

PUBLIC HEARING

BOARD OF HOUSING QUALITY APPEALS

ALLISON CONFERENCE ROOM 215

In Person / Zoom Virtual Meeting

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

Meeting ID 840 9035 4059 Passcode 084395

NOVEMBER 18, 2025 4:15 P.M.

ALL ITEMS ARE ON THE CONSENT AGENDA

I. **ROLL CALL**

II. **MINUTES** – October 21, 2025

III. **PETITIONS**

- 1) **25-TV-77, 307 N. Pete Ellis Drive**, Cambridge Square Apartments, Bloomington (Gene B. Glick & Co., LLC). Request for an extension of time to complete repairs.
- 2) **25-TV-79, 2548 E. Eastgate Lane**, Rambabu Koppineni. Request for an extension of time to complete repairs.
- 3) **25-TV-80, 348 S. Grant Street**, Parker Real Estate & Management (Grant 10, LLC). Request for an extension of time to complete repairs.
- 4) **25-TV-81, 1516 S. Dorchester Drive**, Facilitech. Request for an extension of time to complete repairs.
- 5) **25-TV-83, 1326 N. Woodburn Avenue**, Choice Realty & Management (Four Seas, LLC). Request for an extension of time to complete repairs.

IV. **GENERAL DISCUSSION**

V. **PUBLIC COMMENT**

VI. **ADJOURNMENT**

Board of Housing Quality Appeals - Members

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

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BOARD of HOUSING QUALITY APPEALS
Meeting: TUESDAY, OCTOBER 21, 2025, 4:15 PM
ALLISON CONFERENCE RM. 225
SUMMARY

MEMBERS PRESENT: **Present:** Benjamin Atkinson, Navdeep Badhni, Joshua Brewer, Jacob Cole (Chair), Zachary Taylor, Zoe Zollman

STAFF PRESENT: **Present:** Michael Arnold, Jeremy Bettis, Daniel Bixler, Barry Collins, Rob Council, Christina Finley, Sean Hampton, Anna Killion-Hanson, Kenny Liford, Jo Stong, Steve Tamewitz, Angela van Rooy (HAND), Taylor Brown (Legal) Julius Mitchell (OOTM)

GUESTS: **Present:** Laura Lane (Herald-Tribune),
Zoom: Samantha Gustavia (former tenant 1100 N Crescent Road), Scott Selm (The Annex Group/Union at Crescent)

Meeting start time 4:15 PM.

I. MINUTES

Cole made motion to accept September 16, 2025 minutes. Brewer seconded. Motion passed, 6-0.

II. CONSENT AGENDA

25-TV-74, 308 E. 7th Street, Brawley Property Management. Request for an extension of time to complete repairs. Staff recommendation grant the request with November 4, 2025 deadline.

25-AA-75, 2710 S. McCartney Lane, Donald & Joy Caldwell. Request for relief from an administrative decision. Staff recommendation to grant the request for relief from registration under Title 16

25-TV-76, 446 E 2nd Street, Parker Real Estate & Management (Joseph Christine, LLC).

Request for an extension of time to complete repairs. Staff recommendation to grant the request with no deadline provided property remains vacant and is inspected prior to occupancy.

Approved.

III. PETITIONS

1) **25-TV-72, 1100 N. Crescent Road**, Scott Selm (The Annex Group). Zollman recused herself. Previously heard at the September 16, 2025 meeting. Tabled due to lack of quorum. The petitioner, Scott Selm, was present (via Zoom) to request an extension of time to complete repairs. Noted that units specifically covered by petition were Building B, Units 113, 216, 313, 318 & 411, all vacant. Former tenant (Gustavia) spoke to issue of habitability of the property. Staff recommendation to grant the request provided all life safety violations in the 5 units are completed and inspected by October 21, 2025 re-inspection. All other violations in the 5 units must be corrected by November 15, 2025. Cole made motion to accept staff recommendation with November 15, 2025 for units B-413 and C-208 and a January 15, 2026 for units B-113, B-213 and B-313. Badhni seconded. Motion passed, 5-0.

2) **25-TV-73, 1424 N. Jackson Street**, Woodington Management, LLC (Jackson Heights). Petitioner not present to request an extension of time to complete repairs. Staff recommendation to grant the request with a November 21, 2025 deadline for all life safety

issues and a December 21, 2025 deadline for all other items. Cole made motion to grant the request per staff recommendation. Badhni seconded. Motion passed, 6-0.

IV. GENERAL DISCUSSION

None.

V. PUBLIC COMMENT

None.

VI. ADJOURNMENT

Cole made motion for adjournment. Atkinson seconded. Motion passed unanimously. Meeting adjourned 4:51 PM.



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

Meeting Date: 11/18/2025

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

Petition Number: 25-TV-77

Address: 307 N Pete Ellis Dr

Petitioner: Gene B Glick LLC

Inspector: C Hayes/R Davis/S Tamewitz

Staff Report: August 27, 2025 Completed cycle inspection with maintenance
September 17, 2025 Cycle inspection report mailed
September 18, 2025 Plan review completed
October 14, 2025 Received BHQA application

During a cycle inspection of the above property, violations of the Residential Rental Unit and Lodging Establishment Program were found. The petitioner is requesting an extension of time due to renovations of the units.

Petitioner is seeking an extension of time to complete repairs.

Staff recommendation: Grant request for 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 2, 2025 All life safety violations
April 6, 2026 All Remaining violations

Attachments: Cycle Report; BHQA Application

11/4/25 AAC



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

401 N Morton ST Suite 130
 PO Box 100
 Bloomington IN 47404

Phone: (812) 349-3420
 Fax: (812) 349-4582
 hand@bloomington.in.gov

City Permit #: BHQA2025-0085
 Application Date: 10/14/2025

25-TV-77

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

Property Address: 307 N Pete Ellis DR
Parcel Number: 53-05-35-300-059.000-005

Applicant

Gene B Glick LLC
 8801 River Crossing Blvd Ste 200
 Indianapolis IN 46240

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

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

Requested Variance Type: TV

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

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

Variance Request:

Delay of re-inspection for the HAND inspection completed on 8/27/2025.

