT**THIS IS NOT A BILL**

- * THIS FORM 11 SERVES AS THE NOTICE OF ASSESSMENT FOR 2017 PAY 2018 TAXES
- * THE VALUE ON THIS FORM 11 SHOULD REFLECT THE MARKET VALUE IN USE OF THIS PROPERTY
- * YOU MAY ONLY APPEAL YOUR TOTAL VALUE
- * YOU MAY NOT APPEAL THE LAND OR STRUCTURES INDIVIDUALLY
- * YOU MAY NOT APPEAL YOUR TAX DOLLARS

Deadline for filing an appeal on your 2017 assessment is May 23, 2017

County Monroe	Township PERRY TOWNSHIP	Date of notice 4/7/2017
Assessing Official Judith A. Sharp County Assessor	Telephone number (812)349-2502	
Address Courthouse 100 W Kirkwood Ave, Rm 104 Bloomington, IN 47404		

**NOTICE OF ASSESSMENT OF LAND AND STRUCTURES**

State Form 21366 (R13 / 10-13)

Prescribed by Department of Local Government Finance

Doc 5 pg 3

FORM 11

This notice indicates the assessed value of your property. Information on the valuation of your property and a copy of the property record card can be obtained from the Assessing Official at the telephone number and address below.

Notice to the taxpayer of the opportunity to appeal (IC 6-1.1-15-1):

If the taxpayer does not agree with the action of the Assessing Official giving this notice, an appeal can be initiated to challenge that action if the taxpayer files a notice for review in writing with the Township Assessor (if any) or the County Assessor not later than forty-five (45) days after the date of this notice of assessment. The written notice for review should include the name of the taxpayer, the address of the property, the key number or the parcel number of the property, the address of the taxpayer (if different from the property address), and the telephone number of the taxpayer. An Assessing Official who receives a notice for review must attempt to hold a preliminary informal meeting with the taxpayer to resolve as many issues as possible. The taxpayer may use a Form 130-Short to file this appeal. This form is available from the Assessing Official or at <https://forms.in.gov/Download.aspx?id=6979>. An appeal of this assessed value requires evidence relevant to the value of the taxpayer's property as of the assessment date.

Name and address of property owner Littrell, Sondley A & Donna Jean Trust JEAN TRUST 5135 Britten Ln ELLICOTT CITY MD 21043-7046	Legal description EDGEMONT PARK LOT 23 & N1/2 LOT 24
	Parcel or Identification number 53-08-04-403-012.000-009 015-64070-00
	Property address 1105 S Fess AVE Bloomington IN 47401-5980

PREVIOUS ASSESSMENT		NEW ASSESSMENT EFFECTIVE JANUARY 1, 2016	
LAND	82800	LAND	82800
STRUCTURES	60900	STRUCTURES	63700
TOTAL	143700	TOTAL	146500

Reason for revision of assessment:

ANNUAL ADJUSTMENTTHIS IS NOT A BILL

- * THIS FORM 11 SERVES AS THE NOTICE OF ASSESSMENT FOR 2016 PAY 2017 TAXES
- * THE VALUE ON THIS FORM 11 SHOULD REFLECT THE MARKET VALUE IN USE OF THIS PROPERTY
- * YOU MAY ONLY APPEAL YOUR TOTAL VALUE
- * YOU MAY NOT APPEAL THE LAND OR STRUCTURES INDIVIDUALLY
- * YOU MAY NOT APPEAL YOUR TAX DOLLARS

DEADLINE FOR FILING AN APPEAL ON YOUR 2016 ASSESSMENT IS JUNE 24, 2016

County Monroe	Township PERRY TOWNSHIP	Date of notice 5/10/2016
Assessing Official Judith A. Sharp County Assessor	Telephone number (812)349-2502	
Address Courthouse 100 W Kirkwood Ave, Rm 104 Bloomington IN 47404		

**NOTICE OF ASSESSMENT OF LAND AND IMPROVEMENTS**

State Form 21368 (R13 / 10-13)

Prescribed by Department of Local Government Finance

Doc 5 pg 4

FORM 11

This notice indicates the assessed value of your property. Information on the valuation of your property and a copy of the property record card can be obtained from the Assessing Official at the telephone number and address below.

Notice to the taxpayer of the opportunity to appeal (IC 6-1.1-15-1):

If the taxpayer does not agree with the action of the Assessing Official giving this notice, an appeal can be initiated to challenge that action if the taxpayer files a notice for review in writing with the Township Assessor (if any) or the County Assessor not later than forty-five (45) days after the date of this notice of assessment. The written notice for review should include the name of the taxpayer, the address of the property, the key number or the parcel number of the property, the address of the taxpayer (if different from the property address), and the telephone number of the taxpayer. An Assessing Official who receives a notice for review must attempt to hold a preliminary informal meeting with the taxpayer to resolve as many issues as possible. The taxpayer may use a Form 130-Short to file this appeal. This form is available from the Assessing Official or at <https://forms.in.gov/Download.aspx?id=6979>. An appeal of this assessed value requires evidence relevant to the value of the taxpayer's property as of the assessment date.

Name and address of property owner Littrell, Sondley A & Donna Jean Trust JEAN TRUST 5135 Britten Ln ELLICOTT CITY MD 21043-7046	Legal description EDGEMONT PARK LOT 23 & N1/2 LOT 24
	Parcel or identification number 53-08-04-403-012.000-009 015-64070-00
	Property address 1105 S Fess AVE Bloomington IN 47401-5980

PREVIOUS ASSESSMENT		NEW ASSESSMENT EFFECTIVE MARCH 1, 2015	
LAND	82800	LAND	82800
STRUCTURES	57400	STRUCTURES	60900
TOTAL	140200	TOTAL	143700

Reason for revision of assessment:

ANNUAL ADJUSTMENT**THIS IS NOT A BILL**

- * THIS FORM 11 SERVES AS THE NOTICE OF ASSESSMENT FOR 2015 PAY 2016 TAXES
- * THE VALUE ON THIS FORM 11 SHOULD REFLECT THE MARKET VALUE IN USE OF THIS PROPERTY
- * YOU MAY ONLY APPEAL YOUR TOTAL VALUE
- * YOU MAY NOT APPEAL THE LAND OR STRUCTURES INDIVIDUALLY
- * YOU MAY NOT APPEAL YOUR TAX DOLLARS

DEADLINE FOR FILING AN APPEAL ON YOUR 2015 ASSESSMENT IS JULY 31, 2015

County Monroe	Township PERRY TOWNSHIP	Date of notice 06/16/15
Assessing Official Judith A. Sharp County Assessor		Telephone number (812)349-2502
Address Courthouse 100 W Kirkwood Ave, Rm 104 Bloomington IN 47404		



JOINT REPORT BY TAXPAYER / ASSESSOR TO THE COUNTY BOARD OF APPEALS OF A PRELIMINARY INFORMAL MEETING

State Form 53626 (5-08)

Prescribed by the Department of Local Government Finance

FORM 134

Doc 5 Pg 5

FOR OFFICE USE ONLY

Date received by County Board of Appeals
(month, day, year) 7/21/14

Date received by County Auditor
(month, day, year)

INSTRUCTIONS:

Appeal Number: 53-009-14-0-5-00159

1. This form must be completed and signed by both the taxpayer and the assessing official. The assessing official must forward this form to the County Auditor and the Property Tax Assessment Board of Appeals no later than ten (10) days after the preliminary informal meeting between the taxpayer and the undersigned assessing official.
2. The County Board of Appeals maintains the original report with copies provided to the County Auditor, Assessor, and taxpayer.

TYPE OF ISSUE UNDER APPEAL

Assessment of (check if applicable): Deduction for (check if applicable):

- ☒ Real property
☐ Personal property

- ☐ Rehabilitated property (IC 6-1.1-12-25.5)
☐ Resource Recovery System (IC 6-1.1-12-28.5)
☐ Coal, hydroelectric, or geothermal (IC 6-1.1-12-35.5)

- ☐ ERA - Real property (IC 6-1.1-12.1-5)
☐ ERA - Vacant building (IC 6-1.1-12.1-5.3)
☐ ERA - Personal property (IC 6-1.1-12.1-5.4)

SECTION 1

PROPERTY & PETITIONER INFORMATION

Assessment date: March 1, 2014, payable in 2015	Parcel number 53-08-04-403-012.000-009	County Monroe	Township PERRY TOWNSHIP
Name of property owner Littrell, Sondley A & Donna Jean Trust		Telephone number	
Mailing address of property owner (number and street, city, state and ZIP code) 5135 Britten Ln, ELLICOTT CITY, MD 21043-7046			
Address of property under appeal, if different (number and street, city, state and ZIP code) 1105 S Fess AVE, Bloomington, IN 47401-5980			
Name of authorized representative (if different from taxpayer)		Telephone number	
Mailing address of authorized representative (number and street, city, state and ZIP code)			DLGF Taxing District number 53009

SECTION 2

RESULTS OF PRELIMINARY INFORMAL MEETING

Assessment date: March 1, 2014, payable in 2015	LAND		IMPROVEMENTS		PERSONAL PROPERTY / DEDUCTIONS
Current assessment / deduction of record	\$82,800		\$104,600		
Taxpayer believes assessment / deduction should be:	\$0		\$0		
Assessor believes assessment / deduction should be:	\$82,800		\$57,400		\$0
	Cap 1	\$82,800	Cap 1	\$57,400	
	Cap 2	\$0	Cap 2	\$0	
	Cap 2 - LTC	\$0	Cap 2 - LTC	\$0	
	Cap 2 - APT	\$0	Cap 2 - APT	\$0	
	Cap 2 - AG	\$0	Cap 2 - NH Res	\$0	
	Cap 2 - MH	\$0	Cap 3	\$0	
	Cap 2 - NH Res	\$0			
	Cap 3	\$0			

After the preliminary informal meeting, do the taxpayer and the assessor agree on the resolution of all issues?

☒ Yes ☐ No

If yes, explain the issues and changes made.

If both parties do not agree on all the issues, is there a partial agreement on some of the issues?

☐ Yes ☐ No

If yes, list the areas agreed and/or not agreed upon.

If both parties disagree on all of the issues, the taxpayer and the assessor should list the issues in their comments section.

**NOTICE OF ASSESSMENT OF LAND AND IMPROVEMENTS**

State Form 21366 (R13 / 10-13)

Prescribed by Department of Local Government Finance

Doc 5 - pg 6

FORM 11

This notice indicates the assessed value of your property. Information on the valuation of your property and a copy of the property record card can be obtained from the Assessing Official at the telephone number and address below.

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Name and address of property owner Littrell, Sondley A & Donna Jean Trust JEAN TRUST 5135 Britten Ln ELLICOTT CITY MD 21043-7046	Legal description EDGEMONT PARK LOT 23 & N1/2 LOT 24
	Parcel or Identification number 53-08-04-403-012,000-009 015-64070-00
	Property address 1105 S Fess AVE Bloomington IN 47401-5980

PREVIOUS ASSESSMENT		NEW ASSESSMENT EFFECTIVE MARCH 1, 2014	
LAND	54500	LAND	82800
IMPROVEMENTS*	131100	IMPROVEMENTS*	104600
TOTAL	185600	TOTAL	187400

*The term "Improvements" includes, but is not limited to, buildings, structures, fixtures, and appurtenances. It represents a value added to the value of the land to equal the property's total market value-in-use. It should not be confused with improvements resulting from routine maintenance to the property, such as painting a house.

Reason for revision of assessment:

ANNUAL ADJUSTMENT**THIS IS NOT A BILL**

- * THIS FORM 11 SERVES AS THE NOTICE OF ASSESSMENT FOR 2014 PAY 2015 TAXES
- * THE VALUE ON THIS FORM 11 SHOULD REFLECT THE MARKET VALUE IN USE OF THIS PROPERTY
- * YOU MAY ONLY APPEAL YOUR TOTAL VALUE
- * YOU MAY NOT APPEAL THE LAND OR STRUCTURES INDIVIDUALLY
- * YOU MAY NOT APPEAL YOUR TAX DOLLARS
- * DEADLINE FOR FILING AN APPEAL ON YOUR 2014 ASSESSMENT IS JULY 18, 2014

If the change in assessment is due to a new home, a taxpayer should be aware that there are many property tax benefits or deductions available. Please see INDIANA PROPERTY TAX BENEFITS (State Form 51781) available on the DLGF website, www.in.gov/dlgef. If the real property is reassessed because it has been rehabilitated, a taxpayer may be eligible for rehabilitation deductions - see Form 322A or Form 322/RE. If the non-residential real property is reassessed because it has been rehabilitated, a taxpayer may be eligible for rehabilitation deductions - see Form 322A. Other non-residential construction may be eligible for deductions - see Forms 322/RE & Form 322/VBD.

County Monroe	Township PERRY TOWNSHIP	Date of notice 06/03/14
Assessing Official Judith A. Sharp County Assessor	Telephone number (812)349-2502	
Address Courthouse 100 W Kirkwood Ave, Rm 104 Bloomington IN 47404		

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SPECIAL MESSAGE TO PROPERTY OWNER

Property taxes are constitutionally capped at 1% of property values for homesteads (owner-occupied), 2% for other residential property and farmland, and 3% for all other property.

TAXPAYER AND PROPERTY INFORMATION

<u>Taxpayer Name</u>	<u>Property Address</u>	<u>Date of Notice</u>	<u>Parcel Number</u>	<u>Taxing District</u>
Littrell, Sondley A & Donna Jean Trust	1105 S Fess Ave Bloomington IN 47401-5980	03/25/2014	53-08-04-403-012.000-009	009-PERRY CITY
<u>Legal Description</u>		Edgemont Park Lot 23 & N1/2 Lot 24		

Spring installment due on or before 05/12/2014 and Fall installment due on or before 11/10/2014.

TABLE 1: SUMMARY OF YOUR TAXES

ASSESSED VALUE AND TAX SUMMARY	2013	2014
1a. Gross assessed value of homestead property (capped at 1%)	\$ 186,300	\$ 185,600
1b. Gross assessed value of other residential property and farmland (capped at 2%)	\$ 0	\$ 0
1c. Gross assessed value of all other property, including personal property (capped at 3%)	\$ 0	\$ 0
2. Equals total gross assessed value of property	\$ 186,300	\$ 185,600
2a. Minus deductions (see Table 5 below)	\$ (94,455)	\$ (94,210)
3. Equals subtotal of net assessed value of property	\$ 91,845	\$ 91,390
3a. Multiplied by your local tax rate	2.0196	2.0754
4. Equals gross tax liability (see Table 3 below)	\$ 1,854.90	\$ 1,896.70
4a. Minus local property tax credits	\$ (67.02)	\$ (69.50)
4b. Minus savings due to property tax cap (see Table 2 and footnotes below)	\$ 0.00	\$ 0.00
4c. Minus savings due to 65 years & older cap	\$ 0.00	\$ 0.00
5. Total property tax liability (See remittance coupon for total amount due)	\$ 1,787.88	\$ 1,827.20

Please see Table 4 for a summary of other charges to this property.

TABLE 2: PROPERTY TAX CAP INFORMATION

Property tax cap (1%, 2%, or 3%, depending upon combination of property types) ¹	\$ 1,863.00	\$ 1,856.00
Adjustment to cap due to voter-approved projects and charges ²	\$ 113.22	\$ 110.30
Maximum tax that may be imposed under cap	\$ 1,976.22	\$ 1,966.30

TABLE 3: GROSS PROPERTY TAX DISTRIBUTION AMOUNTS APPLICABLE TO THIS PROPERTY

TAXING AUTHORITY	TAX RATE 2013	TAX RATE 2014	TAX AMOUNT 2013	TAX AMOUNT 2014	TAX DIFFERENCE 2013-2014	PERCENT DIFFERENCE
COUNTY	0.3404	0.3773	\$312.65	\$344.81	\$32.16	10.29 %
TOWNSHIP	0.0230	0.0230	\$21.12	\$21.02	\$(0.10)	(0.47)%
SCHOOL DISTRICT	0.6801	0.6650	\$624.64	\$607.74	\$(16.90)	(2.71)%
CITY	0.8241	0.8571	\$756.89	\$783.30	\$26.41	3.49 %
LIBRARY	0.0911	0.0926	\$83.67	\$84.63	\$0.96	1.15 %
TAX INCREMENT	0.0000	0.0000	\$0.00	\$0.00	\$0.00	0.00 %
SPECIAL DISTRICT	0.0609	0.0604	\$55.93	\$55.20	\$(0.73)	(1.31)%
TOTAL	2.0196	2.0754	\$1,854.90	\$1,896.70	\$41.80	2.25 %

TABLE 4: OTHER CHARGES/ADJUSTMENTS TO THIS PROPERTY

TABLE 5: DEDUCTIONS APPLICABLE TO THIS PROPERTY

LEVYING AUTHORITY	2013	2014	% Change	TYPE OF DEDUCTION	2013	2014
				Homestead/Standard	\$45,000	\$45,000
				Supplemental Standard	\$49,455	\$49,210
				Mortgage		
				Blind/Disabled		
				Geothermal		
				Over 65		
				Veterans		
				Abatement		
				Enterprise Zone		
				Investment		
				Other		
TOTAL ADJUSTMENTS	\$0.00	\$0.00	0.0 %	TOTAL DEDUCTIONS	\$94,455	\$94,210

1. The property tax cap is calculated separately for each class of property owned by the taxpayer. It is possible, therefore, that you may receive credit for the tax cap on line 4b even if your net property tax bill is lower than this amount.

