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**PUBLIC HEARING  
BOARD OF HOUSING QUALITY APPEALS  
CITY HALL LEMON CONFERENCE ROOM  
Zoom Virtual Meeting  
MARCH 17, 2021 4:00 P.M.**

**ALL ITEMS ARE ON THE CONSENT AGENDA**

- I. **ROLL CALL**
- II. **REVIEW OF SUMMARY** – December 16, 2020, January 20, 2021
- III. **ELECTION OF OFFICERS**
- IV. **PETITIONS**
  - 1) 20-TV-50, **800 N. Smith Road Apt. R-5**, Tiba Walter (Regency Consolidated Residential, LLC). Previously heard August 19, 2020. Request for an extension of time to complete repairs.
  - 2) 21-TV-09, **305 E. Southern Drive**, Rick Hero. Request for an extension of time to complete repairs.
  - 3) 21-TV-10, **421 E. Cottage Grove Avenue**, Stasny & Horn, IGP. Request for an extension of time to complete repairs.
  - 4) 21-TV-11, **1301 S. Palmer Avenue**, Katherine Metcalf. Request for an extension of time to complete repairs.
  - 5) 21-TV-12, **1302 E. Hunter Avenue**, Tempo Properties, Inc. (CJ Satellite, LLC). Request for an extension of time to complete repairs.
  - 6) 21-TV-13, **205 E. 20<sup>th</sup> Street**, Angie Brown (The Mulligan Group, LLC). Request for an extension of time to complete repairs.
  - 7) 21-TV-14, **720 S. Parkway Drive**, Kelli Eberhard (Daniel Gupta). Request for an extension of time to complete repairs.
  - 8) 21-TV-15, **207 S. Smith Road**, Valentyn Lugovskyy. Request for an extension of time to complete repairs.
  - 9) 21-TV-16, **927 N. Jackson Street**, Mackie Properties (John Hart). Request for an extension of time to complete repairs.
  - 10) 21-TV-17, **2151 S. Bent Tree Drive**, Martha Shedd (David Shedd). Request for an extension of time to complete repairs.
  - 11) 21-TV-18, **2309 S. Rockport Road**, Shannon Ramey. Request for an extension of time to complete repairs.
  - 12) 21-TV-19, **2311 S. Rockport Road**, Shannon Ramey. Request for an extension of time to complete repairs.

- 13) 21-TV-20, **2313 S. Rockport Road**, Shannon Ramey. Request for an extension of time to complete repairs.
- 14) 21-TV-21, **500-523 W. Hays Court**, Shannon Ramey. Request for an extension of time to complete repairs.
- 15) 21-TV-22, **208 N. Smith Road**, Choice Realty & Management (PH Properties Smith, LLC). Request for an extension of time to complete repairs.
- 16) 21-AA-23, **321 E. 2<sup>nd</sup> Street**, Prospect Hill, LLC. Request for relief from an administrative decision.
- 17) 21-TV-24, **609 E. Moody Drive**, Choice Realty & Management (Spicer Rentals). Request for an extension of time to complete repairs.
- 18) 21-TV-25, **305 E. 1<sup>st</sup> Street**, Jim & Jennie Klinger. Request for an extension of time to complete repairs.
- 19) 21-TV-26, **3422 N. Valleyview Drive**, Sarge Rentals, Inc. (Paul Prather). Request for an extension of time to complete repairs.
- 20) 21-TV-27, **312 E. 12<sup>th</sup> Street**, Brian Marren. Request for an extension of time to complete repairs.
- 21) 21-TV-28, **3861 E. Barrington Drive, Apt. C**, Oleatha Love (J.C. Hart Co.). Request for an extension of time to complete repairs.

V. **GENERAL DISCUSSION**

VI. **PUBLIC COMMENT**

VII. **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).**

HAND is inviting you to a scheduled Zoom meeting.

Topic: Board of Housing Quality Appeals Meeting

Time: Mar 17, 2021 04:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://bloomington.zoom.us/j/93193636060?pwd=S0NyRC9zajFkNFhzSU1aNzVsbUpQUT09>

Meeting ID: 931 9363 6060

Passcode: 088348

One tap mobile

+19292056099,,93193636060#,,,,\*088348# US (New York)

+13017158592,,93193636060#,,,,\*088348# US (Washington DC)

Dial by your location

+1 929 205 6099 US (New York)

+1 301 715 8592 US (Washington DC)

+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: 931 9363 6060

Passcode: 088348

Find your local number: <https://bloomington.zoom.us/u/aJ6J7jOQf>

## **B.H.Q.A. MEETING OF JANUARY 20, 2021 SUMMARY**

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

STAFF PRESENT: Michael Arnold, Daniel Bixler, Chastina Chipman, John Hewett, Kenneth Liford, Maria McCormick, Norman Mosier, Brent Pierce, Doris Sims, (HAND), Dan Dixon (Legal)

GUESTS PRESENT: Eric Baker (2511 E. 7<sup>th</sup> Street), Cassandra Collett (Landmark Properties), Tasha Hoover Patterson (SSC Muller Apartments, LLC – The Village at Muller Park), Ellen Sbarounis (4400 E. Stephens Drive), Julie Snyder (Landmark Properties).

Meeting start time 4:00 PM.

### **I. CONSENT AGENDA**

21-AA-02, **116-118 S. Yancy Lane**, Maggie Read. Request for relief from an administrative decision. Staff recommendation to deny the request and have the 3 year permit stand as issued.

21-TV-03, **151-157 E. Kennedy Court**, Matthew Cascio. Request for an extension of time to complete repairs. Staff recommendation was to grant the request with a March 20, 2021 deadline.

21-AA-06, **4318 E. Cricket Knoll**, Bruce & Connie Brummett. Request for relief from an administrative decision. Staff recommendation was to grant the request for relief from the requirements of Title 16 for so long as owner and tenants are unchanged from current status, verified by yearly affidavit of occupancy less Title 16 requirements be reinstated.

21-TV-07, **304-308 W. 2<sup>nd</sup> Street**, Woodington Management, LLC. Request for an extension of time to complete repairs. Staff recommendation to grant the request with a February 28, 2021 deadline for all repairs.

**Approved.**

### **II. PETITIONS**

21-AA-01, **4400 E. Stephens Drive**, Ellen Sbarounis. Petitioner, Ellen Sbarounis, was present to request relief from an administrative decision from the requirements of Title 16. Staff recommendation was to grant the request for relief from the requirements of Title 16 so long as owner and tenants are unchanged from current status, verified by yearly affidavit of occupancy less Title 16 requirements be reinstated. Carder made motion to grant the request per staff recommendation. Gallman seconded. Motion passed, 4-0.

21-TV-04, **301 E. Brownstone Drive**, Cassandra Collett (Landmark Properties). Petitioners, Cassandra Collett and Julie Snyder of Landmark Properties, were present to request an extension of time to complete repairs. Staff recommendation was to grant the request with an August 02, 2021 deadline. Gallman made motion to grant the request per staff recommendation. Carder seconded. Motion passed, 4-0.

21-TV-05, **500 S. Muller Parkway**, SSC Muller Apartments, LLC – The Village at Muller Park. Petitioner, Tasha Hoover Patterson of SSC Muller Apartments, LLC – The Village at Muller Park, was present to request an extension of time to complete repairs. Staff recommendation was to grant the request with a March 31, 2021 deadline. Gallman made motion to grant the request per staff recommendation. Opata-Powell seconded. Motion passed, 4-0.

21-TV-08, **2511 E. 7<sup>th</sup> Street**, Eric Baker. Petitioner, Eric Baker, was present to request an extension of time to complete repairs. Staff recommendation was to grant the request with a March 29, 2021 deadline. Carder made motion to grant the request per staff recommendation. Opata-Powell seconded. Motion passed, 4-0.

### **III. GENERAL DISCUSSION**

Sims announced her retirement from the City. Pierce introduced as successor. The Board proffered its thanks for her service.

IV. **PUBLIC COMMENT**

None.

V. **ADJOURNMENT**

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



City of Bloomington  
H.A.N.D.

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

Meeting Date: 17 March 2021

Petition Type: An extension of time to complete repairs

Petition Number: 21-TV-050

Address: 800 N Smith Rd Apt R5

Petitioner: Tiba Walter

Inspector: Michael Arnold/Blaine Rout

Staff Report:

09 July 2020	Received Complaint
10 July 2020	Tenant Violation Inspection
10 July 2020	Sent Report
17 July 2020	Received request for additional time
19 August 2020	Additional Time Granted
01 October 2020	Reinspection Scheduled
30 October 2020	No Show
04 November 2020	Reinspection Rescheduled
12 January 2021	Reinspection completed
15 January 2021	Remaining Violations Report Sent
22 January 2021	Reinspection Scheduled
28 January 2021	Received Request for Extension of Time
17 February 2021	BHQA Cancelled

On 09 July 2020 HAND received a request for inspection of this unit due to the condition. Management and Maintenance needed to access this unit to repair a leak that was causing damage to the apartment below. The inspection was valid based on the condition of the unit. On 17 July 2020 the tenant applied for an Extension of Time and that was granted on 19 August 202. Deadline for compliance was set as 23 September 2020. On 30 October 2020 there was a no show for the inspection. A new renspection was rescheduled for 12 January 2021. All repairs required were not complied. The management scheduled the next reinspection for 01 February 2021. The tenant has requested additional time.

Va

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. *No future appeals for this issue will be heard by the Board*

Compliance Deadline: 17 April 2021

Attachments: Tenant Violation Report, Application, Pictures





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

**RECEIVED**  
JAN 28 2021

BY: .....

Property Address: 800 N Smith Road, Meadow Park Apartments

Petitioner's Name: Tiba Walter

Address: 800 N Smith Road, Apt. R-5

City: Bloomington State: Indiana Zip Code: 47408

Phone Number: 8123404253 E-mail Address: signlanguagerocks@gmail.com

Owner's Name: Regency Consolidated Residential, LLC

Address: 800 N Smith Road

City: Bloomington State: Indiana Zip Code: 47408

Phone Number: 8123395544 E-mail Address:

Occupants: not sure how to answer this question

**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 agendal

(Will be assigned by BHQA)  
Petition Number: 20-TV-50

OLD BUSINESS

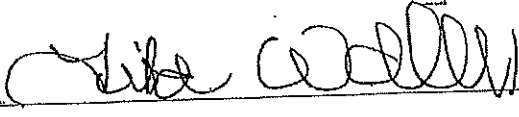
MA

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

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

I have made quite a bit of progress on what is needed be repaired and changed but with COVID affecting my work, I am still working on an average of 90-120 hours per week. This does not allow me to spend much time in my home to complete the things that are needed to pass inspection. I DO CARE!!! I need more time to clean and repair so I can pass the HAND inspections. Previously, no one has offered me any accommodations in regards to my inspections or communication since I am Deaf/Hard-of-Hearing. I do not want to lose my home of 10 years. Yes, cleanliness and order do matter but I need to be able to have the time to complete the things that are required. I would like at least three more weeks to complete this so that I may ask for time off from work as more and more of the workforce as well as the clients I work with are getting vaccinated.

I hope you consider my request. By the way, the information that HAND sends out to myself as well as the apartment complex is usually wrong just like this most recent correspondence. It was sent to Tiba Walter and Hunter Regency Court Properties Llc, 2201 Main Street, Evanston, IL 60202. I believe this is the wrong property owner. So once again, my personal information is being sent to the wrong property owner. This is the second time this happened and this time it has not been corrected by HAND.

Signature (Required): 

Name (Print): Tiba Walter

Date: 1/28/2021

**Important information regarding this application format:**

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





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

**JAN 15 2021**

Hunter Regency Court Properties Llc  
 2201 Main Street  
 Evanston, IL 60202

RE:NOTICE OF TENANT VIOLATION INSPECTION

Dear Resident(s)

On 07/10/2020, a complaint inspection was performed at 800 N Smith RD. During the inspection violations of the Bloomington Housing Code were found. Enclosed is the inspection report which cites violations that are the responsibility of the resident(s) to correct. Please correct the violations within 14 days and contact this office no later than **JAN 29 2021** to schedule the required re-inspection. Our mailing address and telephone number are listed below.

This directive is issued in accordance with BMC 16.10.020(a) and 16.10.040(a) of the Residential Rental Unit and Lodging Establishment Inspection Program. You have the right to appeal to the Board of Housing Quality Appeals. If you need more than 14 days to correct the violations, or if you want to appeal any violation, an appeal form can be found at [www.bloomington.in.gov/hand](http://www.bloomington.in.gov/hand). If you do not have access to the internet, you may contact HAND at 812-349-3420 and a form will be provided.

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

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

Sincerely,

Housing & Neighborhood Development

Encl: Inspection Report,

Xc: Tracey B Walker: 1200 Rolling Ridge Way - Office, Bloomington, IN 47403

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**  
TENANT VIOLATION INSPECTION REPORT

1777

Owner(s)

Hunter Regency Court Properties Llc  
 2201 Main Street  
 Evanston, IL 60202

Tenant

Tiba Walter  
 800 N Smith Rd 5R  
 Bloomington IN 47408

Agent

Tracey B Walker  
 1200 Rolling Ridge Way - Office  
 Bloomington, IN 47403

Prop. Location: 800 N Smith RD

Number of Units/Structures: 306/34

Units/Bedrooms/Max # of Occupants: Bld 1: Bld Z 9-16: 6/2/5 2/1/5, Bld Z 17-24: 6/2/5 2/1/5, Bld A: 8/2/5 3/1/5, Bld B: 6/2/5 2/1/5, Bld C: 6/2/5 2/1/5, Bld D: 2/1/5 6/2/5, Bld E: 6/2/5 2/1/5, Bld F: 6/2/5 2/1/5, Bld G: 8/2/5 4/1/5, Bld H: 6/2/5 2/1/5, Bld I: 6/2/5 2/1/5, Bld J 7 & 3 combined unit: 1/3/5 4/2/5 2/1/5, Bld K: 6/2/5 2/1/5, Bld L: 6/2/5 2/1/5, Bld M: 2/1/5 6/2/5, Bld N: 8/2/5, Bld O: 8/2/5 4/1/5, Bld P: 8/2/5, Bld Q: 6/2/5 2/1/5, Bld R: 6/2/5 2/1/5, Bld S: 6/2/5 2/1/5, Bld T: 6/2/5 2/1/5, Bld U: 6/2/5 2/1/5, Bld V: 6/2/5 2/1/5, Bld W: 2/1/5 6/2/5, Bld X 1-8: 6/2/5 2/1/5, Bld X 9-16, 25-28: 8/2/5 4/1/5 12/2/5, Bld X 17-24, 29-32: 8/2/5 4/1/5, Bld X 33-40: 6/2/5 2/1/5, Bld Y 1-8: 6/2/5 2/1/5, Bld Y 9-16, 33-36: 8/2/5 4/1/5, Bld Y 17-24, 37-40: 6/2/5 2/1/5, Bld Y 25-32, 41-44: 6/2/5 2/1/5, Bld Z 1-8: 6/2/5 2/1/5

Date Inspected: 07/10/2020  
 Primary Heat Source: Gas  
 Property Zoning: RH  
 Number of Stories: 2

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

During an inspection for renewal of the Rental Occupancy Permit on this property, violations were noted that are the responsibility of the tenant(s) to correct. The violations must be corrected and re-inspected for compliance with the Residential Rental Unit and Lodging Establishment Inspection Program within 7 days of the date on which this notice was mailed. It is the responsibility of the tenant to contact this office to schedule the required re-inspection at 349-3420. Any questions can be addressed to the inspector at 349-3420.

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

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

**Interior:**

**Unit 5R:**

**General Conditions:**

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



City of Bloomington  
H.A.N.D.

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

Meeting Date: March 17, 2021  
Petition Type: An extension of time to complete repairs  
Petition Number: 21-TV-09  
Address: 305 E. Southern Drive  
Petitioner: Rick Hero  
Inspector: Maria McCormick  
Staff Report: October 21, 2020 Completed Cycle Inspection  
December 29, 2020 Received Application for BHQA  
February 19, 2021 Scheduled Re-inspection for 4/1/21

During the cycle inspection there multiple violations noted. The petitioner states that the current tenant is moving out and is requesting an extension of time to complete most of the repairs. A re-inspection for life safety (smoke detectors) items has been scheduled for April 1, 2021.

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: All other violations must be scheduled for re-inspection by July 31, 2021.  
Attachments: Application for appeal; Remaining Violations report



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

Property Address: 305 E. Southern Dr. Bloomington, In

Petitioner's Name: Rick Hero

Address: 9160 Keith Rd.

City: Freedom

State: Indiana



Zip Code: 47431

Phone Number: 8123225877

E-mail Address: rick\_hero@baxter.com

Owner's Name: Rick Hero

Address: same as above

City:

State:



Zip Code:

Phone Number:

E-mail Address:

Occupants: (1) John Stoddard

**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: 21-TV-09

MM

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.
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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.

Inspection completed 10/21/20. Handrail exterior and toilet leak have been repaired.

Request extension on all repairs until 7/31/21. Current tenant is seeking to purchase a home. Once he has vacated the property, the plan is to replace all flooring including sub-flooring in the kitchen and bath. Extension requested due to scheduling issues associated with Covid-19 delays and tenant scheduling. Request extension on exterior repairs for the same delays and the weather. Smoke detector replacement can be more timely and completed ASAP.

