

**PUBLIC HEARING  
BOARD OF HOUSING QUALITY APPEALS  
CITY HALL LEMON CONFERENCE ROOM  
Zoom Virtual Meeting  
NOVEMBER 18, 2020 4:00 P.M.**

**ALL ITEMS ARE ON THE CONSENT AGENDA**

- I. **ROLL CALL**
- II. **REVIEW OF SUMMARY** – September 16, 2020, October 21, 2020
- III. **PETITIONS**
  - 1) 20-TV-18, **514 W. Kirkwood Avenue**, William Shouse (Arturo Rodriguez III). Previously heard April 15, 2020. Request for an extension of time to complete repairs. p. 4
  - 2) 20-TV-60, **1215 N. Dunn Street**, Jerry Fox. Request for an extension of time to complete repairs. p. 11
  - 3) 20-TV-61, **4331 E. 3rd Street**, PR East, LLC. Request for an extension of time to complete repairs. p. 17
  - 4) 20-TV-63, **2500 S. Rockport Road**, Robin Davis (Community Reinvestment Foundation). Request for an extension of time to complete repairs. p. 25
  - 5) 20-TV-64, **506 W. Dixie Street**, Robin Halpin Young (Thomas James Halpin Trust). Request for an extension of time to complete repairs. p. 60
  - 6) 20-TV-65, **1414 S. Lincoln Street**, James Gronquist. Request for an extension of time to complete repairs. p. 66
  - 7) 20-TV-66, **1614 W. Arlington Road**, Parker Real Estate Management (JMT, LLC). Request for an extension of time to complete repairs. p. 74
  - 8) 20-AA-67, **552 W. Clover Terrace**, Stuart Kirk. Request for relief from an administrative decision. p. 84
  - 9) 20-TV-68, **202 S. Yancy Lane**, Estelle Corrigan. Request for an extension of time to complete repairs. p. 91
  - 10) 20-TV-69, **321 N. Indiana Avenue**, Pavilion Properties. Request for an extension of time to complete repairs. p. 98
  - 11) 20-TV-70, **927 N. Jackson Street**, Mackie Properties (John Hart). Request for an extension of time to complete repairs. p. 103
  - 12) 20-AA-71, **728 W. Dixie Street**, Bruce Ricklin. Request for relief from an administrative decision. p. 113
  - 13) 20-TV-72, **1003 W. 11th Street**, Mackie Properties (Michael Grove). Request for an extension of time to complete repairs. p. 118

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](mailto:human.rights@bloomington.in.gov).*

BHQA is inviting you to a scheduled Zoom meeting.

Join Zoom Meeting

<https://bloomington.zoom.us/j/96670286365?pwd=UW5wQVRoNXRLM2k5alA4REJMR1ZUQT09>

Meeting ID: 966 7028 6365

Passcode: 415013

One tap mobile

+19292056099,,96670286365#,,,,,0#,,415013# US (New York)

+13017158592,,96670286365#,,,,,0#,,415013# US (Germantown)

Dial by your location

+1 929 205 6099 US (New York)

+1 301 715 8592 US (Germantown)

+1 312 626 6799 US (Chicago)

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

Meeting ID: 966 7028 6365

Passcode: 415013

Find your local number: <https://bloomington.zoom.us/u/abu1NN0lZt>



City of Bloomington  
H.A.N.D.

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

Meeting Date: November 18, 2020

Petition Type: An extension of time to complete repairs

Petition Number: 20-TV-18 (old business)

Address: 514 W. Kirkwood Avenue

Petitioner: William Shouse (agent)

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.  
March 13, 2020: Meeting cancelled due to Covid-19 virus protocols  
April 15, 2020: BHQA granted extension of time until June 1, 2020  
October 16, 2020: Owner & Agent sent email reminder  
October 23, 2020: Received 2<sup>nd</sup> appeal

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 replace the windows, which are ordered but have been delayed.

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: February 18, 2020

Attachments: Cycle report, appeal



**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**  
OCT 23 2020  
BY: .....

**Property Address:** 514 W. Kirkwood Avenue, Bloomington, IN 47404

**Petitioner's Name:** William Shouse (agent)

**Address:** 4243 Hochstetler St

**City:** Coal City

**State:** Indiana

**Zip Code:** 47427

**Phone Number:** (812) 821-7981

**E-mail Address:** triplesspraying@gmail.com

**Owner's Name:** Arturo Rodriguez

**Address:** 4265 Hampshire Ln

**City:** El Paso

**State:** Texas

**Zip Code:** 79902

**Phone Number:** 830-317-0877

**E-mail Address:** artrod621@gmail.com

**Occupants:** 6

**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)

OLD BUSINESS  
Petition Number: 20-TV-18

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 extension to the complete the replacement of the windows at the property stated above in order to bring the property into compliance per the inspection that was performed on the property in November 2019. Special customized windows had to be ordered for the property through Pella Windows out of Iowa; however, the COVID-19 pandemic has caused a delay for the customization of the windows be created and also a delay in their arrival. Since the items have yet to be delivered by the company and considering we are approaching the winter season as temperatures begin to drop we are requesting an extension to complete the project during the Spring of 2021 as this would allow for a more reasonable time to complete the project under warmer conditions and does not inconvenience the occupants of the property. This was the only requirement left to fulfill per the inspection that was completed on the property.

Signature (Required):



Name (Print): Arturo Rodriguez

Date: 10/20/20

Important information regarding this application form:

- 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

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 (2<sup>nd</sup> 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](http://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.



**City of Bloomington  
Housing and Neighborhood Development**

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

Meeting Date: November 18 2020

Petition Type: An extension of time to complete repairs

Petition Number: 20-TV-060

Address: 1215 N Dunn St

Petitioner: Jerry Fox

Inspector: Michael Arnold

Staff Report: 15 May 2020      Cycle Inspection Scheduled  
29 July 2020      Cycle Inspection Completed  
31 July 2020      Cycle Inspection Report Mailed  
21 September 2020      Received BHQA Application

Petitioner would like to do the reinspection during the Thanksgiving Break due to Covid-19 issues.

Staff recommendation: Grant the request for 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: 04 December 2020

Attachments: Application, Cycle Inspection Report

*Handwritten signature/initials*



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

RECEIVED  
SEP 21 2020

BY: .....

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

Property Address: 1215 N. Dunn  
Petitioner's Name: Jerry Fox  
Address: 6410 Wellston Drive  
City: Bloomington State: IN Zip Code: 47408  
Phone Number: (773) 454-9538 Email Address: Foxtrading4@gmail.com  
Property Owner's Name:

Address:  
City: State: Zip Code: SAME  
Phone Number: Email Address:

**Occupants:**

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

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

Please check the petition type that you are requesting:

60  
days

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

**OFFICE USE ONLY**

Petition Number: 20-TV-60

MA

## SEE REVERSE

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

Signature (required): \_\_\_\_\_

Name (please print): \_\_\_\_\_

Date: \_\_\_\_\_

Jerry Fox 9/8/20

You may attend the meeting. If you attend, please note that all petitions 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 meeting agenda, it is more likely than not that your property will not be individually discussed during the Board's meeting.

- Do to Covid we would like to have the reinspection during the time the girl will be gone for translegiving Break. They leave for 2 hr months. Also, we're still trying to finish property. I have spoken with the inspector. This is good with this plan. Thank you



**City Of Bloomington**  
**Housing and Neighborhood Development**  
CYCLE INSPECTION REPORT

5662

Owner(s)

Fox, Jerry M. & Justin O.  
 6440 E. Wellston Drive  
 Bloomington, IN 47408

Prop. Location: 1215 N Dunn ST

Number of Units/Structures: 1/1

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

Date Inspected: 07/23/2020

Primary Heat Source: Gas

Property Zoning: R3

Number of Stories: 1

Inspector: Mike Arnold

Foundation Type: Crawl Space

Attic Access: No

Accessory Structure: none

Monroe County records show this structure was built in 1946. There were no minimum emergency egress requirements at the time of construction. There was a bedroom added around 2007-2012. That bedroom has emergency egress requirements as follows:

Clear Height: 22 inches

Clear Width: 20 inches

Max. Sill Ht: 44 inches

Openable Area: 5.7 sq ft

5.0 sq ft grade level

Interior:Living Room (18-0 x 13-0):

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

Kitchen/Dining Room (14-0 x 10-0):

No violations noted

Laundry Room:

Secure the door knob. BMC 16.04.060(a)

City Hall

Email: [hand@bloomington.in.gov](mailto: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) 349-3581

**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:**

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

**Study (10-0 x 10-0):**

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

**South Bedroom (14-0 x 13-0):**

Existing Egress:

Height: 41 inches  
Width: 23 inches  
Sill Height: 39 inches  
Openable Area: 6.57 sq. ft.

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

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

**South Bathroom:**

No violations noted

**SW Bedroom (14-0 x 14-0):**

This room has a door to the exterior

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

Secure the outlet to the wall. BMC 16.04.060(b) (West wall - south outlet)

**SE Bedroom (13-0 x 10-0):**

Existing Egress:

Height: 41 inches  
Width: 23 inches  
Sill Height: 39 inches  
Openable Area: 6.57 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

**Exterior:**

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

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

Re-attach the missing siding corner pieces. BMC 16.04.050(a) (NW corner of structure at bottom)

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

Stabilize the retaining wall. BMC 16.04.050(a) (west side of structure) (reset stone/block as needed and tuck point where needed)

**Other Requirements:****Furnace Inspection Documentation:**

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

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

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

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





City of Bloomington  
H.A.N.D.

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

Meeting Date: November 18, 2020

Petition Type: An extension of time to complete repairs.

Petition Number: 20-TV-61

Address: 4305 E. 3<sup>rd</sup> St.

Petitioner: William Todd

Inspector: Norman Mosier

Staff Report: July 17, 2020 – Conducted Cycle Inspection  
September 25, 2020 – Received BHQA Appeal

The Petitioner is requesting an extension of time to complete the repairs until May 18, 2021. There are a couple of windows that don't open and close properly and require some involved carpentry work. Petitioner is having a hard time securing a contractor to do the work. Petitioner is requesting an additional 6 months to complete the repairs on the windows.

Staff recommendation: Grant the request.

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

Compliance Deadline: November 30, 2020 – For smoke detector and all other violations.  
May 18, 2021 – For the windows.

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

fw

LF



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**  
SEP 25 2020

BY: .....

Property Address: 4331 E. Third St

Petitioner's Name: William Todd

Address: 6249 Justins Ridge Rd

City: Nashville

State: Indiana



Zip Code: 47448

Phone Number: 3178857337

E-mail Address: wbtodd@gmail.com

Owner's Name: PR East LLC

Address: 6249 Justins Ridge Rd

City: Nashville

State: Indiana



Zip Code: 47448

Phone Number: 3178857337

E-mail Address: wbtodd@gmail.com

Occupants: Linda Howard, Jo Ficko

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-61

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.

There are a couple of windows that don't open and close properly and they require some involved carpentry work. I am having trouble finding a capable carpenter and they are way behind in scheduling work. I am requesting an extension of 120 days to get this taken care of.

Other repairs are being done otherwise and the smoke detector problem has been remedied.

Signature (Required):



Name (Print): William B Todd

Date: 9-22-20

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  
Housing and Neighborhood Development**

**CYCLE INSPECTION REPORT**

3646

**Owner(s)**

Todd, William B.  
6249 Justins Ridge Road  
Nashville, IN 47448

Prop. Location: 4305 E 3rd ST

Number of Units/Structures: 4/1

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

Date Inspected: 07/17/2020

Primary Heat Source: Gas/Electric

Property Zoning: MM

Number of Stories: 2

Inspector: Norman Mosier

Foundation Type: Other

Attic Access: No

Accessory Structure: None

Monroe County Assessor's records indicate this structure was built in 1979.

Minimum emergency egress requirements for the time of construction:

Openable area required: 4.75 sq. ft.

Clear width required: 18"

Clear height required: 24"

Maximum Allowable Sill Height: 48" above finished floor

**INTERIOR:**

**UNIT 4313**

**Living Room 21-10 x 16-10:**

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

**Kitchen 7-10 x 3-10:**

No violations noted.

**Laundry/Mechanical Closet: (Electric furnace)**

Repair/replace the loose and missing tile on the floor. BMC 16.04.060 (a)

Southeast Bedroom 11-10 x 11-10:  
No violations noted.

Existing Egress Window Measurements for both bedrooms (casement):

Height: 35 ½ inches

Width: 22.5 inches

Sill Height: 28.25 inches

Openable Area: 5.55 sq. ft.