2. Charges not subject to the property tax cap include property tax levies approved by voters through a referendum, as well as any relief provided by the State of Indiana Distressed Unit Appeals Board (for 2011 only). In Lake County and St. Joseph County, this line also reflects debt obligations incurred prior to the creating of the property tax caps. When added to the base property tax cap amount for your property, this creates the effective tax cap rate. For more information, see the back of this document.

3. If any circumstances have changed that would make you ineligible for a deduction that you have been granted in Table 5 on this tax bill, you must notify the county auditor. If such a change in circumstances has occurred and you have not notified the county auditor, the deduction will be disallowed and you will be liable for taxes and penalties on the amount deducted.

SPECIAL MESSAGE TO PROPERTY OWNER

Property taxes are constitutionally capped at 1% of property values for homesteads (owner-occupied), 2% for other residential property and farmland, and 3% for all other property.
Don't lose your homestead benefits - last chance to submit the pink form!
 For more information on local spending, visit <http://gateway.ifonline.org>.

TAXPAYER AND PROPERTY INFORMATION

Taxpayer Name	Property Address	Date of Notice	Parcel Number	Taxing District
Littrell, Sondley A & Donna	1105 S Fess Ave Bloomington IN 47401	11/09/2012	53-08-04-403-060.000-009	PERRY CITY
		Legal Description		
		015-64080-00 EDGEMONT PARK N1/2 LOT 24		

TABLE 1: SUMMARY OF YOUR TAXES

ASSESSED VALUE AND TAX SUMMARY	2011	2012
1a. Gross assessed value of homestead property (capped at 1%)	\$ 0	\$ 0
1b. Gross assessed value of other residential property and farmland (capped at 2%)	\$ 0	\$ 0
1c. Gross assessed value of all other property, including personal property (capped at 3%)	\$ 21,100	\$ 21,100
2. Equals total gross assessed value of property	\$ 21,100	\$ 21,100
2a. Minus deductions (see table 5 below)	\$ 0	\$ 0
3. Equals subtotal of net assessed value of property	\$ 21,100	\$ 21,100
3a. Multiplied by your local tax rate	1.9474	1.9390
4. Equals gross tax liability (see table 3 below)	\$ 410.90	\$ 409.12
4a. Minus local property tax credits	\$ 0.00	\$ 0.00
4b. Minus savings due to property tax cap (see Table 2 and footnotes below)	\$ 0.00	\$ 0.00
4c. Minus savings due to 65 years & older cap	\$ 0.00	\$ 0.00
5. Total property tax liability (See remittance coupon for total amount due)	\$ 410.90	\$ 409.12

Please see Table 4 for a summary of other charges to this property.

TABLE 2: PROPERTY TAX CAP INFORMATION

Property tax cap (1%, 2%, or 3%, depending upon combination of property types) ²	\$ 633.00	\$ 633.00
Adjustment to cap due to voter-approved projects and charges ³	\$ 29.36	\$ 28.08
Maximum tax that may be imposed under cap	\$ 662.36	\$ 661.08

TABLE 3: GROSS PROPERTY TAX DISTRIBUTION AMOUNTS APPLICABLE TO THIS PROPERTY

TAXING AUTHORITY	TAX RATE 2011	TAX RATE 2012	TAX AMOUNT 2011	TAX AMOUNT 2012	TAX DIFFERENCE 2011-2012	PERCENT DIFFERENCE
COUNTY	0.3361	0.3598	\$70.91	\$75.91	\$5.00	7.05%
TOWNSHIP	0.0219	0.0219	\$4.62	\$4.63	\$0.01	0.22%
SCHOOL DISTRICT	0.6787	0.6625	\$143.21	\$139.78	\$(3.43)	-2.40%
CITY	0.7694	0.7800	\$162.34	\$164.58	\$2.24	1.38%
LIBRARY	0.1097	0.0826	\$23.15	\$17.43	\$(5.72)	-24.71%
TAX INCREMENT	0.0000	0.0000	\$0.00	\$0.00	\$0.00	
SPECIAL DISTRICT	0.0316	0.0322	\$6.67	\$6.79	\$0.12	1.80%
TOTAL	1.9474	1.9390	\$410.90	\$409.12	\$(1.78)	-0.43%

TABLE 4: OTHER CHARGES TO THIS PROPERTY

LEVYING AUTHORITY	2011	2012	% Change	TABLE 5: DEDUCTIONS APPLICABLE TO THIS PROPERTY	2011	2012
				TYPE OF DEDUCTION		
				Homestead/Standard		
				Supplemental Standard		
				Mortgage		
				Blind/Disabled		
				Geothermal		
				Over 65		
				Veterans		
				Abatement		
				Enterprise Zone		
				Investment		
				Other		
TOTAL OTHER CHARGES	\$0.00	\$0.00	0.0 %	TOTAL DEDUCTIONS	0	0

ADJUSTED
TAX BILL

- The pink homestead verification form must be completed at least once by January 1, 2013 in order to continue receiving homestead benefits. If you did not receive a copy of the form with this statement, it is possible you already verified your eligibility. For more information or to obtain a copy of the form, contact your county auditor.
- The property tax cap is calculated separately for each class of property owned by the taxpayer. It is possible, therefore, that you may receive credit for the tax cap on line 4c even if your net property tax bill is lower than this amount.
- Charges not subject to the property tax cap include property tax levies approved by voters through referendum, as well as any relief provided by the State of Indiana Distressed Unit Appeals Board (for 2011 only). In Lake County and St. Joseph County, this line also reflects debt obligations incurred prior to the creating of the property tax caps. When added to the base property tax cap amount for your property, this creates the effective tax cap rate. For more information, see the back of this document.
- If any circumstances have changed that would make you ineligible for a deduction that you have been allowed in Table 5 on this tax bill, you must notify the county auditor. If such a change in circumstances has occurred and you have not notified the county auditor, the deduction will be disallowed and you will be liable for taxes and penalties on the amount deducted.

For more information on local spending, visit <http://gateway.ifionline.org>.

1. The pink homestead verification form must be completed at least once by January 1, 2013 in order to continue receiving homestead benefits. If you did not receive a copy of the form with this statement, it is possible you already verified your eligibility. For more information or to obtain a copy of the form, contact your county auditor.

2. The property cap amount is the amount of the property tax cap for each class of property owned by the taxpayer. It is possible, therefore, that you may receive credit for the tax cap on line 4c even if your net property tax bill is lower than this amount.

3. Charges not subject to the property tax cap include property taxes approved by voters through referendum, as well as any relief provided by the State of Indiana Division of Unit Appeals Board (for 2011 only). In Lake County and St. Joseph County, this line also reflects debt obligations incurred prior to the creating of the property tax caps. When added to the base property tax cap amount for your property, this creates the effective tax cap rate. For more information, see the back of this document.

4. If any circumstances have changed that would make you ineligible for a deduction that you have been allowed in Table 5 on this tax bill, you must notify the county auditor. If such a change in circumstances has occurred and you have not notified the county auditor, the deduction will be disallowed and you will be liable for taxes and penalties on the amount deducted.

Your property taxes are capped at 1.5% of property value for homes, 2.5% for other residential property and farmground, and 3.5% for all other property. In 2010, these caps will be fully phased in at 1%, 2%, 3%. State relief is given in the form of a credit (line 4a) for 2007-2008, and a reduced tax rate (line 3a and table 3) and supplemental deduction (line 2b) in 2009.

Taxpayer Name Littrell, Sondley A & Donna
Property Address 1105 S Fess Ave
Bloomington IN 47401
Date of Notice 05/28/2009
Parcel Number 53-08-04-403-060.000-009
Taxing District PERRY CITY
EDGEWOOD PARK/240T #24

TAX SUMMARY ITEM	2007	2008	2009
1. Gross assessed value of property			
1a. Gross assessed value of land	\$ 18,400	\$ 21,100	\$ 21,100
1b. Gross assessed value of improvements	\$ 0	\$ 0	\$ 0
2. Equals total gross assessed value of property	\$ 18,400	\$ 21,100	\$ 21,100
2a. Minus deductions (see table 5 below)	\$ 0	\$ 0	\$ 0
2b. Minus new State supplemental deduction (see table 5 below)	\$ 0.00	\$ 0.00	\$ 0
3. Equals subtotal of net assessed value of property	\$ 18,400	\$ 21,100	\$ 21,100
3a. Multiplied by your local tax rate	2.2828	2.2946	1.7458
4. Equals gross tax liability (see table 3 below)	\$ 420.04	\$ 484.16	\$ 368.36
4a. Minus State property tax relief	\$ -101.18	\$ -105.40	\$ 0.00
4b. Minus Local tax relief	\$ 0.00	\$ 0.00	\$ 0.00
4c. Minus savings due to property tax cap (see Table 2 below)	\$ 0.00	\$ 0.00	\$ 0.00
4d. Minus savings due to 65 years & older cap	\$ 0.00	\$ 0.00	\$ 0.00
5. Total property tax liability	\$ 318.86	\$ 378.76	\$ 368.36

Please see Table 4 for a summary of other charges to this property.

Property tax cap (equal to 1.5%, 2.5%, or 3.5% of Line 2, depending upon property type)	\$ 0.00	\$ 0.00	\$ 527.50
Adjustment to cap due to voter-approved projects and charges	\$ 0.00	\$ 0.00	\$ 0.00
Maximum tax that may be imposed under cap	\$ 0.00	\$ 0.00	\$ 527.50

TAXING AUTHORITY	TAX 2007	TAX 2008	TAX 2009	TAX DIFFERENCE 2007-2008	PERCENT DIFFERENCE	TAX DIFFERENCE 2008-2009	PERCENT DIFFERENCE
STATE	\$0.00	\$0.00	\$0.00	\$0.00	----	\$0.00	----
COUNTY	\$69.76	\$83.79	\$75.88	\$14.03	20.11%	\$(7.91)	-9.44%
TOWNSHIP	\$4.89	\$5.65	\$4.49	\$0.76	15.54%	\$(1.16)	-20.53%
SCHOOL DISTRICT	\$188.36	\$219.10	\$103.58	\$30.74	16.32%	\$(115.52)	-52.72%
CITY	\$137.45	\$151.94	\$159.30	\$14.49	10.54%	\$7.36	4.84%
LIBRARY	\$16.45	\$19.86	\$20.32	\$3.41	20.73%	\$0.46	2.32%
TAX INCREMENT	\$0.00	\$0.00	\$0.00	\$0.00	----	\$0.00	----
SPECIAL DISTRICT	\$3.13	\$3.82	\$4.79	\$0.00	22.04%	\$0.97	25.39%
TOTAL	\$420.04	\$484.16	\$368.36	\$64.12	15.27%	\$(115.80)	-23.92%

The tax rate for each unit is equal to the gross property tax for that unit divided by the net assessed value for a given year.

LEVYING AUTHORITY	2007	2008	2009	TYPE OF DEDUCTION	2007	2008	2009
Sewer Lien				Homestead/Standard			
Weed Lien				Supplemental Standard			
Unsafe Building Lien				Mortgage			
Barrett Law				Blind/Disabled			
Ditch Assessment Bill				Geothermal			
Conservancy				Over 65			
Solid Waste				Veterans			
Storm Water				Abatement			
Other				Enterprise Zone			
Total				Investment			
				Other			
				Total Deductions			

1. Changes not subject to the property tax cap include property tax levies approved by voter referendum. In Lake County and St. Joseph County, this line also reflects debt obligations incurred prior to the creation of property tax caps. When added to the base property tax cap amount for your property, this creates the effective tax cap rate. For more information, see the back of this document.
2. If any circumstances have changed that would make you ineligible for a deduction that you have been allowed in the deductions block on this tax bill, you must notify the county auditor. If such a change in circumstances has occurred and you have not notified the county auditor, the deduction will be allowed and you will be liable for taxes and penalties on the amount deducted.

Your property taxes are capped at 1.5% of property value for homes, 2.5% for other residential property and farmground, and 3.5% for all other property. In 2010, these caps will be fully phased in at 1%, 2%, 3%. State relief is given in the form of a credit (line 4a) for 2007-2008, and a reduced tax rate (line 3a and table 3) and supplemental deduction (line 2b) in 2009.

Taxpayer Name Littrell, Sondley A & Donna
Property Address 1105 S Pess Ave
Bloomington IN 47401
Date of Notice 05/28/2009
Parcel Number 53-08-04-403-012-000-009
Taxing District PERRY CITY
EDGE MOUNT PARK Lot #23

TAX SUMMARY ITEM	2007	2008	2009
1. Gross assessed value of property			
1a. Gross assessed value of land	\$ 32,000	\$ 36,700	\$ 36,700
1b. Gross assessed value of improvements	\$ 117,700	\$ 113,000	\$ 117,400
2. Equals total gross assessed value of property	\$ 149,700	\$ 149,700	\$ 154,100
2a. Minus deductions (see table 5 below)	\$ 45,000	\$ 45,000	\$ 45,000
2b. Minus new State supplemental deduction (see table 5 below)	\$ 0.00	\$ 0.00	\$ 38,185
3. Equals subtotal of net assessed value of property	\$ 104,700	\$ 104,700	\$ 70,915
3a. Multiplied by your local tax rate	2.2828	2.2946	1.7458
4. Equals gross tax liability (see table 3 below)	\$ 2,390.10	\$ 2,402.44	\$ 1,238.04
4a. Minus State property tax relief	\$ -869.40	\$ -1,410.90	\$ -82.96
4b. Minus Local tax relief	\$ 0.00	\$ 0.00	\$ -59.88
4c. Minus savings due to property tax cap (see Table 2 below)	\$ 0.00	\$ 0.00	\$ 0.00
4d. Minus savings due to 65 years & older cap	\$ 0.00	\$ 0.00	\$ 0.00
5. Total property tax liability	\$ 1,520.70	\$ 991.54	\$ 1,095.20

Please see Table 4 for a summary of other charges to this property.

Property tax cap (equal to 1.5%, 2.5%, or 3.5% of Line 2, depending upon property type)	\$ 0.00	\$ 2,994.00	\$ 2,311.50
Adjustment to cap due to voter-approved projects and charges	\$ 0.00	\$ 129.38	\$ 0.00
Maximum tax that may be imposed under cap	\$ 0.00	\$ 3,123.38	\$ 2,311.50

TAXING AUTHORITY	TAX 2007	TAX 2008	TAX 2009	TAX DIFFERENCE 2007-2008	PERCENT DIFFERENCE	TAX DIFFERENCE 2008-2009	PERCENT DIFFERENCE
STATE	\$0.00	\$0.00	\$0.00	\$0.00	----	\$0.00	----
COUNTY	\$396.92	\$415.76	\$255.00	\$18.84	4.75%	\$(160.76)	-38.67%
TOWNSHIP	\$27.85	\$28.07	\$15.12	\$0.22	0.79%	\$(12.95)	-46.13%
SCHOOL DISTRICT	\$1,071.82	\$1,087.20	\$348.12	\$15.38	1.43%	\$(739.08)	-67.98%
CITY	\$782.11	\$753.94	\$535.41	\$(28.17)	-3.60%	\$(218.53)	-28.99%
LIBRARY	\$93.60	\$98.52	\$68.29	\$4.92	5.26%	\$(30.23)	-30.68%
TAX INCREMENT	\$0.00	\$0.00	\$0.00	\$0.00	----	\$0.00	----
SPECIAL DISTRICT	\$17.80	\$18.95	\$16.10	\$0.00	6.46%	\$(2.85)	-15.04%
TOTAL	\$2,390.10	\$2,402.44	\$1,238.04	\$12.34	0.52%	\$(1,164.40)	-48.47%

The tax rate for each unit is equal to the gross property tax for that unit divided by the net assessed value for a given year.

LEVYING AUTHORITY	2007	2008	2009	TYPE OF DEDUCTION	2007	2008	2009
Sewer Lien				Homestead/Standard	45,000	45,000	45,000
Weed Lien				Supplemental Standard	0	0	38,185
Unsafe Building Lien				Mortgage			
Barrett Law				Blind/Disabled			
Ditch Assessment Bill				Geothermal			
Conservancy				Over 65			
Solid Waste				Veterans			
Storm Water				Abatement			
Other				Enterprise Zone			
Total				Investment			
				Other			
				Total Deductions	45,000	45,000	83,185

- Charges not subject to the property tax cap include property tax levies approved by voter referendum. In Lake County and St. Joseph County, this line also reflects debt obligations incurred prior to the creation of property tax caps. When added to the base property tax cap amount for your property, this creates the effective tax cap rate. For more information, see the back of this document.
- If any circumstances have changed that would make you ineligible for a deduction that you have been allowed in the deductions block on this tax bill, you must notify the county auditor. If such a change in circumstances has occurred and you have not notified the county auditor, the deduction will be allowed and you will be liable for taxes and penalties on the amount deducted.



City of Bloomington
H.A.N.D.

