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**PUBLIC HEARING  
BOARD OF HOUSING QUALITY APPEALS  
CITY HALL McCloskey CONFERENCE ROOM  
In Person / Zoom Virtual Meeting  
DECEMBER 21, 2022 4:00 P.M.**

**ALL ITEMS ARE ON THE CONSENT AGENDA**

**I. ROLL CALL**

**II. PETITIONS**

- 1) **22-TV-104, 161-167 E. Kennedy Court**, Matthew J. Cascio (Matthew V. Cascio). Request for extension of time to complete repairs. Continued from November 2022 Agenda.
- 2) **22-TV-105, 1421 S. Monon Drive**, Jane Henderson. Request for an extension of time to complete repairs. Continued from November 2022 Agenda.
- 3) **22-TV-106, 1425 N. Dunn Street**, John Tokars (CA Ventures). Request for an extension of time to complete repairs. Continued from November 2022 Agenda.
- 4) **22-TV-107, 516 N. Grant Street**, Nicolas J. Narducci (Distinct Management). Request for an extension of time to complete repairs. Continued from November 2022 Agenda.
- 5) **22-TV-108, 755 E. Sherwood Hills Drive**, Peek & Associates RE & Mgmt. Co., LLC (M. Taylan Sengul c/o Mert Bay). Request for an extension of time to complete repairs. Continued from November 2022 Agenda.
- 6) **22-TV-109, 3607 E. Morningside Drive**, William Ronny Houston (Eagle Pointe Realty Corp.) Request for an extension of time to complete repairs.
- 7) **22-TV-110, 612 E. State Road 446**, Knightridge Apartments/Matthew Fergusson (The Legacy Group/Leesa Fleener). Request for extension of time to complete repairs.
- 8) **22-TV-111, 505 W. 16<sup>th</sup> Street**, Granite Student Living (Arbutus Properties). Request for an extension of time to complete repairs.
- 9) **22-AA-112, 708 E. 9<sup>th</sup> Street**, Isabella Grismondi (Elkins Apartments). Request for relief from an administrative decision.
- 10) **22-TV-113 2376 E. Winding Brook Circle**, Phoenix Remodelling, LLC. Request for an extension of time to complete repairs.
- 11) **22-TV-114, 916 E. Hillside Drive**, Heather Van Ness (Woodlawn Crossing, LLC). Request for an extension of time to complete repairs.
- 12) **22-TV-115, 709 S. Walnut Street**, Ron Oskouie. Request for an extension of time to complete repairs.

**III. GENERAL DISCUSSION**

IV. PUBLIC COMMENT

V. 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 Staff is inviting you to a scheduled Zoom meeting.

Topic: Board of Housing Quality Appeals Meeting

Time: Dec 21, 2022 04:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://bloomington.zoom.us/j/93193636060?pwd=SONyRC9zajFkNFhzSU1aNzVsbUpQUT09>

Meeting ID: 931 9363 6060

Passcode: 088348

One tap mobile

+13092053325,,93193636060# US

+13126266799,,93193636060# US (Chicago)

Dial by your location

+1 309 205 3325 US

+1 312 626 6799 US (Chicago)

+1 646 931 3860 US

+1 929 205 6099 US (New York)

+1 301 715 8592 US (Washington DC)

+1 305 224 1968 US

+1 360 209 5623 US

+1 386 347 5053 US

+1 507 473 4847 US

+1 564 217 2000 US

+1 669 444 9171 US

Meeting ID: 931 9363 6060

Find your local number: <https://bloomington.zoom.us/u/kemL5j86py>



City of Bloomington  
H.A.N.D.

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

Meeting Date: December 22<sup>nd</sup>, 2022  
Petition Type: An extension of time to complete repairs.  
Petition Number: 22-TV-104  
Address: 167 E Kennedy Ct.  
Petitioner: Matthew Cascio  
Inspector: Kenny Liford  
Staff Report: October 14<sup>th</sup>, 2022 Completed Complaint Inspection.  
October 18<sup>th</sup>, 2022 Complaint report written.  
October 28<sup>th</sup>, 2022 BHQA application received

The owner has requested an extension of time to complete repairs due to a serious cockroach infestation and ongoing eviction of tenants.

Staff recommendation: Approve the request.

Conditions: Have all repairs completed and a re-inspection scheduled by the deadline listed below.

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

Compliance Deadline: January 31<sup>st</sup>, 2023

Attachments: Complaint report, BHQA Appeal



RECEIVED

Application for Appeal, 2  
To The  
Board of Housing Quality Appeals  
P.O. Box 100  
Bloomington, IN 47402  
812-349-3420  
hand@bloomington.in.gov

Property Address: 167 Kennedy Ct Bloomington IN 47401

Petitioner's Name: Matthew J Cascio

Address: 383 Gavaine drive Lexington IN 40517

City: Bloomington State: IN Zip Code: 40517

Phone Number: 812-345-4969 Email Address: HometownRentalsbloom@gmail.com

Property Owner's Name: Matthew V Cascio

Address: 383 Gavaine drive

City: Lexington State: IN Zip Code: 40517

Phone Number: 812-320-8733 Email Address: \_\_\_\_\_

Occupants: Amanda Maners ISSIC Maners

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 22-TV-104

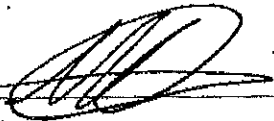
SEE REVERSE

KC

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.

The tenants of 167 Kennedy Court have caused such a high degree of damage to their unit that we at Home town rentals request to have the inspection re-scheduled for the end of December 2022. The reason for this request is to allow the tenants to vacate the unit in order for repairs to be made. We are concerned that repairing the unit now will result in the same damage occurring again. We think the infestation problem can only be treated after the tenants are removed by eviction which is set for court on December 1st. Thank you

Signature (required):



Name (please print):

Matthew Cascio

Date:

10/28/22

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.



OCT 21 2022

City Of Bloomington  
Housing and Neighborhood Development

Matthew Cascio Dba Hometown Rentals  
P.O. Box 2655  
Bloomington, IN 47402

RE: NOTICE OF COMPLAINT INSPECTION

Dear Matthew Cascio Dba Hometown Rentals

On 10/14/2022 a complaint inspection was performed at 167 E Kennedy CT. During the inspection violations of the Residential Rental Unit and Lodging Establishment Inspection Program were found.

Please correct the violations cited on the enclosed inspection report within fourteen days (14) and call this office no later than **NOV 04 2022** to schedule the required re-inspection. Our mailing address and telephone number are listed below.

This directive is issued in accordance with Sections BMC 16.03.040 (c) and 16.10.040 (a) of the Residential Rental Unit and Lodging Establishment Inspection Program of Bloomington. You have the right to appeal to the Board of Housing Quality Appeals. If you need more than fourteen (14) days to correct the violations, or if you want to appeal any violation, an appeal form can be found at [www.bloomington.in.gov/hand](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 Department to schedule the required re-inspection.

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

Sincerely,

Housing & Neighborhood Development  
Encl: Inspection Report,  
Xc: Whaley, Jcania: P.O. Box 2655, Bloomington, IN 47402

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City Hall	401 N Morton St	Bloomington, IN 47404
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

55





City Of Bloomington  
Housing and Neighborhood Development

OCT 21 2022

COMPLAINT INSPECTION REPORT

5648

Owner(s)

Matthew Cascio Dba Hometown Rentals  
P.O. Box 2655  
Bloomington, IN 47402

Tenant(s)

Amanda Maners  
161 E. Kennedy Ct.  
Bloomington, IN 47401

Agent

Whaley, Jeania  
P.O. Box 2655  
Bloomington, IN 47402

Prop. Location: 167 E Kennedy CT  
Number of Units/Structures: 4/1  
Units/Bedrooms/Max # of Occupants: Bld 1: 4/3/5

Date Inspected: 10/14/2022  
Primary Heat Source: Gas  
Property Zoning: RM  
Number of Stories: 2  
Landlord Has Affidavit: N/A

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

The following items are the result of a complaint inspection conducted on 10/14/2022. It is your responsibility to repair these items and to schedule a re-inspection within fourteen (14) days of the mailing of this report. Failure to comply with this inspection report will result in this matter being referred to the City of Bloomington Legal Department. Failure to comply with this complaint inspection report may result in fines. If you have questions regarding this report, please contact this office at 349-3420.

Unit 167: See requirements for units 161-167

Entry

Repair or replace lock on exterior door so that it functions as intended. Door only latches when locked. BMC 16.04.060(b)

Living Room

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

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

Kitchen

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

Units 161-167

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

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

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

• This is the end of this report.

#181797

open

167 E Kennedy CT

### Rental Complaint: Complaint

Phone Call: Tenant has had problems at property for years; front door won't shut unless locked, flooring has holes causing a trip hazard, frig not working properly - will not keep cold, water leak into the living room, burner on stove not working, cockroach infestation. Complaint Inspect. sch 10/14/2022 (Fri) @ 10 w/KL. Mgmt. notified.