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

Southwest Bedroom 12-1 x 1-3: 34.5 h x 24w x 47sh casement  
No violations noted.

Existing Egress Window Measurements for both bedrooms (casement):

Height: 34.5 inches

Width: 24 inches

Sill Height: 47 inches

Openable Area: 5.75 sq. ft.

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

Bath:

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

**UNIT 4311 VACANT**

Living Room 22-2 x 17-6:  
No violations noted.

Kitchen 7-7 x 3-10:

No violations noted.

Laundry Room:

Repair/replace the loose and missing floor tile. BMC 16.04.060 (c)

Mechanical Room: (Electric furnace)

No violations noted.

Bathroom:

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

Southwest Bedroom 12-2 x 12-1:

No violations noted.

Existing Egress Window Measurements: Dbl hung pop out: Const. Yr. - 1979

Height: 36 inches

Width: 31 inches

Sill Height: 48.5 inches

Openable Area: 7.75 sq. ft.

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

Water Heater Closet:

Repair/replace the loose and missing floor tile. BMC 16.04.060 (a)

Southeast Bedroom 12-1 x 11-4:

No violations noted.

Existing Egress Window Measurements: Casement: Const. Yr. - 1979

Height: 35 ½ inches

Width: 22.5 inches

Sill Height: 28.25 inches

Openable Area: 5.55 sq. ft.

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

**UNIT 4333**

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

No violations noted.

Living Room 22-8 x 16-1:

**Every** window shall be capable of being easily opened and held in position by its own hardware.

BMC 16.04.060(b)

Kitchen 8-7 x 3-10, Laundry Closet:

No violations noted.

Bath:

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

Northwest Bedroom 11-6 x 10-1:

Every window shall be capable of being easily opened and held in position by its own hardware.

BMC 16.04.060(b)

Existing Egress Window Measurements for both bedrooms (casement)

Height: 43 inches

Width: 24 inches

Sill Height: 36 inches

Openable Area: 7.17 sq. ft.

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

Hallway:

No violations noted.

Southwest Bedroom 15-10 x 9: Same window as NW bedroom.

No violations noted.

**UNIT 4331**

Living Room 28-10 x 16-3:

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

Furnace Closet: Gas furnace, see other requirements.

No violations noted.

Kitchen 8-6 x 3-10:

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

Bath:

No violations noted.

Laundry Room:

No violations noted.

Southwest Bedroom 11-9 x 10-4 + 6-9 x 4-10:

No violations noted.

Existing Egress Window Measurements for both bedrooms (casement)

Height: 43 inches

Width: 24 inches

Sill Height: 36 inches

Openable Area: 7.17 sq. ft.

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

Northwest Bedroom 11-6 x 9-2: Same window as SW bedroom.

No violations noted.

Hallway:

No violations noted.

**EXTERIOR:**

No violations noted.

**OTHER REQUIREMENTS:**

**Furnace documentation x 2:**

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

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

**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: November 18, 2020

Petition Type: An extension of time to complete repairs

Petition Number: 20-TV-63

Address: 2500 S. Rockport Road

Petitioner: Robin Davos

Inspectors: Stong, Rout, Arnold, Liford, McCormick

Staff Report: July 27, 2020: Conducted cycle inspection  
August 6, 2020: Mailed inspection report  
August 27, 2020: Conducted inspection on Unit 1527 only  
September 3, 2020: Mailed report for 1527  
October 5, 2020: Received appeal

During a cycle inspection of the above property violations of the Residential Rental Unit and Lodging Establishment Inspection Program were noted. Several of the 206 units were unable to be inspected for various reasons. There were also some life-safety violations and some smoke detector violations. The petitioner is requesting an extension of time of an additional 30 days to complete repairs, citing difficulty in ordering and receiving items needed to make repairs, and tenants refusing entry (due to covid-19).

Staff recommendation: Grant an extension of time

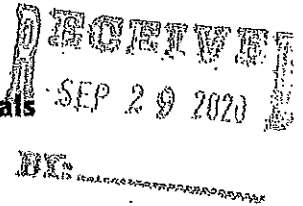
Conditions: Complete all repairs and schedule for re-inspection no later than the deadline stated below, or this case will be turned over to the City of Bloomington Legal Department for further action including the possibility of fines.

Compliance Deadline: December 3, 2020 for all life-safety violations  
December 31, 2020 for all other violations

Attachments: Cycle inspection reports with life-safety items highlighted, appeal



**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:** Country View Apartments

**Petitioner's Name:** Robln Davis

**Address:** 2500 S. Rockport Road

**City:** Bloomington

**State:** Indiana



**Zip Code:** 47403

**Phone Number:** 8123360377

**E-mail Address:** RDavis@crf.net

**Owner's Name:** Community Reinvestment Foundation

**Address:** 44 N. Girls School Road

**City:** Indianapolis

**State:** Indiana



**Zip Code:** 46214

**Phone Number:** 3175542100

**E-mail Address:**

**Occupants:** All Deficiencies and All Non Inspected Units.

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

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

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

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



**Reminder:**

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

(Will be assigned by BHQA)

Petition Number: 20-TV-63

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 A. (extension of time to complete repairs) for several reasons listed below

- 1. difficulty in ordering and receiving items needed to complete repairs. (materials not available)
- 2. Tenant non compliant for entry (due to Covid) during initial inspection and still not allowing entry.

With all the uncertainty in the world we are not exactly sure what we will be up against but think and hope we can complete the repairs with in a 30 day extension. (beyond our deadline of October 5th)

Signature (Required):

*Robin Davis*

Name (Print): Robin Davis

Date: 9-29-2020

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

**AUG 06 2020**

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

RE: 2500 S Rockport RD

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

Once violations have been corrected, it is your responsibility to call the Housing and Neighborhood Development office within this 60 day window but no later than **OCT 05 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](http://www.bloomington.in.gov/hand). If you do not have access to the internet, you may contact **HAND at 812-349-3420 and forms will be provided.**

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

Sincerely,

Housing & Neighborhood Development

Encl: Inspection Report,

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

City Hall  
 Email: [hand@bloomington.in.gov](mailto: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

1668

Owner(s)

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

Agent

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

Prop. Location: 2500 S Rockport RD

Number of Units/Structures: 206/27

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

Date Inspected: 07/27/2020  
 Primary Heat Source: Electric  
 Property Zoning: RH  
 Number of Stories: 2

Inspector: Arnold, Stong, Rout, McCormick, Liford  
 Foundation Type: Crawl Space  
 Attic Access: Yes  
 Accessory Structure: none

Monroe County records show this structure was built in 1970. There were no minimum emergency egress requirements at the time of construction.

Typical Units

One Bedroom	Two Bedroom	Two Bedroom
Living Room (22-0 x 13-0)	Living Room (19-4 x 12-9)	Main Level
Kitchen (8-6 x 8-0)	Kitchen (8-6 x 8-0)	Living Room (15-0 x 13-6)
Dinette (9-0 x 6-0)	Dinette (9-0 x 8-6)	Kitchen (14-0 x 12-0)
Bedroom (13-0 x 11-0)	Bedroom (10-0 x 8-0)	½ Bathroom
Bathroom	Bedroom (12-9 x 11-0)	Upper Level
	Bathroom	Bedroom (13-6 x 12-0)
		Bedroom (14-0 x 10-0)
		Bathroom

Three Bedroom	Existing Egress Measurements			
Main Level	Height:	44 inches	Height:	16 inches
Living Room (18-5 x 12-6)	Width:	32.25 inches	Width:	32.75 inches
Kitchen (18-6 x 11-0)	Sill Height:	46 inches	Sill Height:	39 inches
½ Bathroom	Openable Area:	9.85 sq. ft.	Openable Area:	3.64 sq. ft.
Upper Level				
Bedroom (13-6 x 10-6)				
Bedroom (11-0 x 9-0)				
Bedroom (11-0 x 9-0)				
Bathroom				

Note: Only rooms with violations are listed in this report

**Interior:**

**Building 1:**

**Units 101:**

No violations noted.

**Units 102:**

No violations noted.

**Unit 103:**

**Half Bath:**

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

Repair or replace the leaking faucet (leaks at base). BMC 16.04.060(c)

**Kitchen:**

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

**Unit 104:**

**2<sup>nd</sup> Floor Bath:**

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

**Unit 105:**

This unit was not inspected at the time of this inspection, as it was not accessible (large dog loose). This unit must be inspected and brought into compliance within the same 60 day deadline as the remainder of this property. BMC 16.03.040

**Unit 106:**

No violations noted.

**Unit 107:**

This unit was not inspected at the time of this inspection, as it was not accessible (tenant refused inspection). This unit must be inspected and brought into compliance within the same 60 day deadline as the remainder of this property. BMC 16.03.040

**Unit 108:**

**2<sup>nd</sup> Floor Bath:**

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

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

**Rear Bedroom:**

Repair or replace the outlet on the front wall (receptacle has object in it). BMC 16.04.060(b)

**Building 2:**

**Unit 201:**

**Living Room:**

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

**Unit 202:**

No violations noted.

**Unit 203:**

**Kitchen:**

Repair the leak in the refrigerator (leaks into interior of refrigerator compartment). BMC 16.04.060 (c)

**Unit 204:**

**Kitchen:**

Remove the scooter from the interior of the unit. Fueled equipment, including but not limited to motorcycles, mopeds, lawn-care equipment and portable cooking equipment, shall not be stored, operated or repaired within a building. BMC 16.04.020(a)(3) (2014 IRC 313.1, 313.2)

**Unit 205:**

Repair the entry door to function as intended (difficult to close). BMC 16.04.060(b), (c)

**Front Bedroom:**

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

**Unit 206:**

This unit was not inspected at the time of this inspection, as it was not accessible (tenant was ill). This unit must be inspected and brought into compliance within the same 60 day deadline as the remainder of this property. BMC 16.03.040

**Unit 207:**

This unit was not inspected at the time of this inspection, as it was not accessible (tenant was ill). This unit must be inspected and brought into compliance within the same 60 day deadline as the remainder of this property. BMC 16.03.040

**Building 3:**

**Unit 301:**

**Half Bath:**

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

**2<sup>nd</sup> Floor Bath:**

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

**Unit 302:**

This unit was not inspected at the time of this inspection, as it was not accessible (child quarantined). This unit must be inspected and brought into compliance within the same 60 day deadline as the remainder of this property. BMC 16.03.040

**Unit 303:**

No violations noted.

**Unit 304:****Half Bath:**

Secure toilet to its mountings. BMC 16.04.060(c)

**Kitchen:**

Properly secure the cabinet doors. BMC 16.04.060(a)

**2nd Floor Bath:**

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

**Unit 305:**

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 306:**

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

**Unit 307 (vacant):**

No violations noted.