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

Meeting Date: March 18, 2020

Petition Type: An extension of time to complete repairs

Petition Number: 20-TV-13

Address: 3211 E. Moores Pike

Petitioner: Harvey Allen

Inspector: Mosier/Wills

Staff Report: November 12, 2019 – Conducted Cycle Inspection
January 16, 2020 – Received BHQA Appeal
February 19, 2020 – Moved to March meeting, lack of quorum

The Petitioner is requesting an extension of time to complete the repairs due to the Petitioner losing their maintenance man. The Petitioner's hiring process is extensive and the petitioner is requesting a 4 month extension of time to complete the repairs.

Staff recommendation: Grant the request.

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

Compliance Deadline: March 31, 2020 – For life safety repairs
July 18, 2020 – For all other repairs

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
JAN 13 2020

BY:

Property Address: 3211 E. Moores Pike Bloomington IN. 47401

Petitioner's Name: HARVEY ALLEN

Address: 3211 E. Moores Pike

City: Bloomington State: IN. Zip Code: 47401

Phone Number: 812 335-0089 E-mail Address: harvey.allen@holidaytouch.com

Owner's Name: Holiday Retirement

Address: 631 W. Morse Blvd.

City: Winter Park State: Florida Zip Code: 32789

Phone Number: 800 322-0999 E-mail Address: _____

Occupants: 93

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: Extension of time to complete repairs

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-13

NM

~~NM~~, DW

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.

OUR MAINTENANCE MAN HAS QUIT SO WE HAVE NO ONE TO COMPLETE THE REPAIR LIST. WE ARE GETTING BIDS FROM LOCAL COMPANIES TO COMPLETE THE EXTERIOR REPAIRS AND WE ARE LOOKING TO HIRE A NEW MAINTENANCE MAN TO FINISH THE INTERIOR REPAIRS. OUR HIRING PROCESS IS LONG WITH MANY INTERVIEWS AND BACKGROUND CHECKS, IT COULD TAKE AWHILE TO FIND, HIRE AND TRAIN A NEW EMPLOYEE. CAN WE HAVE A 4 MONTH EXTENSION TO FINISH.

Signature (Required):

H.D. Allen

Name (Print):

HARVEY ALLEN

Date:

1/8/20

Important information regarding this application format:

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

Print Form



**City Of Bloomington
Housing and Neighborhood Development**

CYCLE INSPECTION REPORT

6115

Owner(s)

Snr 27 Redbud Hills Owner Llc
5885 Meadows Rd Ste 500
Lake Oswego, OR 97035

Agent

Redbud Hills
3211 E. Moores Pike
Bloomington, IN 47401

Prop. Location: 3211 E Moores PIKE

Number of Units/Structures: 112/1

Units/Bedrooms/Max # of Occupants: Bld 1: 48/Eff/3 49/1/3 15/2/3

Date Inspected: 11/12/2019

Primary Heat Source: Electric

Property Zoning: PUD

Number of Stories: 3

Inspector: Mosier/ Wills

Foundation Type: Slab

Attic Access: No

Accessory Structure: Garages

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

Minimum emergency egress requirements for the time of construction:

Openable area required: 5.7sq. ft.

Clear width required: 20"

Clear height required: 24"

Maximum Allowable Sill Height: 44" above finished floor

All units have the following egress openings (sliding windows):

Height: 44 inches

Width: 22 inches

Sill Height: 36 inches

Openable Area: 6.72 sq. ft.

Height: 56 inches

Width: 22 inches

Sill Height: 24 inches

Openable Area: 8.55 sq. ft.

Or a door to the exterior.

Note: Floor plans and room dimensions are in the file.

City Hall

Email: haud@bloomington.in.gov
Neighborhood Division (812) 349-3421

401 N Morton St

<https://bloomington.in.gov/haud>
Housing Division (812) 349-3401

Bloomington, IN 47404

Rental Inspection (812) 349-3420
Fax (812) 349-3582

INTERIORMain Level:Mechanical Room

No violations noted.

Unit 105Left Bedroom

✓ Properly repair the window to completely close and latch. BMC 16.04.060(b)

Living Room

✓ Replace the missing smoke detector. The missing smoke detector was hard wired and must be replaced with a hard wired model. IC 22-11-18-3.5

Kitchenette

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

Unit 104Left Bedroom, Bathroom

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

Unit 103Bedroom

✓ Properly repair the window to open and closet with east so that it functions as intended. BMC 16.04.060(b)

Unit 106, Unit 107, Unit 108

No violations noted.

Housekeeping Closet, Laundry Room

No violations noted.

Unit 109Living Room

✓ Replace broken outlet cover plate. (adjacent to hall closet) BMC 16.04.060(b)

Unit 102Living Room

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

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

Bathroom

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

Unit 110, Unit 111

No violations noted.

✓ MARK NOTES LIFE SAFETY
VIOLATIONS NORMAN MOSIER

Unit 101, Unit 112

This unit/room was not inspected at the time of this inspection, as it was vacant and being turned over. This unit/room must be inspected and brought into compliance with-in the same 60 day deadline as the remainder of this property, or prior to this unit being occupied. All work in this unit shall be completed in a workmanlike manner.

Unit 001**Kitchenette**

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

Office Area, Men's/ Women's Bathroom

No violations noted.

Activity Area

✓ Properly secure all outlets. (adjacent to sink) BMC 16.04.060(b)

Unit 002**Bedroom**

✓ Properly secure the loose electrical outlets. (under left window, and behind door) BMC 16.04.060(b)

Unit 113, Unit 115

No violations noted.

Unit 114**Living Room**

✓ Properly secure the loose electrical outlet. (adjacent to the rear entry door) BMC 16.04.060(b)

Bathroom

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

Bedroom

✓ Properly secure all outlet plates in this room. BMC 16.04.060(b)

Unit 133, Unit 132, Unit 130, Unit 129**Living Room**

Properly repair/ replace the storm door locking mechanism to function as intended. BMC 16.04.060(a)

Storage Closet, Laundry Room, Community Store

No violations noted.

Unit 131**Bathroom**

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

Unit 128**Right Bedroom**

Provide electrical power to the receptacles in this room so that they function as intended. BMC 16.04.060(c)

Unit 125, Unit 127

No violations noted.

Unit 126

This unit/room was not inspected at the time of this inspection, as it was vacant and being turned over. This unit/room must be inspected and brought into compliance with-in the same 60 day deadline as the remainder of this property, or prior to this unit being occupied. All work in this unit shall be completed in a workmanlike manner.

Unit 124**Living Room**

- ✓ Properly secure the loose electrical outlet (adjacent to closet) so that it functions as intended. BMC 16.04.060(b)

Unit 123

- ✓ Properly secure the loose electrical outlet (below rear window) so that it functions as intended. BMC 16.04.060(b)

Unit 122**Living Room**

- ✓ Properly secure the loose electrical outlet (left of closet) so that it functions as intended. BMC 16.04.060(b)

Unit 121**Kitchenette**

- ✓ Properly secure the loose electrical outlet (left wall) so that it functions as intended. BMC 16.04.060(b)

Unit 120**Bathroom**

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

Unit 119, Unit 118, Unit 116

No violations noted.

Unit 117

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

2nd Level:**Unit 233, Unit 235**

No violations noted.

Unit 232**Living Room**

- ✓ Properly secure the loose electrical outlet (left of closet) so that it functions as intended. BMC 16.04.060(b)

Bathroom

- ✓ Properly secure the loose GFCI electrical outlet so that it functions as intended. BMC 16.04.060(b)

Living Room

- ✓ Properly secure the loose electrical outlet. (left of the rear entry door) BMC 16.04.060(b)

Unit 230

Properly repair/ secure the loose frame for the rear entry storm door so that it functions as intended. BMC 16.04.060(a)

Storage Room

No violations noted.

Unit 229, Unit 228, Unit 227, Unit 226, Unit 224

No violations noted.

Unit 225**Bathroom**

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

Unit 223**Living Room**

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

Unit 222**Living Room**

✓ Properly secure the loose electrical outlet. (left of the rear entry door) BMC 16.04.060(b)

Unit 221, Unit 220, Unit 236, Unit 237, Unit 218, Unit, Unit 238, Unit 239

No violations noted.

Storage Closets

No violations noted.

Unit 219**Kitchen**

✓ Properly secure the loose GFCI electrical outlet. BMC 16.04.060(b)

Unit 217

This unit/room was not inspected at the time of this inspection, as it was vacant and being turned over. This unit/room must be inspected and brought into compliance with-in the same 60 day deadline as the remainder of this property, or prior to this unit being occupied. All work in this unit shall be completed in a workmanlike manner.

Unit 216**Bathroom**

✓ Replace broken/ cracked GFCI outlet so that it functions as intended. BMC 16.04.060(b)

TV Room

✓ Properly secure the loose electrical outlet. (adjacent to the restroom) BMC 16.04.060(b)

Library Room, Work Out Room

No violations noted.

Unit 214**Bathroom**

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

Unit 213**Entry Hall**

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

Unit 212

No violations noted.

Unit 201, 202, 203, Unit 204:

No violations noted.

Hallway Laundry Room:

✓ Secure the loose receptacle adjacent to the laundry sink. BMC 16.04.060 (b)

✓ Install the missing cover plate on the above receptacle. BMC 16.04.060 (b)

Unit 205**Bathroom**

Finish the repairs in the bathroom. BMC 16.04.060 (a)

Unit 206**Kitchen**

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

Unit 207

Finish the turn-over of the unit. BMC 16.04.060 (a)

Unit 208**Bathroom**

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

Unit 209**Bathroom:**

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

Unit 210

No violations noted.

Third Level:**Unit 301, 302, 303**

No violations noted.

Unit 304**Bathroom**

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

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

Hallway Laundry Room

No violations noted.

Unit 305, 306, 307, 308

No violations noted.

Unit 309**Bathroom**

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

Unit 310**Bathroom**

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

Unit 311**Kitchen**

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

Unit 312**Bathroom**

✓ Secure the loose gfci receptacle. BMC 16.04.060 (b)

Unit 313**Bathroom**

Replace the missing trim at floor, around the perimeter of room. BMC 16.04.060 (a)

Unit 314, 315, 316, 317, 318, 319

No violations noted.

Storage Room

No violations noted.

Unit 320**Bathroom**

✓ Secure the loose gfci receptacle. BMC 16.04.060 (b)

Unit 321**Bathroom**

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

Unit 322

No violations noted.

Unit 323

No violations noted.

Unit 324**Rear Bathroom**

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

Unit 325

No violations noted.

Unit 326**Bathroom**

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

Unit 327**Living Room**

✓ Secure the loose receptacle adjacent to the balcony door. BMC 16.04.060 (b)

Unit 328**Bathroom**

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

Unit 329, 330, 331

No violations noted.

Unit 332**Bathroom**

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

Unit 333**Bathroom**

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

Hallway Laundry Room

No violations noted.

Unit 334, 335, 336

No violations noted.

Unit 337**Bathroom**

Replace the torn, linoleum adjacent to the tub. BMC 16.04.060 (a)

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

Unit 338

No violations noted.

Unit 339.**Bathroom**

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

Unit 340

No violations noted.

Library, Chapel, Beauty Parlor, Laundry Rooms, Storage Rooms, TV Rooms, Card Rooms, Offices, other common rooms:

No violations noted.

EXTERIOR

General Violation:

Properly seal all gutter joints to prevent leaking. BMC 16.04.0520(a)

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

Properly repair or replace damaged or deteriorated siding in a manner that leaves the structure weather tight. This is to be done in a workmanlike manner and includes but is not limited to all damaged or deteriorating siding and structural members. (East End of Bldg. North side, between 2nd and 3rd level above window) BMC 16.04.050(a)

Properly repair or replace damaged or deteriorated Vertical siding in a manner that leaves the structure weather tight. This is to be done in a workmanlike manner and includes but is not limited to all damaged or deteriorating siding and structural members. (NE End of Bldg. North side adjacent to generator) BMC 16.04.050(a)

Properly re-connect the condensation drain for the PTAC Heater. (North side of Bldg., 3rd Level) BMC 16.04.050(a)

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

Properly re-connect the condensation drain for the PTAC Heater. (SW Corner of Bldg. 3rd Level) BMC 16.04.050(a)

Properly repair or replace damaged/deteriorated soffit/fascia in a manner that seals all openings. (Inside corner of SW side of Bldg.) BMC 16.04.050(a)

Properly replace missing flashing for the roof at the South Front Dormer on the East and West Side. BMC 16.04.050(a)

Properly reconnect all gutters/downspouts in a manner that reasonably directs water away from the structure. (east side adjacent to south dormer) BMC 16.04.050(a)

Garage:

Properly repair or replace damaged or deteriorated siding (West side behind # 8) in a manner that leaves the structure weather tight. This is to be done in a workmanlike manner and includes but is not limited to all damaged or deteriorating siding and structural members. BMC 16.04.050(a)

OTHER REQUIREMENTS

When issued, a copy of the new Rental Occupancy Permit shall be posted as required by BMC 16.03.030(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: March 18, 2020

Petition Type: An extension of time to complete repairs

Petition Number: 20-TV-14

Address: 208 – 210 E Burks Drive

Petitioner: Tempo Properties, Inc.

Inspector: Dee Wills

Staff Report: October 29, 2019 Completed Cycle Inspection
January 07, 2020 Reinspection scheduled for January 27, 2020 for all violations except window violations.
January 14, 2020 Received Application for Appeal for windows.
January 27, 2020 Reinspection was a “No Show”
January 27, 2020 Agent rescheduled reinspection for February 21, 2020.
February 19, 2020 BHQA Meeting canceled due to no quorum.
February 21, 2020 Completed Reinspection. All complied except window violations.

Petitioner is requesting an extension of time to replace windows for both sides of duplex. . All other violations have been complied.

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: Window Violations: April 01, 2020

Attachments: Application for Appeal, Cycle Report



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JAN 14 2020

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: 208-210 S Burks Ct Bloomington IN 47401

Petitioner's Name: Tempo Properties, Inc.

Address: 213 S Rogers St

City: Bloomington

State: Indiana

Zip Code: 47404

Phone Number: (812) 336-2026

E-mail Address: alyssa@tempopropertiesinc.com

Owner's Name: Willow Court, LLC

Address: 3755 E 82nd St Suite 300

City: Indianapolis

State: Indiana

Zip Code: 46240

Phone Number: 317-845-4171

E-mail Address: kresetarlts@bgdlegal.com

Occupants: 210 Burks - Vacant, 208 Burks - 2 occupants Ann & Tyler Shaffer

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-14

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.

Hello,

We would like to request an extension of time to replace windows in both sides of this duplex. The re-inspection for the life-safety items is scheduled!

Thank

you,

Alyssa
Tempo
(812)
alyssa@tempopropertiesinc.com

Properties,

Gilliland
Inc.
336-2026

Signature (Required):

Alyssa Gilliland

Name (Print): Alyssa Gilliland

Date: 1/10/20

Important information regarding this application format:

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

Print Form



City Of Bloomington
Housing and Neighborhood Development

RENTAL INSPECTION INFORMATION

NOV 15 2019

Willow Court Llc
P.O. Box 5727
Bloomington, IN 47407

RE: 210 E Burks 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 **JAN 14 2020** 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: 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

CYCLE INSPECTION REPORT

5163

Owner(s)

Willow Court Llc
P.O. Box 5727
Bloomington, IN 47407

Agent

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

Prop. Location: 210 E Burks DR
Number of Units/Structures: 2/1
Units/Bedrooms/Max # of Occupants: Bld 1: 2/3/5

Date Inspected: 10/29/2019
Primary Heat Source: Electric
Property Zoning: RM
Number of Stories: 1

Inspector: Dee Wills
Foundation Type: Crawl Space
Attic Access: No
Accessory Structure: None

The Monroe County Assessors records indicate that this structure was built in 1993. These are the minimum egress requirements for One and two Family Dwellings built or altered between 1990 and 1996.

Clear opening height: 24"
Clear opening width: 18"
Sill height: 44" above finished floor
Openable area: 4.75 sq. ft.

INTERIOR

210 E. Burks:

Living Room (11-4 x 18-7)

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

Garage, Bathroom/ Laundry, Furnace Closet

No violations noted.

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

Kitchen (9-7 x 17-2)

No violations noted.

Right Bedroom (9-4 x 8-5), Center Bedroom (12-0 x 9-8)), Left Bedroom (8-6 x 15-5)

No violations noted.

Existing Egress Window Measurements:

Height: 52 inches

Width: 34 inches

Sill Height: 30 inches

Openable Area: 12.78 sq. ft.

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

208 E. Burks:

Living Room (11-4 x 18-7)

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

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

Repair the hole(s) in the closet door or replace the door. BMC 16.04.060(a)

Garage, Furnace Closet

No violations noted.

Bathroom/ Laundry

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

Repair the hole(s) in the closet door or replace the door. BMC 16.04.060(a)

Kitchen (9-7 x 17-2)

No violations noted.

Center Bedroom (12-0 x 9-8)), Left Bedroom (8-6 x 15-5)

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

Existing Egress Window Measurements:

Height: 52 inches

Width: 34 inches

Sill Height: 30 inches

Openable Area: 12.78 sq. ft.