To Whom It May Concern,

I am writing on behalf of Cambridge Square of Bloomington Apartments, FHA Contract No.073-35619, to formally request the postponement of the for the Physical Re-Inspection of Real Estate inspection anticipated for November 2025.

Cambridge Square of Bloomington Apartments has received approval for a comprehensive tax credit renovation project, with mobilization scheduled to begin on October 20, 2025. Construction on the first residential unit will commence on October 20, 2025, and, barring any unforeseen delays, the final unit is expected to be completed by February 24, 2026. The months of March and April will be dedicated to interior cleanup and deep cleaning of all impacted areas. While the interior renovations are projected to conclude by the end of February 2026, exterior repairs and elevator modernization are expected to continue into early 2026. These remaining upgrades are essential to the overall rehabilitation and long-

term sustainability of the property.

The scope of this extensive renovation includes both interior and exterior improvements.

Interior Renovations:

- Full kitchen upgrades: cabinets, countertops, sinks, hardware, and all appliances.
- Complete bathroom renovations: new sinks, faucets, vanities, tubs, surrounds, mirrors, and accessories (towel bars, toilet paper holders, towel rings).
- Replacement of all interior apartment doors, louvered doors, entry doors, and locksets (key and deadbolt).
- Full HVAC replacement: air handlers, condensers, and programmable thermostats.
- Electrical enhancements: new lighting, ceiling fans, upgraded electrical panels, and installation of GFCI outlets in kitchens and bathrooms.
- Safety features: new smoke alarms with carbon monoxide detectors.

Exterior and Common Area Renovations:

- Roof, gutter, and downspout replacements.
- Siding and soffit repairs.
- Full window replacement.
- Elevator modernization
- Fencing replacement
- Concrete replacement

These improvements are being made to enhance the living conditions for our residents and ensure the long-term sustainability and compliance of the property.

While we were finalizing the schedule and outline, our 60 day deadline for repairs to be completed is mid-November.

Considering the ongoing renovation timeline, we respectfully request that the re-inspection be deferred until the end of the first quarter of 2026. This delay will allow for the full completion of all renovation phases and ensure that the inspection reflects the enhanced quality and safety of the community.

Thank you for your consideration of this request. Should you need any additional documentation or details, please do not hesitate to contact me at 317-677-6367 or by email at christy.lindbeck@glickco.com.



CITY OF
BLOOMINGTON

HOUSING AND NEIGHBORHOOD DEVELOPMENT

CYCLE INSPECTION REPORT

1629

Owner(s)

Gene B. Glick & Company
8801 River Crossing Blvd, Ste 200
Indianapolis, IN 46240

Agent

Cambridge Square Bloomington
307 N Pete Ellis Dr
Bloomington, IN 47408

Prop. Location: 307 N Pete Ellis DR

Number of Units/Structures: 153/3

Units/Bedrooms/Max # of Occupants: Bld 1: Bld 1: 51/1/5, Bld 2: 51/1/5, Bld 3: 51/1/5

Date Inspected: 08/27/2025
Primary Heat Source: Electric
Property Zoning: RH
Number of Stories: 3
Landlord Has Affidavit: N/A

Inspector: Tamewitz/Davis
Foundation Type: Slab
Attic Access: Yes
Accessory Structure: None

Monroe County Assessor's records indicate that this structure was built in 1979. These are the minimum requirements for emergency egress at the time of construction.

Clear height: 24"
Clear width: 18"
Maximum sill height: 48" aff
Openable area: 4.75 sq. ft.

Typical Unit –

Kitchen 9-6 x 8; Living Room 18-6 x 12-2; Bathroom; Hallway; Bedroom 13-7 x 10-9

Existing Egress Window Measurements:

Height: 25 inches
Width: 39 inches
Sill Height: 24 inches
Openable Area: 6.77 sq. ft.

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

INTERIOR:

All life safety violations will be highlighted.

BUILDING 301

1st Floor

Main Entry

Secure loose electrical receptacle. BMC 16.04.060(b) (**West wall near breezeway**)

Adjust stairwell door closer to close softly. BMC 16.04.060(a) (**Center stairwell door closes very quickly**)

Laundry Room

No violations noted.

Apt. 101

No violations noted.

Apt. 102

Mechanical Closet:

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

Apt. 103

Living Room

Secure loose electrical receptacle. BMC 16.04.060(b) (**Below kitchen counter top, living room side**)

Apt. 104

No violations noted.

Apt. 105

Bathroom

Repair the exhaust fan to eliminate excessive noise. BMC 16.04.060(c)

Apt. 106

Bathroom:

Secure loose electrical receptacle. BMC 16.04.060(b)

Secure toilet to its mountings. BMC 16.04.060(c)

Patio:

Secure loose electrical receptacle. BMC 16.04.060(b)

Apt. 107, Apt. 108

No violations noted.

Activity Room

No violations noted.

Apt. 110, Apt. 111

No violations noted.

Apt. 112

Bedroom:

Secure loose electrical receptacle (east wall near closet). BMC 16.04.060(b)

Apt. 113

No violations noted.

Apt. 114

Bedroom:

Repair the window to remain fully open using hardware that is part of the window. BMC 16.04.060(b)

Bathroom:

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

Apt. 115, Apt. 116

No violations noted.

Apt. 117

Kitchen

Secure loose faucet handle. BMC 16.04.060(a)

Apt. 118

No violations noted.