Signature (Required): *Rick Hero*

Name (Print): Rick Hero Date: 12/22/20

**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.







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

**OCT 30 2020**

RENTAL INSPECTION INFORMATION

Rick A. Hero  
9160 Keith Road  
Freedom, IN 47431

RE: 305 E Southern DR

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

Once violations have been corrected, it is your responsibility to call the Housing and Neighborhood Development office within this 60 day window but no later than **DEC 29 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,

---

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

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461 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

6912

Owner(s)

Rick A. Hero  
9160 Keith Road  
Freedom, IN 47431

Prop. Location: 305 E Southern DR  
Number of Units/Structures: 1/1  
Units/Bedrooms/Max # of Occupants: Bld 1: 1/2/5

Date Inspected: 10/21/2020  
Primary Heat Source: Gas  
Property Zoning: RM  
Number of Stories: 1

Inspector: Maria McCormick  
Foundation Type: Crawl Space  
Attic Access: No  
Accessory Structure: Sheds

NOTE: 2nd structure on property not inspected. 2nd structure and 2 sheds will not be rented and are for landlord use only.

Monroe County Assessor's records indicate that this structure was built in 1950. At that time there were no minimum requirements for emergency egress.

**INTERIOR:**

Living Room 11-6 x 11-6:

Install a transition strip where the laminate flooring and the carpet meet. BMC 16.04.060(a)

Replace the missing panel on the storm door. BMC 16.04.060(a)

Laundry Closet:

No violations noted.

Kitchen:

Repair or replace the kitchen floor to eliminate the gaps in the flooring. BMC 16.04.060(a)

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)

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

North Bedroom 11-6 x 9-1:

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

Existing Egress Window Measurements:

Height: 41 inches  
Width: 30 ¾ inches  
Sill Height: 26 inches  
Openable Area: 8.76 sq. ft.

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

Bathroom:

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

Replace the damaged and deteriorated flooring including the subflooring around the leaking toilet. BMC 16.04.060(a)

Repair the toilet to function as intended and eliminate the leaks. BMC 16.04.060(a)

South Bedroom 11-10 x 8-6:

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

Existing Egress Window Measurements:

Height: 41 inches  
Width: 30 ¾ inches  
Sill Height: 26 inches  
Openable Area: 8.76 sq. ft.

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

EXTERIOR:

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

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

Replace the missing piece of siding on the east side of the house. BMC 16.04.050(a)

Properly cover the hole in on the NW corner of the house. BMC 16.04.050(a)

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

Shed -

Repair or replace the damaged door. BMC 16.04.050(a)

**OTHER REQUIREMENTS:**

**Furnace Inspection Documentation:**

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

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

**Tenants and Owners Rights and Responsibilities Summary:**

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

**Inventory Damage List:**

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

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

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: 17 March 2021

Petition Type: An extension of time to complete repairs

Petition Number: 21-TV-010

Address: 421 E Cottage Grove Ave

Petitioner: Stasny and Horn IGP

Inspector: Michael Arnold

Staff Report: 01 July 2020 Cycle Inspection Scheduled  
02 September 2020 Cycle Inspection  
16 September 2020 Sent Report  
13 November 2020 Reinspection Scheduled  
04 January 2021 Received BHQA Application  
17 February 2021 BHQA Rescheduled

During the inspection it was noted that the shower surrounds in two of the units were damaged. The petitioner is requesting additional time to complete repairs in order to accommodate the tenants.

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: 30 June 2021

Attachments: Cycle Inspection, Application

*Handwritten mark*



JAN 04 2021

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

**Property Address:** 421 E Cottage Grove Ave, Bloomington IN 47408

**Petitioner's Name:** Stasny & Horn IGP - Horn Properties

**Address:** 509 E Cottage Grove Ave Ste 1, PO Box 7676

**City:** Bloomington **State:** Indiana  **Zip Code:** 47407

**Phone Number:** 8123394676 **E-mail Address:** info@hplu.com

**Owner's Name:** Stasny & Horn IGP

**Address:** 509 E Cottage Grove Ave Ste 1, PO Box 7676

**City:** Bloomington **State:** Indiana  **Zip Code:** 47407

**Phone Number:** 8123394676 **E-mail Address:** info@hplu.com

**Occupants:** BHargrove, JDavis, EBurton, KTriebold

**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!

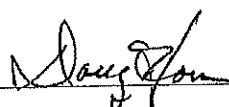
(Will be assigned by BHQA)  
Petition Number: 21-TV-10

MA

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

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

This building is a manufactured double-wide home made up of 4 one bedroom apartments, each unit having less than 300 sq ft of living area. Units 1 and 2 were sited for damaged shower surrounds. The surrounds are not leaking but are in need of replacement. Discussing the issue with the affected tenants, we've received a request from one to delay the replacements until May/June 2021 in that his unit is currently being used as a remote teaching location as well as his residence due to IU pandemic protocols. The tenant is concerned that the noise and downtime in such a small space would create an unworkable situation for him. He will be traveling during May/June 2021 and suggests the project be done at that time. So, we are requesting an extension of time to complete these repairs/upgrades to the 2 affected units through July 01, 2021. These shower surrounds were the only citations on the building inspection. Thank you for your consideration.

Signature (Required): 

Name (Print): Doug Horn, General Partner Visioning Date: \_\_\_\_\_

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





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

**SEP 16 2020**

Stasny & Horn, Igp  
P.O. Box 7676  
Bloomington, IN 47407-7676

RE: 421 E Cottage Grove AVE

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

Once violations have been corrected, it is your responsibility to call the Housing and Neighborhood Development office within this 60 day window but no later than **NOV 15 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

239

Owner(s)

Stasny & Horn, Igp  
 P.O. Box 7676  
 Bloomington, IN 47407-7676

Prop. Location: 421 E Cottage Grove AVE  
 Number of Units/Structures: 4/1  
 Units/Bedrooms/Max # of Occupants: Bld 1: 4/1/1

Date Inspected: 09/02/2020  
 Primary Heat Source: Electric  
 Property Zoning: RH  
 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 1964. There were no minimum emergency egress requirements at the time of construction.

Typical Unit:

Living Room (11-0 x 7-0)  
 Kitchen  
 Bathroom  
 Bedroom (9-0 x 8-0)

Typical Egress Window

Height: 33.75 inches  
 Width: 16 inches  
 Sill Height: 46 inches  
 Openable Area: 3.75 sq. ft.

Note: Only rooms with violations are listed in this report

Interior:Unit 1:Bathroom:

Repair/replace the damaged portions of the shower surround. BMC 16.04.060(a)

Unit 2:Bathroom:

Repair/replace the damaged portions of the shower surround. BMC 16.04.060(a) (base of surround -- shower head wall)

Unit 3:

No violations noted

**Unit 4:**

No violations noted

**Exterior:**

No violations noted

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: 17 March 2021

Petition Type: An extension of time to complete repairs

Petition Number: 21-TV-011

Address: 1301 S Palmer Ave

Petitioner: Katherine Metcalf

Inspector: Hewett/Wills/Arnold

Staff Report:	12 February 2020	Scheduled Inspection
	10 March 2020	Cycle Inspection
	23 March 2020	Mailed Report
	01 April 2020	Mailed to Forwarding Address
	26 June 2020	Sent Remaining Violations Report
	14 July 2020	Reinspection Scheduled
	02 October 2020	Reinspection Conducted
	07 October 2020	Sent Remaining Violations Report
	22 October 2020	Left Message for Owner to Schedule
	04 November 2020	Start Legal
	10 November 2020	Reinspection Scheduled
	15 January 2021	Reinspeciton Completed
	17 February 2021	BHQA Cancelled

The owner is requesting additional time to replace the broken window pane in the SW Bedroom on the Main Level of the structure. All other items are in compliance

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: 10 April 2021

Attachments: Remaining Violations Report, Application

*Handwritten 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

RECEIVED  
JAN 12 2021  
BY: .....

Property Address: 1301 S Palmer Ave, Bloomington, IN 47401

Petitioner's Name: Katherine Metcalf

Address: 449 Hawthorne Ave, APT 3

City: Palo Alto State: California Zip Code: 94301

Phone Number: 7034019961 E-mail Address: metcalfrin@gmail.com

Owner's Name: Katherine Metcalf

Address: 449 Hawthorne Ave, APT 3

City: Palo Alto State: California Zip Code: 94301

Phone Number: 7034019961 E-mail Address: metcalfrin@gmail.com

Occupants: Jen Collin, Lucia Corres Sarria, Veronica Carta

**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: 21-TV-11

MA

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

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

All items needing repair have been fixed except for one, the cracked window pane. The installer just received the new window pane yesterday (Jan. 12, 2021). Although the installer original thought he would receive and be able to install the pane before Jan. 15, 2021, he is not able to install until the next week. Both the window pane and the labor have been paid for. The receipt is included.

A week extension is needed.

Signature (Required): Katherine Metcalf

Name (Print): Katherine Metcalf

Date: 1/12/2021

**Important information regarding this application format:**

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





**City Of Bloomington  
Housing and Neighborhood Development**

OCT 07 2020

REMAINING VIOLATION INSPECTION REPORT

5359

Owner(s)

Katherine Metcalf  
1301 S. Palmer Ave  
Bloomington, IN 47401

Prop. Location: 1301 S Palmer AVE  
Number of Units/Structures: 1/1  
Units/Bedrooms/Max # of Occupants: Bld 1: 1/3/3

Date Inspected: 03/10/2020  
Primary Heat Source: Gas  
Property Zoning: R3  
Number of Stories: 2

Inspector: Mike Arnold  
Foundation Type: Crawl Space  
Attic Access: No  
Accessory Structure: 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.

**INTERIOR**

**Main Level**

**Dining Room/Kitchen (15-9 x 10-3)**

Replace the broken electrical outlet. (Right of the sink) BMC 16.04.060(b)

**Family Room (19-0 x 13-4)**

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

<p>City Hall Email: <a href="mailto:hand@bloomington.in.gov">hand@bloomington.in.gov</a> Neighborhood Division (812) 349-3421</p>	<p>401 N Morton St <a href="https://bloomington.in.gov/hand">https://bloomington.in.gov/hand</a> Housing Division (812) 349-3401</p>	<p>Bloomington, IN 47404 Rental Inspection (812) 349-3420 Fax (812) 349-3582</p>
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Handwritten initials or mark.

SW Bedroom (13-9 x 11-3)

Replace the broken window pane. BMC 16.04.060(a)

Bathroom/ Laundry Room

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

Upper Level

Stairway, Hallway

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

EXTERIOR

Properly secure loose shingles, and/or replace damaged or missing shingles on back of structure. BMC 16.04.050(a)

Garage

Interior:

Replace missing outlet cover plate. (Adjacent to entry door) BMC 16.04.060(b)

Exterior:

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

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

OTHER REQUIREMENTS

Furnace Inspection Documentation

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

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

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

- Tenants and Owners Rights and Responsibilities Summary

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

- Inventory & Damages List

The owner or his agent shall contact the tenant and arrange a joint inspection of the premises to occur within ten days of the tenant's occupancy of the rental unit. The owner or his agent and the tenant shall at that time jointly complete an inventory and damage list, and this shall be signed by all parties to the tenancy agreement. Duplicate copies of the inventory and damage list shall be retained by all parties and shall be deemed a part of the tenancy agreement.  
BMC 16.03.050(e) and BMC 16.10.030(b)

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

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





City of Bloomington  
H.A.N.D.

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

Meeting Date: March 17, 2021  
Petition Type: An extension of time to complete repairs  
Petition Number: 21-TV-12  
Address: 1302 E. Hunter Dr.  
Petitioner: Tempo Properties  
Inspector: Maria McCormick  
Staff Report: August 11, 2020 Completed Cycle Inspection  
November 16, 2020 Completed Re-inspection  
January 13, 2021 Received Application for BHQA

During the cycle inspection the doors to the Southeast and Northeast basement bedrooms were locked. At the re-inspection the doors were unlocked and we were able to inspect the rooms. It was noted in the inspection that the window in the Northeast bedroom was missing the necessary hardware to open and close the window. The petitioner states that they have ordered a new window. They are asking for additional time to receive the window and get it installed. This room was vacant at the time of the re-inspection.

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: March 31, 2021  
Attachments: Application for appeal; Remaining Violations 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  
JAN 13 2021  
BY: .....

Property Address: 1302 E Hunter Ave Bloomington, IN 47408

Petitioner's Name: Tempo Properties, Inc.

Address: 213 S Rogers St Suite 8

City: Bloomington State: Indiana Zip Code: 47404

Phone Number: (812) 336-2026 E-mail Address: alyssa@tempopropertiesinc.com

Owner's Name: C.J. Satellite, LLC

Address: PO Box 337

City: Clear Creek State: Indiana Zip Code: 47426

Phone Number: 812-336-2026 E-mail Address: info@tempopropertyllc.com

Occupants: 5 - Samuel Kilneman, Mitchell Pardi, Samuel Blaisdell, James House, James Kulik

**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 Types: 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: 21-TV-12

MM

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.

Window in basement bedroom needs replaced! It is on order but will take a couple of weeks to ship & get on the install schedule. I appreciate your consideration!

Signature (Required): Alyssa Gilliland

Name (Print): Alyssa Gilliland Date: 1/13/21

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





**City Of Bloomington  
Housing and Neighborhood Development**

REMAINING VIOLATION INSPECTION REPORT

NOV 17 2020

894

Owner(s)

C.J. Satellite, Llc  
P.O. Box 337  
Clear Creek, IN 47426

Agent

Tempo Properties, Inc  
P.O. Box 5727  
Bloomington, IN 47404

Prop. Location: 1302 E Hunter AVE  
Number of Units/Structures: 7/1  
Units/Bedrooms/Max # of Occupants: Bld 1: 7/1/1

Date Inspected: 08/11/2020  
Primary Heat Source: Gas  
Property Zoning: R3  
Number of Stories: 2

Inspector: Maria McCormick  
Foundation Type: Basement  
Attic Access: No  
Accessory Structure: None

**REINSPECTION REQUIRED**

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

If you have made all of the repairs on this report, contact our office immediately to schedule the required re-inspection. Failure to make repairs or to schedule the required re-inspection will result in this matter being referred to the City Legal Department. Legal action may be initiated against you under BMC 16.10.040. It is your responsibility to contact the Housing and Neighborhood Development Office to schedule the required re-inspection. Our mailing address and telephone number are listed below.

**Basement –**

**NE Bedroom:**

Windows shall be easily and fully openable and shall remain fully open using hardware that is part of the window. Repair or replace the window to open and close using the windows hardware and for the lock to function as intended. BMC 16.04.060(b)

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

<p>City Hall Email: <a href="mailto:hand@bloomington.in.gov">hand@bloomington.in.gov</a> Neighborhood Division (812) 349-3421</p>	<p>401 N Morton St <a href="https://bloomington.in.gov/hand">https://bloomington.in.gov/hand</a> Housing Division (812) 349-3401</p>	<p>Bloomington, IN 47404 Rental Inspection (812) 349-3420 Fax (812) 349-3582</p>
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City of Bloomington  
H.A.N.D.

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

Meeting Date: March 17, 2021

Petition Type: An extension of time to complete repairs

Petition Number: 21-TV-13

Address: 205 E 20<sup>th</sup> St.

Petitioner: Angie Brown

Inspector: Chastina Chipman/Jo Stong

Staff Report: October 6, 2020 Conducted cycle inspection  
October 9, 2020 Sent inspection report  
December 17, 2020 Owner scheduled reinspection for February 1, 2021  
January 14, 2021 Received appeal  
February 1, 2021 Conducted Remaining Violations Inspection  
February 17, 2021 Meeting canceled due to lack of quorum.

During a cycle inspection of this property violations of Title 16 were found including repairs to a missing vent on the north side of the building, fascia boards on the east side of the building and trees that need to be trimmed back away from the building. During the re-inspection all other violations were marked as complied. The petitioner is seeking an extension of time for the exterior violations, citing difficulty finding a contractor.

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: March 31, 2021 for all life safety violations  
May 15, 2021 for all other violations

Attachments: Cycle Report, Remaining Violations Report, Appeal

1/2



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

JAN 12 2021

Property Address: 205 E. 20<sup>th</sup> St.

Petitioner's Name: Angie Brown

Address: 2105 S. 6<sup>th</sup> St.

City: Lafayette State: IN  Zip Code: 47905

Phone Number: 812-361-1021 E-mail Address: brownpropertymgmt899@gmail.com

Owner's Name: The Mulligan Group, LLC

Address: 2105 S. 6<sup>th</sup> St.

City: Lafayette State: IN  Zip Code: 47905

Phone Number: 812-361-1021 E-mail Address: brownpropertymgmt899@gmail.com

Occupants: \_\_\_\_\_

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

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

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

Variance Type: exterior work extension

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: 21-TV-13

CC

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'm requesting an extension of time to complete our exterior work for our reinspection. With Covid-19 and the weather, I'm having difficulty finding a contractor <sup>willing to do</sup> such a small job. I'm asking that I can have until May 15<sup>th</sup> to make the exterior repairs. I would really appreciate the extension. I do have my reinspection scheduled for all other repairs already scheduled for Feb. 1. Thank you,  
 Angie Brown

Signature (Required): Angie Brown

Name (Print): Angie Brown

Date: 1/11/21

**Important information regarding this application format:**

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





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

**RENTAL INSPECTION INFORMATION**

**OCT 19 2020**

Mulligan Group, Llc  
2105 S 6th St  
Lafayette, IN 47905

RE: 205 E 20th 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 **DEC 18 2020** to schedule a re-inspection. You have the right to appeal any violation of Bloomington Municipal Code Title 16 noted on the rental inspection report to the Board of Housing Quality Appeals.