**Building 4:****Unit 401:**

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 within the same 60 day deadline as the remainder of this property. BMC 16.03.040

**Unit 402:****Half Bath:**

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

**2nd Floor Bath:**

Properly repair the wall near the shower to the right of the toilet. BMC 16.04.060(a)

**Front Bedroom:**

Repair the right window to function as intended (sash comes out). BMC 16.04.060(b)



**Unit 403:****Kitchen:**

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

**2<sup>nd</sup> Floor Hall:**

Replace the inaudible existing smoke detector with a new smoke detector. IC 22-11-18-3.5

**Unit 404:****Kitchen:**

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

**2<sup>nd</sup> Floor Hall:**

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

**Unit 405:****2<sup>nd</sup> Floor Rear Bedroom:**

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

**Unit 406:****Half Bathroom:**

Repair the toilet to eliminate the leak and so that it functions as intended. BMC 16.04.060(a)

**Kitchen:**

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

**Unit 407:****2<sup>nd</sup> Floor Hall:**

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

**Unit 408:****Kitchen:**

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

**Building 5:****Unit 501:**

No violations noted

**Unit 502:****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 503:**

No violations noted

**Unit 504:**

No violations noted

**Building 6:**

**Unit 601:**

No violations noted

**Unit 602:**

No violations noted

**Unit 603:**

**Bathroom:**

Repair/replace the shower diverter knob to function as intended. BMC 16.04.060(c)

**Hallway:**

~~Replace the inaudible smoke detector. IC 22-11-18-3.5~~

**Unit 604:**

**Bathroom:**

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

**Unit 605:**

**Bathroom:**

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

**Unit 606:**

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 607:**

**Bedroom 1:**

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

**Hallway:**

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

**Unit 608:**

**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)

**Building 7:**

**Unit 701:**

**Kitchen:**

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

**Unit 702:**

No violations noted

**Unit 703:**

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

**Unit 704:**

No violations noted

**Unit 705:**

**Living Room:**

Replace the missing outlet cover plate. BMC 16.04.060(b) (Right of window)

**Unit 706:**

No violations noted

**Unit 707:**

**Bathroom:**

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

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

Properly repair and surface coat the wall. BMC 16.04.060(a) (adjacent to the tub by the stool)

**Unit 708:**

No violations noted

**Building 8:**

**Unit 801:**

**Entry:**

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

**Kitchen:**

Replace the broken outlet. BMC 16.04.060(b) (right of the stove)

**Hallway:**

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

**Unit 802:**

No violations noted

**Unit 803:**

**Kitchen:**

Replace the missing outlet/switch cover plates. BMC 16.04.060(b)

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

**Unit 804:**

No violations noted

**Unit 805:**

**Kitchen:**

Properly repair all the stab holes in the walls. BMC 16.04.060(a)

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

**Living Room:**

Properly repair all the stab holes in the walls. BMC 16.04.060(a)

**Bedroom:**

Replace or repair the closet doors to function as intended. BMC 16.04.060(a)

**Bathroom:**

Properly repair the damaged and deteriorated floor and drywall adjacent to the tub. BMC 16.04.06(a)

Repair or replace the tub faucet to eliminate the leak. BMC 16.04.060(a)

Properly secure the towel bar to the wall. BMC 16.04.060(a)

**Hall:**

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

**Common Hallway:**

Properly repair the damaged drywall. BMC 16.04.060(a)

**Unit 806:**

No violations noted

**Unit 807:**

**Hallway:**

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

**Bedroom:**

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

**Unit 808:**

**Entry:**

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

Properly repair/replace the floor at the entry door. BMC 16.04.060(a)

**Building 9:**

**Unit 901:**

No violations noted

**Unit 902:**

**Bathroom:**

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

**Unit 903:****Kitchen:**

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

**Unit 904:****Bathroom:**

Secure/repair the floor at the doorway. BMC 16.04.060(a)

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

**Unit 905:****Kitchen:**

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

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

**Bathroom:**

Properly wire the GFCI adjacent to the sink. BMC 16.04.060(a)

Properly secure the towel bar. BMC 16.04.060(a)

**Common Hallway:**

Replace the broken electrical receptacle. BMC 16.04.060(b)

**Unit 906:**

This inspection revealed a serious roach infestation. Serious efforts by both the tenants and management will be required to significantly reduce this infestation to an acceptable level. This office strongly advises that the tenants properly prepare for treatment by:

1. Removing all items from the kitchen cabinets and drawers, including the shelf paper.
2. Removing all items from the pantry floor.
3. Removing all items from the bathroom floor and medicine cabinets.
4. Sanitize all areas where infestation is obviously present.
5. Sanitize all areas where roach droppings are present.
6. Properly store food items in sealed containers.

Every owner, agent or operator of a structure containing two (2) or more rental units shall be responsible for the extermination of insects, rodents or other pests in the structure or premises. The owner shall be responsible for extermination within each rental unit, but who is ultimately responsible to pay for such extermination is not regulated or discussed by the Municipal Code. BMC 16.04.090

**Living Room:**

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

**Unit 907:**

This inspection revealed a serious roach infestation. Serious efforts by both the tenants and management will be required to significantly reduce this infestation to an acceptable level. This office strongly advises that the tenants properly prepare for treatment by:

1. Removing all items from the kitchen cabinets and drawers, including the shelf paper.
2. Removing all items from the pantry floor.
3. Removing all items from the bathroom floor and medicine cabinets.
4. Sanitize all areas where infestation is obviously present.
5. Sanitize all areas where roach droppings are present.

6. Properly store food items in sealed containers.

Every owner, agent or operator of a structure containing two (2) or more rental units shall be responsible for the extermination of insects, rodents or other pests in the structure or premises. The owner shall be responsible for extermination within each rental unit, but who is ultimately responsible to pay for such extermination is not regulated or discussed by the Municipal Code, BMC 16.04.090

**Kitchen:**

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

Replace the damaged countertops. BMC 16.04.060(a)

Replace the missing drawer fronts. BMC 16.04.060(a)

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

Replace the damaged and deteriorated caulking on the counters adjacent to the stove. BMC 16.04.060(a)

**Dining Area:**

Replace the missing and damaged closet doors. BMC 16.04.060(a)

Properly reattach the supply plenum in the mechanical closet. BMC 16.04.060(a)

Repair the holes that have been made in the walls of the mechanical closet. 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~~

**Bedroom:**

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

**Unit 908:**

No violations noted

**Building 11:**

**Unit 1101:**

**Upper Level:**

**Bathroom:**

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

**Unit 1102:**

**Main Level:**

**Kitchen:**

~~Repair the outlet to be wired correctly. BMC 16.04.060(b) (tests as hot/neutral reverse wired)~~

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 1103:**

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 (Sick)

**Unit 1104:**

**Main Level:**

**Kitchen:**

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

**Unit 1105:**

**Main Level:**

**Kitchen:**

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

**Upper Level:**

**Bedroom:**

Repair the carpet at the entry door. BMC 16.04.060(a)

**Unit 1106:**

No violations noted

**Building 12:**

**Unit 1201:**

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 (Dog)

**Unit 1202:**

No violations noted

**Unit 1203:**

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 (No adults available)

**Unit 1204:**

**Main Level:**

**Hallway:**

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

**Unit 1205:**

**Main Level:**

**½ Bathroom:**

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

Replace the missing towel bar. BMC 16.04.060(a)

**Kitchen:**

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

**Unit 1206:**

No violations noted

**Unit 1207:**

No violations noted

**Unit 1208:**

No violations noted

**Building 13:**

**Unit 1301:**

**Main Level:**

**Kitchen:**

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

**Unit 1302:**

No violations noted

**Unit 1303:**

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 (No adults present)

**Unit 1304:**

No violations noted

**Unit 1305:**

No violations noted

**Unit 1306:**

**Main Level:**

**Living Room:**

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

**½ Bathroom:**

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

**Kitchen:**

Temperature/pressure relief (TPR) valve discharge tubes:

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



**Unit 1307:**

No violations noted

**Unit 1308:**

No violations noted

**Building 14:**

**Unit 1401:**

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 1402:**

**Main Level:**

**Living Room:**

Repair the closet door to open as intended, BMC 16.04.060(a)

**Kitchen:**

Re-connect the dryer exhaust line. BMC 16.04.060(c)

**Unit 1403:**

No violations noted

**Unit 1404:**

No violations noted

**Unit 1405:**

**Main Level:**

**Kitchen:**

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

**Unit 1406:**

**Main Level:**

**Kitchen:**

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

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

**Unit 1406 continued:**

**Upper Level:**

**Bathroom:**

Repair the stool to eliminate noise when re-filling. BMC 16.04.060(a)

**Building 15:**

**Unit 1501:**

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 1502:**

No violations noted

**Unit 1503:**

No violations noted

**Unit 1504:**

**Main Level:**

**½ Bathroom:**

Repair the outlet to be wired correctly. BMC 16.04.060(b)(tests as hot/neutral reversed)

**Unit 1505:**

No violations noted

**Unit 1506:**

**Main Level:**

**Living Room:**

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

BMC 16.04.060(a)

**Kitchen:**

Repair/replace the damaged flooring. BMC 16.04.060(a) (at entrance)

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

**½ Bathroom:**

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

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

**Upper Level:**

**Bathroom:**

Properly repair and surface coat the damaged portion of the wall. BMC 16.04.060(a) (right of the tub)

Properly repair and surface coat the hole in the wall. BMC 16.04.060(a) (behind the door)

**Unit 1506 continued:**

**Hallway:**

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

**Unit 1507:**

**Kitchen:**

Replace the missing drawer front. BMC 16.04.060(a) (right of sink)

**Unit 1508:**

**First Level:**

**Hallway:**

The smoke detector in this room appears to be more than ten years old and the manufacturer will not guarantee it to provide adequate protection. Install a new smoke detector in an approved location. If wall mounted, it

shall be located between 6 and 12 inches from the ceiling. If ceiling mounted, it shall be located at least 4 inches from the wall. IC 22-11-18-3.5

**Kitchen:**

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

Repair/replace the dryer exhaust line. BMC 16.04.060(c)

**Upper Level:**

**Hallway:**

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

**Building 16:**

**Unit 1601:**

No violations noted.

**Unit 1602:**

**Kitchen:**

Properly enclose all wiring for the garbage disposal, and ensure there is a tight-fitting stress clamp on the wires where they enter the disposal. BMC 16.04.060(c)

**Units 1603:**

No violations noted.

**Units 1604:**

No violations noted.

**Unit 1605:**

**Kitchen:**

Repair the GFCI receptacle to the right of the sink to function as intended. BMC 16.04.060(b)

Replace the missing left front burner on the stove. BMC 16.04.060(c)

**Bath:**

Properly secure the walls of the tub/shower surround. BMC 16.04.060(c)

**Unit 1606 (vacant):**

No violations noted.

**Unit 1607:**

This unit was not inspected at the time of this inspection, as it was not accessible (no adult present). This unit must be inspected and brought into compliance within the same 60 day deadline as the remainder of this property. BMC 16.03.040

**Unit 1608 (vacant):**

**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)

**Mechanical Closet:**

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

**Building 17:**

**Units 1701:**

No violations noted.

**Units 1702:**

No violations noted.

**Unit 1703:**

**Kitchen:**

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

**Bath:**

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

Remove the moldy caulk and recaulk the tub near the faucet. BMC 16.04.060(a)

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

**Unit 1704:**

No violations noted.

**Unit 1705:**

**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 1706:**

No violations noted.

**Unit 1707:**

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 within the same 60 day deadline as the remainder of this property. BMC 16.03.040

**Unit 1708:**

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

**Building 18:**

**Units 1801:**

No violations noted.

**Units 1802:**

No violations noted.

**Units 1803:**

No violations noted.

**Units 1804:**

No violations noted.

**Units 1805:**

No violations noted.

**Units 1806:**

No violations noted.

**Units 1807:**

No violations noted.

**Unit 1808:**

**Kitchen:**

Replace the leaking garbage disposal. BMC 16.04.060(c)

**Building 19:**

**Units 1901:**

No violations noted

**Units 1902:**

No violations noted.

**Units 1903:**

No violations noted.

**Units 1904:**

No violations noted.

**Units 1905:**

No violations noted.

**Units 1906:**

No violations noted.

**Unit 1907:**

**Mechanical Closet:**

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

**Unit 1908:**

**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 20:**

**Unit 2001:**

**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:**

Repair or replace the leaking faucet (leaks at base). BMC 16.04.060(c)

**Units 2002:**

No violations noted.

**Units 2003:**

No violations noted.

**Units 2004:**

No violations noted.

**Units 2005:**

No violations noted.

**Units 2006:**

No violations noted.

**Units 2007:**

No violations noted.

**Unit 2008:**

**Kitchen:**

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

**Building 21:**

**Units 2101:**

No violations noted.

**Unit 2102:**

No violations noted.

**Unit 2103:**

**Entry:**

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

**Bath:**

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

**Units 2104:**

No violations noted.

**Units 2105:**

No violations noted.

**Units 2106:**

No violations noted.

**Units 2107:**

No violations noted.

**Units 2108:**

No violations noted.