2nd Floor

Common Hallway

Secure loose electrical receptacle. BMC 16.04.060(b) (**Between unit #208 and hall door**)

Apt. 201, Apt. 202

No violations noted.

Apt. 203

Living Room

Every door which connects a rental unit with any area exterior to the unit shall have a functioning locking device, door hinge, and door latch and shall be maintained in good condition. Door locks in rental units shall be capable of tightly securing the door and shall be openable from the inside without the use of a key, special knowledge or effort. BMC 16.04.060(a), BMC 16.04.060(b) (**Sliding glass door not locking**)

Apt. 204

Mechanical Closet:

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

Apt. 205

Kitchen

Secure loose faucet handle. BMC 16.04.060(a)

Determine source and eliminate leak. BMC 16.04.060(a) (**Aerator connection to faucet**)

Apt. 206, Apt. 207

No violations noted.

Apt. 208

Bedroom:

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

Common Dining Room

No violations noted.

Common Laundry Room

No violations noted.

Apt. 210

No violations noted.

Apt. 211

Bathroom

Secure loose faucet handle. BMC 16.04.060(a)

Apt. 212

Kitchen:

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

Apt. 213, Apt. 214, Apt. 215

No violations noted.

Apt. 216

Bathroom:

Replace the missing shower water control trim. BMC 16.04.060(a)

Apt. 217

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

Apt. 218

No violations noted.

3rd Floor

Apt. 301

Kitchen

Determine source and eliminate leak. BMC 16.04.060(a) (**Around faucet handle**)

Water Heater Closet

Repair/replace the existing water heater. New installations shall be in accordance with current codes and the manufacturer's specifications. BMC 16.04.020 and BMC 16.04.060(c) (**Water heater was leaking into drain pan**)

Apt. 302, Apt. 303

No violations noted.

Apt. 304

Kitchen:

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

Bedroom:

Repair the window to remain fully open using hardware that is part of the window. BMC 16.04.060(b)

Apt. 305, Apt. 306, Apt. 307

No violations noted.

Common Laundry Room

No violations noted.

Apt. 308, Apt. 310

No violations noted.

Apt. 311

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

Apt. 312

Kitchen:

Determine source and eliminate leak. BMC 16.04.060(a)

The **Mechanical Closet** 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

Bedroom:

The **bedroom window** 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

Apt. 313, Apt. 314

No violations noted.

Apt. 315

Kitchen

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

Apt. 316

No violations noted.

Apt. 317

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

Apt. 318

No violations noted.

BUILDING 303

1st Floor

Apt. 101

No violations noted.

Apt. 102

Mechanical Closet:

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

Patio:

Replace the outdoor use outlet cover. BMC 16.04.050(b)

Bedroom:

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

Apt.103

No violations noted.

Apt.104

Kitchen:

Tighten the stress relief clamp on the garbage disposal to secure the power wire. BMC 16.04.060(b)

Apt. 105

No violations noted.

Apt. 106

Patio:

Replace the outdoor use outlet cover. BMC 16.04.050(b)

Apt. 107

No violations noted.

Activity Room

Men's Restroom

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)

Main entry

No violations noted.

Common Laundry Room

No violations noted.

Apt. 108

Bathroom:

Secure loose electrical receptacle. BMC 16.04.060(b)

Apt. 110, Apt. 111

No violations noted

Apt. 112

Kitchen:

Repair the hood vent motor to eliminate excessive noise while in use. BMC 16.04.060(c)

Apt. 113

No violations noted.

Apt. 114

Bathroom:

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

Patio:

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

Apt. 115

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)
(Hot water side)

Apt. 116

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

Apt. 117

No violations noted.

Apt. 118

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

2nd Floor

Apt. 201

No violations noted.

Apt. 202

Patio:

Replace the outdoor use outlet cover. BMC 16.04.050(b)

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

Apt. 203

Bedroom

Properly and permanently eliminate the biological growth on walls using EPA approved methods for mold remediation. BMC 16.04.060(a) epa.gov/mold (**Biological growth around HVAC register. Register was taped off causing excess condensation.**)

Apt. 204, Apt. 205

No violations noted.

Apt. 206

Patio:

Replace the outdoor use outlet cover. BMC 16.04.050(b)

Reconnect the drip pipe on the PTAC. BMC 16.04.050(a)

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

Treat and clean the mildew like substance around the air supply vent. BMC 16.04.060(a)

Apt. 207

Bedroom

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

Apt. 208

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

Dining Room

Ladies Bathroom

Determine source and eliminate leak. BMC 16.04.060(a) **(Faucet handle)**

Gentlemen's Bathroom

Determine source and eliminate leak. BMC 16.04.060(a) **(Faucet handle)**

Laundry room

No violations noted.

Apt. 210

Patio:

Replace the outdoor use outlet cover. BMC 16.04.050(b)

Reconnect the drip pipe on the PTAC. BMC 16.04.050(a)

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

Treat and clean the mildew like substance around the air supply vent. BMC 16.04.060(a)

Apt. 211

No violations noted.

Apt. 212

Hallway:

Secure the smoke detector to ceiling. BMC 16.04.060(a)

Bathroom:

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)

Apt. 213

No violations noted.

Apt. 214

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

Apt. 215

Water Heater Closet

Provide and install missing G-lock nut on the MC electrical conduit connector. BMC 16.04.060(b) (Water heater electrical access panel)

Apt. 216

Patio:

Replace the outdoor use outlet cover. BMC 16.04.050(b)

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

Apt. 217

No violations noted.

Apt. 218

Patio:

Replace the outdoor use outlet cover. BMC 16.04.050(b)

Repair the sliding screen door to be on track. BMC 16.04.050(a)

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

3rd Floor

Apt. 301, Apt. 302

No violations noted.