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

Right Bedroom (9-4 x 8-5)

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

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

Repair the hole(s) in the closet door or replace the door. BMC 16.04.060(a)

EXTERIOR

Unit 208

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

Properly secure the exterior dryer vent cover so that it functions as intended. BMC 16.04.050(a)

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

Unit 210

Secure the loose lattice boards to deck. BMC 16.04.050(a)

OTHER REQUIREMENTS

=

When issued, a copy of the new Rental Occupancy Permit shall be posted as required by BMC 16.03.030(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 Relief from an Administrative Decision

Meeting Date: March 18, 2020

Petition Type: Relief from an administrative decision

Variance Request: Relief from the requirement to register the property.

Petition Number: 20-AA-15

Address: 807 E 1st Street.

Petitioner: Jonathan Sergeant

Inspector: John Hewett

Staff Report:

This property was last inspected and issued a permit in 2002. 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 sister and her family. The owner is asking for relief from the requirements of Title 16. The owner has no plans to rent the property to anyone else. The owner has included an affidavit stating the above information is correct.

Staff recommendation: Grant the relief from administrative decision.

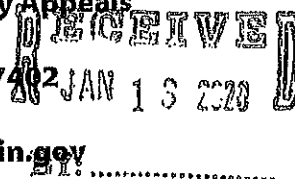
Conditions: This unit will be granted relief from the requirements of Title 16 for as long as the current owner and tenant are still un-changed from the current status. The property status will be checked yearly to verify no changes have been made. If still current owner and tenant, an affidavit must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

Compliance Deadline: The affidavit will be due each January.

Attachments: Appeal form, Owner's Affidavit



**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: 807 East 1st St, Bloomington, Indiana 47401

Petitioner's Name: Jonathan Sergent

Address: 1155 Merrill St Apt 106

City: Menlo Park

State: California



Zip Code: 94025

Phone Number: 5103968695

E-mail Address: sergent@gmail.com

Owner's Name: Jonathan Sergent

Address: 1155 Merrill St Apt 106

City: Menlo Park

State: California



Zip Code: 94025

Phone Number: 5103968695

E-mail Address: sergent@gmail.com

Occupants: Melissa Hall (sister), and her two children (my niece and nephew)

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: AA)



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-AA-15

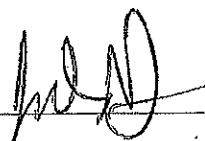
In the space provided below please write a brief narrative regarding your request. Be specific as to what you are requesting, the reason(s) or justification(s) for your request, the amount of time needed to bring the property into compliance, as well as any modifications and/or alterations you are suggesting. 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 requesting an exemption from the requirement to register and inspect the house at 807 E 1st St. I live in California and own this house. I bought it for my sister and her two children, my niece and nephew, to live in after my sister got divorced in 2019. They live in the house rent-free and I pay for gas, water, and electricity. I do not intend to let anyone else other than my family live there and I do not intend to use it as a rental property.

Because I live in California and will not be able to attend your meeting I have attached a notarized affidavit declaring these same facts.

Signature (Required):



Name (Print): Jonathan Sargent

Date: 1/9/2020

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

California General Affidavit

State of California

County of San Mateo

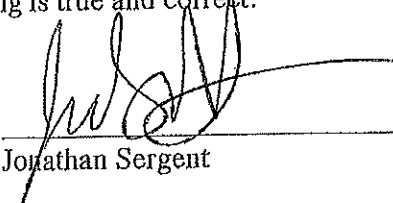
I, the undersigned, do hereby swear, certify, and affirm that:

1. I am over the age of 18 and a resident of the state of California . I have personal knowledge of the facts in this affidavit, and, if called as a witness, could testify competently about them.
2. I am currently living at: 1155 Merrill St Apt 106, Menlo Park, California 94025.
3. My sister, Melissa Hall, and her two teenage children, my niece and nephew, live at 807 E 1st St, Bloomington, Indiana 47401.
4. In 2019, I purchased the house at 807 E 1st St for my sister and her children to live in to support her after she went through a divorce.
5. Only my sister, niece, and nephew live in the house. They do not pay rent. I pay for their water, gas, and electricity.
6. I do not intend to let anyone else live in the house or use it as a rental.

I declare under penalty of perjury that the foregoing is true and correct.

Date: _____

1/9/2020


Jonathan Sergent

ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of

CALIFORNIA ALL-PURPOSE CERTIFICATE OF ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California

County of San Mateo

On 01/09/2020 before me, Rithika Nayak, Notary Public
(Please insert name and title of the officer)

personally appeared Jonathan Samuel Sargent
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

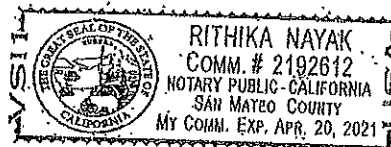
I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

R. Nayak

Notary Public Signature

(Notary Public Seal)



ADDITIONAL OPTIONAL INFORMATION

DESCRIPTION OF THE ATTACHED DOCUMENT

California General

(Title or description of attached document)

Affidavit

(Title or description of attached document continued)

Number of Pages 2 Document Date 01/09/2020

CAPACITY CLAIMED BY THE SIGNER

- ☒ Individual (s)
☐ Corporate Officer

(Title)

- ☐ Partner(s)
☐ Attorney-in-Fact
☐ Trustee(s)
☐ Other

INSTRUCTIONS FOR COMPLETING THIS FORM

This form complies with current California statutes regarding notary wording and, if needed, should be completed and attached to the document. Acknowledgments from other states may be completed for documents being sent to that state so long as the wording does not require the California notary to violate California notary law.

- State and County information must be the State and County where the document signer(s) personally appeared before the notary public for acknowledgment.
- Date of notarization must be the date that the signer(s) personally appeared which must also be the same date the acknowledgment is completed.
- The notary public must print his or her name as it appears within his or her commission followed by a comma and then your title (notary public).
- Print the name(s) of document signer(s) who personally appear at the time of notarization.
- Indicate the correct singular or plural forms by crossing off incorrect forms (i.e., he/she/they - is/are) or circling the correct forms. Failure to correctly indicate this information may lead to rejection of document recording.
- The notary seal impression must be clear and photographically reproducible. Impression must not cover text or lines. If seal impression smudges, re-seal. If a sufficient print permits, otherwise complete a different acknowledgment form.
- Signature of the notary public must match the signature on file with the office of the County Clerk.
- Additional information is not required but could help to ensure this acknowledgment is not misused or attached to a different document.
- Indicate title or type of attached document, number of pages and date.
- Indicate the capacity claimed by the signer. If the claimed capacity is a corporate officer, indicate the title (i.e., CEO, CFO, Secretary).
- Securely attach this document to the signed document with a staple.



City of Bloomington
H.A.N.D.

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

Meeting Date: March 18, 2020
Petition Type: Relief from an administrative decision
Variance Request: Relief from the requirement to register and inspect.
Petition Number: 20-AA-17
Address: 2501 S Rogers Street
Petitioner: Heather Beery
Inspector: John Hewett

Staff Report: September 12, 2016 HAND issued permit with expiration date of January 29, 2020.
January 22, 2020 HAND representative spoke with owner, the only tenant is the owner's daughter. Mailed appeal form to owner.
January 27, 2020 Received appeal and fee from the owner.

This house is occupied by the owner's daughter, Roxanne Meadows. The owner is asking for relief from the requirements of Title 16. If her daughter moves from the property she plans to sell instead of maintaining the property as a rental.

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. Housing and Neighborhood Development will require affidavits of occupancy yearly to verify changes of this status. If this status changes, the requirements of Title 16 may be re-instated.

Compliance Deadline: The affidavit will be due in January of each year.
Attachments: 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
JAN 27 2020
BY:

Property Address: 2501 S. Rogers St. Bloomington, IN 47403

Petitioner's Name: Heather Beery

Address: 2435 N. Mt. Gilead Rd.

City: Bloomington

State: Indiana

Zip Code: 47408

Phone Number: (812) 345-0125

E-mail Address: heather.beery@gmail.com

Owner's Name: Heather Beery

Address: 2435 N. Mt. Gilead Rd.

City: Bloomington

State: Indiana

Zip Code: 47408

Phone Number: 812-345-0125

E-mail Address: heather.beery@gmail.com

Occupants: Roxanne Meadows

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: AA)

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-17

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 that a "Rental Occupancy Permit" is no longer needed for this property. It is currently inhabited by my daughter, Roxanne Meadows, and she does not pay rent. There are no roommates or other tenants in the home. If/when Roxanne vacates the property I plan to sell it rather than use it as a rental property. However, if this should change, and I begin receiving rent from property inhabitants, I will have the appropriate inspections and will submit the appropriate paperwork to the City of Bloomington.

Signature (Required): Heather Beery

Name (Print): Heather Beery

Date: 1/22/20

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: March 18, 2020

Petition Type: An extension of time to complete repairs

Petition Number: 20-TV-18

Address: 514 W. Kirkwood Avenue

Petitioner: William Shouse

Inspector: Jo Stong

Staff Report: November 26, 2019: Conducted cycle inspection
December 11, 2019: Mailed and emailed report
January 6, 2020: Report returned.
January 7, 2020: Report mailed to new address
January 27, 2020: Received appeal
February 20, 2020: Conducted reinspection. All complied except window and addition issues.

During a cycle inspection of the above property it was noted that rooms and a stairway had been added to Unit 5, including a sitting room and two bedrooms. The property has four approved sleeping rooms (one in each unit). The windows in the two new bedrooms do not meet egress requirements for the time of construction. The petitioner is seeking an extension of time to have the bedrooms approved.

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: June 1, 2020

Attachments: Cycle report, appeal



RECEIVED
JAN 27 2020

RV:

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: 514 W. Kinkwood

Petitioner's Name: William Shouse

Address: 4243 Hochstetler St

City: Coal City State: IN Zip Code: 47427

Phone Number: 812-821-7981 Email Address: Triple SS praying@gmail.com

Property Owner's Name: SAME / Arturo Rodriguez

Address: _____

City: _____ State: _____ Zip Code: _____

Phone Number: _____ Email Address: _____

Occupants: 5

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-18

SEE REVERSE

March

JS

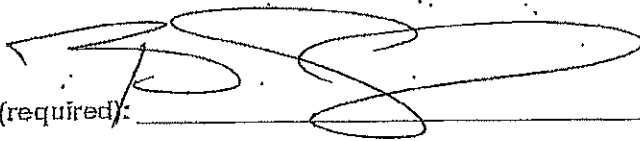
Please provide details regarding your request below; you may attach any exhibits or additional comments as you deem necessary and pertinent to your request. Be specific as to what you are requesting, the reason or justification for your request; the amount of time needed to bring the property into compliance,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

Waiting on advance for 2 upper windows from the state which could take up to 6 months.

I am working with State & County for building permit now.

per John Hewitt

Signature (required):



Name (please print):

Bill Shouse

Date:

1-27-20

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

DEC 11 2019

RENTAL INSPECTION INFORMATION

Arturo Rodriguez III
514 W. Kirkwood Ave.
Bloomington, IN 47404

RE: 514 W Kirkwood 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 **FEB 09 2020** 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

1797

Owner

Arturo Rodriguez III
514 W. Kirkwood Ave.
Bloomington, IN 47404

Prop. Location: 514 W Kirkwood AVE
Number of Units/Structures: 4/1
Units/Bedrooms/Max # of Occupants: Bld 1: 2/1/5, 1/Eff/5, 1/2/5

Date Inspected: 11/26/2019
Primary Heat Source: Gas
Property Zoning: CG
Number of Stories: 3

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

Note: At the cycle inspection it was noted that Unit #5 (2nd floor east) had been altered since the last inspection (2/4/2014). The third floor was finished and has two bedrooms and a sitting room. This unit has 4 approved sleeping rooms. During the cycle inspection, conditions were noted that indicate that this property may be in violation of Bloomington Municipal Code Title 20 with regard to sleeping rooms and density. This unit needs to be brought into compliance with Title 20 within sixty (60) days from the date of this inspection to avoid possible legal action by the City of Bloomington Legal Department. *The City's Planning Department will be the Department which decides whether or not a violation of Title 20 has occurred and whether or not any violation of Title 20 has been remedied.* For more information, please contact the Planning Department at 349-3423. *Please note that the City of Bloomington Housing and Neighborhood Development Department will not issue a residential rental occupancy permit for any property that is not compliance with Title 20 of the Bloomington Municipal Code.*

INTERIOR:

MAIN LEVEL

Entry, Common Laundry:

No violations noted.

Unit #3 (west)

Kitchen (14-0 x 6-0), Living Room (15-0 x 14-6), Hall, Bedroom (13-7 x 10-9), Bath:

No violations noted.

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

Unit #4 (east)

Living Room/Kitchen (12-0 x 8-0):

Properly repair the soft spot in the wood flooring near the center of the room south of the kitchen tile 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)

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

Replace the missing outlet cover plate on this same outlet. BMC 16.04.060(b)

Bedroom (17-0 x 14-6):

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

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

Closet:

No violations noted.

Bath:

Properly secure the doorknob. BMC 16.04.060(a)

Enclosed North Porch:

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

SECOND FLOOR

Common Hall:

No violations noted.

Unit #5 (East)

Living Room (17-8 x 15-6):

Replace the southeast electric receptacle between the windows (bottom receptacle is blocked). 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)

Bath:

No violations noted.

UPSTAIRS (third floor)

Hall, Closet:

No violations noted.

East Bedroom (measure at reinspection), West Bedroom (measure at reinspection):

Note: The violation below is contingent on the decision(s) of the City Planning Department regarding the number of allowed bedrooms in this structure.

The emergency egress window does not meet the minimum requirements for a multi-unit structure built in 2016. The relevant code is the 2014 Indiana Residential Code/ Indiana Building Code, section: 1029.

Openable area required: 5.7 sq. ft.	Existing area: 4.01 sq. ft.
Clear width required: 20"	Existing width: 21"
Clear height required: 24"	Existing height: 27.5"
Maximum sill height: 44" above finished floor	Existing sill: 6"

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

The State variance application forms are available at the *Department of Homeland Security* on the *Fire Prevention and Building Safety Commission's* web site at www.in.gov/dhs/3865.htm. If you need any further clarification, the Commission can be reached at 317-232-1402.

Sitting Room (measure at reinspection):

No violations noted.

Note: There are no windows in this room.

Unit #6 (west)

Living Room/ Bedroom:

The smoke detector on the north wall 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, or remove the detector (it is unnecessary as there is a detector near the south wall as well as the central fire alarm system). 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

Balcony Porch:

No violations noted.

Kitchen, Bath:

No violations noted.

EXTERIOR:

Basement (four gas furnaces here)

See Other Requirements at the end of the report for required furnace documentation.

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

OTHER REQUIREMENTS:

Registration Form

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

Required documentation

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

Furnace Inspection Documentation

Thoroughly clean and service the four furnaces, and 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 tests for carbon monoxide.** Acceptable levels of carbon monoxide are as follows:

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

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 Extension of Time**

Meeting Date: 18 March 2020

Petition Type: An extension of time to complete repairs

Petition Number: 20-TV-019

Address: 802 N College Ave

Petitioner: Linda Braunlin

Inspector: Michael Arnold

Staff Report: 13 September 2019 Cycle Inspection
24 September 2019 Sent Report
22 November 2019 Reinspection Scheduled
28 January 2020 Reinspection
28 January 2020 BHQA Application

During the cycle inspection items for repair were noted in apartment #1. This apartment has an accumulation of items making it difficult for access to do repairs. The owner is requesting more time to complete these repairs. It was indicated at the reinspection that the tenant was supposed to have moved out but is still occupying the unit. The foundation repair work has been completed.

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: Schedule immediately - Smoke detector compliance
18 May 2020 - All other items

Attachments: Cycle Inspection Report, Application



RECEIVED
JAN 28 2020

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: 802 N College Ave

Petitioner's Name: LINDA Braunlin

Address: 6465 W Tarkington Lane

City: Bloomington State: IN Zip Code: 47403

Phone Number: 812 272-4550 E-mail Address: HIDDENCAVERNSFARM@yahoo.com

Owner's Name: LINDA BRAUNLIN

Address: 6465 W Tarkington Ln

City: Bloomington State: IN Zip Code: 47403

Phone Number: 812 272-4550 E-mail Address: _____

Occupants: _____

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

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

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

Variance 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 month's agenda!

(Will be assigned by BHQA)

Petition Number: 20-TV-19

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.

1/28/20

Apt. 1 cannot be addressed until the tenant cleans. It is currently not accessible. There is only a path from the door to the kitchen. He is a hoarder.

* All other items were completed and re-inspected today by Mike Arnold. We also completed the foundation repair for \$22,000. - by Baker Stone Works

Signature (Required):

Linda L. Braumen

Name (Print):

LINDA L BRAUMEN

Date:

1/27/20

Important information regarding this application format:

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

Print Form

City Of Bloomington
Housing and Neighborhood Development
CYCLE INSPECTION REPORT

189

Owner(s)

Linda L. Braunlin
6465 W. Tarkington Lane
Bloomington, IN 47403

Prop. Location: 802 N College AVE
Number of Units/Structures: 7/1
Units/Bedrooms/Max # of Occupants: Bld 1: 1/5 6/1/5

Date Inspected: 09/16/2019
Primary Heat Source: Gas
Property Zoning: CD
Number of Stories: 3

Inspector: Mike Arnold
Foundation Type: Basement
Attic Access: Yes
Accessory Structure: none

Monroe County records show this structure was built in 1920. There were no minimum emergency egress requirements at the time of construction.