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

If the owner's or agent's contact information has changed since your last inspection, please submit a new registration form to the HAND Department. The registration must be signed by the owner of the property, not the agent. All rental forms and documents can be found at [www.bloomington.in.gov/hand](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**

3344

**Owner(s)**

Mulligan Group, Llc  
2105 S 6th St  
Lafayette, IN 47905

Prop. Location: 205 E 20th ST  
Number of Units/Structures: 16/1  
Units/Bedrooms/Max # of Occupants: Bld 1: 16/1/5

Date Inspected: 10/06/2020  
Primary Heat Source: Electric  
Property Zoning: RH  
Number of Stories: 2

Inspector: Chastina Chipman  
Foundation Type: Slab  
Attic Access: Yes  
Accessory Structure: none

Monroe County Assessor's records indicate this structure was built in 1967.  
There are no minimum requirements for emergency egress at the time of construction.

Room dimensions and inventory are in the file. Only rooms with violations will be listed in this report. All bedrooms have the same window for egress.

Existing Egress Window Measurements: (Sliding)  
Height: 42 inches  
Width: 18 inches  
Sill Height: 40 inches  
Openable Area: 5.25 sq. ft.

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

**INTERIOR:**

**Unit 1, Unit 2:**

No violations noted.

**Unit 3:**

**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:**

Replace missing exhaust filter so that the exhaust vent functions as intended. BMC 16.04.060(c)

**Unit 4:**

**Living Room:**

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

**Hallway:**

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

**Unit 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

**Bathroom:**

Repair/replace missing towel bar so that it functions as intended. BMC 16.04.060 (a)

**Unit 6:**

**Living Room:**

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

Every window shall have a functioning locking device, window latch and shall be maintained in good condition. **(Both latches must work)** 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)

**Bathroom:**

Secure toilet to its mountings. BMC 16.04.060(c)

**Bedroom:**

Every window shall have a functioning locking device, window latch and shall be maintained in good condition. **(Both latches must work)** 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)

**Unit 7:**

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 8:**

**Kitchen:**

Repair/replace the faucet to eliminate the leak. BMC 16.04.060(c)

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

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

**Bathroom:**

Repair the sink to function as intended (Not draining like it should). BMC 16.04.060 (a)

**Bedroom/Closet:**

**Water Heater:**

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 9:**

**Kitchen:**

Every window shall have a functioning locking device, window latch and shall be maintained in good condition. **(Both latches must work)** 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)

**Unit 10:**

**Living Room:**

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

**Hallway:**

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

**Unit 11:**

No violations noted.

**Unit 12:**

**Living Room:**

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

**Hallway:**

C 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:**

C Repair/replace the exhaust fan so that it functions as intended. BMC 16.04.060(a)

**Unit 13:**

**Living Room:**

C Every window shall have a functioning locking device, window latch and shall be maintained in good condition. **(Both latches must work)** 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)

**Bathroom:**

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

**Unit 14:**

**Living Room:**

C Every window shall have a functioning locking device, window latch and shall be maintained in good condition. **(Both latches must work)** 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)

**Bedroom:**

C Every window shall have a functioning locking device, window latch and shall be maintained in good condition. **(Both latches must work)** 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)

C Remove the cardboard from the windows so that the windows will function as intended. **(The windows will not open.)** BMC 16.04.060(b)

**Unit 15**

No violations noted.

**Unit 16**

**Hallway:**

C 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:**

C Every window shall have a functioning locking device, window latch and shall be maintained in good condition. **(Both latches must work)** 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)

**EXTERIOR:**

C Repair the retaining wall on the W side of the building. BMC 16.04.050(a)

Replace the missing vent in the soffit on the N side of the building. 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)

Repair/replace the fascia boards on the E end of the building. BMC 16.04.060(a)

**OTHER REQUIREMENTS**

**Tenants and Owners Rights and Responsibilities Summary**

A completed copy of the Tenants and Owners Rights and Responsibilities Summary must be provided to this office 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**  
**Housing and Neighborhood Development**

**REMAINING VIOLATION INSPECTION REPORT**

3344

**Owner(s):**

Mulligan Group, Llc  
2105 S 6th St  
Lafayette, IN 47905

Prop. Location: 205 E 20th ST  
Number of Units/Structures: 16/1  
Units/Bedrooms/Max # of Occupants: Bld 1: 16/1/5

Date Inspected: 10/06/2020  
Primary Heat Source: Electric  
Property Zoning: RH  
Number of Stories: 2

Inspector: Chastina Chipman  
Foundation Type: Slab  
Attic Access: Yes  
Accessory Structure: None

**REINSPECTION REQUIRED**

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

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

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

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

**Unit 7:**

**Kitchen:**

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

**Bedroom:**

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

**Closet:**

Temperature/pressure relief (TPR) valve discharge tubes:

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

**Unit 13:**

**Bathroom:**

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

**EXTERIOR:**

Replace the missing vent in the soffit on the N side of the building. 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)

Repair/replace the fascia boards on the E end of the building. BMC 16.04.060(a)

**OTHER REQUIREMENTS:**

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

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



City of Bloomington  
H.A.N.D.

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

Meeting Date: March 17, 2021

Petition Type: An extension of time to complete repairs.

Petition Number: 21-TV-14

Address: 720 S Parkway

Petitioner: Kelli Eberhard

Inspector: Chastina Chipman

Staff Report: October 21, 2020 Conducted Cycle Inspection  
October 26, 2020 Sent Inspection Report  
December 28, 2020 Owner scheduled reinspection  
January 13, 2021 Received Appeal  
January 15, 2021 Conducted Remaining Violation Inspection  
February 17, 2021 Meeting canceled due to lack of quorum.

During the cycle inspection of the above property violations of the rental code were found including one broken window pane and one broken latch on another window. During the reinspection all other violations were complied. The petitioner is seeking an extension of time for the window repairs due to it being cold weather and having to remove the windows.

Staff recommendation: Grant 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, but not limited to, the possibility of fines.

Compliance Deadline: May 28, 2021

Attachments: Cycle Report, Appeal, Sales Agreement






**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:** 720 S Parkway

**Petitioner's Name:** Kelli Eberhard


**Address:** 4895 W Camola Dr

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

**Phone Number:** 8123276418 **E-mail Address:** keberhard07@gmail.com

**Owner's Name:** Daniel Gupta

**Address:** 512 W Skyline Drive

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

**Phone Number:** 8123250701 **E-mail Address:** jusanotheremail@hotmail.com

**Occupants:** Kelsea Roberts

**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 BHOA)  
Petition Number: 21-TV-14

cc

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.

Due to cold weather we are requesting a 5 month extension of time to complete the repairs on the window at 720 S Parkway, since the repairs will require the sash's to be removed. We would like to have this work performed when the weather is a bit warmer. Since the work needing done will take most of the day, we do not want to have the house opened up to the cold temps at tenants expense.

The Master bedroom windows were written up for locks not functioning properly. We had a contractor look at what would be needed to get the window to seat properly to get the lock to engage. The sash will need to be remove and new vinyl seals will need to be installed on the sash to replace the ones that are blocking the window from seating properly.

The SW Bedroom window needs a new glass insert installed into the sash. Sash will need removed to have the glass insert replaced.

Signature (Required): *Kelli Eberhard*  
 Name (Print): Kelli Eberhard Date: 01/13/21

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





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

**RENTAL INSPECTION INFORMATION**

**OCT 29 2020**

Gupta, Daniel  
512 W Skyline Dr  
Bloomington, IN 47404

RE: 720 S Parkway DR

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

Once violations have been corrected, it is your responsibility to call the Housing and Neighborhood Development office within this 60 day window but no later than **DEC 28 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: Eberhard, Kelli: 4895 W. Carmola Lane, Bloomington, IN 47404

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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

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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**

10880

**Owner(s):**

Gupta, Daniel  
512 W Skyline Dr  
Bloomington, IN 47404

**Agent:**

Eberhard, Kelli  
4895 W. Carmola Lane  
Bloomington, IN 47404

Prop. Location: 720 S Parkway DR  
Number of Units/Structures: 1/1  
Units/Bedrooms/Max # of Occupants: Bld 1: 1/3/3

Date Inspected: 10/21/2020  
Primary Heat Source:  
Property Zoning: R3  
Number of Stories:

Inspector: Chastina Chipman  
Foundation Type:  
Attic Access:  
Accessory Structure:

Monroe County records show this structure was built in 1969. There were no minimum emergency egress requirements at the time of construction.

**INTERIOR:**

**Living Room (18-0 x 12-0):**  
No violations noted.

**Dining Room (10-0 x 9-0):**  
Provide operating power to the smoke detector, IC 22-11-18-3.5

**Family Room (18-0 x 12-0):**  
No violations noted.

**Screened porch:**  
No violations noted.

**Kitchen (9-0 x 8-0):**

Properly secure/tighten outlets in the kitchen so that they do not move. BMC 16.04.060(c)

**Bathroom/laundry, Mechanical closet:**

No violations noted.

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

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. **(E Window)** BMC 16.04.060(b)

**Existing Egress:**

**Height: 38 inches**

**Width: 37.5 inches**

**Sill Height: 37 inches**

**Openable Area: 9.89 sq. ft.**

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

**Master Bathroom:**

No violations noted.

**SE Bedroom (12-0 x 11-0): Same window measurements as above.**

No violations noted.

**SW Bedroom (12-0 x 11-0): Same window measurements as above.**

Repair the broken glass on the window. BMC 16.04.060(a)

**Garage:**

No violations noted.

**EXTERIOR:**

Replace the missing protective cover for the light fixture on the SW side of the house. BMC 16.04.060(c)

**OTHER REQUIREMENTS:**

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

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



# INDIANA WINDOW & SIDING COMPANY

West Tower Road, Bloomington, Indiana 47403

BLOOMINGTON  
(812) 825-5436

SPENCER  
(812) 829-4998

TOLL FREE  
1-800-374-3842

24 HR FAXLINE  
1-800-372-1680

**www.indianawindowandsiding.com**  
**SALES AGREEMENT**

BUYER: Dan Gupta (by Kelli Eberhard) DATE: February 5, 2021  
ADDRESS: 720 South Parkway Drive PHONE: (Kelli's cell) 812-327-6418  
CITY: Bloomington COUNTY: Monroe STATE: IN ZIP: 47403

In this Contract, the word "Seller" means Indiana Window & Siding Company and the word "Buyer" means all of the persons who sign below as a buyer, each of whom shall be jointly and severally responsible for payment of the Total Price and any other amounts which may be owed to Seller under this contract. For the Total Price stated below and in accordance with the terms of this Contract, Buyer hereby purchases from Seller and contracts with Seller for the installation of the following:

DESCRIPTION OF GOODS AND SERVICES:
<b>Remove 3 windows from the home and replace with 3 Custom Manufactured Premium vinyl replacement windows.</b>
<b>All Windows To Be:</b>
• <b>Deluxe Double-hung (both sashes easily removed) to meet egress.</b>
• <b>White inside and out.</b>
• <b>Double-paned, double-strength, Thermopane glass units.</b>
• <b>Removable Screen included to allow fresh air infiltration.</b>
• <b>White, woodgrain, Vynaclad finishing outside and in as required.</b>
• <b>100% Pure, White silicone seal outside and in as needed.</b>
• <b>No Grids or frosted glass.</b>
<b>Price includes all labor, materials, taxes, workers compensation and liability insurance, and complete clean up and dump fees.</b>

Price of goods and Services including Sales Tax(Where Applicable) . . . . .	\$ 975.00
Down Payment . . . . .	\$ 00
Unpaid Balance . . . . .	\$ 975.00

An installation date will be arranged with buyer when all of the products are available. Seller shall not be liable for any delay in delivery, installation, work stoppage, or damage to the property herein due to acts of God, violence, labor disputes, or manufacturing or delivery difficulties. In the event of non-payment or other default in accordance with the terms of this Contract, Buyer agrees to pay all collection costs, all court costs, all reasonable attorneys' fees, and any other costs incurred by Seller in the enforcement of Buyer's obligations under this contract. In the event Buyer breaches this Contract prior to delivery of products, Seller may, at its option and in addition to all other rights and remedies, terminate this Contract by written notice to Buyer and retain the down payment as liquidated damages.

This agreement constitutes the entire understanding of the parties. There are no written or verbal agreements other than this written Contract. All contents of this Contract are subject to company approval before delivery. Buyer agrees to pay for said goods and services in full on the date of delivery or pay a 1 1/2% per month late payment charge on any part of the Unpaid Balance not paid when due. All warranties are issued by the manufacturer, and, as such, Seller is not liable for changes, difficulties, or stoppage of warranty coverage. Seller warranties labor for 2 years, and may charge a nominal service charge afterward.

Buyer may cancel this agreement at any time prior to midnight of the third business day after the date of this agreement.

THE ABOVE PROPOSAL INCLUDING THE GENERAL TERMS AND CONDITIONS IS ACCEPTED BY:

### VERBAL APPROVAL

BUYER

CO-BUYER

Estimated Date Of Start: **7 TO 11 WEEKS**  
Estimated Date Of Completion: **+ 1 DAY**

Allan Jones Cell # 812-272-8993  
BY: AUTHORIZED AGENT



City of Bloomington  
H.A.N.D.

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

Meeting Date: March 17<sup>th</sup>, 2021

Petition Type: An extension of time to complete repairs.

Petition Number: 21-TV-15

Address: 207 South Smith Road

Petitioner: Valentyn Lugovskyy

Inspector: Kenny Liford

Staff Report: November 10<sup>th</sup>, 2020 Completed Cycle Inspection Report  
January 19<sup>th</sup>, 2021 BHQA application received  
February meeting canceled due to lack of quorum.

Owner has requested an extension of time to complete repairs due to issues between the tenants and the landlord. Tenants move out on March 7<sup>th</sup> 2021.

Staff recommendation: Grant the request.

Conditions: Call and schedule the re-inspection for this property by the deadline listed below.

Compliance Deadline: April 17<sup>th</sup>, 2021

Attachments: Cycle report, BHQA Appeal



Application for Appeal  
 To The  
 Board of Housing Quality Appeals  
 P.O. Box 100  
 Bloomington, IN 47402  
 812-349-3700  
 hand@bloomington.in.gov

RECEIVED  
 JAN 19 2021

Property Address: 207 S Smith Rd  
 Petitioner's Name: Valentyn Lughovskyy BY: .....  
 Address: 920 S Ballantine Rd  
 City: Bloomington State: IN Zip Code: 47401  
 Phone Number: 765-414-2613 Email Address: vluhovskyy@gmail.com  
 Property Owner's Name: Valentyn Lughovskyy  
 Address: 920 S Ballantine Rd  
 City: Bloomington State: IN Zip Code: 47401  
 Phone Number: 765-414-2613 Email Address: vluhovskyy@gmail.com  
 Occupants: Patricia Howard

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

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

Please circle the petition type that you are requesting:

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

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

OFFICE USE ONLY  
 Petition Number 21-TV-15

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.

Lease Agreement expired on January 7, 2021.

Tenant doesn't want to move out.

I went to Sheriff's Office, and they sent me to the Court

I filled all papers into Court. Hearing will be at February 5<sup>th</sup> at 10:00 am

I need until April 1, 2021

Signature (required):



Name (please print):

Valeriy Livovskiy

Date:

1/19/2021

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



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

**NOV 20 2020**

RENTAL INSPECTION INFORMATION

Luhovskyy, Valentyn  
920 S. Ballantine Road  
Bloomington, IN 47401

RE: 207 S Smith 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 **JAN 19 2021** 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

8587

Owner(s)

Luhovskyy, Valentyn  
920 S. Ballantine Road  
Bloomington, IN 47401

Prop. Location: 207 S Smith RD  
Number of Units/Structures: 1/1  
Units/Bedrooms/Max # of Occupants: Bld 1: 1/3/3

Date Inspected: 11/10/2020  
Primary Heat Source: Gas  
Property Zoning: R2  
Number of Stories: 1

Inspector: Kenny Liford  
Foundation Type: Crawl Space  
Attic Access: No  
Accessory Structure: None

Monroe County records show this structure was built in 1962. There were no minimum emergency egress requirements at the time of construction.

INTERIOR

Living Room (20-0 x 12-0), Family Room (20-0 x 12-0), Bathroom  
No violations noted.

Garage

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

Kitchen

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

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

Hallway

Check the wiring to the thermostat to ensure it functions as intended. BMC 16.04.060(c)

Middle Bedroom (10-0 x 9-0): Same window as NE bedroom

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

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

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Master Bedroom/Bath (14-0 x 12-0)

Eliminate the mold/mildew growth in the shower area. BMC 16.04.060(a)

Check the wiring and/or bulbs in the bathroom to ensure the lights are functioning as intended. BMC 16.04.060(a)

**Existing Egress:**

**Height: 46 inches**

**Width: 22 inches**

**Sill Height: 34.5 inches**

**Openable Area: 7.0 sq. ft.**

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

NE Bedroom (12-0 x 11-0)

No violations noted.

**Existing Egress:**

**Height: 34 inches**

**Width: 21 inches**

**Sill Height: 46 inches**

**Openable Area: 5.0 sq. ft.**

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

**EXTERIOR**

No violations noted.

**OTHER REQUIREMENTS**

**Furnace Inspection Documentation**

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

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

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

**Tenants and Owners Rights and Responsibilities Summary**

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

**Inventory Damage List**

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

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

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



City of Bloomington  
H.A.N.D.

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

Meeting Date: March 17, 2021

Petition Type: An extension of time to complete repairs

Petition Number: 21-TV-16

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  
 November 18, 2020: BHQA granted an extension of time to complete repairs  
 until November 30, 2020  
 November 30, 2020: Agent scheduled reinspection for February 9, 2021  
 January 20, 2021: Received 3<sup>rd</sup> appeal  
 February 17, 2021: BHQA cancelled due to lack of quorum.