Apt. 303

Deck

Replace weathered/dry rotted deck boards in a workmanlike manner. BMC 16.04.050(b)

Apt. 304

Bathroom:

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

Patio:

Repair the sliding screen door to be on track. BMC 16.04.050(a)

Reconnect the drip pipe to the PTAC unit. BMC 16.04.050(c)

Apt. 305, Apt. 306, Apt. 307

No violations noted.

Apt. 308

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

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

Apt. 310

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

Common Laundry Room

No violations noted.

Apt. 311, Apt. 312, Apt. 313

No violations noted.

Apt. 314

Bedroom:

Secure loose electrical receptacle (north wall near closet). BMC 16.04.060(b)

Apt. 315

No violations noted.

Apt. 316

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

Apt. 317

No violations noted.

Apt. 318

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

BUILDING 305

1st Floor

Common Hallway

Secure loose electrical receptacle (outlet left of 112). BMC 16.04.060(b)

Apt. 101

No violations noted.

Apt. 102

Bathroom:

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

Hallway

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

Apt. 103

No violations noted.

Apt. 104

Kitchen:

Secure the cable clamp where the power supply enters the water heater. BMC 16.04.060(c)(b)

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

Recaulk around the window to fill the gaps. BMC 16.04.060(a)

Apt. 105

No violations noted.

Apt. 106

Bedroom:

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

Apt. 107

No violations noted.

Apt. 108

Kitchen:

Secure the cable clamp where the power supply enters the water heater. BMC 16.04.060(c)(b)

Determine source and eliminate leak (garbage disposal). BMC 16.04.060(a)

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

Apt. 110

Bedroom:

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

Activity Room, Laundry Room

No violations noted.

Apt. 111

No violations noted.

Apt. 112

Bathroom:

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

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

Apt. 113, Apt. 114, Apt. 115

No violations noted.

Apt. 116

Kitchen:

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

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

Apt. 117

No violations noted.

Apt. 118

Kitchen:

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

Bathroom:

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

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

2nd Floor

Common Hallway

Secure loose electrical receptacle (left of the entrance to Unit 202). BMC 16.04.060(b)

Secure loose electrical receptacle (right of entrance to Unit 210). BMC 16.04.060(b)

Secure loose electrical receptacle (common area in front of elevator, outlet behind the bench. BMC 16.04.060(b)

Apt. 201, Apt. 202, Apt. 203, Apt. 204

No violations noted.

Apt. 205

Bedroom

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

Apt. 206, Apt. 207

No violations noted.

Apt. 208

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

Common Dining Room, Common Laundry Room

No violations noted.

Apt. 210

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

Apt. 211

No violations noted.

Apt. 212

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

Apt. 213, Apt. 214, Apt. 215

No violations noted.

Apt. 216

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

Apt. 217

No violations noted.

Apt. 218

Bathroom:

Replace the tub faucet (hole in the bottom where water streams out. BMC 16.04.060(a)

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

3rd Floor

Apt. 301

No violations noted.

Apt. 302

Kitchen:

Secure the cable clamp where the power supply enters the water heater. BMC 16.04.060(c)(b)

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

Apt. 303

No violations noted.

Apt. 304

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

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

Apt. 305

Kitchen

Determine source and eliminate leak. BMC 16.04.060(a) **(Faucet handle)**

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

Secure loose faucet handle. BMC 16.04.060(a)

Apt. 306

Kitchen:

Repair the vent hood to function as intended (not running). BMC 16.04.060(c)

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

Apt. 307

No violations noted.

Apt. 308

All residential rental units, their accessory structures and exterior premises shall be kept free from pests (**gnats/eggs under sink**). All residential rental units or accessory structures thereof in which pests are found shall be promptly exterminated by approved processes that will not be injurious to human health. After extermination proper precautions shall be taken to prevent reinfestation. (a) The owner of any residential rental unit shall be responsible for extermination within the unit. Its accessory structures or on the exterior premises for extermination of pests prior to letting the unit. (d)The owner of a structure containing two or more dwelling units, a multiple occupancy, or a rooming house shall be responsible for extermination of pests. BMC 16.04.090(a)(d)

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

Apt. 310

Bathroom:

Secure loose electrical receptacle. BMC 16.04.060(b)

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

Common Laundry Room

No violations noted.

Apt. 311, Apt. 312, Apt. 313, Apt. 314

No violations noted.

Apt. 315

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

Apt. 316

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

Apt. 317

Kitchen

Secure loose faucet handle. BMC 16.04.060(a)

Bathroom

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

Deck

Tighten/replace loose lags on right side of iron railing. BMC 16.04.060(b) (**Top mounting bracket**)

Apt. 318

Bedroom:

The window 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

EXTERIOR:

BUILDING 301

Seal the top of third floor window to the right of the Unit 310 balcony (back of structure). BMC 16.04.050(a)

Seal the top of third floor window to the left of the Unit 305 balcony (back of structure). 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 residential rental units shall display a current occupancy permit in an accessible location inside said unit. The permit shall contain the name of the owner and the agent, the occupant load of the unit, the number of bedrooms, the expiration date of the permit, and any variances that have been granted for the property. BMC 16.03.030(c)

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

This is the end of this report.

Est. reinspection 8 hours one inspector.



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

401 N Morton ST Suite 130
PO Box 100
Bloomington IN 47404

City Permit #: BHQA2025-0085
Application Date: 10/14/2025

Phone: (812) 349-3420
Fax: (812) 349-4582
hand@bloomington.in.gov

25-TV-77
CH

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

Property Address: 307 N Pete Ellis DR
Parcel Number: 53-05-35-300-059.000-005

Applicant

Gene B Glick LLC
8801 River Crossing Blvd Ste 200
Indianapolis IN 46240

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

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

Requested Variance Type: TV

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

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

Variance Request:

Delay of re-inspection for the HAND inspection completed on 8/27/2025.