Interior:

Lower Level:

Unit 7 (South Unit):

This unit is not currently used as an apartment

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

Bathroom:

Repair the wall at the base of the shower adjacent to the sink. BMC 16.04.060(a)

West Room (Under Front Porch):

Secure the outlet to the ceiling. BMC 16.04.060(b)

Main Level:

Common Hallway:

No violations noted

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

Unit 1:

Living Room (16-6 x 13-6):

Repair the wall under the window. BMC 16.04.060(a) (North wall – West window).

Properly repair and surface coat the damaged portion of the ceiling. BMC 16.04.060(a)

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

Kitchen (6-6 x 6-0):

Properly repair and surface coat the damaged portion of the ceiling. BMC 16.04.060(a)

Bathroom:

Repair/replace the outlet. BMC 16.04.060(b) (Ground prong is broken off in the outlet).

Properly repair and surface coat the damaged portion of the ceiling. BMC 16.04.060(a)

Bedroom (10-7 x 9-7):

Existing Egress:

Height: 22 inches

Width: 27 inches

Sill Height: 25 inches

Openable Area: 4.13 sq. ft.

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

No violations noted

Unit 2:

Living Room (16-4 x 11-8), Study (9-8 x 7-4), Bathroom:

No violations noted

Kitchen:

Eliminate the source of the leak on the sink drain line. BMC 16.04.060(c) (Wet on top joint of trap)

Replace the missing drawer front. BMC 16.04.060(a)

Bedroom (10-9 x 7-9):

Existing Egress:

Height: 38 inches

Width: 40 inches

Sill Height: 30 inches

Openable Area: 10.56 sq. ft.

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

No violations noted

Unit 3:

Living Room (15-7 x 14-7), Kitchen (7-9 x 7-0), Bathroom:

No violations noted

Bedroom (14-6 x 10-0):

Existing Egress:

Height: 22 inches

Width: 27 inches

Sill Height: 25 inches

Openable Area: 4.13 sq. ft.

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

Repair window to latch securely. BMC 16.04.060(b) (West wall)

Unit 4:

Bathroom:

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

Living Room (15-3 x 11-0):

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

Kitchen:

No violations noted

Bedroom (9-3 x 8-3):

Existing Egress:

Height: 30 inches

Width: 43 inches

Sill Height: 24 inches

Openable Area: 8.96 sq. ft.

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

Unit 5:

Main Room (11-4 x 10-5):

This room has a door to the exterior

No violations noted

Kitchen, Bathroom:

No violations noted

Unit 6:

Living Room/Kitchen/Bedroom [(13-5 x 11-1)+(14-4 x 8-8)]:

Existing Egress:

Height: 10 inches
Width: 33.5 inches
Sill Height: 21.5 inches
Openable Area: 2.33 sq. ft.

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

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.

No violations noted

Bathroom:

No violations noted

Exterior:

Properly repair the foundation, the front wall and the wing walls of the front porch. 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)

Repair the hole in the roof overhang. BMC 16.04.050(a) (South side)

Repair the loose board/hole at the window on the north side of the structure. BMC 16.04.050(a)

Scrape and paint interior surfaces where paint is peeling or bare surfaces are exposed. BMC 16.04.060(f) (This item has a deadline of 13 September 2020) (Primarily windows and window trim where peeling).

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 or his agent and the expiration date of the permit. 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: March 18, 2020

Petition Type: An extension of time to complete repairs

Petition Number: 20-TV-20

Address: 1123 E. Buckingham East ST

Petitioner: Choice Realty & Management

Inspector: DeeWills

Staff Report: Petitioner is requesting an extension of time for the exterior replacement of the front concrete patio. Due to winter weather, it has not been possible to complete the work within the deadline of February 21, 2020. The petitioner is requesting an extension of 90 days to be able to complete the patio replacement. All other violations have been scheduled for re-inspection on February 21, 2020.

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: June 18, 2020 For the patio replacement violation.

Attachments: Application for Appeal, Cycle Report



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

RECEIVED
FEB 06 2020

Property Address: 1123 Buckingham

Petitioner's Name: Chole Realty & Management

Address: 1715 S Walnut St

City: Bloomington

State: Indiana



Zip Code: 47401

Phone Number: 8123317353

E-mail Address: dena@callcholealety.com

Owner's Name: Spicer Rentals

Address: 1155 College Mall Rd Suite C

City: Bloomington

State: Indiana



Zip Code: 47401

Phone Number: 8123273122

E-mail Address: kspicer@c21scheetz.com

Occupants: 2

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

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

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-20

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.

Request to allow additional time for the replacement of the front patio area of the unit; based on winter weather unable to get this scheduled & completed by deadline.
Requesting a 90 day extension for this item on the list of requirements.

Signature (Required): Dena Dobson

Name (Print): Dena Dobson - Choice Realty & Management

Date: 2-4-2020

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

DEC 23 2019

RENTAL INSPECTION INFORMATION

Spicer Rentals
237 E. Winslow Road
Bloomington, IN 47401

RE: 1123 E Buckingham East ST

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

Once violations have been corrected, it is your responsibility to call the Housing and Neighborhood Development office within this 60 day window but no later than **FEB 21 2020** 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: Choice Realty & Management: 1715 S. Walnut Street, Bloomington, IN 47401

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

10032

Owner(s)

Spicer Rentals
237 E. Winslow Road
Bloomington, IN 47401

Agent

Choice Realty & Management
1715 S. Walnut Street
Bloomington, IN 47401

Prop. Location: 1123 E Buckingham East ST
Number of Units/Structures: 1/1
Units/Bedrooms/Max # of Occupants: Bld 1: 1/2/5

Date Inspected: 12/10/2019
Primary Heat Source: Gas
Property Zoning: RM
Number of Stories: 1

Inspector: Dee Wills
Foundation Type: Slab
Attic Access: Yes
Accessory Structure: None

Variance: 04/08/2013 This property has been granted a variance from the Indiana State Fire Safety and Building Safety Commission on April 02, 2013 for the egress requirements. Project Name: 1123 E BUCKINGHAM EAST ST WINDOWS; Variance Number: 13-04-1.

Monroe County Assessor's records indicate this structure was built in 1978.
Minimum emergency egress requirements for the time of construction:
Openable area required: 5.7sq. ft.
Clear width required: 20"
Clear height required: 24"
Maximum Allowable Sill Height: 44" above finished floor

INTERIOR

Living Room (12-11 x 25-7), Dining Room (10-5 x 10-5), Kitchen (10-1 x 9-4)
No violations noted.

Laundry Area, Pantry

Replace the missing smoke detector. The missing smoke detector was hard wired and must be replaced with a hard wired model. IC 22-11-18-3.5

Garage

No violations noted.

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

Master Bedroom (15-10 x 15-10), Bathroom

No violations noted.

Existing Egress Window Measurements:

Height: 24 inches

Width: 41 inches

Sill Height: 12 inches

Openable Area: 6.8 sq. ft.

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

Center Bedroom (10-11 x 12-5), Hall Bathroom

No violations noted.

Existing Egress Window Measurements:

Height: 22 inches

Width: 41 inches

Sill Height: 27 inches

Openable Area: 6.2 sq. ft.

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

EXTERIOR

Properly repair/ replace/ seal all cracks and deterioration of concrete deck porch 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)

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 Relief from an Administrative Decision**

Meeting Date: March 18, 2020
Petition Type: Relief from an administrative decision
Variance Request: Relief from the requirement to register and inspect.
Petition Number: 20-AA-21
Address: 3427 Westminster Drive
Petitioner: Sam S. Roberts
Inspector: John Hewett

Staff Report:	April 21, 2017	HAND issued permit with expiration date of June 29, 2019.
	June 28, 2019	Sent notice to schedule Cycle inspection.
	November 06, 2019	Called Owner, left message to schedule or appeal.
	November 26, 2019	Started Legal.
	December 13, 2019	Legal Demand Letter sent.
	January 16, 2020	Owner and Director exchange emails.
	February 12, 2020	Received appeal and fee from the owner.

This house is occupied by the owner's son and family. The owner is asking for relief from the requirements of Title 16.

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. Housing and Neighborhood Development will require affidavits of occupancy yearly to verify changes of this status. If this status changes, the requirements of Title 16 may be re-instated.

Compliance Deadline: The affidavit will be due in January of each year.
Attachments: Appeal form



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JAN 17 2020

Page 1 of 2

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: 3427 Westminster Dr.

Petitioner's Name: Sam S. Roberts

Address: 1805 E Winslow Rd

City: Bloomington

State: Indiana

Zip Code: 47401

Phone Number: (812) 331-2200

E-mail Address: PoliceCarSam@gmail.com

Owner's Name: Sam S. Roberts

Address: 1805 E Winslow Rd

City: Bloomington

State: Indiana

Zip Code: 47401

Phone Number: 812-331-2200

E-mail Address: PoliceCarSam@gmail.com

Occupants: 3

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

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

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: V)

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-AA-21

FA

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.

B. Exception to the status of my condo as a rental property. My son, Nicholas Roberts, his wife, and child are living at the residence. The utilities are in my name. We do not rent this condo, but rather provide it as a family to family member courtesy. If this were an actual rental property, I would otherwise welcome the City's intrusion. Please grant us an exemption from the City's designation as a rental property in this case, as it is a family property, occupied by my own family members. Thanks you, Sam Roberts

Signature (Required):

Sam S. Roberts

Name (Print): Sam S. Roberts

Date: 11/13/19

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
H.A.N.D.

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

Meeting Date: March 18, 2020

Petition Type: An extension of time to complete repairs.

Petition Number: 20-TV-22

Address: 419 & 421 S Village Ct.

Petitioner: Robert A. Tamborrino

Inspector: Matt Swinney

Staff Report: October 21, 2019 Completed Cycle Inspection Report
January 27, 2020 Completed re-inspection, violations remain.
February 17, 2020 BHQA App received.

Owner has requested an extension of time to complete repairs on the exterior violations due to weather and scope of work. The owner has requested an extension until April 2020 to complete the repairs.

Staff recommendation: Grant the request.

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

Compliance Deadline: April 20, 2020 to call and schedule the re-inspection.

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



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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: 421 & 419 VILLAGE COURT
Petitioner's Name: A-1 TOWNHOMES & APTS, LLC
Address: P.O. BOX 145
City: BLOOMINGTON State: IN Zip Code: 47402
Phone Number: 812-345-5009 Email Address: vtamborr@gmail.com
Property Owner's Name: ROBERT A. TAMBORRINO
Address: 3011 TAPPS TURN
City: BLOOMINGTON State: IN Zip Code: 47401
Phone Number: 812-345-5009 Email Address: vtamborr@gmail.com
Occupants: _____

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

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

Please 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-22

SEE REVERSE

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

WE ARE REQUESTING AN EXTENSION OF TIME TO
COMPLETE THE EXTERIOR POWER WASHING. IT IS
DIFFICULT TO DO THIS WORK WITH FREEZING TEMPERATURES.
IT IS OUR INTENTION TO POWER WASH MULTIPLE DUPLEXES ON
VILLAGE COURT THIS SPRING. IF WE COULD HAVE UNTIL APRIL
THAT WOULD BE HELPFUL, THANK YOU.

Signature (required):

Robert A. Tamborrino

Name (please print):

ROBERT A. TAMBORRINO

Date:

2/17/20

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 31 2019

Robert A. Tamborrino
P.O. Box 145
Bloomington, IN 47402

RE: 421 S Village CT

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 30 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,

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

3689

Owner

Robert A. Tamborrino
P.O. Box 145
Bloomington, IN 47402

Prop. Location: 421 S Village CT
Number of Units/Structures: 2/1
Units/Bedrooms/Max # of Occupants: Bld 1: 2/3/5

Date Inspected: 10/16/2019
Primary Heat Source: Gas
Property Zoning: PUD
Number of Stories: 2

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

The Monroe County Assessors records indicate that this structure was built in 1992. These are the minimum egress requirements for One and two Family Dwellings built or altered between 1990 and 1996:

Clear opening height: 24"
Clear opening width: 18"
Sill height: 44" above finished floor
Openable area: 4.75 sq. ft.

INTERIOR

421

Entry

Replace existing smoke detector with a new smoke detector, IC 22-11-18-3.5

Kitchen

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

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

Upstairs

Front Bedroom

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

Bathroom

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

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

Back Bedroom

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

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

419

Entry

Repair the entry door to be weather tight. No gaps shall be visible around the edges. 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

½ Bath

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

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

Upstairs

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

Bathroom

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

Repair the broken tub faucet. BMC 16.04.060(c)

Master Bathroom

Replace bad switch for vanity light. BMC 16.04.060(b)

Center Bedroom

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

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

EXTERIOR

Power-wash or otherwise remove all mold and mildew on the siding of the structure. Exterior surfaces on residential rental units and their accessory structures shall be maintained free of mold. BMC 16.04.050(f)

Secure the Deck handrail for 419 and 421 so it is capable of withstanding normally imposed loads. BMC 16.04.050(b)

Repair/replace the smashed downspouts. BMC 16.04.050(a)

Clear out clogged dryer vents. BMC 16.04.050(c)

Properly install approved crawlspace entry cover in a manner that is reasonably weather tight. BMC 16.04.050(a) and (b)

OTHER REQUIREMENTS

Furnace Inspection Documentation

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

Desired level: 0 parts per million (ppm)

Acceptable level in a living space: 9 ppm

Maximum concentration for flue products: 50 ppm

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

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

This is the end of this report.



City of Bloomington
H.A.N.D.

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

Meeting Date: March 18, 2020
Petition Type: An extension of time to complete repairs
Petition Number: 20-TV-23
Address: 1215 S. Pickwick Place
Petitioner: Christopher & Okcha Atwood
Inspector: Norman Mosier
Staff Report: December 9, 2019 – Conducted Cycle Inspection
February 17, 2020 – Received BHQA Appeal

The Petitioner is requesting an extension of time to complete the repairs after the tenants move out in August.

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: March 31, 2020 – Life Safety Violations
August 31, 2020 – For all other repairs.

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

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FEB 17 2020

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: 1215 Pickwick Place, Bloomington, IN 47401

Petitioner's Name: Christopher & Okcha Atwood

Address: 1417 Lawndale Rd

City: Havertown

State: Pennsylvania

Zip Code: 19083

Phone Number: (484) 417-6880

E-mail Address: oca369@gmail.com

Owner's Name: Christopher & Okcha Atwood

Address: 1417 Lawndale Rd

City: Havertown

State: Pennsylvania

Zip Code: 19083

Phone Number: 484-417-6880

E-mail Address: oca369@gmail.com

Occupants: James Walker, Ashley Walker, and their children

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-23

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.

Please see the next page for the explanation.

Signature (Required):

Name (Print): Christopher & Okcha Atwood

Date: 2/14/20

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.

Explanation

Hi,

Based on the inspection report, there are four items we need to take care:

- Item 1: Fireplace (living room, main level)
- Item 2: Floor covering (hall bathroom, main level)
- Item 3: Miscellaneous items (NW room, basement)
- Item 4: Furnace

We had discussed these issues with the inspector and were told that Item 1 would be satisfied if we present the receipt of our gas log installation¹. We were also told that Item 4 could be ignored since our home heating is powered by an electric boiler, not a gas furnace,

For the remaining Item 2 and 3, we are hoping to get an extension, allowing us to fix them in early August of this year after our tenants move out. Here are a few reasons:

- We have sent a repair tape to the tenant to temporarily fix Item 2 which they did.
- The remaining Item 3 is in the basement, away from the living area. In our understanding there are no holes, cracks, peeling paint, or sagging materials, etc. on the wall or ceiling which are associated with general deterioration. But there are the following issues we need to fix:
 1. A junction box on the ceiling without a cover.
This junction box is empty without any wire going through.
 2. A rectangle opening on a drywall.
This hole was left on purpose to access the water shut-off valve.
 3. A few areas on the ceiling drywall with primer, but without paint.
These are related to our previous home improvement project.
 4. A few nail holes and old paint on the wall surrounding the basement window.
The area left that way because we were planning to upgrade that window.

These issues listed above are away from the living area and appear to be minor issues in our opinion. But fixing them now would be quite inconvenient for both the tenant and ourselves since we are living in another state. We are hoping to handle this by ourselves in the coming summer to save money and to meet our own needs as well. Thank you for your consideration.

Christopher & Okcha Atwood

¹ The fireplace has a gas log which was newly installed in the summer of 2018. It is a vent-free type. Please see the receipt in the following page.