**Reported By**  
Amanda Maners

**Assigned to**  
Kenneth Liford

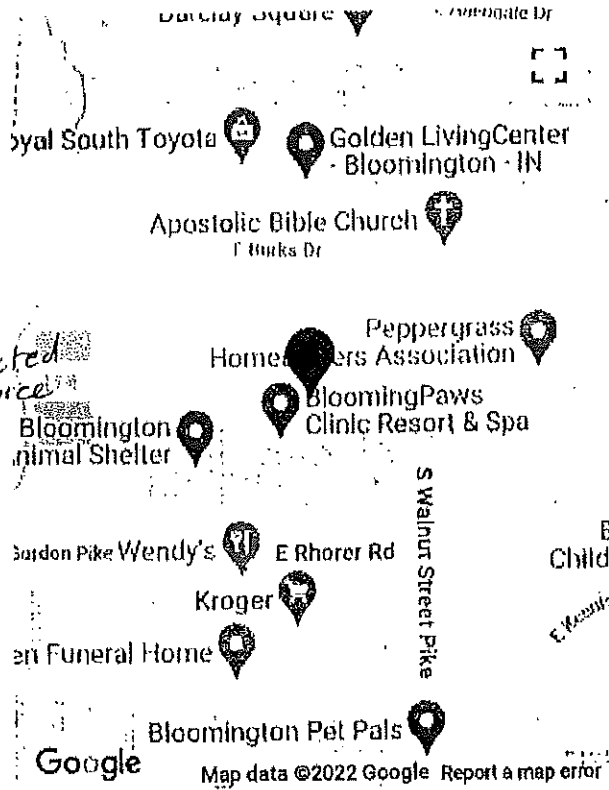
Most tickets of this type should be closed within 3 days, although some cases may be longer. 0 days have already passed.

### History

10/12/2022 10:19:49 Daniel Bixler assigned this case to Kenneth Liford

10/12/2022 10:19:49 Opened by Daniel Bixler

*owner # dis connected  
no longer in service*



City Bloomington

State IN

Zip 47401

Latitude 39.124073028564

Longitude -86.52921295166

Township Perry

### Person

A list of people who've listed this as their address. Note: it might not be their current address.

Ethan Wahall

### Owner

Matthew Casolo Db a Hometown Rentals

eReports

**open #181797**

## **Rental Complaint: Complaint**

Phone Call: Tenant has had problems at property for years; front door won't shut unless locked, flooring has holes causing a trip hazard, frig not working properly - will not keep cold, water leak into the living room, burner on stove not working, cockroach infestation. Complaint inspect. sch 10/14/2022 (FRI) @ 10 w/KL. Mgmt. notified.

Reported By

Amanda Maners

Assigned to

Kenneth Liford

Most tickets of this type should be closed within 3 days, although some cases may be longer. 1 days have already passed.

## **History**

**10/12/2022 10:19:49 Daniel Bixler assigned this case to Kenneth Liford**

**10/12/2022 10:19:49 Opened by Daniel Bixler**

**167 E Kennedy CT**

X



Hole in ceiling

Roaches everywhere

Flooring gone

Left front burner not working

Fridge not working

Fix front door won't stay shut unless locked

Worst infestation I've ever seen

Valid



City of Bloomington  
H.A.N.D.

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

Meeting Date: December 21, 2022  
Petition Type: Request for an extension of time to complete repairs  
Petition Number: 22-TV-105  
Address: 1421 N. Monon Dr.  
Petitioner: Jane Henderson  
Inspector: Maria McCormick  
Staff Report: August 16, 2022 – Completed Cycle Inspection  
October 17, 2022 – Re-inspection scheduled  
November 7, 2022 – Re-inspection Completed

The petitioner is requesting an extension of time due to a delay in delivery of windows in the dining room. The windows have been ordered and are expected to arrive in December.

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: January 31, 2023  
Attachments: Cycle Report; BHQA Application; Receipts for windows



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: 1421 MONON

Petitioner's Name: Jane HENDERSON

Address: P.O. Box 1394

City: BLOOM State: IN  Zip Code: 47402

Phone Number: 812-322-2050 E-mail Address: jane-henderson@sbcglobal.net

Owner's Name: Aeme

Address: \_\_\_\_\_

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

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

Occupants: Sarah Bohn Benjamin Carey

**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 comply with window repair

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

(Will be assigned by BHQA)  
Petition Number: 22-TV-105

*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.

Windows are on order. Not expected to be in until sometime in November/December. Then scheduling will have to be done with tenants and the contractor and weather ~~whether~~ will have to be taken into account  
Request extension until Dec. 31, 2022

Signature (Required): Jane Henderson

Name (Print): Jane A Henderson Date: 10-17-22

**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**





# Lowe's Custom Order Quote

Quote # 753082827

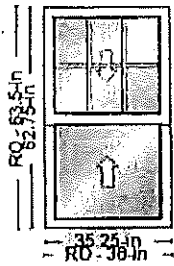
Quote Name: sos windows

Date Printed: 10/13/2022

Customer: Jane Henderson  
 Email: jane-henderson@sbcglobal.net  
 Address: PO BOX 1394  
 BLOOMINGTON, IN 47402  
 Phone: (812) 322-2050

Store: (634) LOWE'S OF BLOOMINGTON, IN  
 Associate: DAVID HILL (88799)  
 Address: 350 NORTH GATES DR.  
 BLOOMINGTON, IN 47404-4821  
 Phone: (812) 323-0899

Item Total: 2  
 PreSavings Total: \$2,570.36  
 Freight Total: \$0.00  
 Labor Total: \$0.00  
 Pre-Tax Total: \$2,184.80  
 Savings Total: (\$385.56)



JELD-WEN 35.25-in x 62.75-in Wood W-2500  
 Double Hung  
 Room Location: Not Specified

Product Warranty



Line #	Item Summary	Production Time	Was Price	Now Price	Quantity	Total Savings	Pre-Tax Total
100-1	JELD-WEN 35.25-in x 62.75-in Wood W-2500 Double Hung	56 days	\$1,285.18	\$1,092.40	2	(\$385.56)	\$2,184.80

Valid thru: 10/26/2022

*Consult w/ KEN*

Begin Line 100 Description

--- Line 100-1 ---

JELD-WEN Wood W-2500 Double Hung  
 Assembly = Full Unit  
 Energy Efficiency = Energy Star North-Central  
 Exterior Trim Type = Brickmould  
 Exterior Trim Options = No  
 Regional Compliance = US National-  
 WDMA/ASTM  
 Vent Division = Even Divide  
 Order By = Rough Opening Size  
 Rough Opening Width = Custom Size  
 Custom Rough Opening Width = 36  
 Rough Opening Height = Custom Size  
 Custom Rough Opening Height = 63.5  
 Exterior Trim Width = 37.875  
 Exterior Trim Height = 64.53125

Species = Auralast Pine  
 Interior Finish Type = Natural  
 Finish - Interior = Natural  
 Finish - Exterior = Primed  
 Sash to Match Exterior Finish = Yes  
 Finish - Sash (Exterior) = Primed  
 STC / OITC Rating = Standard  
 Glazing = Insulated  
 Low-E Options = SunStable with HeatSave  
 Glass Color = SunStable with HeatSave  
 Glass Type = Annealed  
 Neat Glass = No  
 Glass Thickness = Standard Default Thickness  
 Protective Film = Protective Film  
 Spacer Color = Silver Spacer  
 Glass Options = Argon  
 Type of Grille = SDL W/Permanently Applied  
 Interior Wood Grille  
 Grid Type = 7/8-in Bead SDL w/Perm Wood  
 Interior Bar Profile = Traditional Bead Bar  
 Location for Grid = Top Lite(s) Only  
 Grid/Shadow Bar Finish = Light Bronze Shadow  
 Bar  
 SDL Finish = Primed Wood  
 Grid Pattern = Colonial  
 Lites Wide - Top = 3  
 Lites High - Top = 2  
 Sash Limiter = No Sash Limiter  
 Rating = PG 25  
 Sill Nosing = Standard Sill Nosing  
 Sill Horns = No Sill Horn  
 Prep for Stool = No  
 Hardware Finish - Interior = Chestnut Bronze  
 Number of Locks = 2  
 Screen Options = UltraVue Mesh  
 Screen Finish = Brilliant White  
 Jamb Width = 4 9/16-in  
 Certification = None  
 Jambliner = Tan Jambliner  
 Jamb Liner Options = Compression Jambliner  
 Sill Stop = Sill Stop Applied  
 Finger Plows = No Finger Plows

Is This a Remake = No  
 Clear Opening Dimensions = 31 7/8 -in w  
 27 5/16 -in h  
 6.04sf  
 U-Factor = 0.26  
 Energy Star Qualified = Northern; North-  
 Central; South-Central; Southern  
 Solar Heat Gain Coefficient = 0.24  
 Visible Light Transmittance = 0.45  
 Condensation Resistance = 47  
 CPD# = JEL-N-578-01932-00002  
 SOS = 937074  
 SOS Description = WYS JW W2500 Window  
 Delivery Method = In-Store Pick-Up  
 Production Time (Does not include transi  
 time) = 56  
 Unit of Measure = EA  
 Manufacturer = JELD-WEN  
 Pantou(IL)  
 Catalog Version Date = 08/17/2022  
 Catalog Version = 22.2.22.5

End Line 100 Description

Accepted by: \_\_\_\_\_

Date: 10/13/2022

Pre-Tax Total	\$2,184.80
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This quote is an estimate only and valid for 30 days on all regularly priced items. For promotional items please refer to the dates listed above. This estimate does not include tax or delivery charges. Estimated arrival will be determined at the time of purchase. All of the above quantities, dimensions, specifications and accessories have been verified and accepted by the customer.