To Whom It May Concern,

I am writing on behalf of Cambridge Square of Bloomington Apartments, FHA Contract No.073-35619, to formally request the postponement of the for the Physical Re-Inspection of Real Estate inspection anticipated for November 2025.

Cambridge Square of Bloomington Apartments has received approval for a comprehensive tax credit renovation project, with mobilization scheduled to begin on October 20, 2025. Construction on the first residential unit will commence on October 20, 2025, and, barring any unforeseen delays, the final unit is expected to be completed by February 24, 2026. The months of March and April will be dedicated to interior cleanup and deep cleaning of all impacted areas. While the interior renovations are projected to conclude by the end of February 2026, exterior repairs and elevator modernization are expected to continue into early 2026. These remaining upgrades are essential to the overall rehabilitation and long-



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

Meeting Date: November 18, 2025

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

Petition Number: 25-TV-79

Address: 2548 E. Eastgate Lane

Petitioner: Rambabu Koppineni

Inspector: Jo Stong

Staff Report: June 30, 2025: Conducted cycle inspection
July 18, 2025: Mailed inspection report. 60-day deadline 9/16/2025
September 5, 2025: Owner scheduled reinspection for 10/24/2025
October 24, 2025: Conducted reinspection. Not all complied. Received appeal

During a cycle inspection of the above property violations of the Housing Code were found, including an unsecured soffit and an unstable deck. The petitioner is seeking an extension of time until April 2026 to complete these repairs. All interior violations are in compliance.

Staff recommendation: Grant an extension of time

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

Compliance Deadline: April 4, 2026

Attachments: Remaining Violations Report; BHQA Application, Photos

11/4/25 BK



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

401 N Morton ST Suite 130
PO Box 100
Bloomington IN 47404

City Permit #: BHQA2025-0087
Application Date: 10/24/2025

Phone: (812) 349-3420
Fax: (812) 349-4582
hand@bloomington.in.gov

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

Property Address: 2548 E Eastgate LN
Parcel Number: 53-05-34-401-072.000-005

*25-TV-79
50*

Owner

Rambabu Koppineni
211 E Burks Drive
Bloomington IN 47401

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

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

Requested Variance Type: TV

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

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

Variance Request:

- 1) painting of the soffit at Couple Areas
 - 2) fixing the deck to make to more stable
- Need until April 2026



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: 2548 E EASTGATE LANE, BLOOMINGTON, IN 47404

Petitioner's Name: RAMBABU KOPPINENI

Address: 211 E BURKS DR

City: BLOOMINGTON State: IN Zip Code: 47404

Phone Number: 484 620-1352 Email Address: EASTGATELANE@gmail.com

Property Owner's Name: RAMBABU KOPPINENI

Address: 2548 E EASTGATE LANE

City: BLOOMINGTON State: IN Zip Code: 47408

Phone Number: 484 620-1352 Email Address: EASTGATELANE@gmail.com

Occupants: 3

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

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

Please circle the petition type that you are requesting:

- A) An extension of time to complete repairs (Petition type TV)
- B) A modification or exception to the Housing Property Maintenance Code (Petition type V)
- C) Relief from an administrative decision (Petition type AA)
- D) Rescind a variance (Petition type RV)

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

OFFICE USE ONLY

Petition Number _____

SEE REVERSE

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

① painting of the soffit at couple Areas.

② Fixing the deck to make to more stable.

need until April 2026.

Signature (required): K Rauh

Name (please print): RAMBABU KOPPINENI Date: 11-28-25

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



REMAINING VIOLATIONS INSPECTION REPORT

Property was reinspected on October 24, 2025

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

7419

Owner

Koppineni, Rambabu
211 E. Burks Drive
Bloomington, IN 47401

Prop. Location: 2548 E Eastgate LN
Number of Units/Structures: 1/1
Units/Bedrooms/Max # of Occupants: Bld 1: 1/4/3

Date Inspected: 06/30/2025
Primary Heat Source: Gas
Property Zoning: R3
Number of Stories: 1

Inspector: Jo Stong
Foundation Type: Basement
Attic Access: No
Accessory Structure: Attached 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.

EXTERIOR:

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

Properly secure the soffit just north of the front (east) porch to prevent the entry of birds and pests. BMC 16.04.050(a)

Deck:

Replace the deteriorated and unstable deck stairs and all deteriorating members of the deck. This work may require No rental permit shall be issued until all Monroe County building inspections have been completed and Certificate of Occupancy permits are issued. Please provide this office with copies of Certificate of Occupancy permit. BMC 16.04.050(a), (b)

NOTE: At the reinspection it was noted that the handrail on the stairs was deteriorated and needed to be replaced. Additionally the entire deck rocked side-to-side and requires additional support.

This is the end of this report.

Scheduled reinspection not required: Exterior violations only.

Oct 24, 2025 at 11:16:00 AM
2548 E Eastgate L
Bloomington IN 47408
United State





Oct 24, 2025 at 11:16:16 AM
2548 E Eastgate L
Bloomington IN 47408
United State



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

Meeting Date: November 18, 2025

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

Petition Number: 25-TV 80

Address: 348 S. Grant Street

Petitioner: Parker Real Estate Management

Inspector: Jo Stong

Staff Report: August 1, 2025: Conducted cycle inspection
August 11, 2025: Mailed inspection report. 60-day deadline 10/10/25
October 10, 2025: Reinspection scheduled for 12/1/25
October 27, 2025: Received appeal

During a cycle inspection of the above property violations of the Housing Code were found including roof leaks and disconnected plumbing. The petitioner is seeking an extension of time of 8 months to complete repairs, stating that the tenants will be re-housed during the renovations.