**Building 22:**

**Unit 2201:**

No violations noted

**Unit 2202:**

**Upper Level:**

**Front Bedroom:**

Replace the broken floor vent. BMC 16.04.060(a)

**Unit 2203:**

**Upper Level:**

**Bathroom:**

Repair the hole in the wall. BMC 16.04.060(a) (at paper holder)

**Unit 2204:**

No violations noted

**Unit 2205:**

**Main Level:**

**Utility Closet:**

Eliminate the gaps around the electric panel

**Upper Level:**

**Bathroom:**

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

**Unit 2206:**

**Main Level:**

**Utility Closet:**

Eliminate the gaps around the electric panel. BMC 16.04.060(a)

**Unit 2207:**

No violations noted

**Unit 2208:**

No violations noted

**Building 23:**

**Main Level:**

**Kitchen:**

Properly repair and surface coat the hole in the ceiling. BMC 16.04.060(a) (laundry area)

**Unit 2302:**

No violations noted

**Unit 2303:**

**Main Level:**

**Utility Closet:**

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

**Unit 2304:**

No violations noted

**Unit 2305:**

**Main Level:**

**Kitchen:**

Re-attach the trim at the exterior door. BMC 16.04.060(a)

**Unit 2306:**

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 (dog)

**Unit 2307:**

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 (sick)

**Unit 2308:**

**Main Level:**

**Hallway:**

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

**Kitchen:**

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

**Unit 2308 continued:**

**Second Level:**

**Hallway:**

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

Properly repair and surface coat the hole in the wall. BMC 16.04.060(a)

Repair/replace the broken/missing towel bar. BMC 16.04.060(a)

**South Bedroom:**

Replace the door. BMC 16.04.060(a)

**NW Bedroom:**

Properly repair and surface coat the hole in the wall. BMC 16.04.60(a)

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

Replace the door. BMC 16.04.060(a)

**Building 24:**

**Unit 2401:**

**Main Level:**

**Utility Closet:**

Properly terminate the loose wiring. BMC 16.04.060(b)

**Upper Level:**

**SE Bedroom:**

Repair the torn window screen. BMC 16.04.060(a)



**Unit 2402:**

**Main Level:**

**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) (adjacent to the sink)(does not trip)

**Upper Level:**

**East Bedroom:**

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

**Unit 2403:**

No violations noted

**Unit 2404:**

**Upper Level:**

**East Bedroom:**

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

**Bathroom:**

This room was not accessible at the time of this inspection. This room must be brought into compliance within 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 2405:**

No violations noted

**Unit 2406:**

**Main Level:**

**Utility Closet:**

Eliminate the gaps around the electric panel. BMC 16.04.060(a)

**Unit 2407:**

No violations noted

**Unit 2408:**

**Main Level:**

**Kitchen:**

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

**Building 25:**

**Unit 2501:**

No violations noted

**Unit 2502:**

**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) (adjacent to the sink)(does not trip)

**Unit 2503:**

**Main Level:**

**Kitchen:**

Repair the flooring. BMC 16.04.060(a)

**Upper Level:****Bathroom:**

Replace the deteriorated door. BMC 16.04.060(a)

**South Bedroom:**

Replace the deteriorated door. BMC 16.04.060(a)

**Unit 2504:****Upper Level:****Bathroom:**

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

**Unit 2505:**

No violations noted

**Unit 2506:**

No violations noted

**Unit 2507:**

No violations noted

**Unit 2508:**

No violations noted

**Building 26:****Unit 2601:**

No violations noted

**Unit 2602:****Main Level:****½ Bathroom:**

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

**Upper Level:****Bathroom:**

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

**Unit 2603:****Main Level:****Living Room:**

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

**Upper Level:****Hallway:**

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

**South Bedroom:**

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

**North Bedroom:**

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 2604:****Main Level:****½ Bathroom:**

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

**Unit 2605:****Upper Level:****Hallway:**

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

**Bathroom:**

Repair/replace the paper holder. BMC 16.04.060(a)

**Unit 2606:****Main Level:****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) (does not trip)

**Unit 2607:**

No violations noted

**Unit 2608:**

No violations noted

**Building 27:****Unit 2701:**

No violations noted

**Unit 2702:**

No violations noted

**Unit 2703:**

No violations noted

**Unit 2704:**

**Main Level:**

**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) (tests as no power)

**Upper Level:**

**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) (will not trip)

**Hallway:**

Replace the missing smoke detector. IC 22-11-18.3.5

**Unit 2705:**

**Main Level:**

**Utility Closet:**

Eliminate the gaps around the electric panel. BMC 16.04.060(a)

**Unit 2706:**

No violations noted

**Unit 2707:**

No violations noted

**Unit 2708:**

No violations noted

**Building 28:**

**Unit 2801:**

No violations noted

**Unit 2802:**

No violations noted

**Unit 2803:**

**Main Level:**

**Kitchen:**

Cap the dryer exhaust line to the exterior. BMC 16.04.060(c)

**Unit 2804:**

**Main Level:**

**Kitchen:**

Repair the loose/bubbled area of the floor. BMC 16.04.060(a)

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

**Unit 2805:**

**Main Level:**

**Kitchen:**

Repair the seam in the floor. BMC 16.04.060(a)(by the sink)

**Unit 2806:**

**Main Level:**

**Living Room:**

Repair the door frame and trim. BMC 16.04.060(a)

**Unit 2807:**

**Upper Level:**

**Bathroom:**

Properly repair and surface coat the wall. BMC 16.04.060(a)(by the tub)

**Unit 2808:**

**Upper Level:**

**Rear Bedroom:**

Seal the gap at the window and window sill. BMC 16.04.060(a) (right window)

**Exterior:**

**Building 2:**

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

**Building 3:**

No violations noted.

**Building 4:**

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

**Building 5:**

No violations noted.

**Building 6:**

No violations noted.

**Building 7:**

No violations noted.

**Building 8:**

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

**Building 9:**

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

**Building 10:**

Repair top of center column in the front of building. BMC 16.04.050(a)

**Building 11:**

**Unit 1101:**

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

**Building 12**

Repair the door headers above units #1203 and #1204. BMC 16.04.050(a)

Properly repair or replace damaged/deteriorated fascia (North end) in a manner that seals all openings. BMC 16.04.050(a)

**Building 13**

Replace the missing crawl space cover. (East side) BMC 16.04.050(a)

**Building 14**

Properly install approved exterior vent cover on the bathroom/laundry exhaust. BMC 16.04.050(a)

**Building 15**

Properly install approved exterior vent cover on the bathroom/laundry exhaust. BMC 16.04.050(a)

Properly repair or replace damaged/deteriorated soffit (Back of building) in a manner that seals all openings. BMC 16.04.050(a)

**Building 16:**

No violations noted.

**Building 17:**

No violations noted.

**Building 18:**

No violations noted.

**Building 19:**

No violations noted.

**Building 20:**

No violations noted.

**Building 21:**

Replace the missing fascia cover. BMC 16.04.050(a) (West side of entry porch roof)

**Building 22:**

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

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

**Building 23**

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

**Building 24**

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

Secure guttering to the structure (Front of building). BMC 16.04.050(a)

**Building 25**

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

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

Properly install approved exterior vent cover on the bathroom/laundry exhaust. BMC 16.04.050(a)

**Building 26**

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

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

**Building 27**

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

**Building 28:**

Replace the deteriorated porch post. BMC 16.04.050(a) (At unit 2805)

Replace the missing vent cover. (West side) BMC 16.04.050(a)

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

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  
Housing and Neighborhood Development  
RENTAL INSPECTION INFORMATION

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

RE: 2500 S Rockport RD Unit 1501

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. **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.**

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 **October 5, 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](http://www.bloomington.in.gov/hand). If you do not have access to the internet, you may contact **HAND** at **812-349-3420** and forms will be provided.

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

Sincerely,

Housing & Neighborhood Development

Encl: Inspection Report

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

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City Hall  
Email: [hand@bloomington.in.gov](mailto: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

1668

Owner

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

Agent

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

Prop. Location: 2500 S Rockport RD

Number of Units/Structures: 206/27

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

Date Inspected: 08/27/2020  
Primary Heat Source: Electric  
Property Zoning: RH  
Number of Stories: 1

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

**This report is for unit 1501 only. An inspection of the entire property was conducted on July 24-27, 2020. This unit was not able to be inspected at that time. Room dimensions and egress window measurements are listed in the initial report. 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**

**INTERIOR:**

**UNIT 1501**

**Living Room:**

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

~~Repair the door to latch properly and securely. BMC 16.04.060(a), (b)~~

~~Replace worn electrical receptacles in this room (outlets would not hold a two-prong plug securely). BMC 16.04.060(b)~~

---

City Hall  
Email: [hand@bloomington.in.gov](mailto: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

Half Bath:

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

Kitchen:

Repair or replace the damaged countertops. BMC 16.04.060(a)

Mechanical Closet:

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

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

Hall:

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

Bath:

Properly secure the accessible handrail in the tub surround so that it is capable of supporting normally-imposed loads. BMC 16.04.060(b)

Properly repair the crack in the tub surround near the accessible handrail. BMC 16.04.060(a)

Properly seat the GFCI outlet and secure it. BMC 16.04.060(b)

Southeast Bedroom, North Center Bedroom, Northeast Bedroom:

No violations noted.

**EXTERIOR:**

No violations noted.

**OTHER REQUIREMENTS:**

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

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

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



City Of Bloomington  
Housing and Neighborhood Development  
RENTAL INSPECTION INFORMATION

SEP 03 2020

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

RE: 2500 S Rockport RD Unit 1501

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. **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.**

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 **October 5, 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](http://www.bloomington.in.gov/hand). If you do not have access to the internet, you may contact **HAND at 812-349-3420** and forms will be provided.

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

Sincerely,

Housing & Neighborhood Development

Encl: Inspection Report

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

City Hall  
Email: [hand@bloomington.in.gov](mailto:hand@bloomington.in.gov)  
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Bloomington, IN 47404  
Rental Inspection (812) 349-3420  
Fax (812) 349-3582



**City Of Bloomington**  
**Housing and Neighborhood Development**

**CYCLE INSPECTION REPORT**

1668

**Owner**

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

**Agent**

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

Prop. Location: 2500 S Rockport RD

Number of Units/Structures: 206/27

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

Date Inspected: 08/27/2020  
Primary Heat Source: Electric  
Property Zoning: RH  
Number of Stories: 1

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

This report is for unit 1501 only. An inspection of the entire property was conducted on July 24-27, 2020. This unit was not able to be inspected at that time. Room dimensions and egress window measurements are listed in the initial report. 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

**INTERIOR:**

**UNIT 1501**

**Living Room:**

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

Repair the door to latch properly and securely. BMC 16.04.060(a), (b)

Replace worn electrical receptacles in this room (outlets would not hold a two-prong plug securely). BMC 16.04.060(b)

Half Bath:

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

Kitchen:

Repair or replace the damaged countertops. BMC 16.04.060(a)

Mechanical Closet:

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

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

Hall:

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

Bath:

Properly secure the accessible handrail in the tub surround so that it is capable of supporting normally-imposed loads. BMC 16.04.060(b)

Properly repair the crack in the tub surround near the accessible handrail. BMC 16.04.060(a)

Properly seat the GFCI outlet and secure it. BMC 16.04.060(b)

Southeast Bedroom, North Center Bedroom, Northeast Bedroom:  
No violations noted.

**EXTERIOR:**

No violations noted.

**OTHER REQUIREMENTS:**

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

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

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



City of Bloomington  
H.A.N.D.

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

Meeting Date: November 18, 2020  
Petition Type: An extension of time to complete repairs  
Petition Number: 20-TV-64  
Address: 506 W. Dixie Street  
Petitioner: Robin Halpin Young, Trustee  
Inspector: Jo Stong  
Staff Report: August 18, 2020: Conducted cycle inspection  
August 31, 2020: Mailed report  
October 5, 2020: Received appeal

During a cycle inspection of the above property violations of the Residential Rental Unit and Lodging Establishment Inspection Program were found, including a window that would not function as intended. The petitioner is requesting an extension of time to complete repairs, stating that two new windows have been ordered but will not be delivered until after the 60 day deadline.

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: December 31, 2020  
Attachments: Cycle Report, Appeal



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  
OCT 02 2014

Property Address: 506 W. Dixie St.  
Petitioner's Name: Robin Halpin Young, Trustee  
Address: 331 E. glendora Dr.  
City: Bloomington State: IN Zip Code: 47408  
Phone Number: 812-369-9607 E-mail Address: younghalpin@gmail.com  
Owner's Name: Thomas James Halpin Trust  
Address: 331 E. glendora Dr.  
City: Bloomington State: IN Zip Code: 47408  
Phone Number: 812-369-9607 E-mail Address: younghalpin@gmail.com  
Occupants: Sydney Brown

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 make 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 month's agenda.

(Will be assigned by BHQA)

Petition Number: 20-TV-64

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. Two new Pella windows have been ordered, but they will not be delivered until early November — after my deadline to complete work.

Signature (Required):

*Robin Halpin Young*

Name (Print):

*Robin Halpin Young*

Date:

*2/28/07 10-5-20*

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**

**AUG 31 2020**

Thomas James Halpin Trust  
331 E. Glendora Drive  
Bloomington, IN 47408

RE: 506 W Dixie 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 31 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](http://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: Robin Young: 331 E. Glendora Drive, Bloomington, IN 47408



City Of Bloomington  
Housing and Neighborhood Development

AUG 31 2020

CYCLE INSPECTION REPORT

5621

Owner

Thomas James Halpin Trust  
331 E. Glendora Drive  
Bloomington, IN 47408

Agent

Robin Young  
331 E. Glendora Drive  
Bloomington, IN 47408

Prop. Location: 506 W Dixie ST

Number of Units/Structures: 1/1

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

Date Inspected: 08/18/2020

Primary Heat Source: Gas

Property Zoning: R3

Number of Stories: 1

Inspector: Jo Stong

Foundation Type: Cellar, crawlspace

Attic Access: No

Accessory Structure: None

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

INTERIOR:

Living Room (13-7 x 13-6), Dining Room (13-6 x 9-10):

No violations noted.