\*\*\*\* Special order configured products returned or canceled after 72 hours from purchase are subject to a 20% restocking fee. \*\*\*\*



LOWE'S HOME CENTERS, LLC  
 350 NORTH GATES DR.  
 BLOOMINGTON, IN 47404 (812) 323-0899

ORDER INFORMATION  
 TO OBTAIN A STATUS OF YOUR ORDER VISIT  
 WWW.LOWES.COM/STATUS

AFTER BEING NOTIFIED THAT THE PICKUP LATER ORDER IS  
 AVAILABLE, PLEASE COME TO THE CUSTOMER SERVICE DESK  
 TO PICK UP THE MERCHANDISE.

- SOS SALE -

SALES: 506340X1 08799 TRANS: 49691945 10-13-22

937074 2,075.56  
 JW 35.75X69.25 DOLEMANO  
 1,092.40 DISCOUNT EACH -54.62  
 2 @ 1,037.78  
 (PICK UP LATER - LOWES # 634 on 12/08/2022)

PO #: 215515770  
 INVOICE 73460 SUBTOTAL: 2,075.56



INVOICE 73459 SUBTOTAL: 0.00  
 INVOICE 73460 SUBTOTAL: 2,075.56  
 SUBTOTAL: 2,075.56  
 TAX: 145.29  
 BALANCE DUE: 2,220.85  
 LAR: 2,220.85

TOTAL DISCOUNT: 109.24  
 LAR:XXXXXXXXXX0593 AMOUNT:2,220.85 AUTHCD:000566  
 SWIPE REFID:069261 10/13/22 16:12:42  
 LAR PO: NONON  
 ACCOUNT NAME: HENDERSON RENTALS  
 AUTH BUYER: HENDERSON JANE

ACCOUNT WILL BE BILLED UPON MERCHANDISE TRANSACTION  
 DATE FOR STOCK MERCHANDISE AND NO LATER THAN 90 DAYS  
 FROM TRANSACTION DATE FOR SOS OR DIRECT DELIVERY  
 MERCHANDISE.

STORE: 0634 TERMINAL: 56 10/13/22 16:12:44

THANK YOU FOR SHOPPING LOWE'S.

FOR DETAILS ON OUR RETURN POLICY, VISIT  
 LOWES.COM/RETURNS  
 A WRITTEN COPY OF THE RETURN POLICY IS AVAILABLE  
 AT OUR CUSTOMER SERVICE DESK

STORE MANAGER: JUSTIN DEITY

LOWE'S PRICE PROMISE  
 FOR MORE DETAILS, VISIT LOWES.COM/PRICEPROMISE

SHARE YOUR FEEDBACK!  
 ENTER FOR A CHANCE TO BE  
 ONE OF FIVE \$500 WINNERS DRAWN MONTHLY!  
 ENTRE EN EL SORTIDO MENSUAL  
 PARA SER UNO DE LOS CINCO GANADORES DE \$500!  
 ENTER BY COMPLETING A SHORT SURVEY  
 WITHIN ONE WEEK AT: [www.lowes.com/survey](http://www.lowes.com/survey)  
 YOUR ID # 734603 063452 866869  
 NO PURCHASE NECESSARY TO ENTER OR WIN.  
 VOID WHERE PROHIBITED. MUST BE 18 OR OLDER TO ENTER.  
 OFFICIAL RULES & WINNERS AT: [www.lowes.com/survey](http://www.lowes.com/survey)

STORE: 0634 TERMINAL: 56 10/13/22 16:12:46



City Of Bloomington  
Housing and Neighborhood Development

AUG 18 2022

RENTAL INSPECTION INFORMATION

Henderson, Jane A.  
Po Box 1394  
Bloomington, IN 47402

RE: 1421 S Monon 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 **OCT 17 2022** 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: <a href="mailto:hand@bloomington.in.gov">hand@bloomington.in.gov</a> Neighborhood Division (812) 349-3421	401 N Morton St <a href="https://bloomington.in.gov/hand">https://bloomington.in.gov/hand</a> Housing Division (812) 349-3401	Bloomington, IN 47404 Rental Inspection (812) 349-3420 Fax (812) 349-3582
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City Of Bloomington  
Housing and Neighborhood Development

AUG 18 2022

CYCLE INSPECTION REPORT

5845

Owner(s)

Henderson, Jane A.  
Po Box 1394  
Bloomington, IN 47402

Prop. Location: 1421 S Monon DR  
Number of Units/Structures: 1/1  
Units/Bedrooms/Max # of Occupants: Bld 1: 1/2/5

Date Inspected: 08/08/2022  
Primary Heat Source: Gas  
Property Zoning: MM  
Number of Stories: 1  
Landlord Has Affidavit: No

Inspector: Maria McCormick  
Foundation Type: Basement  
Attic Access: No  
Accessory Structure: Detached Garage

Monroe County Assessor's records indicate that this structure was built in 1925. At that time there were no minimum requirements for emergency egress.

INTERIOR:

Living Room 11-3 x 14-3:

3 Replace the broken window glass in the west window. BMC 16.04.060(a)

Dining Room 12-8 x 12-9:

NC Replace the broken window glass in the southeast window. BMC 16.04.060(a)

JC Replace the broken mullion and replace the deteriorated glazing on the southwest window. BMC 16.04.060(a)

Hallway:

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

Bathroom:

Q Repair the drains of the tub, sink and toilet to function as intended and not to back up with sewage when used. BMC 16.04.060(a),(b) & (c)

11/7/22

BHQA  
JC

NW Bedroom 10-8 x 10-11:

- C Repair the west window to function as intended. The sashes shall fit snugly and properly within the frame. Replace the broken glass. 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)

Existing Egress Window Measurements:

Height: 26 inches  
Width: 33 ½ inches  
Sill Height: 21 inches  
Openable Area: 6.04 sq. ft.

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

NE Bedroom 10-0 x 11-8:

- C Repair the damaged drywall above the door. BMC 16.04.060(a)
- C Properly secure the closet light fixture. BMC 16.04.060(b) & (c)

Existing Egress Window Measurements:

Height: 26 inches  
Width: 33 ½ inches  
Sill Height: 21 inches  
Openable Area: 6.04 sq. ft.

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

Kitchen 9-2 x 10-4:

- C Repair the window above the sink to lock as intended. BMC 16.04.060(a) & (b)
- C Replace the missing aerator on the sink faucet. BMC 16.04.060(c)
- 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)

Mud Room/Enclosed Back Porch:

- C Replace the deteriorated door jamb so that the door and locks function as intended and the door is weather tight.

**Basement –**

- C Repair the clog in the sewer line that is causing backup into the house. BMC 16.04.060(a), (b) & (c)
- C Discontinue use of the extension cord as permanent wiring. Replace extension cord providing electrical power to the sump pump with permanent electrical wiring and electrical receptacle(s) installed in an approved manner. BMC 16.04.060(b), BMC 16.04.060(c)
- C Provide an approved junction box for the two live wire splits in the north corner. BMC 16.04.060(b)
- C Provide an approved junction box and properly secure the live electrical outlet along the west wall. BMC 16.04.060(b) & (c)
- C Repair the leak in the water line to the east of the chimney. BMC 16.04.060(c)

EXTERIOR:

- C Replace the broken window glass on the southwest basement window. BCM 16.04.060(b)
  - C Remove the vines from the sides of the house and detached garage. BMC 16.04.050(a)
  - C Secure guttering to the structure. BMC 16.04.050(a)
  - C Trim all tree branches away from the siding and roofline to maintain a 3' clearance. BMC 16.04.040(e)
  - C 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)
  - C Repair the hole in the roof of the detached garage. BMC 16.04.050(a)
- Scrape and paint exterior surfaces of the house and detached garage where paint is peeling or wood is exposed. BMC 16.04.050(e) (This item only has a compliance deadline of 08/08/2023.)