City Of Bloomington
Housing and Neighborhood Development
CYCLE INSPECTION REPORT

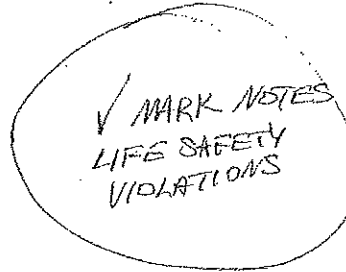
11098

Owner(s)

Atwood, Christopher & Okcha
1417 Lawndale Road
Havertown, PA 19083

Agent

Bauman, Tana
3461 S. Oaklawn Circle
Bloomington, IN 47401



Prop. Location: 1215 S Pickwick PL
Number of Units/Structures: 1/1
Units/Bedrooms/Max # of Occupants: Bld 1: 1/3/3

Date Inspected: 12/09/2019
Primary Heat Source: Other
Property Zoning: RS
Number of Stories: 1

Inspector: Norman Mosier
Foundation Type: Basement
Attic Access: Yes
Accessory Structure: Gazebo

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

MAIN LEVEL

Living Room 23 x 14: Fireplace located here.

REC'D 2-17-20
C
NM
Show documentation that the fireplace has been inspected within the last twelve months, and that it is safe for use, or permanently and visibly seal the fireplace to prevent its use. Service and inspection shall include the firebox, damper, chimney and/or flue. Cleaning by a professional service is highly recommended.
BMC 16.01.060(f)

Dining Room 12-7 x 8-9, Sun Room 15-4 x 11-2, Garage:
No violations noted.

Attic:

No access.

Kitchen 12-3 x 6, 1/2 Bath, Hallway:
No violations noted.

Hall Bath:

Seal edge of floor covering adjacent to bathtub. 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

SW Bedroom 12-3 x 8-10:

No violations noted.

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

Height: 36.5 inches

Width: 15.5 inches

Sill Height: 43 inches

Openable Area: 3.93 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.

NW Master Bedroom 13 x 12-3: Same window as above.

No violations noted.

NE Bedroom 12-8 x 9-11: Same window as above.

No violations noted.

BASEMENT

Stairway:

No violations noted.

Family Room 34-7 x 15: Fireplace located here.

No violations noted.

NW Room 14-5 x 12-11:

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

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

✓ Replace the missing junction box cover plate in the ceiling. BMC 16.04.060 (b)

Laundry Room:

No violations noted.

SE Boiler Room: Boiler located here, see other requirements.

No violations noted.

EXTERIOR:

No violations noted.

OTHER REQUIREMENTS:

Furnace Inspection Documentation

Thoroughly clean and service the boiler, 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(e)

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: March 18, 2020
Petition Type: An extension of time to complete repairs
Petition Number: 20-TV-24
Address: 942 E Waterloo Dr
Petitioner: Tassawar Hussain
Inspector: Dee Wills
Staff Report: October 10, 2020 Completed Cycle Inspection
February 14, 2020 Received Application for Appeal

Petitioner is requesting an extension of time for a window violation.
The petitioner states that the window was not repairable, and has had to order a new window. The new window will not be available until April or May due to back log.

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: Window Violation: May 30, 2020
All other Violations: Schedule Re-inspection Immediately
Attachments: Application for Appeal, Cycle Inspection



**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
FEB 1 4 2020
BY:

Property Address: 942 Waterloo Drive, Bloomington, IN 47401

Petitioner's Name: Tassawar Hussain

Address: 5427 Stonewood Drive

City: Bloomington **State:** Indiana **Zip Code:** 47403

Phone Number: (617) 800-4018 **E-mail Address:** tassawarmd@gmail.com

Owner's Name: Tassawar Hussain

Address: 5427 Stonewood Drive

City: Bloomington **State:** Indiana **Zip Code:** 47403

Phone Number: 617-800-4018 **E-mail Address:** tassawarmd@gmail.com

Occupants: Llane Johnson

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-24

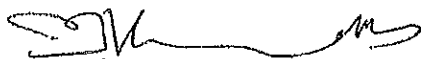
DW

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 window needed to be repaired so it could function as intended. Initially it was felt that window could be repaired but it was not possible. I then had to get permission to get this replaced by the time I got everything properly done. Time has run out. Window replacement company cannot replace the window until late April or early May due to back log. Window is on order at this time.

Signature (Required):



Name (Print): Tassawar Hussain

Date: 2/10/20

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

DEC 20 2019

RENTAL INSPECTION INFORMATION

Tassawar Hussain
5427 Stonewood Drive
Bloomington, IN 47403

RE: 942 E Waterloo 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 **FEB 18 2020** 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,

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

10702

Owner(s)

Tassawar Hussain
5427 Stonewood Drive
Bloomington, IN 47403

Prop. Location: 942 E Waterloo DR

Number of Units/Structures: 1/1

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

Date Inspected: 12/10/2019

Primary Heat Source: Gas

Property Zoning: RM

Number of Stories: 2

Inspector: Dee Wills

Foundation Type: Slab

Attic Access: Yes

Accessory Structure: None

Monroe County Assessor's records indicate this structure was built in 1974.
There were no requirements for emergency egress at the time of construction.

INTERIOR

Main Level

Living Room (22-11 x 13-9)

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

Dining Area (9-8 x 9), Kitchen (10-1 x 4-3), Furnace closet, Laundry Area, ½ Bathroom

No violations noted.

Garage

Properly adjust the entry door so that it completely closes with no gaps at the bottom to prevent air infiltration. 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

Upper Level

Bathroom, Attic, Hallway

No violations noted.

Front (Right) Bedroom (9-6 x 9-5)

No violations noted.

Existing Egress Window Measurements

Height: 52.5 inches

Width: 31.5 inches

Sill Height: 25.5 inches

Openable Area: 11.5 sq. ft.

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

Rear Left Bedroom (10-9 x 9-9)

No violations noted.

Existing Egress Window Measurements:

Height: 21.5 inches

Width: 29 inches

Sill Height: 24 inches

Openable Area: 4.3 sq. ft.

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

Center Right Bedroom (12-8 x 9-8)

Properly repair the broken window so that it functions as intended. BMC 16.04.060(b)

Existing Egress Window Measurements:

Height: 21.5 inches

Width: 29 inches

Sill Height: 24 inches

Openable Area: 4.3 sq. ft.

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

EXTERIOR

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)

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: March 18th, 2020
Petition Type: An extension of time to complete repairs.
Petition Number: 20-TV-26
Address: 540 South Basswood Drive.
Petitioner: Diana Rollins, PM and Jolie Green, RM
Inspector: Kenny Liford/Matt Swinney/Dee Wills
Staff Report: December 12th, 2019 Completed Cycle Inspection Report
February 20th, 2020 BHQA application received

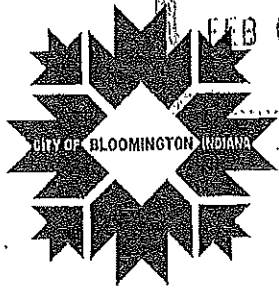
Owner has requested an extension of time to complete repairs. Entire complex is undergoing a complete remodel.

Staff recommendation: Grant the request.

Conditions: Have all repairs completed and a re-inspection scheduled by the date listed below. The date for the rental permit will begin at the original 60 day deadline after all repairs have been made.

Compliance Deadline: December 20th, 2020.

Attachments: Cycle report, BHQA Appeal



RECEIVED
FEB 07 2020

**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: 540 S Basswood Dr, Bloomington, IN 46240

Petitioner's Name: Diana Rollins, PM and Jolie Green, RM

Address: 540 S Basswood Dr

City: Bloomington

State: Indiana

Zip Code: 47403

Phone Number: (812) 332-7522

E-mail Address: Bloomington@hermankittle.com

Owner's Name: Limestone Crossing, LLC

Address: 540 S. Basswood Dr

City: Bloomington

State: Indiana

Zip Code: 47403

Phone Number: 812-332-7522

E-mail Address: Bloomington@hermankittle.com or jgreen@hermank

Occupants:

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

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

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

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

Reminder:

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

(Will be assigned by BHQA)

Petition Number: 20-TV-26

KL, DW, 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.

Limestone Crossing Apartments is undergoing a rehab of the entire property which started May 2019. The regularly scheduled HAND site inspection took place on 12/9/19 with a deadline for corrections of 2/7/20.

Given that many of the correction items will be included in the rehab of the units, we are asking for an extension for final reinspection until the rehab is done in December 2020. We are working on all the life safety coded items and have many completed, but we have made them a priority to be completed first.

We currently have 114 units occupied at the site.

Please let us know if you have any further questions or concerns we need to address with you.

Signature (Required): _____

Name (Print): _____ Date: 2/7/20

Important information regarding this application format:

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

Print Form



City Of Bloomington
Housing and Neighborhood Development
RENTAL INSPECTION INFORMATION

DEC 09 2019

Herman & Kittle Properties
500 E. 96th St. Suite 300
Indianapolis, IN 46240

RE: 540 S Basswood 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 **FEB 07 2020** 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: Chris Rubeck: 540 S. Basswood Dr., Bloomington, IN 47403



**City Of Bloomington
Housing and Neighborhood Development**

CYCLE INSPECTION REPORT

7739

Owner(s)

Herman & Kittle Properties
500 E. 96th St. Suite 300
Indianapolis, IN 46240

Agent

Chris Rubeck
540 S. Basswood Dr.
Bloomington, IN 47403

Prop. Location: 540 S Basswood DR

Number of Units/Structures: 208/17

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

Date Inspected: 11/18/2019
Primary Heat Source: Electric
Property Zoning: RH
Number of Stories: 2

Inspector: Swinney/ Liford/ Wills
Foundation Type: Slab
Attic Access: Yes
Accessory Structure: Garages

The Monroe County Assessor's records indicate that these structures were built in 2002.
Minimum egress requirements for a multi-family dwelling built at the time of construction.

Openable area: 5.7 Sq. Ft.

Clear height: 24 inches

Clear width: 20 inches

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

NOTE:

- ☞ Room dimensions are in the file or listed on the previous cycle inspection report.
- ☞ Only Units/Rooms with violations shall be listed on this report.

Egress window measurements for complex are as follows:

TYPE 1

Existing Egress Window Measurements: Single hung pop out: Const. Yr. - 2002
 Height: 25 inches
 Width: 36 inches
 Sill Height: 24 inches
 Openable Area: 6.25 sq. ft.

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

TYPE 2

Existing Egress Window Measurements: Single hung pop out: Const. Yr. - 2002
 Height: 26 inches
 Width: 35 inches
 Sill Height: 24 inches
 Openable Area: 6.32 sq. ft.

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

TYPE 3

Existing Egress Window Measurements: Single hung pop out: Const. Yr. - 2002
 Height: 27 inches
 Width: 34 inches
 Sill Height: 24 inches
 Openable Area: 6.38 sq. ft.

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

INTERIOR

Building 564:

General Violations:

All Bathrooms:

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

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

Unit A

See General Violations

Master Bathroom

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

Unit B

See General Violations

Unit C**Kitchen**

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

See General Violations

Unit D

See General Violations

Bedroom

Properly secure the electrical outlet plate so that it functions as intended. BMC 16.04.060(b)

Unit E

See General Violations

Unit F**Living Room**

Complete the installation of carpeting. BMC 16.04.060(a)

Kitchen

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

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

Laundry Closet

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

Hall Bathroom

Properly secure the GFCI electrical outlet plate so that it functions as intended. BMC 16.04.060(b)

See General Violations

Master Bathroom

Properly secure the GFCI electrical outlet plate so that it functions as intended. BMC 16.04.060(b)

Master Bedroom

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

Unit G

See General Violations

Unit H**Kitchen**

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

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

Hall Bathroom

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

Furnace Closet

Adjust the furnace closet door to completely close with ease. BMC 16.04.060(a)

Unit I

See General Violations

Unit J

See General Violations

Balcony

Repair the light switch fixture for the balcony to function as intended. (possible short in wiring) BMC 16.04.060(b)

Master Bathroom

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

Hall Bathroom

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

Unit K

See General Violations

Unit L

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

Building 568:General Violations:All Bathrooms:

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

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

Unit A

See General Violations

HallwayFurnace Closet

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

Hallway, Bedroom

Remove the plastic covers from the smoke detectors. IC 22-11-18-3.5

Unit B

See General Violations

Bedroom

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

Unit C

See General Violations

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 D

See General Violations

Kitchen

Correct the polarity of the electrical receptacle. There is an open neutral. BMC 16.04.060(b)

Hall Bathroom

Properly secure the loose GFCI electrical receptacle so that it functions as intended. BMC 16.04.060(b)

Bedroom

The window in this room was not inspected at the time of the cycle inspection as there was no access. (Boxes) The window in this room 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 E, Unit F

See General Violations

Unit G

See General Violations

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 H

See General Violations

It is strongly recommended that a minimum 1A 10BC classification fire extinguisher be mounted in a visible, accessible location, in or adjacent to the kitchen, away from the range, and in the path of egress.

Unit I

See General Violations

Bathroom

Properly secure the loose GFCI electrical receptacle so that it functions as intended. BMC 16.04.060(b)

Unit J

See General Violations

Balcony, Furnace Closet

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

Bedrooms

The window in this room was not inspected at the time of the cycle inspection as there was no access. (Boxes) The window in this room 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 K, Unit L

See General Violations

Building 560:General Violation for Upstairs Units:

Eliminate the mold/mildew growth at the windows above the entry doors for the upstairs units. BMC 16.04.060(a)

General Violation for All Units/ All Rooms that have smoke detectors:

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 A, Unit B, Unit C, Unit D, Unit E

See General Violations

Unit F

See General Violations

Balcony

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

Unit G

See General Violations

This unit/room was not inspected at the time of this inspection, as it was vacant and being turned over. This unit/room must be inspected and brought into compliance with-in the same 60 day deadline as the remainder of this property, or prior to this unit being occupied. All work in this unit shall be completed in a workmanlike manner.

Unit H

See General Violations

Left Bedroom

The window in this room was not inspected at the time of the cycle inspection as there was no access. (Boxes) The window in this room 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 I, Unit J, Unit K, Unit M
See General Violations

Unit L
See General Violations

Bedrooms
 The window in this room was not inspected at the time of the cycle inspection as there was no access. (Boxes) The window in this room must be inspected and brought into compliance with-in the same 60 day deadline as the remainder of this property. BMC 16.03.040

Building 556:

Unit A - Unit H
 These units were not inspected at the time of this inspection, as they are vacant and being renovated. (gutted at this time) These units must be inspected and brought into compliance with-in the same 60 day deadline as the remainder of this property, or prior to this unit being occupied. All work in this unit shall be completed in a workmanlike manner.

Building 548

General Violation for Upstairs Units:
 Eliminate the mold/mildew growth at the windows above the entry doors for the upstairs units. BMC 16.04.060(a)

General Violation for All Units/ All Rooms that have smoke detectors:
 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 A
See General Violations

Replace the missing/ broken cover for the outside GFCI electrical outlet. BMC 16.04.050(b)

Master Bathroom
 Properly secure the loose electrical outlet so that it functions as intended. BMC 16.04.060(b)

Unit B
See General Violations

Balcony
 Properly repair or replace damaged or deteriorated siding in a manner that leaves the structure weather tight. This is to be done in a workmanlike manner and includes but is not limited to all damaged or deteriorating siding and structural members. BMC 16.04.050(a)

Master Bathroom
 Properly secure the loose electrical outlet so that it functions as intended. BMC 16.04.060(b)

Unit C

See General Violations

Kitchen

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

Unit D

This unit/room was not inspected at the time of this inspection, as it was vacant and being turned over. This unit/room must be inspected and brought into compliance with-in the same 60 day deadline as the remainder of this property, or prior to this unit being occupied. All work in this unit shall be completed in a workmanlike manner.