During a cycle inspection of this property multiple violations of the Residential Rental Unit and Lodging Establishment Inspection Program were noted. The petitioner is seeking an extension of time until mid-August to complete repairs of the roof, which were found to be more extensive than the soffit repairs noted on the cycle report. The petitioner states that all other repairs have been made.

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: July 1, 2021

Attachments: Cycle Report, appeals

JK



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

RECEIVED  
JAN 20 2021  
BY: .....

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@macklerentalproperties.com

Owner's Name: John Hart

Address: 261 West 25th Street 6B

City: New York State: New York Zip Code: 10001

Phone Number: 8476090500 E-mail Address: john.hart@comcast.net

Occupant: 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 completed. 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: 21-TV-16

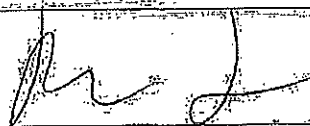
In the space provided below please write a brief narrative regarding your request. Be specific as to what you are requesting, the reason(s) or justification(s) for your request, the amount of time needed to bring the property into compliance, as well as any modifications and/or alterations you are suggesting.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

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

1. Repair and repaint the damaged soffit at the northeast corner

2. Upon repairing this property's soffit, our contractor recognized there were other issues with the building's roof that require more extensive repairs. All other repairs listed on the inspection report have been completed and we are keeping our re-inspection date of February 9th at 2:30 PM. We've been working with a contractor and the homeowner to determine the best method of repairing the roof, but we need more time and good weather to ensure all necessary repairs are completed.

3. We are requesting an additional 6 months after our upcoming re-inspection (until mid-August) to complete the roof repairs, which will include repairing and repainting the soffit.

Signature (Required): 

Name (Print): Rachel Joseph Date: 1/12/21

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







City Of Bloomington  
Housing and Neighborhood Development  
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

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

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 Extension of Time**

Meeting Date: March 17, 2021

Petition Type: An extension of time to complete repairs.

Petition Number: 21-TV-17

Address: 2151 S. Bent Tree Ln.

Petitioner: Martha Shedd

Inspector: Norman Mosier

Staff Report: November 23, 2020 – Conducted Cycle Inspection  
January 25, 2021 – Owner Scheduled Re-inspection on  
March 17, 2021 @ 10:30.  
January 29, 2021 – Received February BHQA Appeal

The Petitioner is requesting an extension of time to complete repairs. Repair/replace roof, and to remove the mold from the structure.

Staff recommendation: Grant 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, but not limited to, the possibility of fines.

Compliance Deadline: May 17, 2021 – To complete the exterior repairs.

Attachments: Cycle Report, BHQA Appeal



**Board of Housing Quality Appeals**

P.O. Box 100

Bloomington, IN 47402

812-349-3420

hand@bloomington.in.gov

**RECEIVED**  
JAN 26 2021

BY: .....

**Property Address:** 2151 S Bent Tree Drive

**Petitioner's Name:** Martha Shedd

**Address:** 812 S. Morton Street

**City:** Bloomington

**State:** Indiana



**Zip Code:** 47403

**Phone Number:** 8123201050

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

**Owner's Name:** David Shedd

**Address:** 163 Wychwood Avenue

**City:** Toronto, ON, CA

**State:**



**Zip Code:** M5E1R

**Phone Number:** 8123201050

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

**Occupants:** Alisa wright

**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: 21-TV-17

NM

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

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

There were 4 total violations.

- 1. Kitchen: Replace the defective GFCI: That was completed on January 6, 2021.
- 2. Secure the loose siding on the south side of the structure. That was completed on January 6, 2021.
- 3. Remove the mold from the structure. That is scheduled to be completed when is warmer
- 4. Replace the missing shingles. The existing shingle roof will be removed and replaced with new. RCV roofing has been contacted to perform the work.

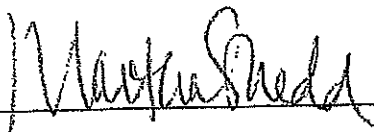
Other requirement:

- 1. Furnace inspection. That was performed by Commercial Service on January 8, 2021.

Requesting an extension to complete the outstanding items during Spring/Summer of 2021.

Thank you,  
Martha Shedd

Signature (Required):



Name (Print): Martha Shedd

Date: Jan 25, 2021

**Important information regarding this application format:**

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





**City Of Bloomington  
Housing and Neighborhood Development**

CYCLE INSPECTION REPORT

10228

Owner(s)

David Shedd  
163 Wychwood Ave  
Toronto, Ontario, CN M6C 2T4

Agent

Martha Shedd  
2147 S. Bent Tree Drive  
Bloomington, IN 47401

Prop. Location: 2151 S Bent Tree DR  
Number of Units/Structures: 1/1  
Units/Bedrooms/Max # of Occupants: Bld 1: 1/3/3

Date Inspected: 11/23/2020  
Primary Heat Source: Gas  
Property Zoning: PUD  
Number of Stories: 1

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

**Variance:** 03/07/2014 This property has been granted a variance from the Indiana State Fire Safety and Building Safety Commission on January 07, 2014 for the egress requirements. Project Name: CHRIS AUNGST - 2151 BENT TREE DRIVE - WINDOWS; Variance Number: 14-1-31.

The Monroe County Assessors records indicate that this structure was built in 1994. These are the minimum egress requirements for One and two Family Dwellings built or altered between 1990 and 1996.

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

**INTERIOR**

Entryway:

No violations noted.

Kitchen 17x10-4:

Replace the defective gfci receptacle on the south wall. BMC 16.04.060 (b)

Living Room 25-5x13-9: Vented gas fireplace located here.

No violations noted.

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

City Hall  
bloomington.in.gov

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



Laundry Room, Garage:  
No violations noted.

Attic:  
No access.

Hallway, Hall Bath, Enclosed Back Porch 14-5 x 13-9:  
No violations noted.

Master bedroom 17-6x11-5:  
No violations noted.

Existing Egress: Dbl hung pop out: Const. Yr. - 1994  
Height: 23.75 inches  
Width: 27.75 inches  
Sill Height: 28 inches  
Openable Area: 4.57 sq. ft.

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

Master Bath:  
No violations noted.

Center Bedroom 11-9x10-9:  
No violations noted.

Existing Egress: Dbl hung pop out: Const. Yr. - 1994  
Height: 23.75 inches  
Width: 27 inches  
Sill Height: 28 inches  
Openable Area: 4.45 sq. ft.

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

Northwest Bedroom 12-2x10-7; Same window as center bedroom.  
No violations noted.

#### **EXTERIOR**

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

Replace the missing shingles. BMC 16.04.050(a)

Secure the loose siding on the south side of structure, below the window. BMC 16.04.050(a)

**OTHER REQUIREMENTS**

**Furnace Inspection Documentation**

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

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

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

C  
REC'D  
FURN.  
DOC.  
\$SUPPLY

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

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



City of Bloomington  
H.A.N.D.

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

Meeting Date: March 17, 2021

Petition Type: An extension of time to complete repairs.

Petition Number: 21-TV-18

Address: 2309 S Rockport Road

Petitioner: Shannon Ramey

Inspector: Chastina Chipman/ John Hewett

Staff Report: September 29, 2020 Conducted Cycle Inspection  
October 1, 2020 Sent Inspection Report  
December 11, 2020 Sent Remaining Violations Report  
December 28, 2020 Shannon called and said he sent BHQA application.  
January 22, 2021 Received Appeal  
February 17, 2021 Meeting canceled due to lack of quorum.

During the cycle inspection of the above property violations of the rental code were found including outdated smoke detectors, damaged doors and door frames, damaged cabinet doors, holes in the drywall in some units, and some other minor repairs. The petitioner is requesting an extension of time due to covid and other property repair costs.

Staff recommendation: Grant 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, but not limited to, the possibility of fines.

Compliance Deadline: April 3, 2021 Life safety violations  
April 17, 2021 Remaining violations

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  
JAN 15 2012

Property Address: 2309 South Rockport Road #A-D Bloomington, IN, 47403

Petitioner's Name: Shannon Ramey

Address: 2226 South Rogers Street

City: Bloomington State: Indiana Zip Code: 47403

Phone Number: 8123457135 E-mail Address: sramey227@gmail.com

Owner's Name: Shannon Ramey

Address: 2226 South Rogers Street

City: Bloomington State: Indiana Zip Code: 47403

Phone Number: 8123457135 E-mail Address: sramey227@gmail.com

Occupants:

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

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

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

Variance Type: a. 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 BHOA)  
Petition Number: 21-TV-18

JH, CC

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 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)
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  - 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.

Due to COVID-19 and our rents being effected we need to spend wisely. The immediate expense is the replacement of 4 gas furnaces and a new roof (insurance may not pay this claim). Thank you for your consideration.

Shannon Ramey  
Owner  
Dorothy Apartment Rentals

Signature (Required): Shannon Ramey  
 Name (Print): Shannon Ramey Date: 12/9/2020

**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**

**RENTAL INSPECTION INFORMATION**

**OCT 05 2020**

Dorothy Apartment Rentals Inc.  
2226 S. Rogers St  
Bloomington, IN 47403

RE: 2309 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 **DEC 04 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: Shannon Ramey; 2226 S. Rogers Street, Bloomington, IN 47403



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

**CYCLE INSPECTION REPORT**

7275

**Owner(s)**

Dorothy Apartment Rentals Inc.  
2226 S. Rogers St  
Bloomington, IN 47403

**Agent**

Shannon Ramey  
2226 S. Rogers Street  
Bloomington, IN 47403

Prop. Location: 2309 S Rockport RD  
Number of Units/Structures: 4/1  
Units/Bedrooms/Max # of Occupants: Bld 1: 4/3/5

Date Inspected: 09/29/2020  
Primary Heat Source: Electric  
Property Zoning: RH  
Number of Stories: 2

Inspector: J. Hewett/C. Chipman  
Foundation Type: Crawl Space  
Attic Access: Yes  
Accessory Structure: none

The Monroe County Assessor's records indicates that the structure was built in 2003. Minimum egress requirements for a multi-family dwelling built at the time of construction:

Openable area: 5.7 Sq. Ft.  
Clear height: 24 inches.  
Clear width: 20 inches.  
Sill height: Not more than 44 inches above the finished floor.

**Existing Egress window measurements for the structure are as follows:**

**Existing Egress Window Measurements:**

Height: 25.5 inches  
Width: 33 inches  
Sill Height: 25 inches  
Openable Area: 5.84 sq. ft.

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



**Interior:**

**General violation for all units:**

The smoke detectors in this unit appear 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 (Entire unit where needed)

**Unit A:**

This property was contaminated and the property has been abated. Please complete all work to bring the property into compliance with Title 16. BMC 16.04.060 (a)

**Unit B:**

**Entry Hallway, Hall Bathroom, Kitchen (10-9 x 11-9):**

No violations noted.

**Furnace Closet:**

Replace missing door knobs. BMC 16.04.060 (a)

**Living Room (28-8 x 16-0):**

Repair the exterior door so that it functions as intended. BMC 16.04.060(a)

**2<sup>nd</sup> Level:**

**Stairs/Hallway, Laundry Closet:**

No violations noted.

**Hall Bathroom:**

Repair the door so that it functions as intended. BMC 16.04.060(a)

**Master Bedroom (15-4 x 12-5):**

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

**Master Bathroom, SE Bedroom (10 x 9-4), SW Bedroom (10-3 x 9-4):**

No violations noted.

**Unit C:**

**Entry Hallway:**

No violations noted.

**Hall Bathroom:**

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

**Kitchen (11-9 x 10-9):**

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

Repair/replace the damaged doors on the kitchen cabinets. BMC 16.04.060(a)

**Living Room (28-8 x 16):**

No violations noted.

**2<sup>nd</sup> Level:**

**Stairs/Hallway, Hall Bathroom:**

No violations noted.

**Laundry Closet:**

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)

Repair the doors so that they function as intended. BMC 16.04.060(a)

**SW Bedroom (10-3 x 9-4):**

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

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

**SE Bedroom (10 x 9-4):**

No violations noted.

**Master Bedroom (15-4 x 12-5):**

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

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

**Master Bathroom:**

Repair/Replace the bath tub so that no water is leaking through to the ceiling below. (Holes/cracks in the bottom of the tub) BMC 16.04.060 (a)

Determine the source and eliminate the water leak around the sink base and toilet. BMC 16.04.060(a)

**Unit D:**

**Entry Hallway:**

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

**Hall Bathroom:**

Repair/Replace the towel bar so that it functions as intended. BMC 16.04.060 (a)

**Kitchen (11-9 x 10-9):**

Repair the broken window. BMC 16.04.060(a)

Repair/replace the broken/damaged doors on the kitchen cabinets. BMC 16.04.060(a)

**Living Room (28-8 x 16):**

No violations noted.

**2<sup>nd</sup> Level:**

**Stairs:**

No violations noted.

**Hallway:**

Repair the drywall corner by the bathroom door. BMC 16.04.060 (a)

**Laundry Closet:**

Repair the doors to function as intended. BMC 15.04.060 (a)

**SE Bedroom (10 x 9-4):**

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

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

**SW Bedroom (10-3 x 9-4):**

No violations noted.

**Hall Bathroom:**

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

**Master Bedroom (15-4 x 12-5):**

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

**Master Bathroom:**

No violations noted.

**Crawlspace:**

No access.

**Exterior:**

No violations noted.

**OTHER REQUIREMENTS**

**Tenants and Owners Rights and Responsibilities Summary**

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

**Inventory Damage List**

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

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

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



City of Bloomington  
H.A.N.D.

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

Meeting Date: March 17, 2021

Petition Type: An extension of time to complete repairs.

Petition Number: 21-TV-19

Address: 2311 S Rockport Road

Petitioner: Shannon Ramey

Inspector: Chastina Chipman/ John Hewett

Staff Report: September 29, 2020 Conducted Cycle Inspection  
October 1, 2020 Sent Inspection Report  
December 11, 2020 Sent Remaining Violations Report  
December 28, 2020 Shannon called and said he sent in BHQA application.  
January 22, 2021 Received Appeal  
February 17, 2021 Meeting canceled due to quorum.

During the cycle inspection of the above property violations of the rental code were found including doors that do not function properly and outdated smoke detectors. The petitioner is requesting an extension of time for these violations due to covid and other property repair costs.

Staff recommendation: Grant 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, but not limited to, the possibility of fines.

Compliance Deadline: April 3, 2021 Life safety violations  
April 17, 2021 Remaining violations

4x

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  
JAN 15 2021

BY: .....

Property Address: 23.11 South Rockport Road, A-B Bloomington, IN 47403

Petitioner's Name: Shannon Ramey

Address: 2226 South Rogers Street

City: Bloomington

State: Indiana



Zip Code: 47403

Phone Number: 8123457135

E-mail Address: sramey227@gmail.com

Owner's Name: Shannon Ramey

Address: 2226 South Rogers Street

City: Bloomington

State: Indiana



Zip Code: 47403

Phone Number: 8123457135

E-mail Address: sramey227@gmail.com

Occupants:

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

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

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

21-TV-19

JH, CC

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.
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  - 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.

Due to COVID-19 and our rents being effected we need to spend wisely. The immediate expense is the replacement of 3 gas furnaces and a new roof (insurance may not pay this claim). Thank you for your consideration.

Shannon Ramey  
Owner  
Dorothy Apartment Rentals

Signature (Required): Shannon Ramey  
Name (Print): Shannon Ramey Date: 12/9/2020

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**

**OCT 05 2020**

RENTAL INSPECTION INFORMATION

Dorothy Apartment Rentals Inc.  
2226 S. Rogers St  
Bloomington, IN 47403

RE: 2311 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 **DEC 04 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:Shannon Ramey: 2226 S. Rogers Street, Bloomington, IN 47403

<p>City Hall Email: <a href="mailto:hand@bloomington.in.gov">hand@bloomington.in.gov</a> Neighborhood Division (812) 349-3421</p>	<p>401 N Morton St <a href="https://bloomington.in.gov/hand">https://bloomington.in.gov/hand</a> Housing Division (812) 349-3401</p>	<p>Bloomington, IN 47404 Rental Inspection (812) 349-3420 Fax (812) 349-3582</p>
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**City Of Bloomington  
Housing and Neighborhood Development**

**CYCLE INSPECTION REPORT**

7276

**Owner(s)**

Dorothy Apartment Rentals Inc.  
2226 S. Rogers St  
Bloomington, IN 47403

**Agent**

Shannon Ramey  
2226 S. Rogers Street  
Bloomington, IN 47403

Prop. Location: 2311 S Rockport RD  
Number of Units/Structures: 2/1  
Units/Bedrooms/Max # of Occupants: Bld 1: 2/3/5

Date Inspected: 09/29/2020  
Primary Heat Source: Electric  
Property Zoning: RH  
Number of Stories: 2

Inspector: J. Hewett/C. Chipman  
Foundation Type: Crawl Space  
Attic Access:  
Accessory Structure: none

Monroe County Assessor's records indicate this structure was built in 2003.  
Minimum emergency egress requirements for the time of construction:  
Openable area required: 5.7sq. Ft.  
Clear width required: 20"  
Clear height required: 24"  
Maximum Allowable Sill Height: 44" above finished floor

**General Statement: Egress measurements for all units are as follows.**

**Existing Egress:**

**Height: 25.5 inches**  
**Width: 33 inches**  
**Sill Height: 25 inches**  
**Openable Area: 5.84 sq. ft.**

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

**Building #2311**

**Interior:**

**GENERAL VIOLATION FOR ALL UNITS:**

The smoke detectors in this unit appear 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 (Entire unit where needed)

**Unit A**

**Entry:**

No violations noted.