Northwest Bedroom (13-3 x 10-6):

No violations noted.

Existing Egress Window Measurements (double-hung; both sashes removable):

Height: 56.5 inches

Width: 23.25 inches

Sill Height: 2156.25 inches

Openable Area: 9.122 sq. ft.

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

City Hall

Email: [hand@bloomington.in.gov](mailto: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

Jack & Jill Bath:

No violations noted.

Southwest Bedroom (13-3 x 10-7):

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

Existing Egress Window Measurements (double-hung; both sashes removable):

Height: 53 inches

Width: 37 inches

Sill Height: 25 inches

Openable Area: 13.62 sq. ft.

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

Kitchen (13-4 x 8-11), Water Heater Closet (electric), Laundry/Furnace Porch (gas furnace):

No violations noted.

**EXTERIOR:**

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

Properly secure the door to the cellar on the north side so that it functions as intended. 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(e)

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: November 18, 2020

Petition Type: An extension of time to complete repairs.

Petition Number: 20-TV-65

Address: 1414 S Lincoln

Petitioner: James Gronquist

Inspector: John Hewett

Staff Report: May 28, 2020 Cycle inspection conducted. Vacant.  
July 22, 2020 Mailed report  
September 28, 2020 RV Report mailed.  
October 9, 2020 Received appeal and fee.

The owner lives in this house normally. He is working out of state. The house is vacant. He has workers scheduled to make the repairs before occupancy.

Staff recommendation: Grant the request.

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

Compliance Deadline: December 18, 2020

Attachments: 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**  
MAY 25 2020

**Property Address:** 1414 S. Lincoln St

**Petitioner's Name:** James Gronquist

**Address:** 1414 S. Lincoln St

**City:** Bloomington

**State:** Indiana



**Zip Code:** 47401

**Phone Number:** 8122190135

**E-mail Address:** jgronquist@yahoo.com

**Owner's Name:** James Gronquist

**Address:** Temp housing while working contract job: 1204 Potter Ave

**City:** Thousand Oaks

**State:** California



**Zip Code:** 91360

**Phone Number:** 8122190135

**E-mail Address:** jgronquist@yahoo.com

**Occupants:** 1414 S. Lincoln St has been and is vacant

**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-65

JH


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

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

A.

1. The electrical and plumbing items needed to be completed to secure the permit cost \$4500.
2. I will have this \$ early in October.
3. The electrical and plumbing items will be finished by the end of October, 2020.

Signature (Required):



Name (Print): James Gronquist

Date: 9/25/20

**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**

**JUL 22 2020**

**RENTAL INSPECTION INFORMATION**

Gronquist, James M.  
1204 Potter Ave  
Thousand Oaks, CA 91360

RE: 1414 S Lincoln 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 **SEP 20 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](http://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,

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

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

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



**City Of Bloomington**  
**Housing and Neighborhood Development**

CYCLE INSPECTION REPORT

8847

Owner(s)

Gronquist, James M.  
1204 Potter Ave  
Thousand Oaks, CA 91360

Prop. Location: 1414 S Lincoln ST  
Number of Units/Structures: 1/1  
Units/Bedrooms/Max # of Occupants: Bld 1: 1/2/3

Date Inspected: 05/28/2020  
Primary Heat Source: Gas  
Property Zoning: R3  
Number of Stories: 1

Inspector: John Hewett  
Foundation Type: Basement  
Attic Access: No  
Accessory Structure: 2 Detached Garages

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

New windows will be measured at re-inspection. Room measurements will be determined at re-inspection.

**INTERIOR**

North Entry

Properly complete the installation of all electrical wiring, lighting fixture(s), electrical receptacle(s), and all other electrical fixtures or appliances. These items will be checked for compliance with the City of Bloomington Municipal Code at reinspection and have the same 60 day compliance deadline as the remainder of this property. BMC 16.03.040.

NW Bedroom/ Bathroom (18-11 x 15-4)

Properly complete the installation of all electrical wiring, lighting fixture(s), electrical receptacle(s), and all other electrical fixtures or appliances. These items will be checked for compliance with the City of Bloomington Municipal Code at reinspection and have the same 60 day compliance deadline as the remainder of this property. BMC 16.03.040.

Complete the installation of the plumbing and all associated fixtures and their bases/cabinets where applicable. These items will be checked for compliance with the City of Bloomington Property Maintenance Code at reinspection and have the same 60 day compliance deadline as the remainder of this property. BMC 16.04.030



Properly complete the installation of the flooring, trim boards and vents. BMC 16.04.060(a)

SW Bedroom/ Bathroom (14-3 x 11-4)

Properly complete the installation of all electrical wiring, lighting fixture(s), electrical receptacle(s), and all other electrical fixtures or appliances. These items will be checked for compliance with the City of Bloomington Municipal Code at reinspection and have the same 60 day compliance deadline as the remainder of this property. BMC 16.03.040.

Complete the installation of the plumbing and all associated fixtures and their bases/cabinets where applicable. These items will be checked for compliance with the City of Bloomington Property Maintenance Code at reinspection and have the same 60 day compliance deadline as the remainder of this property. BMC 16.04.030

Properly complete the installation of the flooring, trim boards and vents. BMC 16.04.060(a)

Kitchen (10 x 12-11)

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

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

South Center Bedroom (measure at reinspection)

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

South Center Bathroom

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

Dining Room (measure at reinspection)

Repair the surface of the ceiling to be free of holes, cracks, peeling paint and/or sagging materials. 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

Living Room (measure at reinspection)

No violations noted.

Front Porch

Scrape and paint interior surface of window (adjacent to living room) where paint is peeling or bare surfaces are exposed. BMC 16.04.060(f)

**EXTERIOR**

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

Properly repair the concrete block wall. BMC 16.04.050(b)

Repair the siding on the house. BMC 16.04.050(a)

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

South garage (this structure is NOT to be used as living quarters.)

Bathroom

No violations noted.

Upper level

No violations noted.

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

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

Repair or replace the overhead doors to eliminate the rot. BMC 16.04.050(a)

North garage

Repair the roof to be weathertight. The ridge cap is missing. BMC 16.04.050(a)

Repair the deteriorated soffit on the NW corner. BMC 16.04.050(a)

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

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

There was no access to the basement or crawlspace of the house. Provide adequate access for this area to be inspected. This area 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

### 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: 18 November 2020

Petition Type: An extension of time to complete repairs

Petition Number: 20-TV-066

Address: 1614 W Arlington Rd

Petitioner: Parker Real Estate Management

Inspector: Michael Arnold

Staff Report:

27 March 2020	Cycle Inspection Scheduled
19 June 2020	Cycle Inspection
01 July 2020	Cycle Inspection Report Sent
28 August 2020	Reinspection Scheduled
13 October 2020	Received BHQA Application
16 October 2020	Reinspection Date

Petitioner is requesting additional time to address repairs/replacement of several furnaces. Petitioner is requesting an additional 45 days to complete these repairs

Staff recommendation: Grant the request for additional 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: 27 November 2020

Attachments: Application, Cycle Inspection 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**  
OCT 13 2020

Property Address: 1614 W. Arlington Rd., Bloomington, IN, 47404

Petitioner's Name: Parker Real Estate Management

Address: 621 N. Walnut St.

City: Bloomington

State: Indiana



Zip Code: 47404

Phone Number: 8123392115

E-mail Address: afreeman@parkermgt.com

Owner's Name: JMT, LLC

Address: 1245 Old Capital Pike

City: Bloomington

State: Indiana



Zip Code: 47401

Phone Number: 8123324470

E-mail Address: joe@bpcccarpet.net

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-66

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.

There are 4 or 5 furnaces out of the 10 units that need major repairs or replaced. The owner is struggling to find contractors to even find time to come look at them. We are asking for an extension to find a contractor to make the repairs or replace the furnaces.

*45 days*

Signature (Required):

*Arlene Freeman*

Name (Print): Arlene Freeman

Date: 10.13.2020

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**  
**CYCLE INSPECTION REPORT**

7708

Owner(s)

Jmt Llc  
 1245 Old Capital Pike  
 Bloomington, IN 47403

Agent

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

Prop. Location: 1614 W Arlington RD

Number of Units/Structures: 10/3

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

Date Inspected: 06/19/2020

Primary Heat Source: Gas

Property Zoning: R2

Number of Stories: 2

Inspector: Mike Arnold

Foundation Type: Basement

Attic Access: Yes

Accessory Structure: detached garage.

Monroe County records show this structure was built in 1936, 1940 and 1952. There were no minimum emergency egress requirements at the time of construction.

Interior:SW Building:Basement:

Repair the window to be weathertight. BMC 16.04.060(a) (South Wall window)

Repair window to latch securely. BMC 16.04.060(b) (South Wall window)

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

Main Level:Unit 1:Living Room (17-0 x 10-0):

Verify the a/c is functioning as intended. BMC 16.04.060(c) (Tenant indicated the a/c is not working properly – very loud – north wall)

Outlets to function as intended. BMC 16.04.060(b) (Outlets test as no power)

**Kitchen (13-0 x 6-0):**

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

**Bathroom**

No violations noted

**Bedroom (11-0 x 11-0):**

Existing Egress:

Height: 21.25 inches

Width: 22 inches

Sill Height: 24 inches

Openable Area: 3.25 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

No violations noted

**Unit 2:**

**North Entry, Living Room (13-0 x 13-0):**

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

**Kitchen,**

No violations noted

**Bathroom:**

Repair/replace the gfci outlet so it functions as intended. BMC 16.04.060(b) (tests as no power and is loose)

**Bedroom (12-0 x 11-0):**

**This room has a door to the exterior**

No violations noted

**Unit 3:**

**Kitchen (10-0 x 7-0), Living Room (11-0 x 9-0):**

No violations noted

**Bedroom (9-0 x 9-0):**

Existing Egress:

Height: 19.5 inches

Width: 24 inches

Sill Height: 25 inches

Openable Area: 3.25 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:**

Repair the wiring between the light switch, the light and the gfci outlet to function properly. BMC 16.04.060(b) (Light switch does not function, the light only turned on/off by tripping the gfci outlet)

**SE Building:****Unit 4:****Living Room (13-0 x 11-0):**

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

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

**Kitchen:**

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

**Bathroom:**

No violations noted

**Bedroom (11-0 x 9-0):**

Existing Egress:

Height: 25.5 inches  
Width: 29.5 inches  
Sill Height: 22.5 inches  
Openable Area: 5.24 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

**Unit 5:****Living Room (13-0 x 11-0), Kitchen, Bathroom:**

No violations noted

**Bedroom (11-0 x 9-0):**

Existing Egress:

Height: 25.5 inches  
Width: 29.5 inches  
Sill Height: 22.5 inches  
Openable Area: 5.24 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.

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

**Unit 6:****Living Room (13-0 x 11-0), Kitchen, Bathroom:**

No violations noted

**Bedroom (11-0 x 9-0):**

## Existing Egress:

Height: 25.5 inches

Width: 29.5 inches

Sill Height: 22.5 inches

Openable Area: 5.24 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.

Extension cords and power strips shall not be used in series, BMC 16.04.060(b)

**Unit 7:****Living Room (13-0 x 11-0):**

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

**Kitchen, Bathroom:**

No violations noted

**Bedroom (11-0 x 9-0):**

## Existing Egress:

Height: 25.5 inches

Width: 29.5 inches

Sill Height: 22.5 inches

Openable Area: 5.24 sq. ft.

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

No violations noted

**Unit 8:****Living Room (13-0 x 11-0):**

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

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

**Bedroom (13-0 x 12-0):**

## Existing Egress:

Height: 22 inches

Width: 29.5 inches

Sill Height: 19 inches

Openable Area: 4.50 sq. ft.