Unit E

See General Violations

Master Bathroom

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

Unit F

This unit was not inspected at the time of this inspection, as it was not accessible. This unit must be inspected and brought into compliance with-in the same 60 day deadline as the remainder of this property. BMC 16.03.040

Unit G

See General Violations

Hall Bathroom

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

Master Bathroom

Properly secure the loose electrical outlet so that it functions as intended. BMC 16.04.060(b)

Unit H, Unit I

See General Violations

Unit J

This unit was not inspected at the time of this inspection, as it was not accessible. This unit must be inspected and brought into compliance with-in the same 60 day deadline as the remainder of this property. BMC 16.03.040

Unit K

See General Violations

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)

Right Bedroom

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 L

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

Unit M

See General Violations

Unit N

See General Violations

Balcony

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

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

Front Bedroom

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

Hall Bathroom

Replace the missing towel racks. BMC 16.04.060(a)

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

Interior walls shall be free of deteriorated drywall/plaster. BMC 16.04.060(a)

Hallway

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

Unit O

This unit was not inspected at the time of this inspection, as it was not accessible. This unit must be inspected and brought into compliance with-in the same 60 day deadline as the remainder of this property. BMC 16.03.040

Unit P

See General Violations

Hall Bathroom

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

Building 544:**General Violation for Upstairs Units:**

Eliminate the mold/mildew growth at the windows above the entry doors for the upstairs units. BMC 16.04.060(a)

General Violation for All Units/ All Rooms that have smoke detectors:

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 A

See General Violations

Unit B

This unit was not inspected at the time of this inspection, as it was not accessible. This unit must be inspected and brought into compliance with-in the same 60 day deadline as the remainder of this property. BMC 16.03.040

Unit C

See General Violations

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

Unit D

See General Violations

Kitchen

Properly secure the loose sink faucet assembly so that it functions. BMC 16.04.060(c)

Laundry Closet

Properly connect washer and dryer hook ups so that they function as intended. BMC 16.04.060(c)

Bedroom

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

Furnace Closet

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

Unit E

See General Violations

Kitchen

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

Replace the damaged cabinet door. (burned) BMC 16.04.060(a)

Unit F

This unit was not inspected at the time of this inspection, as it was not accessible. This unit must be inspected and brought into compliance with-in the same 60 day deadline as the remainder of this property. BMC 16.03.040

Unit G

See General Violations

Living Room

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

Furnace Closet

Properly secure the panel for the furnace so that it functions as intended. BMC 16.04.060(c)

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

Unit H

See General Violations

Building 536General Violation for Upstairs Units:

Eliminate the mold/mildew growth at the windows above the entry doors for the upstairs units. BMC 16.04.060(a)

General Violation for All Units/ All Rooms that have smoke detectors:

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 A, Unit B

See General Violations

Unit C

See General Violations

Kitchen

Properly secure the loose sink faucet assembly so that it functions. BMC 16.04.060(c)

Right Bedroom

Properly seal the failing drywall tape at the ceiling so that it functions as intended. BMC 16.04.060(a)

Unit D

See General Violations

Unit E

See General Violations

Kitchen

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

Hallway

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

Unit F

This unit was not inspected at the time of this inspection, as it was not accessible. (being treated for bed bugs) 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 G, Unit H, Unit I

See General Violations

Unit J

See General Violations

Kitchen

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

Hallway

Properly seal the failing drywall tape at the ceiling so that it functions as intended. BMC 16.04.060(a)

Unit K

See General Violations

Hall Bathroom

Properly secure the loose electrical outlet so that it functions as intended. BMC 16.04.060(b)

Unit L

See General Violations

Building 532:**General Violation for Upstairs Units:**

Eliminate the mold/mildew growth at the windows above the entry doors for the upstairs units. BMC 16.04.060(a)

General Violation for All Units/ All Rooms that have smoke detectors:

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 L

See General Violations

Unit K

See General Violations

Kitchen

Secure the loose faucet. BMC 16.04.060(a)

Unit JSee General Violations

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

Unit ISee General Violations

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

Bedroom

Repair the broken window. BMC 16.04.060(a)

Kitchen

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

Unit HSee General ViolationsBedroom

Secure loose electrical receptacle. BMC 16.04.060(b)

Unit G, Unit F, Unit E, Unit D, Unit CSee General ViolationsUnit BSee General Violations

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

Unit ASee General ViolationsBuilding 516:Unit PSee General Violations

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

Unit OSee General Violations

Unit NSee General ViolationsBedroom

Secure loose electrical receptacle. BMC 16.04.060(b)

Unit M, Unit LSee General ViolationsUnit KSee General ViolationsLiving Room

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

Left Bedroom

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

Master Bathroom

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

Bathroom

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

Bedroom

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

Master 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 J

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

Unit ISee General ViolationsLiving Room

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

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

Unit HSee General ViolationsMaster Bedroom

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

Unit G

See General Violations

Kitchen

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

Unit F

See General Violations

Bathroom

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

Unit E, Unit D, Unit C, Unit B, Unit A

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

Building 520:**Unit A**

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

Unit B

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

Unit C

See General Violations

Master Bathroom

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

Unit D

See General Violations

Unit E

See General Violations

Kitchen

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

Replace the missing protective cover for the light fixture. 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 FSee General Violations**Entry**

Replace missing outlet cover plate. BMC 16.04.060(b)

Kitchen

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

Master Bathroom

Secure toilet to its mountings. BMC 16.04.060(c)

Bathroom

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

Unit G

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

Unit HSee General Violations**Kitchen**

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

Hallway

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

Building 504:**Unit P**See General Violations**Furnace Closet**

Temperature/pressure relief (TPR) valve discharge tubes:

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

Unit OSee General Violations**Kitchen**

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

Unit NSee General ViolationsHallway

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

Unit MSee General ViolationsHallway

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

Bathroom

Secure loose electrical receptacle. BMC 16.04.060(b)

Unit LSee General ViolationsUnit KSee General ViolationsKitchen

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 JSee General ViolationsUnit ISee General ViolationsUnit HSee General ViolationsLiving Room

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

Kitchen

Replace missing microwave door. BMC 16.04.060(a)

Unit GSee General ViolationsMaster Bathroom

Secure loose GFCI electrical receptacle. BMC 16.04.060(b)

Apt F, Unit ESee General Violations

Unit DSee General Violations**Furnace Closet**

Temperature/pressure relief (TPR) valve discharge tubes:

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

Unit CSee General Violations**Bathroom**

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

Unit BSee General Violations**Kitchen**

Replace missing microwave door. BMC 16.04.060(a)

Unit ASee General Violations**Building 500:****Unit O, Unit P**

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

Unit N, Unit M, Unit LSee General Violations**Unit K**See General Violations**Entry**

Secure the loose entry door knob. BMC 16.04.060(a)

Kitchen

Repair the broken window. BMC 16.04.060(a)

Right Bedroom

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

Repair the broken window. BMC 16.04.060(a)

Master Bedroom

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

Replace the missing smoke detector. The missing smoke detector was hard wired and must be replaced with a hard wired model. IC 22-11-18-3.5

Bathroom

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

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

Unit J

See General Violations

Kitchen

Secure the loose Ceiling vent. BMC 16.04.060(a)

Right Bedroom Master

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

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

Unit I

See General Violations

Kitchen

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

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

Unit H

See General Violations

Master Bathroom

Repair tub stopper to function as intended. BMC 16.04.060(c)

Unit G

See General Violations

Kitchen

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

Unit F

See General Violations

Apt E

See General Violations

Bathroom

Replace the missing shower head. BMC 16.04.060(a)

Unit DSee General ViolationsEntry

Replace the broken threshold in the exterior doorway. BMC 16.04.060(b)

Unit CSee General ViolationsEntry

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

Kitchen

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

Hallway

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

Right Bedroom

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

Replace missing outlet cover plate. BMC 16.04.060(b)

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

Living Room

Replace missing outlet cover plate. BMC 16.04.060(b)

Unit BSee General Violations**Unit A**See General Violations**Building 508:****Unit P**See General ViolationsMaster Bedroom

Replace missing outlet cover plate. BMC 16.04.060(b)

Furnace Closet

Temperature/pressure relief (TPR) valve discharge tubes:

- shall not be reduced in size from the valve outlet
- shall be rigid galvanized, rigid copper, or any CPVC pipe
- shall not have a threaded discharge end
- drain by gravity

- shall have a minimum 1" air gap where discharging into a sanitary drain, or an approved air break
- shall extend to within 6" of floor. BMC 16.04.060(c)

Unit OSee General Violations**Master Bathroom**

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

Unit NSee General Violations

Replace the missing smoke detector. The missing smoke detector was hard wired and must be replaced with a hard wired model. IC 22-11-18-3.5

Kitchen

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

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

Unit MSee General Violations**Unit L**See General Violations**Kitchen**

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

Unit KSee General Violations**Unit J**See General Violations**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 surface of the ceiling to be free of holes, cracks, peeling paint and/or sagging materials. BMC 16.04.060(a)

Unit I, Unit HSee General Violations**Unit G**See General Violations**Hallway**

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

Unit F, Unit E
See General Violations

Building 508:

Unit E
See General Violations

Replace the melted siding by front door. BMC 16.04.050(a)

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

Master Bathroom
 Secure toilet to its mountings. BMC 16.04.060(c)

Laundry Closet
 Replace the door knob. BMC 16.04.060(a)

Unit D
See General Violations

Furnace Closet
 Temperature/pressure relief (TPR) valve discharge tubes:

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

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

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

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

Unit B
See General Violations

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

Replace the missing attic access panel. BMC 16.04.060(a)

Bathroom

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

Unit A

See General Violations

Kitchen

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

Building 512:Unit A

See General Violations

Unit B

See General Violations

Bathroom

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

Unit C

See General Violations

Kitchen

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

Unit D

See General Violations

Unit E

See General Violations

Kitchen

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

Unit F

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

Unit G

See General Violations

Kitchen

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

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

Unit H

See General Violations

Back Right Bedroom

Repair the broken window. BMC 16.04.060(a)

Replace the all missing smoke detectors. The missing smoke detectors were hard wired and must be replaced with a hard wired model. IC 22-11-18-3.5

Unit I

See General Violations

Front Bedroom

Repair/replace the window tilt latches to function as intended. BMC 16.04.060(a)

Bathroom

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

Unit J

See General Violations

Unit K

See General Violations

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

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

Entry

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

Unit L

See General Violations

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

Kitchen

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

Unit M

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

Unit N

See General Violations

Bathroom

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

Unit O

See General Violations

Kitchen

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

Unit P

See General Violations

Kitchen

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

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

Bathroom

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

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

Back Right Bedroom

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

Building 524:Unit A

See General Violations

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 B

See General Violations

Unit C

See General Violations

Kitchen

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

Right Bedroom

Repair the broken window. BMC 16.04.060(a)

Unit D

See General Violations

Master Bathroom

Secure the loose tub fixtures. BMC 16.04.060(a)

Unit E

See General Violations

Furnace Closet

Temperature/pressure relief (TPR) valve discharge tubes:

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

Master Bathroom

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

Unit F

See General Violations

Kitchen

Secure the loose faucet. BMC 16.04.060(a)

Unit G

See General Violations

Living Room

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

Bathroom

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

Unit H

See General Violations

Master Bathroom

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

Building 528:**Unit A**

See General Violation

Unit B**See General Violations****Kitchen**

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

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

Furnace Closet

Temperature/pressure relief (TPR) valve discharge tubes:

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

Unit C**See General Violations****Bathroom**

Secure loose electrical receptacle. BMC 16.04.060(b)

Unit D**See General Violations****Master Bathroom**

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

Kitchen

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

Repair the broken window. BMC 16.04.060(a)

Unit E**See General Violations**

Replace the missing weather proof outlet cover for the exterior outlet next to the front entry door. BMC 16.04.050(b)

Kitchen

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

Unit F**See General Violations****Kitchen**

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

Master Bathroom

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

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

Unit G

See General Violations

Bathroom

Secure side panel of countertop. BMC 16.04.060(a)

Unit H

See General Violations

Kitchen

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

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

Master Bedroom

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

Unit I

See General Violations

Unit J

See General Violations

Entry

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

Kitchen

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

Unit K

See General Violations

Kitchen

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

Hallway

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

Unit L

See General Violations

Master Bathroom

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

Replace the missing tub spout. BMC 16.04.060(c)

Hallway

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

EXTERIOR

General Violations:

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

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)

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

Building 508, Building 504

See General Violations

Apt E

Replace the melted siding by front door. BMC 16.04.050(a)

Building 512, 520, 524

See General Violations

Repair the erosion around the foundations of these buildings. BMC 16.04.050(a)

Properly reconnect all gutters/downspouts in a manner that reasonably directs water away from the structure. BMC 16.04.050(a)

Regrade the area between these buildings to drain water away from the buildings. BMC 16.04.050(a)

Building 528, Building 532, Building 516

See General Violations

Properly repair or replace damaged or deteriorated siding on the back of the building in a manner that leaves the structure weather tight. This is to be done in a workmanlike manner and includes but is not limited to all damaged or deteriorating siding and structural members. BMC 16.04.050(a)

Building 544

See General Violations

Properly repair or replace damaged or deteriorated siding on the back of the building in a manner that leaves the structure weather tight. This is to be done in a workmanlike manner and includes but is not limited to all damaged or deteriorating siding and structural members. BMC 16.04.050(a)

Building 556

See General Violations

Properly repair/ replace the damaged diverter downspout drain adjacent to Unit H.

Unit A

Replace broken or missing spindles in handrail/guardrail. BMC 16.04.020, BMC 16.04.050(b)

Building 568**See General Violations**

Properly re-connect the drain diverter for the downspout. (left back corner of structure) BMC 16.04.050(a)

Building 560, Building 552**See General Violations****Building 536****See General Violations**

Properly repair or replace damaged or deteriorated siding in a manner that leaves the structure weather tight. This is to be done in a workmanlike manner and includes but is not limited to all damaged or deteriorating siding and structural members. BMC 16.04.050(a)

Building 548**See General Violations**

Properly repair or replace damaged or deteriorated siding in a manner that leaves the structure weather tight. This is to be done in a workmanlike manner and includes but is not limited to all damaged or deteriorating siding and structural member.(front of Unit B and corner of porch Unit D) BMC 16.04.050(a)

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

Building 564, Building 568, Building**See General Violations**



City of Bloomington
H.A.N.D.

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

Meeting Date: March 18, 2020
Petition Type: Rescind a variance.
Petition Number: 20-RV-27
Address: 2430 S. Rockport Road
Petitioner: HAND
Inspector: Matthew Swinney
Staff Report: February 07, 2020 Completed Cycle Report
February 17, 2020 Application for Appeal

This property was granted, on February 13, 1997, a variance to the minimum ceiling height requirement on the second floor, north and south bedrooms, of the Property Maintenance Code. The Residential Rental and Lodging Establishment Inspection Program does not include a minimum ceiling height requirement and the Building Code in place at the time of construction did not address minimum ceiling height; therefore the variance must be rescinded by the Board of Housing Quality Appeals. Monroe County Assessor's records indicate this structure was built in 1960.

Staff Recommendation: Rescind the variance.

Conditions: None

Attachments: None



City of Bloomington
H.A.N.D.

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

Meeting Date: March 18, 2020

Petition Type: An extension of time to complete repairs

Petition Number: 20-TV-28

Address: 148-150 E Willow Court

Petitioner: Robert Hahn

Inspector: Dee Wills

Staff Report: September 25, 2019 Completed Cycle Inspection
December 12, 2019 Remaining Violations Report sent to owner.
January 15, 2020 Owner stated that his was deployed with the USAF, and will file for an extension of time. An appeal form was mailed to the owner.
January 23, 2020 A Registration Form and another Application for Appeal Form was mailed to owner.
January 23, 2020 Legal Action is started with City.
February 14, 2020 Demand Letter sent to owner from City Legal Department.
February 17, 2020 Received email from owner stating that he would file for an extension of time from the BHQA.
February 21, 2020 Received Application for Appeal

The petitioner is requesting an extension of time due to being deployed shortly after the initial Cycle Inspection took place. The petitioner is requesting an extension of 60 days so he will be able to attend the reinspection his self, and to ensure there are no further issues.

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

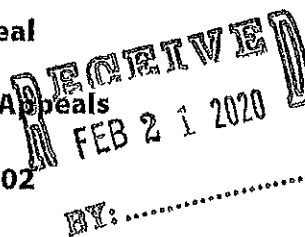
City of Bloomington Legal Department for further action including the possibility of fines.

Compliance Deadline: April 30, 2020

Attachments: Application for Appeal, Warranty Deed, City of Bloomington Legal Letter, Remaining Violations Report, Cycle Report



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



Property Address: 148/150 Willow Court, Bloomington IN, 47401

Petitioner's Name: Robert Hahn

Address: 3686 S. Sowder Sq.

City: Bloomington

State: Indiana



Zip Code: 47401

Phone Number: 317-690-24

E-mail Address: Robert.R.Hahn@gmail.com

Owner's Name: Robert Hahn

Address: 3686 S. Sowder Sq, Bloomington IN 47401

City: Bloomington

State: Indiana



Zip Code: 47401

Phone Number: 317-690-24

E-mail Address: Robert.R.Hahn@gmail.com

Occupants: Jerry and Kathleen Tittle
Tim and Danielle Gellos

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-28

DW

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.

Thank you for taking the time to reach out first. I am quite surprised to have received your email. I have not been in the area due to my deployment since October and I am unable to meet all of the communication and inspection timelines.

I was deployed with active duty Air Force beginning October 1, 2019. The notice of violations was dated October 11, 2019.

After I received the notice, in late November, I reached out to HAND to express my concerns. I further stated all but one item mentioned on the notice has been complied with and a reinspection can happen if HAND so chooses, knowing there will still be a remaining item (very noisy bathroom fan). This offer was declined due to the fact that there would still be open items. When I contacted HAND and spoke with Angela, in January 2020, I was advised to request an extension and she would send the form via email. I received this form from Eric Sader on the 23rd of January, 2020.

Per the form I sent the completed form to the P.O. box listed on the form via postal mail. I understand there is some kind of monthly board which meets to review these requests and I have yet to hear back.

Recently, I was advised the filing was not received and to re-file electronically.

An Extension of 60 days from the date this request is approved, is being requested to schedule the reinspection by HAND. I will be taking Leave from Active Duty to attend this reinspection to ensure there is no further misunderstanding between myself and HAND.