**Hall Bathroom:**

Repair the door so that it functions as intended. BMC 16.04.060(a)

**Furnace Room:**

Repair the doors so that they function as intended. BMC 16.04.060(a)

**Kitchen (10x9), Living Room (22x16):**

No violations noted.

**Upstairs:**

**Stairs, Hall Bath, Master BR/Bath (12x12), SW BR (10x10), SE BR (10x10):**

No violations noted.

**Laundry Closet:**

Repair or replace the door knobs on the closet doors. BMC 16.04.060 (a)

**Unit B:**

**Entry, Hall Bathroom:**

No violations noted.

**Furnace Room:**

Repair the doors so that they function as intended. BMC 16.04.060(a)

**Kitchen (10x9), Living Room (22x16):**

No violations noted.

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

**Stairs, Hallway, Master BR/Bath (12x12), Hall Bath, SE BR (10x10), SW BR (10x10):**

No violations noted.

**EXTERIOR**

No violations noted.

**OTHER REQUIREMENTS**

**Tenants and Owners Rights and Responsibilities Summary**

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

**Inventory Damage List**

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

---

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

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



City of Bloomington  
H.A.N.D.

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

Meeting Date: March 17, 2021

Petition Type: An extension of time to complete repairs.

Petition Number: 21-TV-20

Address: 2313 S Rockport Road

Petitioner: Shannon Ramey

Inspector: Chastina Chipman/ John Hewett

Staff Report: September 29, 2020 Conducted Cycle Inspection  
October 1, 2020 Sent Inspection Report  
December 9, 2020 Sent Remaining Violations Report  
December 28, 2020 Shannon called and said he sent in BHQA application.  
January 22, 2021 Received Appeal  
February 17, 2021 Meeting canceled due to lack of quorum.

During the cycle inspection of the above property violations of the rental code were found including outdated smoke detectors, holes in the walls, handrails, and window repair. The petitioner is requesting an extension of time for these violations due to covid and other property repair costs.

Staff recommendation: Grant 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, but not limited to, the possibility of fines.

Compliance Deadline: April 3, 2021 Life Safety Violations  
April 17, 2021 Remaining Violations

11

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**  
**JAN 15 2021**

Property Address: 2313 South Rockport Road #A-B Bloomington, IN 47403

Petitioner's Name: Shannon Ramey

Address: 2226 South Rogers Street

City: Bloomington

State: Indiana



Zip Code: 47403

Phone Number: 8123457135

E-mail Address: sramey227@gmail.com

Owner's Name: Shannon Ramey

Address: 2226 South Rogers Street

City: Bloomington

State: Indiana



Zip Code: 47403

Phone Number: 8123457135

E-mail Address: sramey227@gmail.com

Occupants:

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

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 BHOA)  
 Petition Number: 21-TV-20

JH, CC

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.

Due to COVID-19 and our rents being effected we need to spend wisely. The immediate expense is the replacement of 4 gas furnaces and a new roof (insurance may not pay this claim). Thank you for your consideration.

Shannon Ramey  
 Owner  
 Dorothy Apartment Rentals

Signature (Required): Shannon Ramey  
 Name (Print): Shannon Ramey Date: 12/9/2020

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**

**OCT 05 2020**

RENTAL INSPECTION INFORMATION

Dorothy Apartment Rentals Inc.  
2226 S. Rogers St  
Bloomington, IN 47403

RE: 2313 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 **DEC 04 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: Shannon Ramey: 2226 S. Rogers Street, Bloomington, IN 47403

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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

7277

Owner(s)

Dorothy Apartment Rentals Inc.  
2226 S. Rogers St  
Bloomington, IN 47403

Agent

Shannon Ramey  
2226 S. Rogers Street  
Bloomington, IN 47403

Prop. Location: 2313 S Rockport RD  
Number of Units/Structures: 2/1  
Units/Bedrooms/Max # of Occupants: Bld 1: 2/3/5

Date Inspected: 09/29/2020  
Primary Heat Source: Electric  
Property Zoning: RH  
Number of Stories: 2

Inspector: John Hewett  
Foundation Type: Crawl Space  
Attic Access: Yes  
Accessory Structure: none

Monroe County Assessor's records indicate this structure was built in 2003.  
Minimum emergency egress requirements for the time of construction:

Openable area required: 5.7sq. Ft.  
Clear width required: 20"  
Clear height required: 24"  
Maximum Allowable Sill Height: 44" above finished floor

**General Statement: Egress measurements for all units are as follows.**

**Existing Egress:**

**Height: 34 inches**  
**Width: 25 inches**  
**Sill Height: 23 inches**  
**Openable Area: 5.90 sq. ft.**

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

**Building #2313:**

**Interior:**

**GENERAL VIOLATION FOR ALL UNITS:**

The smoke detectors in this building appear 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 (Entire building where needed)

**Unit A**

**Entry Hall:**

Clean furnace vent in the ceiling. BMC 16.04.060 (a)

**Hall Bathroom, Kitchen (13 x 12-9), Living Room (22-3 x 15-3):**

No violations noted.

**2<sup>nd</sup> Level:**

**Stairs, Hallway, Master Bedroom/Bathroom (12 x 11-9), NW Bedroom (10 x 9-3), Hall Bathroom, SW Bedroom (9-9 x 9-3), SE Bedroom (9-9 x 9-3), Laundry Closet:**

No violations noted.

**Unit B**

**Entry:**

No violations noted.

**Hall Bathroom:**

Repair/Replace the cabinet door knobs. BMC 16.040.60 (a)

**Kitchen (13 x 12-9):**

No violations noted.

**Living Room (22-3 x 15-3):**

Repair all holes in the walls. BMC 16.04.060 (a)

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

**Stairs:**

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

**Hall, Laundry Closet, Hall Bathroom:**

No violations noted.

**Master Bedroom (12 x 11-9):**

Repair all the holes in the walls. BMC 16.04.060 (a)

Repair the window to open and close completely as intended and to be weather tight. BMC 16.04.060(a)

**Master Bathroom:**

Replace toilet seat to the right size that fits the toilet. BMC 16.04.060 (a)

**NW Bedroom (10 x 9-3):**

No violations noted.

**SW Bedroom (9-9 x 9-3):**

Repair all holes in the walls. BMC 16.04.060 (a)

**EXTERIOR:**  
No violations noted.

**OTHER REQUIREMENTS**

**Tenants and Owners Rights and Responsibilities Summary**

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

**Inventory Damage List**

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

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

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



City of Bloomington  
H.A.N.D.

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

Meeting Date: March 17, 2021  
Petition Type: An extension of time to complete repairs  
Petition Number: 21-TV-21  
Address: 500-523 W. Hays Ct.  
Petitioner: Shannon Ramey  
Inspector: Maria M<sup>c</sup>Cormick & Chastina Chipman  
Staff Report: October 7, 2020 Completed Cycle Inspection  
December 31, 2020 Issued Remaining Violations Report  
January 22, 2021 Received BHQA Application

There were multiple violations noted in the cycle report. The petitioner is requesting an extension of time to complete the 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: Life Safety violations - April 3, 2021  
All other violations – April 17, 2021  
Attachments: Cycle Inspection Report, BHQA Application

YK



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

BY: \_\_\_\_\_  
JAN 15 2011  
BLOOMINGTON IN

Property Address: 500-523 West Hays Court, Bloomington, IN 47409

Petitioner's Name: Shannon Ramey

Address: 2226 South Rogers Street

City: Bloomington

State: Indiana



Zip Code: 47403

Phone Number: 8123457135

E-mail Address: sramey227@gmail.com

Owner's Name: Shannon Ramey

Address: 2226 South Rogers Street

City: Bloomington

State: Indiana



Zip Code: 47403

Phone Number: 8123457135

E-mail Address: sramey227@gmail.com

Occupants:

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

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

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 BHOA)

Petition Number:

21-TV-21

CC, MM

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.

Due to COVID-19 and our rents being effected we need to spend wisely. The immediate expense is the replacement of gas furnaces and a new roof (Insurance may not pay this claim). Thank you for your consideration.

Shannon Ramey  
Owner  
Dorothy Apartment Rentals

Signature (Required): Shannon Ramey  
 Name (Print): Shannon Ramey Date: 12/9/20

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**

REMAINING VIOLATION INSPECTION REPORT

7629

**JAN 08 2021**

Owner(s)

Dorothy Apartment Rentals Inc.  
2226 S. Rogers St  
Bloomington, IN 47403

Agent

Shannon Ramey  
2226 S. Rogers Street  
Bloomington, IN 47403

Prop. Location: 500 W Hays CT

Number of Units/Structures: 20/5

Units/Bedrooms/Max # of Occupants: Bld 1: Bld 500: 4/3/5, Bld 508: 4/3/5, Bld 509: 4/3/5, Bld 516:  
4/3/5, Bld 517: 4/3/5

Date Inspected: 10/07/2020  
Primary Heat Source: Gas  
Property Zoning: RH  
Number of Stories: 2

Inspector: M. McCormick/C. Chipman  
Foundation Type: Crawl Space  
Attic Access: Yes  
Accessory Structure: None

**REINSPECTION REQUIRED**

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

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

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

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

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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

**INTERIOR:**

**Building 500-506:**

**Unit 500 –**

**Hallway:**

Install a door stop and repair the hole in the wall where the door knob damaged it. BMC 16.04.060(a)

**Hall Bathroom:**

Secure toilet to its mountings. BMC 16.04.060(c)

**Living Room:**

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

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

**2<sup>nd</sup> Level:**

**Hall Bathroom:**

Repair/replace the toilet paper holder so that it functions as intended. BMC 16.04.060(a)

Properly repair the sink so that it functions as intended (draining very slow). BMC 16.04.060(a)

**Master Bedroom/Bathroom:**

Repair/replace the toilet paper holder so that it functions as intended. BMC 16.04.060(a)

Properly seal the edge of sink to prevent water infiltration. BMC 16.04.060(a)

**Unit 502:**

**Entry:**

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

Repair or replace the lock on exterior door so that it functions as intended. BMC 16.04.060(b)

**Hall Bathroom:**

Repair/replace the toilet paper holder so that it functions as intended. BMC 16.04.060(a)

Properly seal the edge of sink to prevent water infiltration. BMC 16.04.060(a)

Repair/replace exhaust fan so that it functions as intended. BMC 16.04.060(c)

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

**Kitchen:**

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

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

**Living Room:**

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



**Stairs/Hallway:**

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

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

**SE Bedroom:**

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

Repair/replace the damaged/deteriorating carpet at the doorway. BMC 16.04.060(a)

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)

**SW Bedroom:**

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

**Hall Bathroom:**

Repair/replace the towel bar so that it functions as intended. BMC 16.04.060(a)

Properly seal the holes in the shower surround so that there is no water leaking through to the ceiling below. BMC 16.04.060(a)

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

**Master Bedroom/Bathroom:**

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

Repair the broken window glass. BMC 16.04.060(a)

**Unit 504:**

**Hall Bathroom:**

Secure toilet to its mountings. BMC 16.04.060(c)

**Kitchen:**

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

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

**Living Room:**

Repair/replace the damaged/deteriorated carpet. BMC 16.04.060(a)

**2<sup>nd</sup> Level:**

**Master Bedroom/Bathroom:**

Rearrange furniture in a manner that does not block or hinder access to emergency egress window. BMC 16.04.020(a)(3), 2014 IFC 1003.6, 1030

Replace the missing closet door. BMC 16.04.060(a)

Secure toilet to its mountings. BMC 16.04.060(c)

**Hall Bathroom:**

Repair/replace the damaged/deteriorated carpet at the doorway. BMC 16.04.060(a)

**Unit 506:**

**Entry:**

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

**Kitchen:**

Repair the damaged/peeling ceiling. BMC 16.04.060(a)

**Living Room:**

Repair/replace the patio door so that it functions as intended. BMC 16.04.060(a)

Properly secure the ceiling air vent. BMC 16.04.060(a)

**2<sup>nd</sup> Level:**

**Hall Bathroom:**

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

Repair/replace the leaking sink faucet. BMC 16.04.060(a)

**Unit 508:**

**Entry:**

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

**Kitchen:**

Properly repair/replace the damaged counter top. BMC 16.04.060(a)

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)

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

**Living Room:**

Properly repair the hole in the wall adjacent to the patio doors. BMC 16.04.060(a)

Replace broken electrical receptacle cover plate on the W wall. BMC 16.04.060(b)

**2<sup>nd</sup> Level:**

**SW Bedroom:**

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

**Master Bedroom/Bathroom:**

Repair/replace the bathroom door so that it functions as intended. BMC 16.04.060(a)

**Unit 510:**

**Entry:**

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

**Hall Bathroom:**

Repair/replace the towel bar so that it functions as intended. BMC 16.04.060(a)

**Mechanical Closet:**

Repair/replace the broken mechanical closet doors. BMC 16.04.060(a)

**Kitchen:**

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

**Living Room:**

Replace broken electrical receptacle cover plate on the W wall. BMC 16.04.060(b)

Repair/replace the patio door lock so that it functions as intended. BMC 16.04.060(a)

**2<sup>nd</sup> Level:**

**SE Bedroom:**

Properly repair the hole in the W wall. BMC 16.04.060(a)

**Master Bedroom:**

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

**Unit 512:**

**Entry:**

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

**Hall Bathroom:**

Repair/replace the toilet paper holder so that it functions as intended, BMC 16.04.060(a)

**Mechanical Closet:**

Repair/replace the broken mechanical closet doors. BMC 16.04.060(a)

Maintain minimum clearances from combustibles:

- Fuel-fired appliances: 36" clearance from combustible storage
  - Single-wall vent connectors: 1" clearance from Flow Guard Gold CPVC  
6" clearance for other combustibles
  - Double-wall vent connectors: 1" clearance for all combustibles
  - Draft hood: 6" clearance for all combustibles
- BMC 16.04.060(c)

**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)

Properly repair/replace the kitchen cabinets and drawers where they are damaged/coming apart. BMC 16.04.060(a)

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

**Living Room:**

Replace all missing/broken receptacle cover plates. BMC 16.04.060(b)

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

Repair or replace existing smoke detector in a manner so that it functions as intended (Must be inter connected). IC 22-11-18-3.5

Repair/replace the patio door so that it functions as intended. BMC 16.04.060(a)

Properly repair the hole in the W wall. BMC 16.04.060(a)

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

Properly secure the ceiling air vent. BMC 16.04.060(a)

Properly repair the hole in the wall adjacent to the stairs. BMC 16.04.060(a)

**2<sup>nd</sup> Level:**

**Hallway/Stairs:**

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

Repair/replace the damaged/deteriorated carpet. BMC 16.04.060(a)

Repair/replace the transition strip at the top of the stairs. BMC 16.04.060(a)

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

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

**SW Bedroom:**

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

**SE Bedroom:**

Repair or replace existing smoke detector in a manner so that it functions as intended (Must be inter connected). IC 22-11-18-3.5

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

**Hall Bathroom:**

Repair/replace the broken cabinet door. BMC 16.04.060(a)

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

**Master Bedroom/Bathroom:**

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)

Repair or replace existing smoke detector in a manner so that it functions as intended (Must be inter connected). IC 22-11-18-3.5

Repair/replace the broken bathroom door. BMC 16.04.060(a)

**Unit 514:**

**Entry:**

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

Properly repair/replace the door knob on the entry door so that it functions as intended. BMC 16.04.060(a)

**Mechanical Closet:**

Eliminate the excessing electrical wire for the furnace fan. BMC 16.04.060(c)

**Kitchen:**

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)

Properly repair/replace the kitchen cabinets and drawers where they are damaged/falling apart.  
BMC 16.04.060(a)

**Living Room:**

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

**2<sup>nd</sup> Level:**

**SE Bedroom:**

Repair/replace the damaged/deteriorating carpet at the threshold. BMC 16.04.060(a)

**SW Bedroom:**

Repair/replace the damaged/deteriorating carpet at the threshold. BMC 16.04.060(a)

**Hall Bathroom:**

Repair/replace the broken sink faucet. BMC 16.04.060(c)

Secure toilet to its mountings. BMC 16.04.060(c)

**Master Bedroom/Bathroom:**

Repair/replace the damaged/deteriorating carpet at the threshold. BMC 16.04.060(a)

Rearrange furniture in a manner that does not block or hinder access to emergency egress window. BMC 16.04.020(a)(3), 2014 IFC 1003.6, 1030

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

**Unit 516:**

This unit was not inspected. The unit is unoccupied and the owner uses it as a storage unit. **The unit must be inspected by HAND prior to occupancy.**

**Unit 518:**

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. After extermination proper precautions shall be taken to prevent reindentation. (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) (Roaches)

**Entry:**

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

**Mechanical Closet:**

Repair/replace the broken mechanical closet doors. BMC 16.04.060(a)

**Kitchen:**

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

Repair the broken window. BMC 16.04.060(a)

**Living Room:**

Repair the water damage on the ceiling. BMC 16.04.060(a)

Repair/replace the damaged/deteriorating carpet. BMC 16.04.060(a)

Properly repair the hole in the N wall. BMC 16.04.060(a)

**2<sup>nd</sup> Level:**

**Stairs/Hallway:**

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

**SE Bedroom:**

Properly repair/replace the broken door. BMC 16.04.060(a)

Repair/replace the damaged/deteriorating carpet at the threshold. BMC 16.04.060(a)

**SW Bedroom:**

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

Install a door stop and repair the hole in the wall where the door knob damaged it. BMC 16.04.060(a)

Repair the water damaged ceiling adjacent to the closet. BMC 16.04.060(a)

**Hall Bathroom:**

Repair/replace the toilet paper holder so that it functions as intended. BMC 16.04.060(a)

**Master Bedroom/Bathroom:**

Repair or replace existing smoke detector in a manner so that it functions as intended (Must be inter connected). IC 22-11-18-3.5

Repair the sink in the bathroom to function as intended (will not drain). BMC 16.04.060(c)

Repair/replace the toilet so that it functions as intended. BMC 16.04.060(c)

**Unit 520:**

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. After extermination proper precautions shall be taken to prevent reindentation. (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) **(Bedbugs)**

**Entry:**

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

Install a door stop and repair the hole in the wall where the door knob damaged it. BMC 16.04.060(a)

**Mechanical Closet:**

Repair/replace the broken mechanical closet doors. BMC 16.04.060(a)

**Kitchen:**

Properly repair/replace the kitchen cabinets and drawers where they are damaged/falling apart. BMC 16.04.060(a)

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

Replace the broken exhaust fan cover. BMC 16.04.060(c)

Properly repair the holes in the wall directly behind the stove. BMC 16.04.060(a)

Repair/replace the broken laundry closet doors. BMC 16.04.060(a)

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

**Living Room:**

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

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

**Remove the bed from the Living Room**

This unit has 3 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.*

**Patio:**

Secure loose electrical receptacle. BMC 16.04.060(b)

**2<sup>nd</sup> Level:**

**Stairs/Hallway:**

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

**SW Bedroom:**

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

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

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

Properly repair the holes in the wall. BMC 16.04.060(a)

A safe, continuous and unobstructed path of travel shall be provided from any point in a building or structure to the public way. The aisle(s) shall be continuous, unobstructed, and a minimum of 36 inches in width in accordance with the locally adopted fire code. **Clear a path to the window.** IFC 1003.6 & BMC 16.04.020(a)

**SE Bedroom:**

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

Repair/replace the door knob so that it functions as intended. BMC 16.04.060(a)

Repair or replace existing smoke detector in a manner so that it functions as intended (Must be inter connected). IC 22-11-18-3.5

**Bathroom:**

Repair/replace the towel bar so that it functions as intended. BMC 16.04.060(a)

Replace the toilet seat to the right size that fits the toilet. BMC 16.04.060(a)

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

**Master Bedroom:**

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

Repair or replace existing smoke detector in a manner so that it functions as intended (Must be inter connected). IC 22-11-18-3.5

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

Properly repair the holes in the E wall. BMC 16.04.060(a)

**Unit 522 (Vacant):**

**Kitchen:**

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

Repair the range burners to function as intended (left rear). BMC 16.04.060(c)

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

**Patio:**

See exterior violations.