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)

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 mailing of the Cycle Inspection report or a \$25.00 fine will be levied. BMC 16.03.050(e) and BMC 16.10.030(b)

Occupancy Affidavit:

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

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

\*Beginning January 1, 2022, Bloomington City Code requires owners of Registered Rental properties to maintain a completed Occupancy Affidavit to Housing and Neighborhood Development (HAND) for any structures with 4 (four) or fewer units. The Ordinance does not require the Occupancy Affidavit to be submitted to HAND only reviewed upon request. Please simply keep the form in your records. BMC 16.03.025

9/14/22  
MC

2/2/23  
C

11/9/22  
MC

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: December 21, 2022

Petition Type: An extension of time to complete repairs.

Petition Number: 22-TV-106

Address: 1425 N Dunn St.

Petitioner: John Tokars

Inspector: Rob Council

Staff Report: June 06, 2022: Cycle inspection with maintenance  
September 16 & 19, 2022: Re-inspection, not complied.  
October 24, 2022: received Appeal and fee.

The petitioner is asking for additional time to schedule third party assistance, and receiving parts and components.

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: January 24, 2023

Attachments: Appeal, Remaining Violations report,

JH



**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:** 1425 North Dunn Street Bloomington, IN 47408

**Petitioner's Name:** John Tokars

**Address:** 1425 North Dunn Street

**City:** Bloomington

**State:** Indiana

**Zip Code:** 47408

**Phone Number:** (812) 590-8595

**E-mail Address:** jtokars@evolvebloomington.com

**Owner's Name:** CA Ventures

**Address:** 130 E Randolph Street

**City:** Bloomington

**State:** Indiana

**Zip Code:** 47408

**Phone Number:** 812-590-9585

**E-mail Address:** jtokars@evolvebloomington.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 months agenda!

(Will be assigned by BHQA)

Petition Number: 22-TV-106

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

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

We are requesting to file an extension on our reinspection for the Evolve Bloomington HAND inspection. Our extension request is due to scheduling of 3rd party assistance timeline, along with some delays in parts/equipment arriving to our site to finalize repairs.

Signature (Required): John Tokars

Name (Print): John Tokars

Date: 10/21/22

**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

10852

Owner

Ca Ventures  
130 E Randolph Street, Suite 2100  
Chicago, IL 60601

Agent

Evolve Bloomington  
1425 N. Dunn Street  
Bloomington, IN 47408

Prop. Location: 471 E 18th ST

Number of Units/Structures: 279/7

Units/Bedrooms/Max # of Occupants: Bld 1: 23/Eff/5 21/1/5 43/2/5 33/3/5 63/4/5, Bld 2: 3/1/5 45/2/5  
5/3/5 19/4/5, Bld 3: 2/3/5 2/4/5 4/2/5, Bld 4: 4/4/5, Bld 5: 4/4/5, Bld 6: 3/4/5, Bld 7: 5/4/5

Date Inspected: 06/06/2022

Primary Heat Source: Electric

Property Zoning: MS

Number of Stories: 5

Landlord Has Affidavit: N/A

Inspector: Stong, Liford, Council

Foundation Type: Slab

Attic Access: No

Accessory Structure: Pool

**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	401 N Morton St	Bloomington, IN 47404
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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**INTERIOR:**

**General Violations:**

- 1) Replace missing unit number plates. All residential rental units shall conspicuously display the unit's address number on the front of the unit. BMC 16.04.100
- 2) Properly repair, replace, or remove and properly terminate the lighting sconces outside of the elevators. BMC 16.04.060(c)

**18<sup>th</sup> Street (Building 400)**

**Unit 413**

**Living Room**

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

**Unit 417**

**½ Bath**

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

**Building 500**

**Unit 1445**

**½ Bath**

Secure toilet to its mountings. BMC 16.04.060(c)

**Building 600**

**Unit 1419**

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

**Right Bedroom/Bath**

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

**Left Bedroom/Bath**

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

**Unit 1417**

**½ Bath**

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

**Building 3 (Commercial use on main floor)**

**Unit 3202**

**Bedroom D**

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

**Building 2**

**Unit 2408**

**Bathroom A**

Repair toilet to function as intended. (Not flushing) BMC 16.04.060(c)

**Bathroom C**

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

**First Level**

**Unit 2003**

**Bath B:**

Properly secure the loose shower head. BMC 16.04.060(a)

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

**1425 N. Dunn**

**Unit 1104:**

**Bed/Bath B:**

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

**Unit 1107:**

**Tenant Violation (the tenant will receive a separate report for this violation):**

**Entire Unit:**

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)

**Unit 1115: (Model Unit)**

**Bed/Bath B:**

Replace missing shower door. BMC 16.04.060(a)

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

**Unit 1217:**

**Bed/Bath A:**

Adjust shower door to open and close easily. BMC 16.04.060(a)

**Bed/Bath D:**

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

Secure shower head to structure/wall in a manner that allows it to function as intended. BMC 16.04.060(a)

**Unit 1220:**

**Bed/Bath D:**

Adjust shower door to open and close easily. BMC 16.04.060(a)

**Unit 1226:**

**Bed/Bath D:**

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

**Unit 1233:**

**Bed/Bath B:**

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

**Unit 1236:**

**Bed/Bath A:**

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

**Bed/Bath D:**

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

**Unit 1238:**

**Bed/Bath A:**

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

Secure loose shower head. BMC 16.04.060(a)

**Bed/Bath B:**

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

**Unit 1239:**

**Bathroom:**

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

**Unit 1240:**

**Bed/Bath A:**

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

**Bed/Bath C:**

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

**Bed/Bath D:**

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

**Unit 1241:**

**Bed/Bath A:**

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

**Bed/Bath B:**

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

**Bed/Bath C:**

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

**Unit 1242:**

**Bed/Bath A:**

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

**Bed/Bath C:**

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

**Unit 1243:**

**Bed/Bath A:**

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

**Bed/Bath D:**

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

**Unit 1244:**

**Bed/Bath B:**

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

**Unit 1245:**

**Bed/Bath B:**

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

**Bed/Bath C:**

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

**3<sup>rd</sup> FLOOR**

**Unit 1314**

**Bed/Bath C:**

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

**Unit 1315**

**Bath B:**

Repair and properly surface-coat the bubbled ceiling over the shower. BMC 16.04.060(a)

**Unit 1317**

**Kitchen:**

Replace the missing splash guard on the garbage disposal. BMC 16.04.060(c)

**Unit 1325:**

**Bathroom:**

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

**Unit 1326:**

**Bed/Bath B:**

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

**Unit 1329:**

**Bed/Bath A:**

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

**Bed/Bath C:**

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

**Unit 1330:**

**Bed/Bath A:**

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

**Bed/Bath B:**

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

**Bed/Bath D:**

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

**Unit 1332:**

**Bed/Bath B:**

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



**Unit 1334:**

**Bed/Bath A:**

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

**Bed/Bath B:**

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

**Bed/Bath C:**

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

**Unit 1336:**

**Bed/Bath D:**

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

**Unit 1339:**

**Bathroom:**

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

**Unit 1340:**

**Kitchen:**

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

**Bed/Bath D:**

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

**Unit 1342:**

**Bed/Bath B:**

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

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

**4<sup>th</sup> FLOOR**

**Unit 1410**

**Bedroom/Bath A:**

Repair water damaged ceiling in bathroom. BMC 16.04.060(a)

Secure loose shower head and stem. BMC 16.04.060(c)

**Laundry Area**

Repair washing machine to function as intended. BMC 16.04.060(c)

**Unit 1414**

**Kitchen**

Secure loose faucet. BMC 16.04.060(c)

**Unit 1423**

**Bath A:**

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

**Unit 1429**

**Bath A:**

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

**Unit 1431**

**Kitchen:**

Repair the GFCI outlet to function as intended (top receptacle shows no power or improper wiring). BMC 16.04.060(b)

**Unit 1444**

**Bath B:**

Properly secure the sink faucet. BMC 16.04.060(c)

**5<sup>th</sup> FLOOR**

**Unit 1507**

**Bath:**

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

**Unit 1511**

**Bathroom A**

Secure toilet paper holder to wall. BMC 16.04.060(c)

Repair shower control handle to function as intended. BMC 16.04.060(c)

**Bathroom B**

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

**Unit 1513**

**Entire Unit:**

Ensure that the hot water service to the unit is functioning as intended (water did not get hot at inspection). BMC 16.04.060(c)

**Unit 1514**

**Laundry:**

Reconnect the dryer duct to the dryer. Clothes dryer exhaust shall be exhausted to the exterior of the structure and not recirculated to any space. BMC 16.04.060(c)

**Unit 1516**

**Bedroom/Bath D:**

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

**Unit 1523**

**Bath B:**

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

**Unit 1537**

**Kitchen:**

Replace the missing splash guard for the garbage disposal. BMC 16.04.060(c)

**Unit 1540**

Replace damaged entry door. BMC 16.04.060(a)

**Unit 1543**

**Bedroom/Bath B:**

These rooms were not inspected at the time of this inspection, as they were not accessible. These rooms must be inspected and brought into compliance within the same 60-day deadline as the remainder of this property. BMC 16.03.040

**Unit 1544**

**Bath B:**

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

**EXTERIOR:**

Secure the gutter at the entrance to 1441. BMC 16.04.050(a)

Secure the gutter at the entrance to 357. 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)

**Required documentation**

Provide documentation of the fire suppression/fire alarm systems annual inspection as required by the Indiana Fire Prevention Code (these were presented at the inspection, however they noted that many units failed the inspection. All systems and units must pass the inspection). BMC 16.01.060(f)

**Elevator Inspection Documentation**

Provide documentation of the annual inspections by the State of Indiana for the elevators. BMC 16.01.060(c)

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

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

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



City of Bloomington  
H.A.N.D.