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

No violations noted

**Bathroom, Kitchen:**

No violations noted

**Laundry Room:**

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

**NW Building:****Basement:****Main Room:**

No violations noted

**Garage:**

Install a proper step from the garage to the basement entry door. BMC 16.04.060(a)

**Unit 9:****Living Room (13-0 x 13-0):**

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

**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)

**Bedroom (12-0 x 10-0):**

Existing Egress:

Height: 23.5 inches

Width: 25.5 inches

Sill Height: 27 inches

Openable Area: 4.16 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 window)

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

**Bathroom:**

No violations noted

**Unit 10:**

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

**Detached Garage Building:**

Replace the missing support posts in the garage. BMC 16.04.060(a)

**Exterior:****SW Building:****Unit 2:**

Scrape and paint exterior surfaces where paint is peeling or wood is exposed. BMC 16.04.050(e) (framing and rails of the window – Bedroom window)

**Unit 3:**

Scrape and paint exterior surfaces where paint is peeling or wood is exposed. BMC 16.04.050(e) (window trim – south wall-east window)

**SE Building:**

Replace the broken/missing guardrail/handrail spindles. BMC 16.04.050(a) (stair landing leading to Unit 4 and Unit 5)

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

**NW Building:**

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

**Unit 10:**

Replace the missing/deteriorated glazing compound. BMC 16.04.05(a) (East wall unit 10)

Seal the crack in the wall in the steps. BMC 16.04.050(a) (Entry to Unit 10)

**Detached Garage Building:**

No violations noted

**Other Requirements:****Furnace Inspection Documentation:**

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

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

When issued, a copy of the new Rental Occupancy Permit shall be posted as required by BMC 16.03.030(d): All rental units shall be required to have a current occupancy permit displayed in an accessible location inside the unit. The permit shall contain the name of the owner 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 Relief from an Administrative Decision**

Meeting Date: November 18, 2020

Petition Type: Relief from an administrative decision

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

Petition Number: 20-AA-67

Address: 552 W Clover Terrace

Petitioner: Stuart Kirk

Inspector: Jo Stong

Staff Report:

January 8, 2020	Left message for agent to schedule inspection.
January 15, 2020	Owner scheduled inspection for January 27, 2020
January 27, 2020	Cycle inspection with owner's relative. Unit vacant.
February 3, 2020	Mailed report
March 4 and April 3, 2020	Emails exchanged with owner. Owner requests time due to Covid 19.
April 21, 2020	RV report mailed to owner and agent.
May 16, 2020	Started legal
June 12, 2020	Legal letter sent.
June 17, 2020	Owner scheduled re-inspection.
July 8, 2020	Re-inspection, new bedroom in basement, not allowed.
July 17, 2020	mailed RV report.
August 9, 2020	Reinspection, all complied.
September 9, 2020	Sent billing statement
September 21, 2020	Paid, issued 3 year permit.
October 6, 2020	Received appeal and fee from the owner.

The owner feels he received a 3 year permit in error as there were deadlines missed due to Covid- 19. The inspection process took 8 months, not all due to Covid-19.

Staff recommendation: Deny relief from the administrative decision.

Conditions: The 3 year permit will stand as issued.

Compliance Deadline: none

Attachments: Appeal form, emails.



**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**  
OCT 6 2020  
BY: .....

**Property Address:** 552 W Clover Terrace, Bloomington, IN, 47404

**Petitioner's Name:** Stuart Kirk

**Address:** 20830 Cameo Rose Drive

**City:** Cypress

**State:** Texas



**Zip Code:** 77433

**Phone Number:** 2818864628

**E-mail Address:** stuartkirk1975@hotmail.com

**Owner's Name:** Stuart Kirk

**Address:** as above

**City:**

**State:**



**Zip Code:**

**Phone Number:**

**E-mail Address:**

**Occupants:** 4

**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-67



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

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

Disappointed to receive 3-year rental permit. Request rental permit be re-issued for 5 years.

Current tenant 1yr lease commenced on 1st March 2020, however I have a verbal agreement with tenant that rental shall last 5yrs until their oldest child has finished school.

Please see the attached email requesting a delay to the reinspection due to the uncertainty of the COVID-19 outbreak.

Due to COVID-19 it was difficult to schedule a handyman to carry out a couple of minor repairs and I was advised by a HAND inspector that inspections would not happen until mid-May.

I was not willing to re-schedule the inspection and put my tenants in a potentially life threatening situation by having an inspector enter their home. At that time the dangers of COVID-19 were not clearly understood.

It is disappointing to be penalized due to a global pandemic COVID-19 while my main priority was the health and wellbeing of my tenants.

Appreciate your time and consideration in granting a 5yr rental permit.

Regards  
Stuart Kirk

Signature (Required):

*Stuart Kirk*

Name (Print): Stuart Kirk

Date:

9/30/2020

**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.



**Re: 552 W Clover TER - Rental inspection Update**

Jo Stong &lt;stongj@bloomington.in.gov&gt;

Tue 4/7/2020 2:56 PM

To: Stuart Kirk &lt;stuartkirk1975@hotmail.com&gt;

Hi Stuart,

I understand. We are not doing any inspections until mid May. I recommend calling to schedule the reinspection now, as it will likely be June at least before we can get you in.

Jo

Jo Stong  
Housing & Neighborhood Development  
City of Bloomington, Indiana  
(812) 349-3420

On Fri, Apr 3, 2020 at 2:45 PM Stuart Kirk <stuartkirk1975@hotmail.com> wrote:

Hi Jo,

Hope you are well and staying safe

Sorry for the delay in rescheduling the re-inspection. However I would like to delay the re-inspection until the all clear is given relating to COVID-19.

The window has been repaired and I just need to follow up with my handyman relating to if and when the attic cover and the fireplace are ready for inspection.

Thanks for your patience during this time.

Thanks

Stuart

---

**From:** Jo Stong <stongj@bloomington.in.gov>**Sent:** Thursday, March 5, 2020 8:30 PM**To:** Stuart Kirk <stuartkirk1975@hotmail.com>**Subject:** Re: 552 W Clover TER - Rental inspection Update

Hi Stuart,

It needs to be sealed in a way that needs some sort of tool to open it. I have seen people put plexiglass over the front of it and screwing it in place, and that looks nice. Or if there is a metal screen it can be screwed shut. Metal cover is also fine. I had an owner once who sealed it by putting plywood up in the top of the firebox where the damper would be, and the tenants made a fire and filled the house with smoke. That's when we changed the wording to "visibly sealed:" over the firebox opening is what that means. If you brick and/or mortar the top of the firebox so that it can be seen easily by sticking your head in the firebox, that works too. Unfortunately we have seen

9/30/2020

Mail - Stuart Kirk - Outlook

some fires in decommissioned stoves and fireplaces, and seen tenants burn some really bad stuff. I hope this helps. Let me know if you need more info.

Have a good night!

Jo

Jo Stong  
Housing & Neighborhood Development  
City of Bloomington, Indiana  
(812) 349-3420

On Thu, Mar 5, 2020 at 2:49 PM Stuart Kirk <[stuartkirk1975@hotmail.com](mailto:stuartkirk1975@hotmail.com)> wrote:

Hi Jo,

Thanks for your note.

Please can you expand on what "visibly sealed" means and what as a minimum needs to be done to comply. As I don't want this to be an issue but I'm unclear on what needs to be done to comply with the permit application. I'm not looking to brick it up as I wish to keep the aesthetic look of having a fireplace.

The tenants are aware that the fireplaces are both decommissioned and not to be used.

Thanks again

Stuart

Sent from my iPhone

On Mar 5, 2020, at 1:31 PM, Jo Stong <[stongj@bloomington.in.gov](mailto:stongj@bloomington.in.gov)> wrote:

Hello Stuart,

I got all the documents and complied them on the report. Thanks for sending them. Please note that the basement fireplace cannot be used, and so it must be visibly sealed in order to comply. Please let me know if you have any questions.

Kind Regards,

Jo

812-349-3434 desk

Jo Stong  
Housing & Neighborhood Development  
City of Bloomington, Indiana  
(812) 349-3420

9/30/2030

Mall - Stuart Kirk - Outlook

On Wed, Mar 4, 2030 at 3:07 PM Stuart Kirk <[stuartkirk197@hotmail.com](mailto:stuartkirk197@hotmail.com)> wrote:  
Hello,

My name is Stuart Kirk owner / landlord 552 W Clover Ter, Bloomington, IN, 47404

CYCLE INSPECTION REPORT - Update

Please find attached the recent furnace and chimney inspection documents.

Also attached is the new lease agreement, Inventory / condition form and HAND R&R

The window repair and exterior south attic screen repair are due to be completed by end next week. All other items have been addressed.

Once window and attic screen repair complete I shall contact HAND to schedule a re-inspection.

Please can you confirm receipt of this email and let me know if you need any further information.

Thanks  
Stuart



City of Bloomington  
H.A.N.D.

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

Meeting Date: November 18<sup>th</sup>, 2020  
Petition Type: An extension of time to complete repairs.  
Petition Number: 20-TV-68  
Address: 202 South Yancy Lane.  
Petitioner: Estelle Corrigan  
Inspector: Kenny Liford  
Staff Report: August 11<sup>th</sup>, 2020 Completed Cycle Inspection Report  
October 13<sup>th</sup>, 2020 BHQA application received

Owner has requested an extension of time to complete repairs to the flooring of 202 South Yancy.

Staff recommendation: Grant the request.

Conditions: Have all repairs listed in the cycle report other than the flooring completed and a re-inspection scheduled in the normal time frame. Have the flooring repairs completed and a re-inspection scheduled by the deadline listed below.

Compliance Deadline: February 20<sup>th</sup>, 2021

Attachments: Cycle report, BHQA Appeal



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

Property Address: 202 South Vanoy Lane Bloomington, IN 47402

Petitioner's Name: (Wilma) Estelle Corrigan

Address: Same as Below

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

Phone Number: \_\_\_\_\_ E-mail Address: \_\_\_\_\_

Owner's Name: (Wilma) Estelle Corrigan

Address: 11711 Morning Glories Drive

City: Las Vegas State: NV Zip Code: 89135

Phone Number: 702-219-2202 E-mail Address: medscor@embargo.mail.com

Occupants: Jennifer Karnes

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: TN

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-TN-68

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 (Estelle Corrigan) am requesting an extension of time to complete repairs needed at 202 Gandy Lane. Upon inspection by construction personnel, it was found that the entire front living room, kitchen, laundry room and hallway; <sup>plus</sup> ~~plus~~ bathroom flooring needs to be replaced. This includes sub-flooring. I am requesting an extension to Feb. 20, 2021. Thank you  
Estelle Corrigan HOC

Signature (Required): (Wilma) Estelle Corrigan

Name (Print): (Wilma) Estelle Corrigan

Date: Oct. 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



**City Of Bloomington**  
**Housing and Neighborhood Development**

**AUG 21 2020**

**RENTAL INSPECTION INFORMATION**

Corrigan, W. Estelle  
11711 Morning Grove Drive  
Las Vegas, NV 89135

RE: 200 S Yancy LN

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 20 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](http://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,  
Cc: Jackson, Mike; P.O. Box 6, Springville, IN 47462

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

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

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





**City Of Bloomington**  
**Housing and Neighborhood Development**

**CYCLE INSPECTION REPORT**

1024

**Owner(s)**

Corrigan, W. Estelle  
11711 Morning Grove Drive  
Las Vegas, NV 89135

**Agent**

Jackson, Mike  
P.O. Box 6  
Springville, IN 47462

Prop. Location: 200 S Yancy LN  
Number of Units/Structures: 2/1  
Units/Bedrooms/Max # of Occupants: Bld 1: 2/2/5

Date Inspected: 08/11/2020  
Primary Heat Source: Gas  
Property Zoning: RM  
Number of Stories: 1

Inspector: Kenny Liford  
Foundation Type: Slab  
Attic Access: Yes  
Accessory Structure: None

Monroe County Assessor's records indicate this structure was built in 1964. There were no requirements for emergency egress at the time of construction.

**INTERIOR**

**202**

**Living Room (19-2 x 10)**

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

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

**Kitchen/Dining Room Measure at re-inspection**

No violations noted.

**Laundry/Mechanical Room**

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

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

Hallway

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

Attic

No violations noted.

N Bedroom (11 x 9), S Bedroom (11 x 10-6)

No violations noted.

**Existing Egress Window Measurements: Slider: Const. Yr. - 1964**

**Height: 34 inches**

**Width: 16 inches**

**Sill Height: 45.5 inches**

**Openable Area: 3.77 sq. ft.**

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

Hall Bathroom

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

Replace all damaged or missing tile(s) in the bathtub surround. BMC 16.04.060(a)

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

**200**

Living Room (19-2 x 10)

Every window must open easily and remain open using hardware that is part of the window. When the North window is opened the top sash falls. Repair this window to remain in place when the bottom sash is lifted. BMC 16.04.060(b)

Kitchen/Dining Room Measure at re-inspection

No violations noted.