**2<sup>nd</sup> Level:**

**Stairs/Hallway:**

Replace the missing floor covering. BMC 16.04.060(a)

Once the interior painting is complete all light globes, cover plates and switch plates shall be reinstalled.  
BMC 16.04.060(b)

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

**Hallway Bathroom:**

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

**SE Bedroom:**

Once the interior painting is complete all light globes, cover plates and switch plates shall be reinstalled.  
BMC 16.04.060(b)

Replace the missing floor covering. BMC 16.04.060(a)

**SW Bedroom:**

Replace the missing floor covering. BMC 16.04.060(a)

Once the interior painting is complete all light globes, cover plates and switch plates shall be reinstalled.  
BMC 16.04.060(b)

**Master Bedroom/Bathroom:**

Replace all missing electrical receptacle cover plates. BMC 16.04.060(b)

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

Replace the missing floor covering. BMC 16.04.060(a)

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

**Unit 523:**

**Entry:**

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 broken baseboards and missing trim pieces at the bottom of dishwasher. BMC 16.04.060(a)

**Living Room:**

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

Repair/replace the patio door so that it functions as intended. BMC 16.04.060(a)

**2<sup>nd</sup> Level:**

**SW Bedroom:**

Repair/replace the damaged/deteriorating carpet at the threshold. BMC 16.04.060(a)

**Hallway Bathroom:**

Secure toilet to its mountings. BMC 16.04.060(c)

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

**Unit 521:**

**Entry:**

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

**Hallway Bathroom:**

Repair/replace the door so that it functions as intended. BMC 16.04.060(a)

Secure toilet to its mountings. BMC 16.04.060(c)

**Kitchen:**

Properly repair/replace the kitchen cabinets and drawers where they are damaged/coming apart.  
BMC 16.04.060(a)

Repair/replace the laundry closet doors so that they function as intended. BMC 16.04.060(a)

**Living Room:**

Install a transition strip where carpet meets the tiles to prevent a trip hazard. BMC 16.04.060(a)

Properly repair the water damaged ceiling. BMC 16.04.060(a)

**2<sup>nd</sup> Level:**

**SW 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

**Hall Bathroom:**

Properly repair the sink so that it functions as intended (sink drains slow). BMC 16.04.060(a)

Secure toilet to its mountings. BMC 16.04.060(c)

Properly repair the ceiling above the bathtub. BMC 16.04.060(a)

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

**2<sup>nd</sup> Level:**

**Master Bedroom/Bathroom:**

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 519:**

**Kitchen:**

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)

**Mechanical Closet:**

Repair/replace the broken mechanical closet doors. BMC 16.04.060(a)

Maintain minimum clearances from combustibles:

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

BMC 16.04.060(c)

**Living Room:**

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

Repair or replace existing smoke detector in a manner so that it functions as intended (Must be inter connected). IC 22-11-18-3.5

**2<sup>nd</sup> Level:**

**Stairs/Hallway:**

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

Repair/replace the damaged/deteriorated carpet. BMC 16.04.060(a)

**Hallway Bathroom:**

Repair/replace the damaged/deteriorated carpet at the threshold. BMC 16.04.060(a)

Properly repair/replace the cabinets and drawers where they are damaged/coming apart.  
BMC 16.04.060(a)

Repair/replace the toilet paper holder so that it functions as intended. BMC 16.04.060(a)

Repair/replace the exhaust fan so that it functions as intended. BMC 16.04.060(a)

**SW Bedroom:**

Repair or replace existing smoke detector in a manner so that it functions as intended (Must be inter connected). IC 22-11-18-3.5

**Master Bathroom/Bedroom:**

Repair or replace existing smoke detector in a manner so that it functions as intended (Must be inter connected). IC 22-11-18-3.5

Repair/replace the carpet at the threshold. BMC 16.04.060(a)

Repair/replace the toilet paper holder so that it functions as intended. BMC 16.04.060(a)

**Unit 517:**

**Entry:**

Replace the broken front door so that it functions as intended. BMC 16.04.060(a)

Install a door stop on entry door and repair the hole in the wall where the door knob has damaged it. BMC 16.04.060(a)

**Hallway Bathroom:**

Properly repair the toilet so that it functions as intended (constant running water). BMC 16.04.060(c)

**Kitchen:**

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

Properly secure the dishwasher to the counter top. BMC 16.04.060(c)

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

Repair/replace the refrigerator seal so that it functions as intended. BMC 16.04.060(a)

**Living Room:**

Install a transition strip where carpet meets the tiles to prevent a trip hazard. BMC 16.04.060(a)

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

**Stairs/Hallway:**

Properly secure the half wall at the top of the stairs. BMC 16.04.060(a)

**Master Bedroom/Bathroom:**

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

Repair/replace the bathroom door so that it functions as intended. BMC 16.04.060(a)

Secure toilet to its mountings. BMC 16.04.060(c)

**Unit 515:**

**Entry:**

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

**Hallway Bathroom:**

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

**Mechanical Closet:**

Repair/replace the closet doors so that they function as intended. BMC 16.04.060(a)

Maintain minimum clearances from combustibles:

- Fuel-fired appliances: 36" clearance from combustible storage
  - Single-wall vent connectors: 1" clearance from Flow Guard Gold CPVC  
6" clearance for other combustibles
  - Double-wall vent connectors: 1" clearance for all combustibles
  - Draft hood: 6" clearance for all combustibles
- BMC 16.04.060(c)

**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) (**left of the sink**)

Repair/replace the closet doors so that they function as intended. BMC 16.04.060(a)

**Living Room:**

Repair/replace the broken closet door. BMC 16.04.060(a)

Properly repair the water damaged ceiling. BMC 16.04.060(a)

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

Install a transition strip where carpet meets the tiles to prevent a trip hazard. BMC 16.04.060(a)

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

**Patio:**

Replace broken electrical receptacle cover. BMC 16.04.060(b)

**2<sup>nd</sup> Level:**

**Stairs/Hallway:**

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

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

**SE Bedroom:**

Repair the window to open and close completely as intended and to be weather tight. (**The windows are currently screwed shut.**) BMC 16.04.060(a)

Install a door stop on the door and repair the hole in the wall where door knob has damaged it.  
BMC 16.04.060(a)

Repair/replace the broken closet doors. BMC 16.04.060(a)

**SW Bedroom:**

Repair the window to open and close completely as intended and to be weather tight. (**The windows are currently screwed shut.**) BMC 16.04.060(a)

**Hallway Bathroom:**

Repair/replace the toilet paper holder so that it functions as intended. BMC 16.04.060(a)

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

**Master Bathroom/Bedroom:**

Repair the window to open and close completely as intended and to be weather tight. (The windows are currently screwed shut.) BMC 16.04.060(a)

Properly repair the damaged ceiling. BMC 16.04.060(a)

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

Properly seal the countertop to prevent water infiltration. BMC 16.04.060(a)

Secure toilet to its mountings. BMC 16.04.060(c)

**Unit 513:**

**Entry:**

Install a door stop and repair the hole in the wall where the door knob damaged it. BMC 16.04.060(a)

Properly repair the door to latch and function as intended. BMC 16.04.060(a)

**Hallway Bathroom:**

Secure toilet to its mountings. BMC 16.04.060(c)

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

Repair/replace the toilet paper holder so that it functions as intended. BMC 16.04.060(a)

**Mechanical 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)

Maintain minimum clearances from combustibles:

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

BMC 16.04.060(c)

**Living Room:**

Repair/replace deteriorating patio door jamb. BMC 16.04.060(a)

**2<sup>nd</sup> Level:**

**SW Bedroom:**

Repair or replace existing smoke detector in a manner so that it functions as intended (Must be inter connected). IC 22-11-18-3.5

Install a door stop and repair the hole in the wall from the door knob. BMC 16.04.060(a)

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

**SE Bedroom:**

Install a door stop and repair the hole in the wall where the door knob damaged it. BMC 16.04.060(a)

Repair or replace existing smoke detector in a manner so that it functions as intended (Must be inter connected), IC 22-11-18-3.5

**Hallway Bathroom:**

Repair/replace the door knob so that it functions as intended. BMC 16.04.060(a)

Secure toilet to its mountings. BMC 16.04.060(c)

**Master Bedroom/Bathroom:**

Repair/replace the toilet paper holder so that it functions as intended. BMC 16.04.060(a)

Secure toilet to its mountings. BMC 16.04.060(c)

**Unit 511:**

**Entry:**

Install a door stop and repair the hole in the wall where the door knob damaged it. BMC 16.04.060(a)

**Hallway Bathroom:**

Secure toilet to its mountings. BMC 16.04.060(c)

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

**Kitchen:**

Repair the window to be weather tight. **Repair the broken seal on the window.** The sashes shall fit snugly and properly within the frame. Windows shall be easily and fully openable and shall remain fully open using hardware that is part of the window. BMC 16.04.060(b)

Repair/replace the trim on the top of the counter left of the sink. BMC 16.04.060(a)

Repair the range burners to function as intended (**front left**). BMC 16.04.060(c)

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

**Living Room:**

Properly repair the damaged ceiling. MBC 16.04.060(a)

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

**2<sup>nd</sup> Level:**

**Stairs/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

Replace the damaged/deteriorated carpet. BMC 16.04.060(a)

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

**SW Bedroom:**

Repair the broken window. 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

**Hall Bathroom:**

Secure toilet to its mountings. BMC 16.04.060(c)

**Master Bedroom/Bathroom:**

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/replace the door so that it functions as intended. BMC 16.04.060(a)

**Unit 509:**

**Hallway Bathroom:**

Properly seal the counter top to prevent water infiltration. BMC 16.04.060(a)

Secure toilet to its mountings. BMC 16.04.060(c)

**Kitchen:**

Repair the range burners to function as intended (left side). BMC 16.04.060(c)

**Patio:**

See exterior violations.

**2<sup>nd</sup> Level:**

**SW Bedroom:**

Repair the window to be weather tight. **Windows must properly lock.** The sashes shall fit snugly and properly within the frame. Windows shall be easily and fully openable and shall remain fully open using hardware that is part of the window. BMC 16.04.060(b)

**SE Bedroom:**

Repair the window to be weather tight. **Windows must properly lock.** The sashes shall fit snugly and properly within the frame. Windows shall be easily and fully openable and shall remain fully open using hardware that is part of the window. BMC 16.04.060(b)

**Hallway Bathroom:**

Properly secure the transition strip. BMC 16.04.060(a)

**Master Bedroom:**

Repair the window to be weather tight. **Windows must properly lock.** The sashes shall fit snugly and properly within the frame. Windows shall be easily and fully openable and shall remain fully open using hardware that is part of the window. BMC 16.04.060(b)



**EXTERIOR:**

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

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

Remove all toys from the roof and gutters. BMC 16.04.050(a)

**Unit 509:**

Replace all warped deteriorated deck boards on the back deck. BMC 16.04.050 (a)

**Unit 522:**

Remove the duct tape from the exhaust vent above the back deck. BMC 16.04.050(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)

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

**Tenants and Owners Rights and Responsibilities Summary**

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

**Inventory & Damages List**

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

BMC 16.03.050(e) and BMC 16.10.030(b)

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

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



City of Bloomington  
H.A.N.D.

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

Meeting Date: March 17, 2021  
Petition Type: An extension of time to complete repairs  
Petition Number: 21-TV-22  
Address: 208 N. Smith Rd. Units A & B  
Petitioner: Choice Realty & Management  
Inspector: Maria M<sup>c</sup>Cormick  
Staff Report: November 19, 2020 Completed Cycle Inspection  
January 25, 2021 Received BHQA Application

The petitioner is requesting an extension of time to complete the repairs that were cited in the cycle inspection report. These repairs include items that were found during the inspection of the fireplace. Most of these repairs require warmer weather to complete. The petitioner is requesting an additional 90 days to complete 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: May 17, 2021  
Attachments: Cycle Inspection Report, Chimney Inspection Report, BHQA 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  
JAN 25 2021

BY: .....

Property Address: 208 N Smith Rd

Petitioner's Name: Choice Realty & Management

Address: 1715 S Walnut St

City: Bloomington

State: Indiana



Zip Code: 47401

Phone Number: 8123317353

E-mail Address: dena@callchoicerealty.com

Owner's Name: PH Properties Smith LLC

Address: 480 E Fawn Ridge Trail

City: Bloomington

State: Indiana



Zip Code: 47408

Phone Number: 8125584583

E-mail Address: jdburchett@gmail.com

Occupants: 3

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

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

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

Variance Type: 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: 21-TV-22

MM

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

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

Requesting extension of time due to exterior work on chimney that is required and unable to get that scheduled until warmer weather per Ye Olde Chimney Sweep  
 Also front window for unit A needs replaced and window order has been processed due orders are 8-12 weeks out due to COVID causing delays. Once windows are in would then need to get that on contractor schedule to be replaced.  
 Exterior - trip hazard on walkway also requires warmer temps to complete that repair that is needed  
 Based on that timing I am requesting an extension of at least 90 days to cover our time for work to get completed.

Signature (Required): *Dena Dobson - Choice Realty & Management*

Name (Print): Dena Dobson - Choice Realty & Management Date: 1-21-2021

- 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

1774

Owner(s)

Ph Properties Smith Llc  
480 E Fawn Ridge Trail  
Bloomington, IN 47408

Agent

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

Prop. Location: 208 N Smith RD  
Number of Units/Structures: 2/1  
Units/Bedrooms/Max # of Occupants: Bld 1: 1/1/5 1/2/5

Date Inspected: 11/19/2020  
Primary Heat Source: Gas  
Property Zoning: RM  
Number of Stories: 1

Inspector: Maria McCormick  
Foundation Type: Basement  
Attic Access: No  
Accessory Structure: None

**INTERIOR:**

Unit A –

Living Room 15-0 x 13-5:

Repair or replace the front left window. Windows shall be easily and fully openable and shall remain fully open using hardware that is part of the window. BMC 16.04.060(b)

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

Kitchen 8-9 x 6-3:

No violations noted.

Bathroom:

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

Laundry/Mechanical Closet:

A minimum clearance of 36" shall be maintained between combustibles and fuel fired appliances. BMC 16.04.060(c)

Replace the missing wall shelves or repair the damaged drywall. BMC 16.04.060(a)

Hallway:

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

North Bedroom 11-2 x 10-0; South Bedroom 13-3 x 12-4:

No violations noted:

Existing Egress Window Measurements:

Height: 33 ½ inches

Width: 16 ¼ inches

Sill Height: 48 inches

Openable Area: 3.78 sq. ft.

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

**Unit B –**

Living Room 15-0 x 13-5:

Repair or replace the broken floor vent under the front windows. BMC 16.04.060(a)

Kitchen 11-2 x 9-3; Half Bathroom; Hallway; Den Area:

No violations noted.

Bathroom:

Repair the cold water. 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)

Family Room:

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

NE Bedroom 11-4 x 11-11:

No violations noted.

Existing Egress Window Measurements:

Height: 30 inches

Width: 32 inches

Sill Height: 48 inches

Openable Area: 6.67 sq. ft.

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

**Basement –**

Garage; East Room; NW Room;

No violations noted.

**EXTERIOR:**

Repair the trip hazard on the walkway to the street. 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. BMC 16.04.040(c)

Scrape and paint exterior surfaces where paint is peeling or wood is exposed. BMC 16.04.050(e)  
(This item only has a compliance deadline of November 19, 2021.)