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

Meeting Date: December 21, 2022

Petition Type: An extension of time to complete repairs.

Petition Number: 22-TV-107

Address: 516 N Grant St.

Petitioner: Nicolas J. Narducci

Inspector: Rob Council

Staff Report: June 30, 2022: Cycle inspection with maintenance  
August 1, 2022: Tenant Violation re-inspected, not complied.  
August 11, 2022: Tenant violation re-inspected, complied.  
October 31, 2022: Cycle re-inspection, not all complied.  
October 24, 2022: received Appeal and fee.

The owner had ordered the window components. They then decided to replace the whole window. The window is ordered, and should be here 2-3 weeks after being ordered. Petitioner is requesting for an extension until November 21, 2022.

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: December 31, 2022

Attachments: Appeal, RV report, Copy of invoice for the window



**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:** 516 N Grant St #4

**Petitioner's Name:** Nicolas J Narducci

**Address:** 120 S Kingston Dr #13 Ofc

**City:** Bloomington

**State:** Indiana



**Zip Code:** 47408

**Phone Number:** 8123390951

**E-mail Address:** Manager@distinctmanagement.com

**Owner's Name:** Distinct Management

**Address:** 120 S Kingston Dr #13 Ofc

**City:** Bloomington

**State:** Indiana



**Zip Code:** 47408

**Phone Number:** 8123390951

**E-mail Address:** manager@distinctmanagement.com

**Occupants:** Divya (Manoj), Gauri Chaudhari, & Pooja Parab

**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!

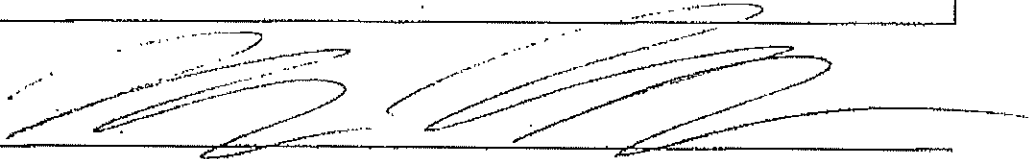
(Will be assigned by BHQA)

Petition Number: 22-TV-107

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.

BMC 16.04.060(b) regarding the fixing of a window frame in unit #4 of 516 N Grant St. This extension is needed because we are having trouble sourcing the window components. Instead of just fixing the frame, we have decided to replace the entire window unit. Because of this, we are 2-3 weeks out on the arrival of the window. We would like to have an extension until Nov. 21st to take care of the issue.

Signature (Required): 

Name (Print): Nicolas Narducci

Date: 10/21/2022

**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

# Estimate

**GEO'S WINDOW & SCREEN REPAIR, LLC**  
 WINDOW & DOOR REPLACEMENT, SCREENS REPAIRED & BUILT TO  
 TO CUSTOM SPECIFICATIONS MINOR WINDOW REPAIR.

DATE: September 5, 2022

Invoice #:

Expiration Date: 10/6/2022

**CREDIT CARDS ACCEPTED WITH  
 3.5% SERVICE FEE  
 VENMO PAYMENT ACCEPTED**

To: **DISTINCT PROPERTY MANAGEMENT & INVESTMENT**

JOB	Payment Terms	Due Date
514 N GRANT	Due upon receipt	

Qty	Description	Location	Unit Price	Line Total
1.00	71" X 47" WHITE VINYL SARGAS 2000 GLIDER REPL WINDOW		\$ 327.90	327.90
1.00	SUPPORT MATERIAL		75.00	75.00
1.00	LABOR		225.00	225.00

NO PAINTING OR STAINING IS INCLUDED. ALL WINDOWS, DOORS, GLASS  
 & PARTS WILL NEED TO BE PAID FOR IN ADVANCE BEFORE ORDER WILL BE  
 PLACED.

prepared by: George Gray

To accept this quotation, sign here and return:

X \_\_\_\_\_

Subtotal	\$	627.90
Sales Tax	INCL.	
<b>BALANCE DUE UPON COMPLETION</b>	\$	<b>627.90</b>
<b>Job Total</b>	\$	<b>627.90</b>

**Thank you for your business!**  
 812-272-7100      812-272-7100  
 3822 S.YONKERS ST. BLOOMINGTON IN 47403 / ggray@geoswindows.biz / www.geoswindows.com



OCT 3 1 2022

City Of Bloomington  
Housing and Neighborhood Development  
REMAINING VIOLATIONS REPORT

519

Owner(s)

Distinct Management  
120 S. Kingston Dr. #13  
Bloomington, IN 47408

Agent

David Bilsfeld  
120 S. Kingston Dr #13  
Bloomington, IN 47408

Prop. Location: 516 N Grant ST  
Number of Units/Structures: 8/1  
Units/Bedrooms/Max # of Occupants: Bld 1: 8/2/5

Date Inspected: 06/30/2022  
Primary Heat Source: Gas  
Property Zoning: RM  
Number of Stories: 2  
Landlord Has Affidavit: N/A

Inspector: Rob Council  
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.

<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 Marlon 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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**INTERIOR:**

**Unit 4:**

**East bedroom:**

Properly repair damaged window frame. BMC 16.04.060(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(e), BMC 16.04.060(b)

The following document was 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:

▪ **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: December 21, 2022

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

Petition Number: 22-TV-108

Address: 755 E. Sherwood Hills Dr.

Petitioner: Peek & Associates/Taylan Sengul

Inspector: Rob Council

Staff Report: August 9, 2022- Conducted Cycle Inspection.  
August 12, 2022- Mailed Report.  
October 18, 2022- Received BHQA application.

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

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

Compliance Deadline: Schedule reinspection for remaining violations immediately.  
Window deadline of December 31, 2022

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**

**Property Address:** 755 E Sherwood Hills Drive

**Petitioner's Name:** Peek & Associates RE & Mgt Co LLC for Taylan Sengul

**Address:** 885 S. College Mall Road #385

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

**Phone Number:** 8123603460      **E-mail Address:** mkeinba@homefinder.org

**Owner's Name:** M. Taylan Sengul C/O Mert Bay

**Address:** 529 California Ave Apt 5

**City:** Santa Monica      **State:** California      **Zip Code:** 90403

**Phone Number:** \_\_\_\_\_      **E-mail Address:** taylansengul@gmail.com

**Occupants:** James Root- tenant

**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: 22-TV-108

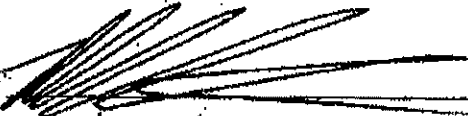
RC

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

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

We are awaiting City Glass to receive the replacement window glass panel. Jeff Owens there said that it should be in and installed by mid November, so we respectfully request an extension to the end of November. Thank you for your consideration of our request.

Signature (Required):



Name (Print):

Mark Klembauer

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

AUG 12 2022

RENTAL INSPECTION INFORMATION

Sengul, Taylan  
2221 Huron Rd  
West Lafayette, IN 47906

RE: 755 E Sherwood Hills 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 **OCT 11 2022** 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: Peek & Associates C/O Mark Kleinbauer: 885 S. College Mall Road #385, Bloomington, IN 47401

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

AUG 12 2022

CYCLE INSPECTION REPORT

9944

Owner(s)

Sengul, Taylan  
2221 Huron Rd  
West Lafayette, IN 47906

Agent

Peck & Associates C/O Mark Kleinbauer  
899 S. College Mall Road #385  
Bloomington, IN 47401

Prop. Location: 755 E Sherwood Hills DR

Number of Units/Structures: 1/1

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

Date Inspected: 08/09/2022

Inspector: Rob Council

Primary Heat Source: Electric

Foundation Type: Slab

Property Zoning: RM

Attic Access: Yes

Number of Stories: 2

Accessory Structure: None

Landlord Has Affidavit: N/A

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 (11 x 13), Kitchen (11 x 8), 1/2 Bath:

No violations noted.

Upstairs:

Hallway, Bathroom:

No violations noted.

**Rear Bedroom (10 x 14):**

No violations noted.

**Existing Egress Window Measurements:**

Height: 25 inches

Width: 35 inches

Sill Height: 18 inches

Openable Area: 6.07 sq. ft.