Staff recommendation: Grant an extension of time

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

Compliance Deadline: May 18, 2026

Attachments: Cycle Report; BHQA Application, Photos

11/4/25 JK



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

401 N Morton ST Suite 130
 PO Box 100
 Bloomington IN 47404

City Permit #: BHQA2025-0088
 Application Date: 10/27/2025

Phone: (812) 349-3420
 Fax: (812) 349-4582
 hand@bloomington.in.gov

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

*25-TV-80
 JD*

Property Address: 348 S Grant ST
Parcel Number: 53-08-04-203-018.002-009

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

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

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

Requested Variance Type: TV

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

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

Variance Request:

Requesting 8 months too repair failing roof, floor, and plumbing issues. This will take extensive work and we have filed an ITV too re-house tenants so this property can be vacant during this remodel.

CYCLE INSPECTION REPORT

553

Owner

Grant 10 LLC
3756 Sterling Ave.
Bloomington, IN 47401

Agent

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

Prop. Location: 348 S Grant ST
Number of Units/Structures: 2/1
Units/Bedrooms/Max # of Occupants: Bld 1: 2/1/5

Date Inspected: 08/01/2025
Primary Heat Source: Gas
Property Zoning: RH
Number of Stories: 1
Owner/Agent Has Affidavit: No

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

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

INTERIOR:

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

Entry:

No violations noted.

Unit #2

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

Remove the vines growing in through the south window. BMC 16.04.060(a)

Bedroom (13-6 x 13-0):

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

Remove the vines growing in through the window. BMC 16.04.060(a)

Existing Egress Window Measurements:

Height: 30.5 inches
Width: 26.25 inches
Sill Height: 28 inches
Openable Area: 5.56 sq. ft.

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

Dining Room (12-6 x 11-0):

Replace the damaged baseboard and trim on the north wall. BMC 16.04.060(a)

Bathroom:

No violations noted.

Kitchen (12-6 x 7-0):

Remove the vines from the east doorway. BMC 16.04.060(a), (b)

Rear exit:

No violations noted.

Unit #1

Living Room/Bedroom (13-6 x 13-0):

Replace the broken electrical receptacle on the west wall. BMC 16.04.060(b)

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

Existing Egress Window Measurements:

Height: 30.5 inches

Width: 26.25 inches

Sill Height: 28 inches

Openable Area: 5.56 sq. ft.

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

Dining Room (12-6 x 10-0):

No violations noted.

Bathroom:

Repair cracks over the doorway and paint the header where paint is peeling or bare surfaces are exposed. BMC 16.04.060(a)

Repair the clogged sink drain. BMC 16.04.060(c)

Kitchen (12-6 x 7-0):

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

Attic

Eliminate the infestation of rodents and remove all animal feces from the attic and from unit 2, including above the ceiling tiles. Eliminate the infestation of rodents. All residential rental units, their accessory structures and exterior premises shall be kept free from pests. All residential rental units or accessory structures thereof in which pests are found shall be promptly exterminated by approved processes that will not be injurious to human health. BMC16.04.090 (a)

BASEMENT:

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:

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

Remove all vines from the exterior of the structure. BMC 16.04.050(a)

Remove the branch from the power line on the west side. BMC 16.04.050(a)

Ensure there are no holes in the roof or siding where pests could enter the attic and structure. BMC 16.04.050(a)

OTHER REQUIREMENTS:

Occupancy Affidavit

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

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

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

Inventory & Damages List

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

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

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

This is the end of this report.

½ hour est. for reinspection

Aug 1, 2025 at 9:55:49 AM
348 S Grant St
Bloomington IN 47401
United States



Aug 1, 2025 at 10:07:47 AM
348 S Grant S
Bloomington IN 4740
United State



Aug 1, 2025 at 10:06:43 AM
350 S Grant St
Bloomington IN 47401
United States



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

Meeting Date: November 18, 2025

Petition Type: Request for an extension of time

Petition Number: 25-TV-81

Address: 1516 S Dorchester Dr

Petitioner: FACILITECH

Inspector: Steve Tamewitz

Staff Report: October 14 2025 Rental Complaint Via uReport
 October 15 2025 Complaint Inspection Completed
 October 17 2025 Complaint Inspection Report Sent
 October 28 2025 BHQA Application Received

At a complaint inspection of the above property it was noted there were trees on the property that were in violation of the housing code. Petitioner is seeking an extension of time to establish property lines before completing tree work.

Staff recommendation: Grant an extension of time to complete the tree work.

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

Compliance Deadline: January 18 2026

Attachments: Complaint Inspection Report; BHQA Application, Photos

11/4/25 M



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

401 N Morton ST Suite 130
PO Box 100
Bloomington IN 47404

City Permit #: BHQA2025-0089
Application Date: 10/28/2025

Phone: (812) 349-3420
Fax: (812) 349-4582
hand@bloomington.in.gov

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

Property Address: 1516 S Dorchester DR
Parcel Number: 53-08-10-200-003.000-009

Applicant
FACILITECH
738 S MORTON STREET
Bloomington IN 47403

*25-TV-81
S.T.*

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

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

Requested Variance Type: TV

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

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

Variance Request:

We are requesting an extension of time to allow the Complainant or adjacent property owner a sufficient amount of time to have the property line established (we assume by a property survey on the South end of our lot). Once this property line is identified, both property owners can complete their responsibilities and share in any trees which are common to the property line.

We received a complaint inspection for our property at 1516 S Dorchester Dr. to "trim all tree branches away from the siding and roofline to maintain a 3' clearance on the South end of our property"

In our phone discussion with Steve Tamewitz on 10/23/25, we inquired about the location of the property line and how it was determined the trees to be trimmed were all on our property. Mr. Tamewitz said he expected our call and agreed he did not know the exact location of the property line and therefore could not say definitely who was responsible for the tree trimming.