Laundry/Mechanical Room

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

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

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

Hallway

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

N (Right) Bedroom (11 x 9), S (Left) Bedroom (11 x 10-6)

No violations noted.

**Existing Egress Window Measurements: Dbl Hung pop out: Const. Yr. - 1964**

**Height: 30 inches**

**Width: 32 inches**

**Sill Height: 43.5 inches**

**Openable Area: 6.66 sq. ft.**

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

Hall Bathroom

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

Attic

No violations noted.

#### **EXTERIOR**

No violations noted.

#### **OTHER REQUIREMENTS**

##### **Furnace Inspection Documentation for unit 202**

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: 18 November 2020

Petition Type: An extension of time to complete repairs

Petition Number: 20-TV-066

Address: 321 N Indiana Ave

Petitioner: Pavilion Properties

Inspector: Michael Arnold

Staff Report:

09 March 2020	Cycle Inspection
16 March 2020	Sent Report
20 May 2020	Sent Remaining Violations Report
04 June 2020	Reinspection Scheduled
17 June 2020	Reinspection Rescheduled
14 September 2020	Reinspection Completed
18 September 2020	Sent Remaining Violations Report
20 September 2020	Received BHQA Application

During the inspection it was noted that there were trip hazards and some deteriorated portions of the sidewalks on this property including private and public sidewalks. The petitioner is requesting additional time to complete these repairs.

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: 31 December 2020 for the sidewalks  
Immediately for the furnace/carbon monoxide documentation

Attachments: Remaining Violations Report, Application



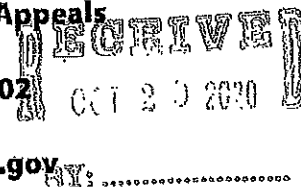
**Application For Appeal  
To The  
Board of Housing Quality Appeals**

**P.O. Box 100**

**Bloomington, IN 47402**

**812-349-3420**

**hand@bloomington.in.gov**



**Property Address:** 321 N Indiana Avenue Apt 1&2

**Petitioner's Name:** Pavillion Properties

**Address:** 112 E 3rd Street

**City:** Bloomington

**State:** Indiana



**Zip Code:** 47401

**Phone Number:** 812-333-23

**E-mail Address:** info@pavprop.com

**Owner's Name:** GMS-Pavillion Properties

**Address:** 112 E 3rd Street

**City:** Bloomington

**State:** Indiana



**Zip Code:** 47401

**Phone Number:** 333-2332

**E-mail Address:** info@pavprop.com

**Occupants:** Michael Picchlotti, Ryan Boundy, Patrick Doyle, Ryan Sullivan, Isaac Brandenberger, John Ruth

**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-69

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.

Extension of time to repair the sidewalk, stairs and other similar areas. We have put in a request from several companies for repair with no current response. Extended time requested is December 1st, 2020 with possible change in that date, earlier or later, depending on what the companies estimate once communication takes place.

Signature (Required):



Name (Print): Mark Hoffman

Date: 10/20/2020

**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

REMAINING VIOLATION INSPECTION REPORT

SEP 18 2020

905

Owner(s)

Gms Enterprises  
112 E. 3rd St.  
Bloomington, IN 47401

Agent

Mark A. Hoffman  
112 E. 3rd St.  
Bloomington, IN 47401

Prop. Location: 321 N Indiana AVE  
Number of Units/Structures: 2/1  
Units/Bedrooms/Max # of Occupants: Bld 1: 1/4/5 1/2/5

Date Inspected: 03/09/2020  
Primary Heat Source: Gas  
Property Zoning: RM  
Number of Stories: 2

Inspector: Mike Arnold  
Foundation Type: Basement  
Attic Access: Yes  
Accessory Structure: detached garage

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: [haudd@bloomington.in.gov](mailto:haudd@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:**

All sidewalks, walkways, stairs, driveways, parking spaces and similar areas shall be kept in a proper state of repair, and maintained free from hazardous conditions. For sidewalks in the public right of way, contact the City of Bloomington Planning and Transportation Department at (812) 349-3423 to apply for the **required permit**. The fee will be waived but the permit must be obtained prior to work in the public right of way. BMC 16.04.040(c) (Trip hazards – see photos)

**Other Requirements:**

**Furnace Inspection Documentation:**

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

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

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

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





City of Bloomington  
H.A.N.D.

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

Meeting Date: November 18, 2020

Petition Type: An extension of time to complete repairs

Petition Number: 20-TV-70b

Address: 927 N. Jackson Street

Petitioner: Mackie Properties

Inspector: Jo Stong

Staff Report: May 27, 2020: Conducted cycle inspection  
June 11, 2020: Mailed inspection report  
August 10, 2020: Agent scheduled reinspection for October 2, 2020  
September 30, 2020: Received appeal  
October 2, 2020: Agent cancelled October 2 reinspection; received 2<sup>nd</sup> appeal

During a cycle inspection of the above property violations of the Residential Rental Unit and Lodging Establishment Inspection Program were noted. The petitioner is requesting an extension of time to complete repairs, citing the pandemic and unavailability of building materials as a hindrance to making the repairs.

Staff recommendation: Grant an extension of time

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

Compliance Deadline: November 30, 2020

Attachments: Cycle report, appeals

RECEIVED  
OCT 6 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:** 927 North Jackson Street, Bloomington, IN 47404

**Petitioner's Name:** Mackle Properties

**Address:** 811 North Walnut Street

**City:** Bloomington

**State:** Indiana



**Zip Code:** 47404

**Phone Number:** 8122878036

**E-mail Address:** rjoseph@macklerentalproperties.com

**Owner's Name:** John Hart

**Address:** 261 West 25th Street 6B

**City:** New York

**State:** New York



**Zip Code:** 10001

**Phone Number:** 8126090500

**E-mail Address:** john.hart@comcast.net

**Occupants:** Occupied

**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-70B

JS

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.
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  - 1. Specify the code reference number you are appealing.
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  - 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.

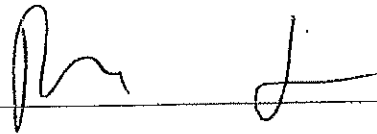
1. Please see attached document for incomplete items.

2. We had difficulty accessing this unit due to COVID-19 concerns, which is why the interior repairs remain to be completed. We've also experienced issues regarding acquiring the building materials required to complete some repairs; we believe this is due to the materials shortage exacerbated by the pandemic.

3. As we're still working towards acquiring all building materials and gaining the access required to complete all repairs, and both factors have been inconsistent, we ask for the deadline to be extended to November 15, 2020, in order to complete all repairs and reschedule our reinspection. We would like to avoid losing

Thank you.

Signature (Required):



Name (Print): Rachel Joseph

Date: 10/2/20

**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

JUN 11 2020

Hart, John W.  
522 Essex Rd  
Kenilworth, IL 60043

RE: 927 N Jackson 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 **AUG 10 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](http://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: Mackie Properties; P.O. Box 236, Ellettsville, IN 47429



**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**  
SEP 30 2020

**Property Address:** 927 North Jackson Street, Bloomington, IN 47404

**Petitioner's Name:** Mackle Properties

**Address:** 811 N Walnut St

**City:** Bloomington

**State:** Indiana



**Zip Code:** 47404

**Phone Number:** 8122878036

**E-mail Address:** rjoseph@mackierentalproperties.com

**Owner's Name:** John Hart

**Address:** 261 West 25th Street 6B

**City:** New York

**State:** New York



**Zip Code:** 10001

**Phone Number:** 6090500847

**E-mail Address:** john.hart@comcast.net

**Occupants:** Occupied unit

**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-70A

JS

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:

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  - 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.

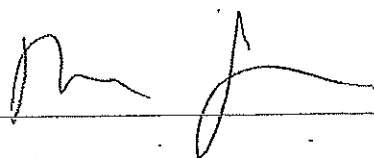
1. Repair the kitchen window to stay in place when lower sash is lifted. Every window shall be capable of being easily opened and held in position by its own hardware

2. We've faced many delays due to accessibility issues and materials availability. The window contractor we've hired has reported that the part he needs to complete this repair should be delivered by October 14th.

3. We request an extension to November 15th so we can ensure we have enough time to install the part once it arrives and account for potential further delivery delays.

Thank you.

Signature (Required):



Name (Print): Rachel Joseph

Date: 9/30/20

Important information regarding this application format:

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Print Form

## Remaining HAND Repairs 927 North Jackson Street

### Interior Repairs

- Living Room
  - Properly repair and paint the south window sill
- NE Bedroom
  - Secure the loose electrical receptacle on the south wall near computer
- 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
  - Repair the window to stay in place when lower sash is lifted. Every window shall be capable of being easily opened and held in position by its own hardware (waiting on part to arrive)
- East Bath
  - Repair the exhaust fan to function as intended
- South Center Bedroom
  - Provide operating power to the smoke detector
- West Bedroom
  - 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

### Exterior Repair

- Repair and repaint the damaged soffit at the northeast corner



City Of Bloomington  
Housing and Neighborhood Development

CYCLE INSPECTION REPORT

956

Owner

Hart, John W.  
522 Essex Rd  
Kenilworth, IL 60043

Agent

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

Prop. Location: 927 N Jackson ST  
Number of Units/Structures: 1/1  
Units/Bedrooms/Max # of Occupants: Bld 1: 1/4/4

Date Inspected: 05/27/2020  
Primary Heat Source: Gas  
Property Zoning: RC  
Number of Stories: 1

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

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

INTERIOR:

Living Room (12-9 x 1-3):

Properly repair and paint the south window sill. BMC 16.04.060(a)

Northeast Bedroom (12-5 x 10-4):

Secure the loose electrical receptacle on the south wall near computer. BMC 16.04.060(b)

Existing Egress Window Measurements (double-hung; both sashes removable):

Height: 68.5 inches  
Width: 20 inches  
Sill Height: 20.5 inches  
Openable Area: 9.51 sq. ft.

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

Kitchen (14-5 x 13-0):

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 window to stay in place when lower sash is lifted. Every window shall be capable of being easily opened and held in position by its own hardware. BMC 16.04.060(b)



Hall, West Bath:  
No violations noted.

East Bath:  
Repair the exhaust fan to function as intended. BMC 16.04.060(c)

North Center Bedroom w/loft (10-5 x 10-1):  
No violations noted.

Existing Egress Window Measurements (double-hung; both sashes removable):  
Height: 55 inches  
Width: 22 inches  
Sill Height: 18 inches  
Openable Area: 8.40 sq. ft.

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

South Center Bedroom (15-5 x 10-6):  
Provide operating power to the smoke detector. IC 22-11-18-3.5

Existing Egress Window Measurements:  
Height: 37 inches  
Width: 23 inches  
Sill Height: 28.5 inches  
Openable Area: 5.91 sq. ft.

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

6.17.2025  
Mechanical Closet (gas furnace here):  
See Other Requirements at the end of the report for required furnace documentation.

Eliminate the strong vibration in the HVAC unit. BMC 16.04.060(c)

West Bedroom (10-9 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

Repair the damaged window screens. BMC 16.04.060(a)

Existing Egress Window Measurements (casement):  
Height: 40 inches  
Width: 22 inches  
Sill Height: 42 inches  
Openable Area: 6.11 sq. ft.

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

**EXTERIOR:**

Properly repair the front wooden steps. BMC 16.04.040(c)

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

Repair and repaint the damaged soffit at the northeast corner. BMC 16.04.060

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

Repair the leak in the condensate line on the AC unit. BMC 16.04.050(a)

Properly repair and tuck-point the foundation wall. All foundation walls shall be maintained plumb and free from open cracks and breaks and shall be kept in such condition so as to prevent the entry of rodents and other pests. Repair with like materials in a workmanlike manner. 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:	50ppm BMC 16.01.060(f), BMC 16.04.060(b), (c)

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

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

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



City of Bloomington  
H.A.N.D.