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

**Front Bedroom (12 x 11):** Window measurements are the same as noted above.

Repair the broken window pane. BMC 16.04.060(a)

**Attic:**

No violations noted.

**EXTERIOR**

Repair rot on door frame at entry. BMC 16.04.050(a)

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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)

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: December 21, 2022

Petition Type: An extension of time to complete repairs.

Petition Number: 22-TV-109

Address: 3607 E Morningside Dr

Petitioner: William Ronny Houston

Inspector: C Hayes

Staff Report: August 26, 2022 Completed cycle inspection  
September 12, 2022 Sent cycle report  
November 1, 2022 Received BHQA application

During the cycle inspection there violations noted including smoke detectors, a water leak, gutters and trees needing to be trimmed. The petitioner is requesting an extension of time due to having the chimney inspected, gutters and trees completed.

Staff recommendation: Grant the extension of time.

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

Compliance Deadline: January 3, 2023 All remaining violations

Attachments: Cycle inspection report, staff 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

Property Address: 3607 E Morningside Dr., Bloomington, IN

Petitioner's Name: William Ronny Houston

Address: 107 White Sands Dr.

City: Austin

State: Texas

Zip Code: 78734

Phone Number: (512) 658-4419

E-mail Address: lhouston@raminv.com

Owner's Name: William Ronny Houston and Haley A. Houston

Address: 107 White Sands Dr.

City: Austin

State: Texas

Zip Code: 78734

Phone Number: 512-426-3972

E-mail Address: lhouston@raminv.com

Occupants: John Rusyniak, Brian Healy, and Elliott Obermaier

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: 22-TV-109


CH

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 an error on the original application (which omitted the apartment # on owner's address), the owners never received the original Cycle Inspection Report dated September 11, 2022. I contacted Charitina Hayes, with City of Bloomington on 10/10/22. A revised application was submitted same day. On or about 10/20/2022 we were provided with a copy of the Report. The Agent's relationship with owners is estranged and the Agent never provided or followed up with owners regarding the letter. We feel that most of the repairs required will be completed prior to 11/11/2022, with the exception of the Chimney Inspection. We have contracted with Clean Sweeps for an inspection, but they are booked out and the earliest they can perform the inspection is 11/22/2022.

We have submitted the required Occupancy Certificates, Inventory list and letter on Plumbing repairs. The Furnace Inspection has been performed and required paperwork submitted. We have hired a contractor to address the remaining items and we anticipate that they should be completed within the 11/11/20 time period. Smoke detectors, Interior and basement installed. Sink and outlet secured. Therefore, we are requesting an extension of time 11/25/2022 to give us sufficient time to have gutters and trees trimmed and also to complete the chimney inspection and receive the report from Clean Sweeps and submit to the City.

Signature (Required): 

---

Name (Print): William Ronny Holston Date: 10/31/22

**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



SEPT. 11, 2022

**City Of Bloomington  
Housing and Neighborhood Development**

RENTAL INSPECTION INFORMATION

Ronny Houston & Haley Houston  
70 Blue Point Lane  
Buffalo, TX 14072

RE: 3607 E Morningside 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 **11/11/2022** 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: Eagle Pointe Realty Corp; 2505 E. Pointe Cove Road, Bloomington, IN 47401

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

---

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

---

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



City Of Bloomington  
Housing and Neighborhood Development

CYCLE INSPECTION REPORT

9442

Owner(s)

Ronny Houston & Haley Houston  
70 Blue Point Lane  
Buffalo, TX 14072

Agent

Eagle Pointe Realty Corp  
2505 E. Pointe Cove Road  
Bloomington, IN 47401

Prop. Location: 3607 E Morningside DR  
Number of Units/Structures: 1/1  
Units/Bedrooms/Max # of Occupants: Bld 1: 1/3/3

Date Inspected: 08/26/2022  
Primary Heat Source: Gas  
Property Zoning: R2  
Number of Stories: 2  
Landlord Has Affidavit: No

Inspector: Chastina Hayes  
Foundation Type: Basement  
Attic Access: Yes  
Accessory Structure: none

Monroe County Assessor's records indicate this structure was built in 1962. There were no requirements for emergency egress at the time of construction.

INTERIOR:

MAIN LEVEL

Living Room/Dining/Kitchen Area (23 x 21):

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

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)

Repair the deadbolt to latch on the north entry door. BMC 16.04.060 (a)

LOWER LEVEL

Family Room (16-6 x 12-6):

Locate and repair the water leak on the ceiling adjacent to the garage door. (Wall and floor were both wet)  
BMC 16.04.060 (a)

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

---

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

---

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

**Garage:**

No violations noted.

**Bath:**

Secure the sink. BMC 16.04.060 (a)

Secure the electrical outlet. BMC 16.04.060 (b)

**Basement:**

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

**UPSTAIRS:**

**Hallway, Attic, Hall Bath, Master Bedroom (12 x 11-6):**

No violations noted.

**Existing Egress Window Measurements: Dbl hung pop out: Const. Yr. - 1962**

**Height: 34.5 inches**

**Width: 31 inches**

**Sill Height: 45.5 inches**

**Openable Area: 7.43 sq. ft.**

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

**Master Bath:**

No violations noted.

**SW Bedroom (11 x 10-6), SE Bedroom 11 x 10-9:**

No violations noted.

**Existing Egress Window Measurements: Slider: Const. Yr. - 1962**

**Height: 45 inches**

**Width: 20.5 inches**

**Sill Height: 35.5 inches**

**Openable Area: 6.41 sq. ft.**

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

**EXTERIOR:**

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

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

**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(e), BMC 16.04.060(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)**

**Occupancy Affidavit:**

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

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

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: December 21, 2022

Petition Type: An extension of time to complete repairs.

Petition Number: 22-TV-95

Address: 612 S St Rd 446

Petitioner: Knightridge Apartments/Leesa Fleencer

Inspector: C Hayes

Staff Report: September 16, 2022 Completed cycle inspection  
September 28, 2022 Sent cycle report  
November 11, 2022 Received BIIQA application

During the cycle inspection multiple violations were noted including broken outlet cover plates, deteriorating carpet, mold on ceilings, and other minor violations. The petitioner is requesting an extension of time due to available workers and repair parts.

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, but not limited to, the possibility of fines.

Compliance Deadline: January 4, 2023 All life safety violations.  
January 27, 2023 All remaining violations.

Attachments: Cycle 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

NOV 10 2022

Property Address: 612 S State Road 446

Petitioner's Name: Knightridge Apartments/ Leesa Fleener

Address: 3112 E Braeside Drive

City: Bloomington

State: IN

Zip Code: 47408

Phone Number: 8123391400

E-mail Address: legacygroup@woodingtonproperties.com

Owner's Name: Matthew Ferguson

Address: 3000 S Walnut Street Pike #F6

City: Bloomington

State: IN

Zip Code: 47401

Phone Number: 8123312666

E-mail Address:

Occupants:

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

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

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

Variance Type: 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: 22-TV-95



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

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

We are needing more time to complete this inspection repairs due to lack of manpower and parts.

NEED TO JAN. 27 2023.

Signature (Required): Leesa Fleener

Name (Print): Leesa Fleener Date: 11-7-22

**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

Knightridge Apartments/ Matthew Ferguson  
 3000 S Walnut Street Pike #F6  
 Bloomington, IN 47401

RE: 612 S State Road 446

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: The Legacy Group/ Leesa Fleener: 3112 E. Braeside Drive, Bloomington, IN 47408

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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

1197

Owner(s)

Knightridge Apartments/ Matthew Ferguson  
3000 S Walnut Street Pike #F6  
Bloomington, IN 47401

Agent

The Legacy Group/ Leesa Fleencer  
3112 E. Braeside Drive  
Bloomington, IN 47408

Prop. Location: 612 S State Road 446

Number of Units/Structures: 104/15

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

Date Inspected: 09/16/2022  
Primary Heat Source: Electric  
Property Zoning: RM  
Number of Stories: 2  
Landlord Has Affidavit: N/A

Inspector: C Hayes/M McCormick  
Foundation Type: Slab  
Attic Access: No  
Accessory Structure: none

Monroe County Assessor's records indicate these structures (except one) were built in 1966.  
There were no requirements for emergency egress at the time of construction.

Existing emergency egress window measurements in these buildings:

Height: 16 ½ inches  
Width: 27 ¼ or 39 inches  
Sill height: 36 or 38 inches  
Openable Area: 3.12 or 4.47 sq. ft.

The Housing & Neighborhood Development Department strongly recommends that the sleeping room egress windows be modified or replaced with larger windows to aid in emergency escape. BMC-16.04.020

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

The remaining building, which contains units 31-37, was built in 2000.

These are the emergency egress requirements for a multi-unit structure built in 2000:

Openable area required: 5.7 sq. ft.