We (FaciliTech) are willing to perform our responsibilities, but want the property line to be established prior to any work completed. If a tree is growing on the property line, then both property owners will need to share the expense of the trimming. The Complainant or the adjacent property owner may (or should) have the property line established and marked, then the tree trimming work can be coordinated.

Please let us know if there are any additional information or details needed for this issue.

Best,
Paul Barker
FaciliTech

COMPLAINT INSPECTION REPORT

297

Owner(s)

FACILITECH
738 N Morton St
Bloomington, IN 47403

Agent(s)

Granite Student Living
401 E 4th St
Bloomington, IN 47408

Tenant/Complainant

Crystal White
1610 S Dorchester Dr
Bloomington, IN 47401

Prop. Location: 1516 S Dorchester DR

Number of Units/Structures: 12/1

Units/Bedrooms/Max # of Occupants: Bld 1: 1/Eff/5 5/1/5 6/2/5

Date Inspected: 10/15/2025
Primary Heat Source: Gas
Property Zoning: RH
Number of Stories: 2

Inspector: Steve Tamewitz
Foundation Type: Basement
Attic Access: Yes
Accessory Structure: None

The following items are the result of a complaint inspection conducted on **10/15/2025**. **It is your responsibility to repair these items and to schedule a re-inspection within fourteen (14) days** of the mailing of this report. Failure to comply with this inspection report will result in this matter being referred to the City of Bloomington Legal Department. Failure to comply with this complaint inspection report may result in fines. If you have questions regarding this report, please contact this office at 349-3420.

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

Exterior:

Trim all tree branches away from the siding and roofline to maintain a 3' clearance. BMC 16.04.040(e) **(South end of property line along carports.)**

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) **(Southeast dead/dying trees near carports and maintenance building.)**

This is the end of the report.

Est. reinspection 15 min.



CITY OF
BLOOMINGTON

HOUSING AND NEIGHBORHOOD DEVELOPMENT

RENTAL COMPLAINT INSPECTION REPORT

Agent

Granite Student Living
401 E 4th ST
Bloomington IN 47408

Owner

FACILITECH
738 S MORTON STREET
Bloomington IN 47403

NO SCHEDULED REINSPECTION REQUIRED

RE: NOTICE OF COMPLAINT INSPECTION - REPAIRS REQUIRED

On **10/15/2025** a complaint inspection was performed at **1516 S Dorchester DR**. During the inspection violations of the Residential Rental Unit and Lodging Establishment Inspection Program were found.

Please correct the violations cited on the enclosed inspection report before **10/31/2025**. A re-inspection drive-by has been scheduled for **10/31/2025**. Please make the necessary arrangements to notify all parties and to provide access for the inspector.

If you are unable to make the assigned time, HAND will not reschedule for a later date until we receive:

1. A signed affidavit that the work has been completed, and
2. Photographs documenting the completed work.

This additional documentation is NOT required to schedule a re-inspection before the assigned date above. You are not required to be present for the drive-by. This directive is issued in accordance with Sections BMC 16.03.040 (c) and 16.10.040 (a) of the Residential Rental Unit and Lodging Establishment Inspection Program of Bloomington. You have the right to appeal to the Board of Housing Quality Appeals. If you need more time to correct the violations beyond **10/31/2025**, or if you want to appeal any violation, an appeal form can be found at bloomington.in.gov/hand. If you do not have access to the internet, you may contact HAND at 812- 349-3420 and a form will be provided.

Please remember, it is your responsibility to contact the Housing and Neighborhood Development Department if you are unable to complete the work by 10/31/2025. We require 48 hours' notice for any cancellations to avoid fines.

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.

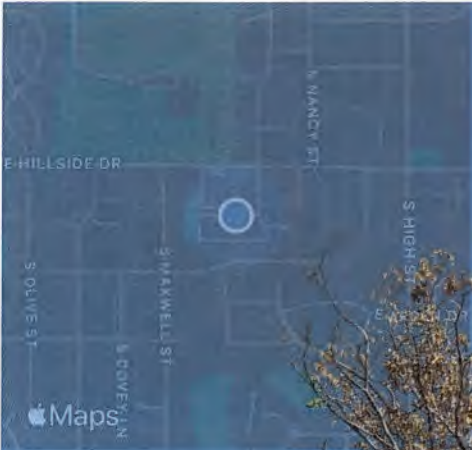
Sincerely,
Housing & Neighborhood Development
Encl: Complaint Inspection Report

Oct 14, 2025 at 1:48:15 PM

91° E

Altitude:252.7meter

Speed:0.0km/h



Oct 14, 2025 at 1:48:18 PM

103° E

Altitude:255.0meter

Speed:0.0km/h



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

Meeting Date: November 18, 2025

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

Petition Number: 25-TV-83

Address: 1326 N Woodburn Ave

Petitioner: Choice Realty & Management

Inspector: Steve Tamewitz

Staff Report: September 8 2025 Cycle Inspection Conducted
 September 12 2025 Cycle Inspection Mailed
 October 31 2025 BHQA Application Received

Petitioner is requesting an additional 60 days to complete the repairs listed on the Cycle Inspection report.

Staff recommendation: Grant an extension of time to complete the repairs.