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

Meeting Date: 18 November 2020

Petition Type: Relief from an administrative decision

Variance Request: Requesting 5-year permit length be re-instated

Petition Number: 20-AA-071

Address: 728 W Dixie St

Petitioner: Bruce Riklin

Inspector: Swinney

Staff Report:

21 August 2019	Scheduled Cycle Inspection
21 October 2020	Cycle Inspection
01 November 2019	Mailed Inspection Report
30 December 2019	Reinspection Scheduled
22 January 2020	Reinspection Complete (violations remain)
29 January 2020	Sent Remaining Violations Report
14 February 2020	Email Reminder to Schedule Reinspection
22 February 2020	Start Legal
24 February 2020	Reinspection Scheduled
04 March 2020	Reinspection Completed (temporary permit issued)
10 March 2020	Sent Temporary Permit
20 August 2020	Drive by for Exterior Compliance Requested
24 August 2020	Exterior in Compliance

Petitioner is requesting a five year permit for this property. The cycle inspection report was mailed on 01 November 2019. The 60 day deadline for compliance with the cycle inspection report was 01 January 2020. On 30 December 2019 the petitioner schedule a reinspection for the property. The reinspection occurred on 22 January 2020 and there were outstanding violations remaining after this inspection. Had the property been in compliance (excepting exterior painting) with the cycle inspection report, it would have been eligible for a five year permit because the reinspection was scheduled within the sixty days. Since a second reinspection was required for the property, which is scheduled and conducted after the 60 day deadline, the property is only eligible for a three year permit

Staff recommendation: Deny the relief from administrative decision

Conditions:

Compliance Deadline: none

Attachments: Appeal application





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

**RECEIVED**  
OCT 01 2020  
BY: .....

**Property Address:** 728 West Dixie Street, Bloomington, IN 47403

**Petitioner's Name:** Bruce Ricklin

**Address:** 6622 E Everett Arnold Drive

**City:** Bloomington

**State:** Indiana

**Zip Code:** 47408

**Phone Number:** 8123450960

**E-mail Address:** brucericklin@hotmail.com

**Owner's Name:** Bruce Ricklin

**Address:** 6622 E Everett Arnold Drive

**City:** Bloomington

**State:** Indiana

**Zip Code:** 47408

**Phone Number:** 8123450960

**E-mail Address:** brucericklin@hotmail.com

**Occupants:** 12- one bedroom apartments

**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-71

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

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  - 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 that the three year Rental Occupancy Permit I received be reinstated as a five year permit. I was informed by the HAND office that I was tardy in requesting the reinspection. The notice that HAND sent me was stamped January 29 by the HAND office. I received the notice in the beginning of February. The notice stated: "If you have made all of the repairs on this report, contact our office immediately to schedule the required re-inspection." The minor repairs were completed by the end of the first week in February. I called the HAND office to set up the re-inspection two weeks after the repairs were completed. At the time, this did not seem to me to be tardy. As a result, I am being penalized by having a three year instead of a five year cycle for the next inspection.

With all due respect to the rules and regulations of HAND, it would have been clearer to me if the notice had stated a timeline to define "immediately after completing the repairs" (five, fourteen, thirty days). I honestly had no idea I was not in compliance with a rule.

Please intervene on my behalf to fix what I believe to be a misunderstanding rather than a violation. I have been a landlord for almost thirty years and I have always tried to be fair and reasonable with tenants. I hope I can be afforded the same courtesy.

Thanks so much.

Signature (Required):

*Bruce Ricklin*

Name (Print): Bruce Ricklin

Date: 9/29/20

**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).
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Print Form



City of Bloomington  
H.A.N.D.

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

Meeting Date: November 18, 2020

Petition Type: An extension of time to complete repairs

Petition Number: 20-TV-72

Address: 1003 W. 11<sup>th</sup> Street

Petitioner: Mackie Properties

Inspector: Jo Stong

Staff Report: May 14, 2020: Conducted cycle inspection  
May 20, 2020: Mailed Inspection Report  
June 19, 2020: Received documentation for furnace inspection  
July 17, 2020: Agent scheduled reinspection for October 5, 2020  
October 2, 2020: Agent cancelled reinspection, filed appeal for extension of time

During a cycle inspection of the above property violations of the Residential Rental Unit and Lodging Establishment Inspection Program were found. The petitioner is seeking an extension of time to complete repairs, citing inconsistent availability of building materials needed to make repairs. The petitioner further states that the property is now vacant.

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: December 30 2020 for life safety items not including the repair to the basement wall  
April 30, 2021 for all other violations

Attachments: Appeal, cycle report with life-safety violations highlighted, photos



RECEIVED  
JUL 1 2010

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:** 1003 West 11th Street, Bloomington, IN 47404

**Petitioner's Name:** Mackie Properties

**Address:** 811 North Walnut Street

**City:** Bloomington

**State:** Indiana



**Zip Code:** 47404

**Phone Number:** 8122878036

**E-mail Address:** rjoseph@mackierentalproperties.com

**Owner's Name:** Michael Grove

**Address:** 1469 Gray Bluff Trail

**City:** Chapel Hill

**State:** North Carolina



**Zip Code:** 27517

**Phone Number:** 8126060001

**E-mail Address:** migrove77@gmail.com

**Occupants:** Now vacant

**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:**

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(Will be assigned by BHQA)

Petition Number: 20-TV-72



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:

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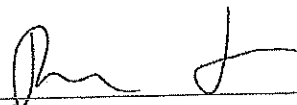
1. All items.

2. We had difficulty accessing this unit during the last tenant's residency due to COVID-19 concerns, which is why the interior repairs remain to be completed. This tenant recently moved out, however, so we anticipate completing the interior repairs while the home is vacant. We've also experienced issues regarding acquiring the building materials required to complete the exterior repairs; we believe this is due to the materials shortage exacerbated by the pandemic.

3. As we're still working towards acquiring all building materials required to complete all repairs, and their availability has been inconsistent, we ask for the deadline to be extended to April 30, 2021; in order to complete all repairs and reschedule our reinspection. Additionally, some of the repairs are quite extensive and winter is quickly approaching, limiting our ability to complete exterior repairs.

Thank you.

Signature (Required):



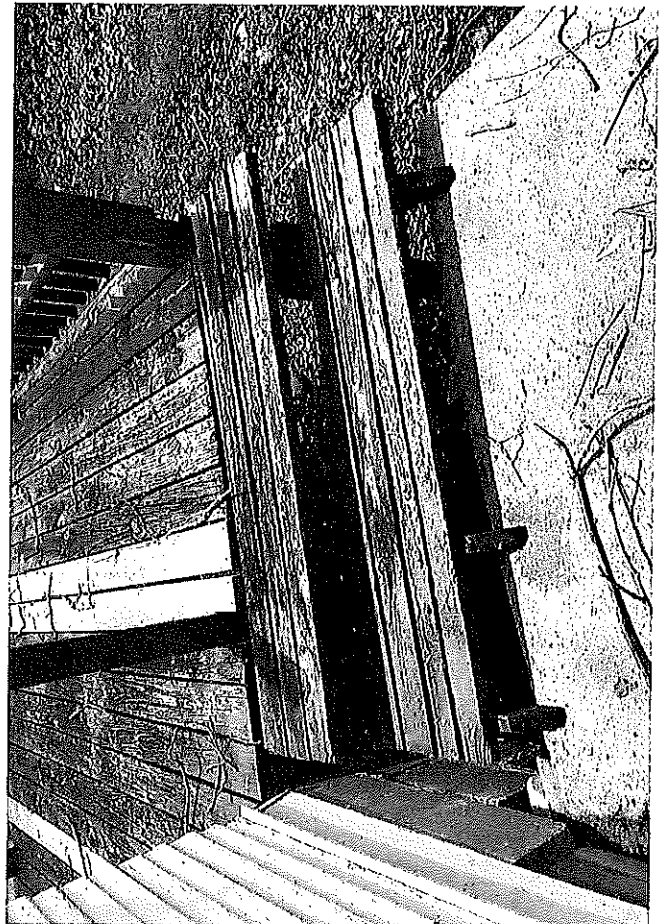
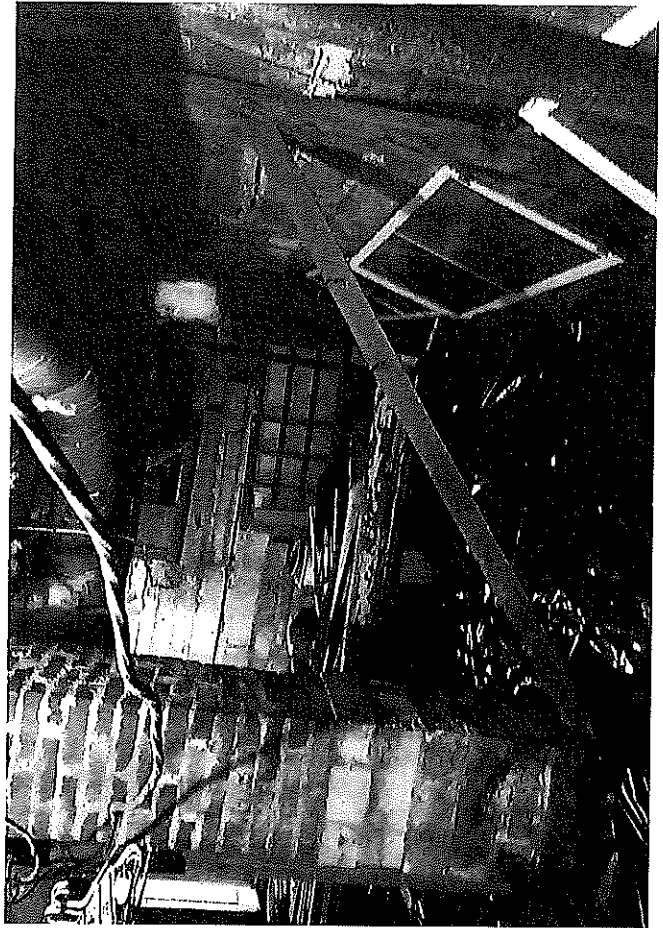
Name (Print): Rachel Joseph

Date: 10/2/20

**Important information regarding this application format:**

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- 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



1003 W. 11th St. 5:14:20 J822



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

**MAY 20 2020**

Grove, Michael G.  
1210 Roosevelt Drive  
Chapel Hill, NC 27514

RE: 1003 W 11th 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 **JUL 19 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](http://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: Mackie Properties: P.O. Box 236, Ellettsville, IN 47429

City Hall  
Email: [hand@bloomington.in.gov](mailto: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

9348

Owner

Grove, Michael G.  
1210 Roosevelt Drive  
Chapel Hill, NC 27514

Agent

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

Prop. Location: 1003 W 11th ST

Number of Units/Structures: 1/1

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

Date Inspected: 05/14/2020

Primary Heat Source: Gas

Property Zoning: RC

Number of Stories: 1

Inspector: Jo Stong

Foundation Type: Basement

Attic Access: No

Accessory Structure: None

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

INTERIOR:

Living Room (13-4 x 11-6)

No violations noted.

Northwest Bedroom (13-6 x 12-5):

Provide power to the receptacles on the west wall and the floor near the northwest corner. BMC 16-04-060(b)

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

West Center Bedroom (13-5 x 12-9):

Repair the north window on the west wall to open and function as intended (catches on latch). Every window shall be capable of being easily opened and held in position by its own hardware. BMC 16-04-060(b)

Existing Egress Window Measurements (double-hung):

Height: 26 inches

Width: 27 inches

Sill Height: 20 inches

Openable Area: 4.88 sq. ft.

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

City Hall

Email: [hand@bloomington.in.gov](mailto: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

Hall:

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

Bath:

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

Install a catch basket on the bathtub drain. BMC 16.04.060(c)

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

Kitchen (27-5 x 11-6):

No violations noted.

Basement (gas furnace here)

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

The west wall of the basement is failing. The wall is cracked and bowed inward at least eight inches. Repair the foundation walls to be structurally sound or provide documentation from a design professional stating the walls are structurally sound. BMC 16.01.060(f)

Properly support the electrical service line running along the ceiling from the northwest corner to the southeast corner of the basement. BMC 16.04.060(b)

Laundry Area:

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

EXTERIOR:

Properly support the stairs to the deck. A building permit from the Monroe County Building Department may be required for this work. BMC 16.04.050(a)

Repair the hole in the eave above the electric meter service to eliminate the entry of birds and pests. BMC 16.04.050(a)

Remove the tree growing against the southwest corner of the deck. All residential rental unit premises which contain trees shall maintain the trees in good health so that they pose no danger to persons or property. BMC 16.04.040(e)

Install a vent cover for the dryer exhaust on the east side. BMC 16.04.050(a)

Properly secure/repair the chimney cap. BMC 16.04.050(a)

Install address numbers on the front of the structure. All residential rental units shall conspicuously display the unit's address number on the front of the unit. BMC 16.04.100

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

**Note:** As this inspection occurred in May, the painting must be completed in the same 60-day period as the other violations in this report.

**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: 50ppm BMC 16.01.060(f), BMC 16.04.060(b), (c)

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