Clear width required: 20"

Clear height required: 24"

Maximum Allowable Sill Height: 44" above finished floor

Existing emergency egress window measurements in this building:

Height: 27 ¼ inches

Width: 33 inches

Sill height: 22 inches

Openable Area: 6.24 sq. ft.

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

**Note: Room dimensions are in the file and are not included in this report.**

**Unit 23:**

**Upstairs**

**N Bedroom:**

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

**S Bath:**

Repair the ceiling around the exhaust fan. BMC 16.04.060 (a)

**Unit 24:**

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

**Living Room:**

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

**Upstairs:**

**Bath:**

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

**Unit 25A:**

No violations noted

**Unit 25B:**

**Bath:**

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

**W Bedroom:**

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

**Unit 25C:**

**Deck:**

Replace the broken outlet cover plate. BMC 16.04.060 (b)

**Hallway:**

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

**Unit 25D:**

**Deck:**

Secure guttering to the structure. BMC 16.04.050(a)

**Bath:**

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

**E Bedroom:**

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

Secure the door knob. BMC 16.04.060 (a)

**W Bedroom:**

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

**Unit 26A:**

**Kitchen:**

Replace the missing drawer adjacent to the stove. BMC 16.04.060 (a)

**Hallway:**

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

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

**W Bedroom:**

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

**E Bedroom:**

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

**Bath:**

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

**Unit 26B:**

**Living Room:**

Replace the broken outlet cover plate on the east wall. BMC 16.04.060 (b)

Properly remove the mold from the ceiling. BMC 16.04.060 (a)

**Bath:**

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

**Main Hall:**

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

**Unit 26C:**

**Deck:**

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

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

**26D:**

**Living Room:**

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

**Kitchen:**

Secure the loose carpet at entry. BMC 16.04.060 (a)

Secure the sink sprayer base. BMC 16.04.060 (a)

**Hallway:**

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

**Bath:**

Secure the loose cove base. BMC 16.04.060 (a)

**Unit 27:**

**Entry:**

Repair screen on the storm door. BMC 16.04.060 (a)

**Kitchen:**

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

**Upstairs:**

**Hallway:**

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

**Bath:**

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

Properly remove the mold from the walls and ceiling. BMC 16.04.060 (a)

**Unit 28:**

Secure the loose support post on the entry porch. BMC 16.04.050 (b)

**Kitchen:**

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)

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

**Living Room:**

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

**Upstairs:**

**Hall Bath:**

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

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

**S Bath:**

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

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

**Unit 38, Unit 39:**

No violations noted

**Unit 40A:**

**Bath:**

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

**Unit 40B:**

**Living Room:**

Secure the ceiling vent above sliding glass door. BMC 16.04.060 (a)

**Bath:**

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)

**N Bedroom:**

Secure the electrical outlet on the south wall. BMC 16.04.060 (b)

**Unit 40C:**

**Deck:**

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

**Bath:**

Repair/replace the wrinkled vinyl flooring. BMC 16.04.060 (a)

**Unit 40D:**

**Deck:**

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

**Kitchen:**

Repair the dishwasher to function as intended. (Leaking per tenant) BMC 16.04.060 (c)

**Unit 41A:**

**Living Room:**

Repair/replace the window lock on the north window. BMC 16.04.060 (b)

**Utility Closet:**

Repair the water damaged ceiling. BMC 16.04.060 (a)

**Bedroom:**

Replace the burnt electrical outlet adjacent to the window. BMC 16.04.060 (b)

**Bath:**

Properly remove the mold from the walls and the ceiling. BMC 16.04.060 (a)

**Unit 41B:**

**Kitchen:**

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

**Unit 41C:**

**Kitchen:**

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

**Utility Closet:**

Locate and repair the water leak. BMC 16.04.060 (a)

Properly remove the mold from the walls and the ceiling. BMC 16.04.060 (a)

**Bath:**

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

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

**Unit 41D:**

**Hallway:**

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

**Bath:**

Properly remove the mold from the walls and the ceiling. BMC 16.04.060 (a)

**Unit 42:**

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

**Unit 43:**

**Kitchen:**

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)

**Upstairs:**

**Hall:**

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

**Unit 44:**

**Kitchen:**

Properly secure the electrical outlet behind the dryer. BMC 16.04.060 (b)

**Living Room:**

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



**Half Bath:**

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

**Upstairs:****Hallway:**

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

**Hall Bath:**

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

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

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

**Master Bath:**

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

**Unit 45:**

Secure the loose support posts at the entry porch. BMC 16.04.050 (b)

**Kitchen:**

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

**Hall Bath:**

Remove the broken bulbs that are located in the light fixture above the sink. BMC 16.04.060 (b)

**Living Room:**

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

**Deck:**

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

**Upstairs:**

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 46A:****Bath:**

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

Repair the hole in the ceiling above the sink. BMC 16.04.060 (a)

**N Bedroom:**

Replace the missing electrical cover plate under the window. BMC 16.04.060 (b)

**Unit 46B:****Hallway:**

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

**Bath:**

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

**Kitchen:**

Secure the sink sprayer base. BMC 16.04.060 (a)

**Dining Room:**

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

**Unit 46C:****Deck:**

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

**Unit 46D:****Living Room:**

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

**Dining Room:**

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

**Kitchen:**

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

**Deck:**

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

**Unit 47:****Upstairs:****Hallway:**

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

**Unit 48:****Kitchen:**

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

**Hall Bath:**

Repair the electrical outlet to function as intended. (Ground blocked) BMC 16.04.060 (b)

**Unit 31:****Washer/Dryer Closet:**

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

**Half Bath:**

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

**Upstairs:**

**Hall Bath:**

Secure toilet to its mountings. BMC 16.04.060(c)

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

**Unit 32:**

**Entry:**

Replace the deteriorating vinyl flooring. BMC 16.04.060 (a)

**Upstairs:**

**Hall:**

Replace the broken electrical cover plate at the top of the stairs. BMC 16.04.060 (b)

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

**Unit 33A:**

**Living Room:**

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

Repair the peeling ceiling. BMC 16.04.060 (a)

**Unit 33B:**

**Kitchen:**

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

**Main Utility Closet (top of stairs):**

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 33C:**

**Deck:**

Secure the loose spindles. BMC 16.04.050 (b)

**Hallway:**

Repair the peeling ceiling. BMC 16.04.060 (a)

**W Bedroom:**

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

**E Bedroom:**

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

**Unit 33D:**

**E Bedroom:**

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

**Unit 34A:**

**E Bedroom:**

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

**Unit 34B:**

**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

**W Bedroom:**

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

**Unit 34C:**

**Deck:**

Secure the loose spindles. BMC 16.04.050 (b)

**W Bedroom:**

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

**Unit 34D:**

No violations noted

**Unit 35A:**

**Right Bedroom:**

Secure the light fixture. BMC 16.04.060 (a)

**Unit 35B:**

**Laundry Closet:**

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

**Unit 35C:**

No violations noted.

**Unit 35D:**

**Kitchen:**

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

**Deck:**

Secure the nail pops on the deck rails. BMC 16.04.050 (a)

**Master Bath:**

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

**Unit 36:**

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

**Upstairs:**

**Hall Bath:**

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

**Master Bedroom/Bath:**

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

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

**Unit 37:**

**Upper Level:**

**Bath:**

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

**SE Bedroom:**

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

**Hallway:**

Repair the ceiling adjacent to the attic access. BMC 16.04.060 (a)

**Unit 1A:**

No violations noted.

**Unit 1B:**

**Hallway:**

Repair the soft flooring. BMC 16.04.060 (b)

**Entry:**

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

**Unit 1C:**

**Bath:**

Secure toilet to its mountings. BMC 16.04.060(c)

**Unit 1D:**

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

**Bathroom:**

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

**Unit 2A:**

**Kitchen:**

Secure the dishwasher. BMC 16.04.060 (a)

**Bath:**

Secure toilet to its mountings. BMC 16.04.060(c)

**Laundry Closet:**

Replace the missing closet doors. BMC 16.04.060 (a)

**Unit 2B:**

**Bath:**

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

**Unit 2C:****Entry:**

Repair the entry door trim. BMC 16.04.060 (a)

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

**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)

**Master Bedroom/Bath:**

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

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

**Hallway:**

Replace the missing closet door knobs. BMC 16.04.060 (a)

**Bathroom:**

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

Secure toilet to its mountings. BMC 16.04.060(c)

**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)

**Left Bedroom:**

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

**Unit 2D:****Kitchen:**

Properly caulk the countertop where it meets the wall to eliminate water infiltration. BMC 16.04.060(a)

**Unit 3:****Half Bath:**

Secure toilet to its mountings. BMC 16.04.060(c)

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

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

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

**Unit 4:****Living Room:**

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

**Half Bath:**

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

**Unit 5A, 5B:**

No violations noted.