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 12 2025 Interior Life Safety Items
 January 11 2026 All other Items

Attachments: Cycle Inspection Report; BHQA Application

11/5/25 BQ



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

401 N Morton ST Suite 130
PO Box 100
Bloomington IN 47404

Phone: (812) 349-3420
Fax: (812) 349-4582
hand@bloomington.in.gov

City Permit #: BHQA2025-0093
Application Date: 10/31/2025

Application For Appeal To The Board of Housing Quality Appeals

Property Address: 1326 N Woodburn AVE
Parcel Number: 53-05-33-204-119.000-005

Owner

Four Seas LLC
500 Peebles AVE
Morgan Hill CA 95037

Applicant

Choice Realty & Management
1715 S Walnut Street
Bloomington IN 47401

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

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

Requested Variance Type: TV

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

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

Variance Request:

Requesting additional time for work needed at 1326 N Woodburn - interior and exterior violations to complete.
Requesting 60 days from deadline of November 11 to meet deadline of January 11, 2026 for work to be completed.



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: 1326 N. Woodburn Ave.
 Petitioner's Name: Chie Realty & Management
 Address: 1715 S. Walnut St
 City: Bloomington State: IN Zip Code: 47401
 Phone Number: 812-331-7353 Email Address: dema@chielchier Realty.com
 Property Owner's Name: Fou Seas LLC
 Address: 500 Peebles Ave
 City: Morgan Hill State: CA Zip Code: 95037
 Phone Number: 408-391-8832 Email Address: fousasind@gmail.com
 Occupants: () 1326 unit (5)

- The following conditions must be found in each case in order for the Board to consider the request:
1. That the exception is consistent with the intent and purpose of the housing code and promotes public health, safety and general welfare.
 2. That the value of the area about the property to which the exception is to apply will not be adversely affected.

Please circle the petition type that you are requesting:

- A) An extension of time to complete repairs (Petition type TV)
- B) A modification or exception to the Housing Property Maintenance Code (Petition type V)
- C) Relief from an administrative decision (Petition type AA)
- D) Rescind a variance (Petition type RV)

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

OFFICE USE ONLY
 Petition Number _____

SEE REVERSE

[Handwritten signature and scribbles]

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.

Requesting additional time for work needed
at 1326 Woodham - int. & ext. work
to complete.

Requesting 60 days from deadline of 11-11 to
meet deadline of 1-11-26 for work to be
completed.

Signature (required): Janice Dolan - Chase Realty + Management

Name (please print): Dena Dobson Date: 10-31-25
Chase Realty + Management

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



CYCLE INSPECTION REPORT

2390

Owner(s)

Four Seas LLC
500 Peebles Ave
Morgan Hill, CA 95037

Agent(s)

Choice Realty & Management
1715 S Walnut St
Bloomington, IN 47401

Prop. Location: 1326 N Woodburn AVE
Number of Units/Structures: 1/1
Units/Bedrooms/Max # of Occupants: Bld 1: 1/5/5

Date Inspected: 09/08/2025
Primary Heat Source: Gas
Property Zoning: MM
Number of Stories: 2
Landlord Has Affidavit: N/A

Inspector: Steve Tamewitz
Foundation Type: Basement
Attic Access: Yes
Accessory Structure: None

The Monroe County Assessors records indicate that this structure was built in 1991. Minimum egress requirements for the time of construction.

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

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

INTERIOR

Main Level

Living Room (18-6 x 14-0):

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

Kitchen/ Dining Room (14-9 x 13-0):

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

Hallway:

Replace the missing smoke detector. The missing smoke detector was hard wired and must be replaced with a hard wired model. IC 22-11-18-3.5 (**Hardwired SD not wired correctly and hanging from wall.**)

Attic, Bathroom:

No violations noted.

NW Bedroom (9-6 x 13-3):

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

Properly repair or replace damaged door jamb. BMC 16.04.050(a) and BMC 16.04.060(a) **(Door hinge(s) loose, not secured to jamb.)**

NE Bedroom (12-5 x 7-10):

No violations noted.

Existing Egress Window Measurements:

Height: 46 inches

Width: 27.75 inches

Sill Height: 28 inches

Openable Area: 8.86 sq. ft.

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

Basement

Entry, Stairway:

No violations noted.

NW Bedroom (10-1 x 9-3) Note: Egress window measurements are the same as below.

No violations noted.

NE Bedroom (12-5 x 7-10):

Properly repair or replace damaged door jamb. BMC 16.04.060(a)

Repair/replace broken/loose door trim. BMC 16.04.060(a)

Existing Egress Window Measurements:

Height: 34.25 inches

Width: 24 inches

Sill Height: 44 inches

Openable Area: 5.70 sq. ft.

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

SW Bedroom (10-4 x 8-9): Note: Egress window measurements are the same as above.

Determine source and eliminate leak. BMC 16.04.060(a) **(South wall, west outlet and drywall adjacent to baseboard trim show signs of retaining moisture.)**

Bathroom, Laundry/ Mechanical:

No violations noted.

EXTERIOR

West Entry Landing & Stairs: **Note:** Inspector strongly recommends rebuilding entry structure.
Repair/replace 6x6 landing support posts. BMC 16.04.050(b) **(Both posts are rotted at ground level)**

Repair/replace loose and damaged stair treads and decking boards. BMC 16.04.050(b)

South Entry Landing & Stairs:

Repair/replace deteriorated landing and stairs. These repairs include but are not limited to: Footers, support posts, carrying beams, floor joists, decking, handrails, balusters, guardrails, stair stringers and stair treads. Owner shall be responsible for applying for and receiving all necessary permits from the Monroe County Building Department prior to any work starting. Owner shall provide the Housing and Neighbor Development Department with copies of all inspections and the results of each inspection conducted by the Monroe County Building Department. BMC 16.04.020 (a)(b)

OTHER REQUIREMENTS

Furnace Inspection Documentation:

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

Desired level:	0 parts per million (ppm)
Acceptable level in a living space:	9 ppm
Maximum concentration for flue products:	50 ppm

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

Complied via email 10/21/2025

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.