---

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)

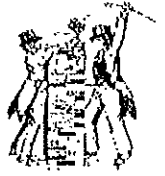
Thank you for your cooperation in the Residential Rental Occupancy Permit Program.

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

# CHIMNEY SERVICE REPORT

SERVICE PROVIDER:

**Ye Olde Chimney Sweep**  
 5190 Nova Dr.  
 Bloomington, In. 47404  
 (812) 876-5074 (812) 325-8231  
 jim@yeoldechimneysweep.com

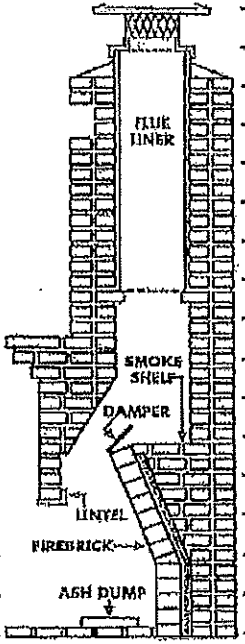


CUSTOMER:

Name: Choice Realty  
 Address: 208 N Smith Rd #B  
 City: Bloomington St.: IN Zip: 47408  
 Phone: (812) 331-7353  
 E-mail:

Service date: 1/4/20 Time: 12:40 PM Technician: Chance/Bethany

	Satisfactory	Unsatisfactory	Not Applicable
<b>CHIMNEY</b>			
1. Height	✓		
2. Chimney Cap	✓		
3. Crown/Wash	✓		
4. Brickwork/Mortar	✓	✓	
5. Flashing	✓		
6. Flue Liner	✓		
7. Moisture Resistance	✓		
<b>FIREPLACE</b>			
8. Smoke Chamber	✓		
9. Damper	✓		
10. Firebox/Grate	✓		
11. Ash Container	✓		✓
12. Spark Screen/Doors	✓		
13. Tools/Gloves	✓		✓
14. Hearth Protection	✓		
15. Misc:			
<b>WOODSTOVE OR FIREPLACE INSERT</b>			
16. Stovepipe Condition (woodstove)			✓
17. NFPA Approved Flue Connection			✓
18. Installation/Thimble/Clearances			✓
<b>OTHER SAFETY CONSIDERATIONS</b>			
19. Fire Ext./Smoke Detectors/CO Alarms	✓		
20. Gas/Oil Furnace Flue Liner			
21. Fire Escape Plan			



**SYSTEM INFORMATION**

Fireplaces, Number of \_\_\_\_\_

Construction  Masonry  Prefab  Modular

Heating Appliances, Number of \_\_\_\_\_

Type  Insert  Freestanding  Furnace

Fuel  Wood  Coal  Gas  Oil  \_\_\_\_\_

**Chimney**

Construction  Masonry  Factory-built  Modular

Chimney Height 2 feet

Liner  Flue tile  Stainless  Unlined  \_\_\_\_\_

Flue Sizes  8"x8"  8"x13"  13"x13"  13"x17"

6"  7"  8"  9"  10"  \_\_\_\_\_

Last Cleaned \_\_\_\_\_ year(s) ago  Never  Unknown

**ANNUAL INSPECTION**

The National Fire Protection Association (NFPA) recommends annual inspection of all fireplaces, chimneys, and vents. The next inspection of our system is recommended for:

**CUSTOMER VERIFICATION**

This report is the result of a visual inspection done at the time of cleaning. It is intended as a convenience to our customer, not as a certification of fire worthiness or safety. Since conditions of use and hidden construction defects are beyond our control, no warranty is made for the safety or function of any appliance and none is to be implied. I have read this form and understand the apparent condition of my fireplace, appliance, chimney, and/or vent system. Furthermore I understand the limitations of this report as given in paragraph above.

**COMMENTS**

There is a 2' section of mortar joint at the roof line that has been filled with silicone, some of which has come out, and the remaining mortar around it is eroding. Strongly recommend removing the silicone from that area and the other side and repointing with mortar in the future.

Customer Signature \_\_\_\_\_ Date \_\_\_\_\_





City of Bloomington

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

Meeting Date: March 17, 2021

Petition Type: Relief from an administrative decision

Variance Request: Relief from the issuance of a 3 year permit.

Petition Number: 21-AA-23

Address: 321 E 2<sup>nd</sup> Street

Petitioner: Doug Wissing

Inspector: John Hewett and Maria McCormick

Staff Report: July 29, 2020 Owner scheduled inspection for September 9<sup>th</sup>  
 August 10, 2020 Rental Occupancy permit expired  
 September 9, 2020 Inspection was a no show by the owner.  
 September 9, 2020 Owner re-scheduled Cycle for September 18<sup>th</sup>  
 September 18, 2020 Cycle Inspection conducted.  
 October 1, 2020 Owner scheduled re-inspection for November 18<sup>th</sup>  
 November 18, 2020 Reinspection conducted, all complied.  
 November 25, 2020 Billing statement sent.  
 December 3, 2020 Payment received, 3 year permit issued.  
 January 22, 2021 Appeal received  
 February 17, 2021 BHQA meeting cancelled, lack of quorum

The petitioner missed the first scheduled inspection on September 9, 2020. Title 16 requires the Rental Occupancy Permit to be renewed prior to expiration of the previous permit. By missing the appointment after expiration of the previous permit, the property is considered as not in compliance with that requirement. For this reason a three year permit was issued.

Staff recommendation: Deny the relief from administrative decision.

Conditions: The 3 year permit will stand as issued.

Compliance Deadline: none

Attachments: Appeal form.



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

RECEIVED  
JAN 22 2021

Property Address: 321 E 2nd St.

Petitioner's Name: Doug Wissing

Address: PO Box 1683

City: Bloomington State: IN Zip Code: 47402

Phone Number: 8123602706 E-mail Address: douglaswissing@gmail.com

Owner's Name: Prospect Hill, LLC

Address: PO Box 1683

City: Bloomington State: IN Zip Code: 47402

Phone Number: 8123602706 E-mail Address: douglaswissing@gmail.com

Occupants: A total of eight tenants in six 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 months agenda!

(Will be assigned by BHQA)  
Petition Number: 21-AA-23

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.


I am respectfully requesting relief from an administrative decision to change the 321 E. 2nd permit to a 3-year permit, rather than the 5-year permits the property has received for over twenty years. I am requesting a 5-year permit.

This decision came after I missed a scheduled HAND inspection on September 9, 2020. I take full responsibility for this missed inspection appointment, and have repeatedly apologized for this. I also paid the \$50 missed-appointment fine on November 30, 2020 with Prospect Hill, LLC check #2441 for \$372.00, which included the permit fees and the fine. The only untimely event in the 321 E. 2nd permit renewal process was the missed September 9 inspection appointment.

As I indicated, I take full responsibility for the missed appointment, and willingly paid the \$50 fine. Please know that I have been cooperatively working with HAND for over two decades. To the best of my recollection this is the first time I have ever missed a scheduled appointment. I am in agreement with HAND's charge to help maintain a safe and civil city, and endeavor to do my part.

I also want to mention that as best I knew the 321 E. 2nd property was ready for the September 9 inspection, which was verified by the inspector's subsequent property report.

While it is extraneous to the HAND administrative decision, I do want to mention that September 9th was a COVID-complicated day, as my son Dylan, who lives with his family in the NYC area, was in contact with me about his concerns that he had COVID symptoms. It does not excuse my missing the appointment, but does inform why it happened. The sad part is I was only five minutes away from 321 E. 2nd when I was communicating with Dylan. While I know it is not in the HAND procedures, I could have raced over if I had received a phone call when I was late to the appointment.

Signature (Required): 

Name (Print): Doug Wissing

Date: 1/21/21

**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

Prospect Hill LLC  
P.O. Box 1683  
Bloomington, IN 47402-1683  
douglaswissing@gmail.com  
(812) 360-2706

21 January 2021

Board of Housing Quality Appeals  
P.O. Box 100  
Bloomington, IN 47402

To Whom It May Concern,

I am respectfully requesting relief from an administrative decision to change the 321 E. 2nd permit to a 3-year permit, rather than the 5-year permits the property has received for over twenty years. I am requesting a 5-year permit.

This decision came after I missed a scheduled HAND inspection on September 9, 2020. I take full responsibility for this missed inspection appointment, and have repeatedly apologized for this. I also paid the \$50 missed-appointment fine on November 30, 2020 with Prospect Hill, LLC check #2441 for \$372.00, which included the permit fees and the fine. The only untimely event in the 321 E. 2nd permit renewal process was the missed September 9 inspection appointment.

As I indicated, I take full responsibility for the missed appointment, and willingly paid the \$50 fine. Please know that I have been cooperatively working with HAND for over two decades. To the best of my recollection this is the first time I have ever missed a scheduled appointment. I am in agreement with HAND's charge to help maintain a safe and civil city, and endeavor to do my part.

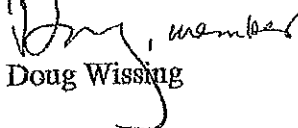
I also want to mention that as best I knew the 321 E. 2nd property was ready for the September 9 inspection, which was verified by the inspector's subsequent property report.

While it is extraneous to the HAND administrative decision, I do want to mention that September 9th was a COVID-complicated day, as my son Dylan, who lives with his family in the NYC area, was in contact with me about his concerns that he had COVID symptoms. It does not excuse my missing the appointment, but does inform why it happened. The sad part is I was only five minutes from 321 E. 2nd when I was communicating with Dylan. While I know it is not in the HAND procedures, I could have raced over if I had received a phone call when I was late to the appointment.

The COVID pandemic has disrupted all of our previous patterns, including some of the HAND Department's procedures and schedules. The pandemic has required all of us to work together to get through this crisis. I ask for forbearance in this difficult time.

Again, I take responsibility for missing the inspection appointment. Given the circumstances and my cooperation with the HAND Department, I am respectfully requesting that Prospect Hill, LLC again be granted a five-year permit for 321 E. 2nd St.

Sincerely,

  
Doug Wissing



City of Bloomington  
H.A.N.D.

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

Meeting Date: March 17<sup>th</sup>, 2021

Petition Type: An extension of time to complete repairs.

Petition Number: 21-TV-24

Address: 609 E Moody Drive

Petitioner: Choice Realty and Management

Inspector: Kenny Liford

Staff Report: November 18<sup>th</sup>, 2020 Completed Cycle Inspection Report  
January 27<sup>th</sup>, 2021 BHQA application received  
February meeting was canceled due to lack of quorum.

The agent has requested an extension of time to complete repairs due to a delay in receiving parts to repair the window.

Staff recommendation: Approve the request.

Conditions: Have all repairs completed and a re-inspection scheduled by the deadline listed below.

Compliance Deadline: April 1<sup>st</sup>, 2021

Attachments: Cycle report, BHQA Appeal

*AK*



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

RECEIVED  
JAN 27 2021  
BY: .....

Property Address: 609 E Moody Drive

Petitioner's Name: Choice Realty & Management

Address: 1715 S Walnut St

City: Bloomington State: Indiana Zip Code: 47401

Phone Number: 8123317353 E-mail Address: dena@callchoicerealty.com

Owner's Name: Spicer Rentals

Address: 1155 S College Mall Rd Suite C

City: Bloomington State: Indiana Zip Code: 47401

Phone Number: 8123273122 E-mail Address: Kspicer@c21scheetz.com

Occupants: 2

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

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

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

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

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

(Will be assigned by BHQA)  
Petition Number: 21-TV-24

KCL

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 for extension due to waiting on parts to come in for window repair needed  
 Parts are expected to be in on 2/4; so I am requesting an additional 30-45 days for that order to come in and for repair to be completed.

Signature (Required): *Dena Dobson - Choice Realty & Management*

Name (Print): Dena Dobson Choice Realty & Management

Date: 1-25-2021

**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

Spicer Rentals  
1155 S College Mall Rd. Suite C  
Bloomington, IN 47401

RE: 609 E Moody DR

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

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

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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

4825

Owner(s)

Spicer Rentals  
1155 S College Mall Rd. Suite C  
Bloomington, IN 47401

Agent

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

Prop. Location: 609 E Moody DR  
Number of Units/Structures: 1/1  
Units/Bedrooms/Max # of Occupants: Bld 1: 1/3/3

Date Inspected: 11/18/2020  
Primary Heat Source: Gas  
Property Zoning: R2  
Number of Stories: 1

Inspector: Kenny Liford  
Foundation Type: Other  
Attic Access: No  
Accessory Structure: None

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

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

INTERIOR

Living Room/ Dining Room (14-1 x 17-2), Laundry Closet, Back Deck  
No violations noted.

Kitchen (14-1 x 10-2)

**Note:** The gas was shut off and needs to be on at the re-inspection to check stove burners.

Hall Bathroom, Hallway

No violations noted.

SE (Front) Bedroom (11-3 x 12-0)

No violations noted.

**Existing Egress Window Measurements:**

**Height: 26.50 inches**  
**Width: 32 inches**  
**Sill Height: 23 inches**  
**Openable Area: 5.88 sq. ft.**

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

SW (Back) Bedroom (11-3 x 12-0)

Secure loose electrical receptacle. BMC 16.04.060(b)

**Existing Egress Window Measurements:**

**Height: 26.50 inches**  
**Width: 32 inches**  
**Sill Height: 23 inches**  
**Openable Area: 5.88 sq. ft.**

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

NW Bedroom/Bath (13-4 x 13-10)

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

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

**Existing Egress Window Measurements:**

**Height: 26.50 inches**  
**Width: 32 inches**  
**Sill Height: 23 inches**  
**Openable Area: 5.88 sq. ft.**

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

Cellar

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

**EXTERIOR**

No violations noted.

**OTHER REQUIREMENTS**

**Furnace Inspection Documentation**

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

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

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

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

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



City of Bloomington  
H.A.N.D.

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

Meeting Date: March 17, 2021

Petition Type: An extension of time to complete repairs.

Petition Number: 21-TV-25

Address: 305 E 1<sup>st</sup> St

Petitioner: Jim & Jennie Klinger

Inspector: Chastina Chipman

Staff Report: October 10, 2020 Conducted Cycle Inspection  
October 21, 2020 Sent Inspection Report  
January 06, 2021 Sent Remaining Violations Report  
January 21, 2021 Called to schedule reinspection  
January 25, 2021 Received Appeal  
February 9, 2021 Received Updated Appeal with date  
February 17, 2021 Meeting canceled due to lack of quorum.

During the cycle inspection of the above property violations of the rental code were found including a damaged door on the north side of the house and a damaged threshold on the east side of the house. The petitioner is requesting an extension of time due to other housing repair costs they have incurred. The petitioner is requesting the extension be until August 31, 2021.

Staff recommendation: Grant 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, but not limited to, the possibility of fines.

Compliance Deadline: June 30, 2021

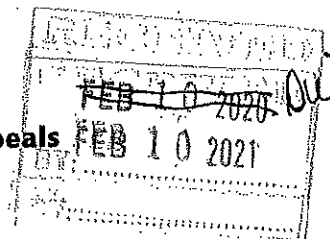
44

Attachments:

Cycle Report, Appeal, Updated Appeal Form



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



Property Address: 305 E. 1st Street 47401

Petitioner's Name: Jennifer and James Klinger

Address: 7515 Covington Hollow Pass

City: Fort Wayne State: IN Zip Code: 46804

Phone Number: 260-466-74 E-mail Address: klingers6@comcast.net

Owner's Name: James and Jennifer Klinger

Address: same

City: State: Zip Code:

Phone Number: E-mail Address:

Occupants: Joseph Klinger Emerson 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 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: 21-TV-25

REVISOR BHQA

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

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

Hello! We have been asked to replace or repair outside doors to our home that our son lives in. Since we have purchased the home, we have replace the roof, 4 sets of windows, 2 interior doors and the kitchen flooring. Unfortunately, we do not have the budget to complete the exterior doors at this time. While, unattractive, the doors to no pose a safety hazard to the boys. The worst one it to the crawl space, which is unused. We request until August 31, 2021 to replace the doors.

Thank you for your consideration.

This is an updated application. Per Chastina, the fee we paid earlier this month is still applicable.

Jennifer S. Klinger  
James. P. Klinger

Signature (Required): \_\_\_\_\_

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

Name (Print): Jennifer S. Klinger

**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.





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

RECEIVED  
JAN 25 2021  
BY: .....

Property Address: 305 E. 1st Street 47401

Petitioner's Name: Jim & Jennie Klinger

Address: 7515 Covington Hollow Pass

City: St. Wayne State: IN Zip Code: 46804

Phone Number: (260) 466-7424 E-mail Address: klingers60@comcast.net

Owner's Name: Jim & Jennie Klinger

Address: u

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

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

Occupants: Joseph Klinger Emerson 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: 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: 21-TV-25

1ST BHQA



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 would like to request an extension for the exterior doors. The damaged door leads to the crawl space and is not a safety issue for our son. We have replaced the roof, 4 windows, lots of electrical, interior doors and flooring. We don't have funds to replace the exterior doors at this time. We hope to do so this summer. Thank you!