Signature (Required): Robert R Hahn


Name (Print): Robert R Hahn

Date: February 21, 2020

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

2017006830 \$20.00
05/23/2017 04:52:21P 3 PGS
Eric Schmitz
Monroe County Recorder IN
Recorded as Presented


DULY ENTERED
FOR TAXATION

MAY 23 2017

File Number: 43771

Catherine Smith
Auditor Monroe County, Indiana

WARRANTY DEED

HELEN WOODS, of legal age, the unmarried widow of DWAYNE WOODS, deceased ("Grantor"), of Monroe County, in the State of Indiana, CONVEYS AND WARRANTS to ROBERT HAHN and ALLYSSA HAHN, husband and wife ("Grantee"), of Monroe County, in the State of Indiana, for and in consideration of the sum of Ten Dollars (\$10.00) and other valuable consideration, the receipt of which is acknowledged, the following described real estate in ~~Monroe~~ Monroe County, Indiana:

MONROE J.F.

Lot Number Twenty-nine (29) in Walnut Springs Subdivision, Phase Two, as per plat thereof recorded in Plat Cabinet C, Envelope 56, in the office of the Recorder of Monroe County, Indiana.

Tax Parcel No.: 53-08-16-303-006.000-009
Auditor's Parcel No.: 015-22040-29

SUBJECT TO:

1. Real estate taxes and assessments for the year 2016 due and payable 2017, and all subsequent taxes and assessments.
2. Any and all covenants, conditions, restrictions, agreements, limitations, encumbrances and easements, if any, which are either observable or of record.
3. Minerals of whatsoever kind, subsurface and surface substances, including but not limited to coal, lignite, oil, gas, uranium, clay, rock, sand and gravel in, on, under and that may be produced from the Land, together with all rights, privileges, and immunities relating thereto, whether or not appearing in the Public Records.
4. Taxes for 2017, due and payable in 2018.
5. All covenants, conditions, restrictions, easements, and encumbrances as shown by the recorded plat of Walnut Springs Subdivision, Phase Two, recorded in Plat Cabinet C, Envelope 56, in the office of the Recorder of Monroe County, Indiana. NOTE: This clause omits any covenant, condition, or restriction based on race, color, religion sex, handicap, familial status or national origin as provided in 42 U.S.C. Â§3604, unless and only to the extent that the covenant (a) is not in violation of state or federal law, (b) is exempt under 42 U.S.C. Â§3607, or (c) relates to a handicap, but does not discriminate against handicapped people.
6. Utility Easement recorded August 3, 1992, in Deed Record 402, at page 611, in the office of the Recorder of Monroe County, Indiana.

7. Utility Easement in favor of Indiana Bell Telephone Company, Incorporated, recorded December 4, 1992, in Deed Record 406, at page 248, in the office of the Recorder of Monroe County, Indiana.

The undersigned herein swears or affirms under the penalties for perjury that she and Dwayne Woods acquired title as husband and wife to the above real estate by Special Warranty Deed recorded May 12, 2011, as Instrument Number 20110076236, in the office of the Recorder of Monroe County, Indiana, and that she and Dwayne lived together as husband and wife until his death on October 7, 2016, and Helen Woods became the sole owner of the real estate by operation of law.

NOTE: Balance of page left blank intentionally. Signatures and acknowledgements appear on following page(s).

In Witness Whereof, Grantor has executed this deed on this 17th day of May, 2017.

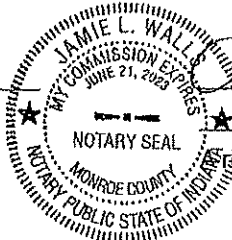
Helen Woods
HELEN WOODS

STATE OF Indiana)
COUNTY OF Monroe) SS:

Before me, Jamie L. Walls, a Notary Public in and for said County and State, this 17 day of May, 2017, personally appeared HELEN WOODS, who executed the foregoing deed; and who, having been duly sworn, stated that any representations therein contained are true.

My Commission Expires:

10-21-23



Jamie L. Walls
Jamie L. Walls, Notary Public
Resident of Monroe County, IN

Mailing addresses:

Per IC 32-21-2-3(b): Mailing address to which statements should be mailed under IC 6-1.1-22-8.1:

368 Le S. Sowder Square, Bloomington, IN 47401

Per IC 32-21-2-3(b): Street address or rural route address of Grantee if above mailing address is NOT a street address or rural route address:

This instrument was prepared by Morris H. Erickson, Attorney at Law, Bloomington, Indiana.

"I affirm, under the penalties of perjury, that I have taken reasonable care to redact each Social Security number in this document, unless required by law." - Morris H. Erickson

Corporation Counsel
Philippa M. Guthrie

City Attorney
Michael M. Rouker



City of Bloomington
Legal Department

Assistant City Attorneys
Larry Allen
Jennifer Lloyd
Barbara E. McKinney
Jacquelyn F. Moore
Christopher J. Wheeler

February 14, 2020

Blue Frost, LLC
ATTN: Robert & Allyssa Hahn
3686 S. Sowder Sq.
Bloomington, IN 47401

NOTICE OF VIOLATION
RE: Rental Property at 148 E. Willow Ct., Bloomington, IN

Dear Robert & Allyssa Hahn,

The above referenced rental property is in violation of Bloomington Municipal Code Title 16 ("BMC"). The Title 16 Occupancy Permit for this property expired on **May 17, 2019**. It is a violation for this property to be occupied by anyone other than the owner without a valid Title 16 Occupancy Permit. *Please see BMC 16.03.030*. A valid Title 16 occupancy permit cannot be issued until and unless you complete the cycle inspection process with Bloomington Housing and Neighborhood Development ("HAND"). This has not been done.

You must immediately, and no later than February 28, 2020, do all of the following:


1. Correct all remaining violations noted on the Cycle Inspection Report issued December 17, 2019;
2. Schedule a remaining violations inspection with HAND;
3. File an updated rental property registration form with HAND reflecting true ownership of the rental property.

The City intends to initiate an ordinance violation lawsuit against you for these violations unless you comply with this deadline. Fines will be assessed up to and including \$2,500.00 per day, per violation, for each day that this rental property has been and continues to be in violation of BMC Title 16, **dating back to May 17, 2019**. The City will also seek an Order to vacate this rental property and to keep it vacated until such time as you can prove to the Court that this property is in full compliance with BMC Title 16.

Any decision by HAND may be appealed to the Board of Housing Quality Appeals. To do so, please contact HAND at 812-349-3401, or visit HAND at City Hall, 401 N. Morton Street, Suite 130, Bloomington, IN 47402.

Your prompt attention to this matter is greatly appreciated.

Sincerely,


Christopher J. Wheeler
Assistant City Attorney

cc: Doris Sims, Director for the Department of Housing and Neighborhood Development



City Of Bloomington
Housing and Neighborhood Development

REMAINING VIOLATION INSPECTION REPORT

DEC 17 2019

5173

Owner(s)

Robert Hahn Of Blue Frost, Llc
3686 S. Sowder Square
Bloomington, IN 47401

Prop. Location: 148 E Willow CT
Number of Units/Structures: 2/1
Units/Bedrooms/Max # of Occupants: Bld 1: 2/4/5

Date Inspected: 09/25/2019
Primary Heat Source: Electric
Property Zoning: RM
Number of Stories: 2

Inspector: Dee Wills
Foundation Type: Basement
Attic Access: Yes
Accessory Structure: None

Variance: 05/17/2016 This property has been granted a variance from the Indiana State Fire Prevention and Building Safety Commission on May 06, 2016 for additional bedrooms in each side of the duplex to be used for sleeping purposes. Project Name: WOODS; Variance Number: 16-05-01.

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

INTERIOR

Unit 150

Main Level

Hallway

Replace the missing smoke detector. The missing smoke detector was hard wired and must be replaced with a hard wired model. IC 22-11-18-3.5

Bedroom (10-1 x 14-7)

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

Bathroom

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

Lower Level

Master Bedroom (14-7 x 13-2). (This room has a door to the exterior for emergency egress.)

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

Front Bedroom (11-5 x 6-10)

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

Rear Bedroom (11-0 x 11-4)

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

Unit 148

Main Level

Living Room/ Dining Room (16-1 x 20-1)

Properly adjust the rear entry door locking mechanism so that it functions as intended. BMC 16.04.060(a)

Lower Level

Bathroom

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

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

OTHER REQUIREMENTS

Registration Form

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

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)



City Of Bloomington
Housing and Neighborhood Development

RENTAL INSPECTION INFORMATION

OCT 1 1 2019

Robert Hahn Of Blue Frost, Llc
3686 S. Sowder Square
Bloomington, IN 47401

RE: 148 E Willow CT

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 1 0 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,

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

5173

Owner(s)

Robert Hahn Of Blue Frost, Llc
3686 S. Sowder Square
Bloomington, IN 47401

Prop. Location: 148 E Willow CT
Number of Units/Structures: 2/1
Units/Bedrooms/Max # of Occupants: Bld 1: 2/4/5

Date Inspected: 09/25/2019
Primary Heat Source: Electric
Property Zoning: RM
Number of Stories: 2

Inspector: Dee Wills
Foundation Type: Basement
Attic Access: Yes
Accessory Structure: None

Variance: 05/17/2016 This property has been granted a variance from the Indiana State Fire Prevention and Building Safety Commission on May 06, 2016 for additional bedrooms in each side of the duplex to be used for sleeping purposes. Project Name: WOODS; Variance Number: 16-05-01.

The Monroe County Assessors records indicate that this structure was built in 1994. These are the minimum egress requirements for One and Two Family Dwellings at the time of construction

Clear opening height: 24"

Clear opening width: 18"

Sill height: 44" above finished floor

Openable area: 4.75 sq. ft.

INTERIOR

Unit 150

Main Level

Living Room/ Dining Room (16-1 x 20-1)

No violations noted.

Kitchen (10-1 x 7-3)

No violations noted.

Hallway

Replace the missing smoke detector. The missing smoke detector was hard wired and must be replaced with a hard wired model. IC 22-11-18-3.5

Bedroom (10-1 x 14-7)

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

Existing Egress Window Measurements:

Height: 28 inches
Width: 30.5 inches
Sill Height: 25 inches
Openable Area: 5.9 sq. ft.

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

Bathroom

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

Lower Level

Master Bedroom (14-7 x 13-2). (This room has a door to the exterior for emergency egress.)

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

Furnace Closet, Hall Bathroom

No violations noted.

Front Bedroom (11-5 x 6-10)

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

Existing Egress Window Measurements:

Height: 28 inches
Width: 30.5 inches
Sill Height: 25 inches
Openable Area: 5.9 sq. ft.

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

Rear Bedroom (11-0 x 11-4)

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

Existing Egress Window Measurements:

Height: 28 inches
Width: 30.5 inches
Sill Height: 25 inches
Openable Area: 5.9 sq. ft.

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

Garage

No violations noted.

Unit 148

Main Level

Living Room/ Dining Room (16-1 x 20-1)

Properly adjust the rear entry door locking mechanism so that it functions as intended. BMC 16.04.060(a)

Kitchen (10-1 x 7-3)

No violations noted.

Bedroom (10-1 x 14-7)

No violations noted.

Existing Egress Window Measurements:

Height: 28 inches

Width: 30.5 inches

Sill Height: 25 inches

Openable Area: 5.9 sq. ft.

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

Hallway, Bathroom

No violations noted.

Lower Level

Master Bedroom (14-7 x 13-2), (This room has a door to the exterior for emergency egress.)

No violations noted.

Existing Egress Window Measurements:

Height: 28 inches

Width: 30.5 inches

Sill Height: 25 inches

Openable Area: 5.9 sq. ft.

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

Front Bedroom (11-5 x 6-10)

No violations noted.

Existing Egress Window Measurements:

Height: 28 inches

Width: 30.5 inches

Sill Height: 25 inches

Openable Area: 5.9 sq. ft.

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

Rear Bedroom (11-0 x 11-4)

No violations noted.

Existing Egress Window Measurements:

Height: 28 inches

Width: 30.5 inches

Sill Height: 25 inches

Openable Area: 5.9 sq. ft.

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

Furnace Closet, Garage

No violations noted.

Bathroom

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

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

EXTERIOR

No violations noted.

OTHER REQUIREMENTS

Registration Form

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

Tenants and Owners Rights and Responsibilities Summary

A completed copy of the Tenants and Owners Rights and Responsibilities Summary must be provided to this office 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: March 18, 2020
Petition Type: An extension of time to complete repairs
Petition Number: 20-TV-29
Address: 424 E Wylie Street
Petitioner: Leigh A Henderson
Inspector: Dee Wills
Staff Report: December 13, 2020 Completed Cycle Inspection
February 18, 2020 Received Application for Appeal

Petitioner is requesting an extension of time for the garage violations. The petitioner is trying to find a contractor to get an estimate of what it will cost to repair the garage, compared to having the garage removed. Because this has been a slow moving process, the petitioner is requesting an extension of time until August 30, 2020. The tenant does not have access to this garage.

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: Garage Deadline: August 30, 2020
All Other Violations: Re-Schedule Immediately
Attachments: Application for Appeal, Cycle Report



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

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

812-349-3420

hand@bloomington.in.gov

RECEIVED
FEB 18 2020

Property Address: 424 E Wylie 47401

Petitioner's Name: Leigh A. Henderson

Address: 2304 W. Belden Ave.

City: Chicago State: IL ☐ Zip Code: 60647

Phone Number: 8123256520 E-mail Address: Softcloth@gmail.com

Owner's Name: Leigh Henderson

Address: 424 E Wylie

City: Bloomington State: IN ☐ Zip Code: 47401

Phone Number: 8123256520 E-mail Address: Softcloth@gmail.com

Occupants: 1

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: garage repair ☐

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-29

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.

See letter attached

Signature (Required):

Leigh Henderson

Name (Print):

Leigh Henderson

Date: *Feb. 10 2020*

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

Feb 10, 2020

City of Bloomington HAND
P.O. Box 100
401 N. Morton St.
Bloomington, IN 47402
Re: 424 E Wylie Street, 47401

To Whom It May Concern,

Enclosed are the following documents requested to renew my rental permit:

- Registration form
- HVAC inspection
- Invoice for replacement of new smoke alarms
- Signed HAND pamphlet
- Signed move-in inspection
- Application for appeal
- \$20 check

Garage: On many occasions I have corresponded with two repair people about the garage. I have a vague (text message) estimate for repair and tear-down from David Howard. As you may have experienced yourself, accomplishing a task like this can be an extremely slow process. Finding help proves to be very difficult. It took weeks to hear back after several times asking for the estimate. I am going to assume I will need an extension for this issue. Please know I am being as proactive as I can to remedy this repair issue. As agreed upon at move-in, the resident was made aware the garage was only to be used as a tool shed or not at all. With some consideration, I may sell my home this year. Assuming the garage, even in poor condition, is more valuable than removed. I am requesting to have an extension for this issue to Aug 30, 2020.

Painting on E side: no problem to complete as the weather permits.

Please feel free to contact me with any questions.

Sincerely,



Leigh A. Henderson
2304 W Belden Ave.
Chicago, IN 60647
812-325-6520
softcloth@gmail.com



City Of Bloomington
Housing and Neighborhood Development

JAN 06 2020

RENTAL INSPECTION INFORMATION

Henderson, Leigh A.
2236 N. Racine Ave. 2-N
Chicago, IL 60614

RE: 424 E Wylie ST

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

Once violations have been corrected, it is your responsibility to call the Housing and Neighborhood Development office within this 60 day window but no later than **MAR 06 2020** 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: John E. Vitello: 217 S. Maple, Bloomington, IN 47404

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

9048

Owner(s)

Henderson, Leigh A.
2236 N. Racine Ave. 2-N
Chicago, IL 60614

Agent

John E. Vitello
217 S. Maple
Bloomington, IN 47404

Prop. Location: 424 E Wylie ST
Number of Units/Structures: 1/1
Units/Bedrooms/Max # of Occupants: Bld 1: 1/3/3

Date Inspected: 12/13/2019
Primary Heat Source: Gas
Property Zoning: RC
Number of Stories: 1

Inspector: Dee Wills
Foundation Type: Basement
Attic Access:
Accessory Structure: Garage

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

INTERIOR

Main Level

Living Room (21-3 x 12-3)

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

Dining Room (10-10 x 8-3), Kitchen (10-10 x 10-5), Hallway, Bathroom
No violations noted.

SE Bedroom (10-3 x 8-10)

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

Existing Egress Window Measurements:

Height: 25 inches

Width: 31 inches

Sill Height: 27 inches

Openable Area: 5.38 sq. ft.

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

NE Bedroom (11-8 x 9-4)

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

Existing Egress Window Measurements:

Height: 25 inches

Width: 31 inches

Sill Height: 27 inches

Openable Area: 5.38 sq. ft.

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

Basement

East Room, Utility/ Laundry Room, Bathroom

No violations noted.

Bedroom (19-3 x 11 + 10-6 x 6-10)

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

Existing Egress Window Measurements:

Height: 25 inches

Width: 30 inches

Sill Height: 49 inches

Openable Area: 5.20 sq. ft.

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

EXTERIOR

Properly repair or replace damaged or deteriorated siding (west side) in a manner that leaves the structure weather tight. This is to be done in a workmanlike manner and includes but is not limited to all damaged or deteriorating siding and structural members. BMC 16.04.050(a)

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)

Garage

Properly repair or replace damaged or deteriorated siding in a manner that leaves the structure weather tight. This is to be done in a workmanlike manner and includes but is not limited to all damaged or deteriorating siding and structural members. BMC 16.04.050(a)

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)

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.