Signature (Required): Jennifer S. Klinger  
Name (Print): Jennifer S. Klinger Date: 1/21/21

**Important information regarding this application format:**

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

**OCT 27 2020**

**RENTAL INSPECTION INFORMATION**

James & Jennifer Klinger  
7515 Covington Hollow Pass  
Ft. Wayne, IN 46804

RE: 305 E 1st 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 **DEC 26 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,

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**

1058

**Owner(s):**

James & Jennifer Klinger  
7515 Covington Hollow Pass  
Ft. Wayne, IN 46804

Prop. Location: 305 E 1st ST  
Number of Units/Structures: 1/1  
Units/Bedrooms/Max # of Occupants: Bld 1: 1/2/3

Date Inspected: 10/20/2020  
Primary Heat Source: Gas  
Property Zoning: R3  
Number of Stories: 1

Inspector: Chastina Chipman  
Foundation Type: Crawl Space  
Attic Access: No  
Accessory Structure: Shed

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

**INTERIOR:**

**Sunroom, Living Room (15-4 x 13-2), Kitchen (13-2 x 12-4):**  
No violations noted.

**Southwest (front) Bedroom (11-0 x 9-4):**  
No violations noted.

**Existing Egress Window Measurements (double-hung):**  
Height: 32 inches  
Width: 27 inches  
Sill Height: 18 inches  
Openable Area: 6.00 sq. ft.

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

**Bathroom:**

Secure toilet to its mountings. BMC 16.04.060(c)

**Northwest (rear) Bedroom (13-2 x 8-7):**

No violations noted.

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

Height: 41 ½ inches

Width: 19 ½ inches

Sill Height: 37 ½ inches

Openable Area: 5.62 sq. ft.

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

**Laundry/Mechanical Room (gas furnace here):**

No violations noted.

**EXTERIOR:**

Properly repair/replace the metal on the threshold on the door on the E side of the house. BMC 16.04.050 (a)

Repair/replace the damaged door on the N side of the house. BMC 16.04.060(a)

**OTHER REQUIREMENTS**

**Furnace Inspection Documentation**

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

Desired level: 0 parts per million (ppm)

Acceptable level in a living space: 9 ppm

Maximum concentration for flue products: 50 ppm

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

**Tenants and Owners Rights and Responsibilities Summary**

A completed copy of the Tenants and Owners Rights and Responsibilities Summary must be provided to this office 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.**

C  
10/23/20  
CC

C  
12/14/20  
CC

C  
12/21/20  
CC



City of Bloomington  
H.A.N.D.

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

Meeting Date: March 17, 2021

Petition Type: An extension of time to complete repairs

Petition Number: 21-TV-26

Address: 3422 N. Valleyview Drive

Petitioner: Dylan Heaslet for Sarge Rentals

Inspector: Jo Stong

Staff Report: August 10, 2020: Cycle inspection conducted  
August 19, 2020: Inspection report mailed  
December 15, 2020: Reinspection conducted  
December 18, 2020: Remaining violation report mailed  
January 6, 2021: Called agent to remind them to schedule reinspection  
January 19, 2021: Agent emailed about window repairs. Advised to apply  
for extension of time.  
January 28, 2021: Received appeal  
February 17, 2021: BHQA cancelled due to lack of quorum.

During an inspection of the above property violations of the Residential Rental Unit and Lodging Establishment Inspection Program were found, including windows that would not function properly. The petitioner is seeking an extension of time to install new windows, which are on order but will not be in for several weeks.

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 17, 2021

Attachments: Remaining violations report, appeal

1/24



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: 3422 N Valleyview

Petitioner's Name: Dylan Heaslet-Sarge Rentals, INC

Address: 2623 N Walnut St

City: Bloomington State: IN Zip Code: 47404

Phone Number: 812-330-1501 x2 E-mail Address: dylane.sargerentals.com

Owner's Name: Paul Prather

Address: MA

City: Bloomington State: IN Zip Code: 47404

Phone Number: 812-330-1501 E-mail Address: Paul@Sargerentals.com

Occupants:

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

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

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

Variance Type: Extension of time to complete repairs   
(windows)

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: 21-TV-26

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.

2 windows need replaced. The windows were ordered and as of 1/15/2021 they are 8 weeks from being delivered. We cannot pass the inspection without replacement of these 2 windows. We request a time frame of 9 weeks to get the windows & have them replaced. We are at the mercy of the window company & HAND department as they ordered the windows for the owner.

Signature (Required):

*Dylan Heaslet*

Name (Print):

Dylan Heaslet

Date:

1/20/2021

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.



**City Of Bloomington**  
**Housing and Neighborhood Development**  
**REMAINING VIOLATION INSPECTION REPORT**  
**Property was reinspected on December 15, 2020**

**DEC 21 2020**

1897

Owner

Prather, Paul D.  
8320 State Road 37 North  
Bloomington, IN 47404

Agent

Sarge Rentals, Inc.  
2623 N. Walnut Street  
Bloomington, IN 47404

Prop. Location: 3422 N Valleyview DR  
Number of Units/Structures: 1/1  
Units/Bedrooms/Max # of Occupants: Bld 1: 1/4/3

Date Inspected: 08/10/2020  
Primary Heat Source: Gas  
Property Zoning: R2  
Number of Stories: 1

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

**REINSPECTION REQUIRED**

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

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

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

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

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



**INTERIOR:**

**Northeast Bedroom:**

Repair the window to function as intended (not properly sealed; does not latch). BMC 16.04.060(b)

**BASEMENT**

**Family Room:**

Properly install and secure all ceiling lights/fixtures in the family room and hall in a workmanlike manner (no trim, lights sitting directly on ceiling tiles). BMC 16.04.060(a)

**Note: At the reinspection on December 15, 2020 there was a bed in this room. This room is not approved for sleeping as there is no egress directly to the exterior from this room. Remove the bed from this room.**

**OTHER REQUIREMENTS:**

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

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



City of Bloomington  
H.A.N.D.

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

Meeting Date:	17 March 2021	
Petition Type:	An extension of time to complete repairs	
Petition Number:	21-TV-027	
Address:	312 E 12 <sup>th</sup> St	
Petitioner:	Brian Marren	
Inspector:	Michael Arnold	
Staff Report:	09 September 2020	Cycle Inspection
	25 September 2020	Sent Inspection Report
	24 November 2020	Reinspection Scheduled
	01 February 2021	Received BHQA Application
	17 February 2021	BHQA Cancelled

The property was being remodeled at the time of the cycle inspection. The owner is requesting additional time to complete the repairs. Owner is requesting an additional eight months to complete the repairs

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:	Immediately for life safety items 17 April 2021 for all other items
Attachments:	Cycle inspection. Application

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

RECEIVED  
JAN 25 2021

BY: .....

Property Address: 312 E. 12<sup>th</sup> St.

Petitioner's Name: Brian Marren

Address: 312 E. 12<sup>th</sup> St.

City: Bloomington State: In. Zip Code: 47408

Phone Number: 558-1479 E-mail Address: Marrenblsdt msn.com

Owner's Name: Brian Marren

Address: 312 E. 12<sup>th</sup> St.

City: Bloomington State: In. Zip Code: 47408

Phone Number: 558-1479 E-mail Address: marrenblsdt msn.com

Occupants: 3

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

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

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

Variance Type: Extension

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: 21-TV-27

MA

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

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  - 1. Specify the items that need the extension of time to complete.
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  - 3. Specify the time requested.
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  - 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'm 57 yrs. old and have not been vaccinated from COVID-19. Can not complete necessary items on report. Time requested 10-1-21.*

*Thank You!*

Signature (Required): *Brian Marren*

Name (Print): Brian Marren Date: 1-25-21

**Important information regarding this application format:**

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





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

**SEP 25 2020**

Marren Builders Inc.  
 312 E 12th St  
 Bloomington, IN 47408

RE: 312 E 12th 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 **NOV 24 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: Brian Marren: 416 N Roosevelt St., Bloomington, IN 47408

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

1490

Owner(s)

Marren Builders Inc.  
 312 E 12th St  
 Bloomington, IN 47408

Agent

Brian Marren  
 416 N Roosevelt St.  
 Bloomington, IN 47408

Prop. Location: 312 E 12th ST  
 Number of Units/Structures: 2/1  
 Units/Bedrooms/Max # of Occupants: Bld 1: 1/Eff/3 1/2/3

Date Inspected: 09/09/2020  
 Primary Heat Source: Gas  
 Property Zoning: R3  
 Number of Stories: 1

Inspector: Mike Arnold  
 Foundation Type: Basement  
 Attic Access: No  
 Accessory Structure: detached garage

Monroe County records show this structure was built in 1940. The windows have been replaced with casement style instead of double hung. The minimum egress requirements at the time of window replacement (2016-17) are as follows:

Height: 22 inches  
 Width: 20 inches  
 Sill Height: 44 inches  
 Openable Area: 5.7 sq. ft.  
                   5.0 sq. ft. grade level

Interior:Main Structure:General Condition:

Complete the remodel work for the structure. BMC 16.04.060(a)

Basement:

*Provide operating power to the smoke detector. IC 22-11-18-3.5 (Life Safety)*

*Replace the missing outlet and switch cover plates. BMC 16.04.060(b) (Life Safety)*

*Re-attach the electric panel cover. BMC 16.04.060(b) (Life Safety)*

**Main Level:****Enclosed Front Porch Room**

No violations noted

**NW Bedroom (16-0 x 10-0):**

Existing Egress:

Height: 24.5 inches

Width: 54.5 inches

Sill Height: 20 inches

Openable Area: 9.27 sq. ft.

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

Complete the installation of the trim around the window. BMC 16.04.060(a) (West wall – south window)

Eliminate the gap at the top of the walls (at the ceiling) or install trim work. BMC 16.04.060(a)

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

*Provide operating power to the smoke detector. IC 22-11-18-3.5 (Life Safety)*

*Install the 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 (Life Safety)*

**NE Bedroom (10-0 x 9-0):**

Existing Egress:

Height: 24.5 inches

Width: 54.5 inches

Sill Height: 20 inches

Openable Area: 9.27 sq. ft.

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

*Provide operating power to the smoke detector. IC 22-11-18-3.5 (Life Safety)*

Complete the trim work on the window and verify window installation is weathertight. BMC 16.04.060(a) (eliminate the duct tape around the window)

*Every window shall be capable of being easily opened and held in position by its own hardware. BMC 16.04.060(b) (attach the window crank) (Life Safety)*

**East Center Bedroom [(13-0 x 9-0)+(4-0 x 2-0)+(4-0 x 2-0)]:**

Existing Egress:

Height: 24.5 inches

Width: 54.5 inches

Sill Height: 20 inches

Openable Area: 9.27 sq. ft.

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

Complete the trim work on the window. BMC 16.04.060(a)

Eliminate the gap at the top of the walls (at the ceiling) or install trim work. BMC 16.04.060(a)

**West Center Bedroom (16-0 x 10-0):**

*Move the smoke detector to 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 (Life Safety)*

*Provide operating power to the smoke detector. IC 22-11-18-3.5 (Life Safety)*

**Family Room (17-0 x 13-0):**

*Move the smoke detector to 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 (Life Safety)*

Complete the trim work installation. BMC 16.04.060(a)

*Install a cover plate on the open electric box. BMC 16.04.060(b) (North wall) (Life Safety)*

**West Bathroom:**

No violations noted

**Kitchen:**

No violations noted

**East Bathroom:**

Install the vanity door. BMC 16.04.060(a)

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

Install the door handle on the entry door. BMC 16.04.060(a)

**Detached Structure:**

This structure was not accessible at the time of this inspection. This structure 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 (This structure must also be in compliance with Title 20 of the Bloomington Municipal Code).

**Exterior:**

Scrape and paint exterior surfaces where paint is peeling or wood is exposed. BMC 16.04.050(c) (This item has a deadline of 09 September 2021).



**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: March 17<sup>th</sup>, 2021  
Petition Type: An extension of time to complete repairs.  
Petition Number: 21-TV-28  
Address: 3861 East Barrington Drive Apt C.  
Petitioner: Oleatha Love  
Inspector: Kenny Liford  
Staff Report: September 18<sup>th</sup>, 2020 Completed Cycle Inspection Report  
February 22<sup>nd</sup>, 2021 BHQA application received  
February meeting was canceled due to lack of quorum.

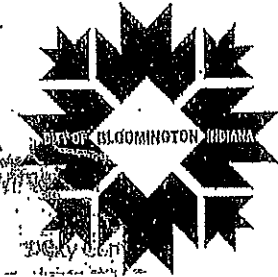
The agent has requested an extension of time to complete repairs due to a delay in receiving parts to repair the window.

Staff recommendation: Approve the request.

Conditions: Have all repairs completed and a re-inspection scheduled by the deadline listed below.

Compliance Deadline: April 15<sup>th</sup>, 2021

Attachments: Cycle report, BHQA 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  
FEB 02 2021  
BY: .....

Property Address: 3861 3821 E Barrington Dr Apt D

Petitioner's Name: Oleatha Love

Address: 3821 E Barrington Dr Apt D

City: Bloomington State: Indiana Zip Code: 47408

Phone Number: 8123342270 E-mail Address: leasing@homecityflats.com

Owner's Name: J.C Hart Co

Address: 805 City Center Dr Ste 120

City: Carmel State: Indiana Zip Code: 46032

Phone Number: 3175734800 E-mail Address: \_\_\_\_\_

Occupants: 1

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

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

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

Variance Type: 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: 21-TV-28

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.

The only item needing the extension is the repair for the window. The reason is the parts that were ordered did not come in for the repair. Requesting 3 weeks to be safe. They should be in next week.

Signature (Required): *Olivia A Love*

Name (Print): Olivia Love Date: 2-2-2021

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

J.C. Hart  
805 City Center Drive Suite 120  
Carmel, IN 46032

RE: 3861 E Barrington DR

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

Once violations have been corrected, it is your responsibility to call the Housing and Neighborhood Development office within this 60 day window but no later than \_\_\_\_\_ 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.

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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: City Flats at Renwick, 2652 E. Cathcart Ste. 100, Bloomington IN 47401

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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

7138

Owner

J.C. Hart  
805 City Center Drive Suite 120  
Carmel, IN 46032

Agent

City Flats at Renwick  
2652 E. Cathcart St. Suite 100  
Bloomington, IN 47401

Prop. Location: 3861 E Barrington DR  
Number of Units/Structures: 14/1  
Units/Bedrooms/Max # of Occupants: Bld 1: 10/2/3 4/1/3

Date Inspected: 09/15/2020  
Primary Heat Source: Electric  
Property Zoning: PUD  
Number of Stories: 3

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

Monroe County Assessor's records indicate this structure was built in 2007.  
Minimum emergency egress requirements for the time of construction:  
Openable area required: 5.7 sq. ft. (5 sq. ft. grade level)  
Clear width required: 20"  
Clear height required: 24"  
Maximum Allowable Sill Height: 44" above finished floor

Existing egress window measurements are one of the following (single-hung):

Height: 24 inches	or	27 inches	or	33 inches
Width: 37 inches		32 inches		32 inches
Sill Height: 19 inches		23 inches		19 inches
Openable Area: 6.17 sq. ft.		6.00 sq. ft.		7.33 sq. ft.

**Note: This structure is fully-sprinklered and meets the exception for minimum egress requirements as outlined in IBC sec. 1009.1 exception 1 (2003IBC)**

**INTERIOR:**

**Room dimensions and floor plans are in the file and are not included in this report.**

**General Violation for all units:**

Replace and properly install filters on the HVAC units so that the units function as intended. BMC 16.04.060(c)

**Unit A (2BR)**

**Master Bath:**

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

**Unit B (2BR)**

**Master Bath:**

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

Replace the failing sweep/gasket on the bottom of the shower door. BMC 16.04.060(c)

**Unit C (2BR)**

**Living Room:**

Properly secure the smoke detector. BMC 16.04.060(b)

**Front Bath:**

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

**Kitchen:**

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

**Rear Bedroom:**

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

**Unit D (2BR)**

**Hall Bath:**

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

**Unit E (2BR)**

No violations noted.

**Unit F (2BR)**

**Living Room:**

Secure the loose electrical receptacle. BMC 16.04.060(b)

**Deck:**

Properly secure the loose railing on the deck. BMC 16.04.060(b)

**Rear Bedroom:**

Secure the loose electrical receptacle under the window to the left. BMC 16.04.060(b)

**Rear Bath:**

Properly repair and surface-coat the wall over the shower surround. BMC 16.04.060(a)

**Unit G (1BR)**

Living Room:

Secure the loose electrical receptacle on the wall to the right of the kitchen. BMC 16.04.060(b)

**Unit H**

No violations noted.

**Unit I (vacant)(1BR)**

Entire Unit:

Repair all smoke detectors in this unit to function as intended and to be interconnected. IC 22-11-18-3.5

**Unit J (1BR)**

Entry:

Secure the loose electrical receptacle to the left of the bath. BMC 16.04.060(b)

Living Room:

Secure the loose electrical receptacle under the window to the deck. BMC 16.04.060(b)

**Unit K (2BR)**

Living Room:

Secure the loose electrical receptacles on the left wall. BMC 16.04.060(b)

Right Bath:

Replace the missing exhaust fan. BMC 16.04.060(c)

Kitchen:

Repair the dishwasher so that it functions as intended (standing water in bottom). BMC 16.04.060(c)

**Unit L (2BR)**

Living Room and Right Bedroom:

Replace the smoke detectors. They appear to have been damaged by smoke or electrical fire. IC 22-11-18-3.5

**Unit M (2BR)**

Deck:

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

Living Room:

Secure the loose electrical receptacles. BMC 16.04.060(b)

**Unit N (2BR)**

Entry:

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

Mechanical Room:

Remove all personal items from the mechanical room to prevent damage to equipment. BMC 16.04.060(c)

Living Room:

Properly secure the smoke detector. BMC 16.04.060(b)

Left Bedroom:

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



Right Bedroom:

Properly secure the smoke detector. BMC 16.04.060(b)

EXTERIOR:

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

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

Replace the broken vent cover on the east side. BMC 16.04.050(a)

OTHER REQUIREMENTS:

Registration Form

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

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.**