**Unit 5C:****Kitchen:**

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

**Bath:**

Repair the wall and floor adjacent to the tub. BMC 16.04.060 (a)

**Unit 5D:****Bath:**

Secure toilet to its mountings. BMC 16.04.060(c)

Repair the floor adjacent to the tub and toilet. BMC 16.04.060 (a)

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

Secure the sink. BMC 16.04.060 (a)

**Unit 6:**

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

**Unit 7:****2<sup>nd</sup> level:****Bath:**

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

**Unit 8A:**

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 re-infestation. (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)

**Kitchen:**

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

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

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

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

**Hallway:**

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

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

Repair the closet door handle. BMC 16.04.060 (a)

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

**Master Bedroom/Bath:**

Repair the bathroom ceiling. BMC 16.04.060 (a)

Repair the bathtub drain to function as intended. (Slow) BMC 16.04.060 (a)

**Hall Bath:**

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

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

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

**Living Room:**

Replace the broken electrical outlet cover plate. BMC 16.04.060 (b)

**Unit 8B:**

**Living Room:**

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

**Unit 8C:**

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 reinfestation. (a) The owner of any residential rental unit shall be responsible for extermination within the unit. Its accessory structures or on the exterior premises for extermination of pests prior to letting the unit. (d)The owner of a structure containing two or more dwelling units. A multiple occupancy or a rooming house shall be responsible for extermination of pests. BMC 16.04.090(a)(d) (Roaches)

**Kitchen:**

Replace the missing drawer. BMC 16.04.060(a)

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

Secure the sink sprayer base. BMC 16.04.060 (a)

Repair the stove/oven to function as intended. BMC 16.04.060 (c)

**Hallway:**

Repair the floor in front of the laundry closet. BMC 16.04.060 (a)

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



**Living Room:**

Repair the deteriorating carpet. BMC 16.04.060 (a)

**Unit 8D:**

**Kitchen:**

Repair the leaking faucet. BMC 16.04.060 (a)

**Hallway:**

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

**Bath:**

Repair the leaking toilet. BMC 16.04.060 (a)

**Unit 9A:**

**Bath:**

Secure toilet to its mountings. BMC 16.04.060(c)

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

**Common Hallway:**

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

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

**Unit 9B:**

**Hallway:**

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

**Bath:**

Secure toilet to its mountings. BMC 16.04.060(c)

**Unit 9C:**

**Laundry Closet:**

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

**Left Bedroom:**

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

**Bath:**

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

**Master Bath:**

Repair the leaking faucet on the bathtub. BMC 16.04.060 (a)

**Unit 9D:**

No violations noted.

**Unit 10:**

**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)

**Living Room:**

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

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

**Hallway:**

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

**Bath:**

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

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

**Unit 11:**

**Entry:**

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

**Kitchen:**

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

**Bath:**

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

**Living Room:**

Repair the deteriorating carpet. BMC 16.04.060 (a)

**Unit 12A:**

Repair the air conditioning unit to function as intended. BMC 16.04.060 (c)

**Kitchen:**

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

**Left Bedroom:**

Repair the hole in the door. BMC 16.04.260 (a)

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

Repair the damaged ceiling. BMC 16.04.060 (a)

**Living Room:**

Secure the return air vent. BMC 16.04.060 (a)

Remove the mold from the ceiling. BMC 16.04.060 (a)

**Bath:**

Replace the broken sink. BMC 16.04.060 (a)

Replace the broken door frame. BMC 16.04.060 (a)

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

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

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

**Unit 12B:****Kitchen:**

Repair the damaged ceiling. BMC 16.04.060 (a)

**Hallway:**

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

**Bath:**

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

**Unit 12C:**

Repair the air conditioning unit to function as intended. BMC 16.04.060 (c)

**Bath:**

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

**Living Room:**

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

**Left Bedroom:**

Repair the soft spot in the floor in front of the windows. BMC 16.04.060 (a)

**Unit 12D:****Kitchen:**

Secure the floor tile. BMC 16.04.060 (a)

**Bath:**

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

**Unit 13:****Kitchen:**

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

Repair garbage disposal to function as intended. 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

**Unit 14:****Entry:**

Repair/replace the closer on the storm door. BMC 16.04.060 (a)

Repair/replace the entry door to function as intended. BMC 16.04.060 (a)

**Kitchen:**

Replace the broken cabinet doors. BMC 16.04.060 (a)

**Master Bath:**

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

**Unit 15:****Entry Closet:**

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

**Kitchen:**

Repair the hole in the wall behind the washer and dryer. BMC 16.04.060 (a)

Repair the deteriorating floor covering. BMC 16.04.060 (a)

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

Properly caulk the countertop where it meets the wall to eliminate water infiltration. BMC 16.04.060(a)

**2<sup>nd</sup> Level:****East Bedroom/Bath:**

Secure toilet to its mountings. BMC 16.04.060(c)

Repair the leaking toilet. BMC 16.04.060 (a)

**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)

**Unit 16:****Kitchen:**

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

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

**Entry:**

Repair the carpet at the transition strip. BMC 16.04.060 (a)

**Unit 17A:****Hallway:**

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

**Bath:**

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

**Common Hall:**

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

Repair the transition strip. BMC 16.04.060 (a)

**Unit 17B:**

No violations noted.

**Unit 17C:****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)

**Hallway:**

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

**Bath:**

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

**Unit 17D:**

No violations noted.

**Unit 18A:**

**Hallway:**

Repair deteriorating carpet at thresholds. BMC 16.04.060 (a)

**Bath:**

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

**Unit 18B:**

**Living Room:**

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

**Unit 18C:**

**Living Room:**

Secure the electrical outlet left of the sliding glass door. BMC 16.04.060 (b)

**Kitchen:**

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

**Bath:**

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

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

**Unit 18D:**

**Kitchen:**

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)

**Unit 19:**

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

**Bath:**

Clean and service the exhaust fan so that it functions as intended. 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

**Unit 22A:**

**Bath:**

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

**Unit 22B:**

**Kitchen:**

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

**Unit 22C:****Kitchen:**

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

**Bath:**

Repair the toilet to function as intended. (water running) BMC 16.04.060 (a)

**Unit 22D:**

No violations noted.

**Common Hallway:**

Remove the mold from the wall adjacent to the stairs. BMC 16.04.060 (a)

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

Repair the flooring. BMC 16.04.060 (a)

**EXTERIORS:****General Violations for all buildings:**

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

Repair all deteriorating soffit on all buildings. BMC 16.04.050 (a)

Label the main electrical disconnects to the units. BMC 16.04.020 IEC 230.70(b)

**Building 18:**

Replace the missing downspout. BMC 16.04.050 (a)

**Unit 20:**

Secure the dryer vents. BMC 16.04.050 (b)

**OTHER REQUIREMENTS:****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: December 21, 2022

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

Petition Number: 22-TV-111

Address: 505 W. 16<sup>th</sup> St.

Petitioner: Lexi Carmichael

Inspector: Maria McCormick

Staff Report: August 8, 2022 – Completed Cycle Inspection  
September 1, 2022 – Re-inspection completed; not all complied.  
November 14, 2022 – 2<sup>nd</sup> Re-inspection; all complied except bathroom.

At the cycle inspection it was noted that the floor in the bathroom needed work along with a damaged ceiling. The petitioner is requesting additional time to complete the repairs as they are completely remodeling the bathroom.

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 1, 2023

Attachments: BHQA Application; 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](mailto:hand@bloomington.in.gov)

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

Property Address: 505 W 16th St.  
 Petitioner's Name: Lexi Carmichael  
 Address: 124 E Kirkwood Ave  
 City: Bloomington State: In Zip Code: 47408  
 Phone Number: 812 727 7060 Email Address: lcarmichael@granitest.com  
 Property Owner's Name: Scott Caulfield  
 Address: 15686 Viking Eclipse Ct  
 City: Westfield State: In Zip Code: 46074  
 Phone Number: Email Address: Scott@arbutusprops.com  
 Occupants:

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

Please check the petition type that you are requesting:

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

OFFICE USE ONLY

Petition Number ~~22~~ 22-TV-111

would like until end of Feb for bathroom remodel



SEE REVERSE

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

Signature (required): Alexis B Carmichael

Name (please print): Alexis Carmichael Date: 11/15/22

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**

**SEP 13 2022**

**REMAINING VIOLATION INSPECTION REPORT**

4416

Owner(s)

Arbutus Properties  
15686 Viking Eclipse Court  
Westfield, IN 46074-7646

Agent

Granite Student Living  
124 E Kirkwood Avenue  
Bloomington, IN 47408

Prop. Location: 505 W 16th ST  
Number of Units/Structures: 1/1  
Units/Bedrooms/Max # of Occupants: Bld 1: 1/3/3

Date Inspected: 08/08/2022  
Primary Heat Source: Electric  
Property Zoning: R3  
Number of Stories: 1  
Landlord Has Affidavit: No

Inspector: Maria McCormick  
Foundation Type: Crawl Space  
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.

<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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INTERIOR:

11/14/22  
C Living Room 13-5 x 22-6:

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

C Hallway:

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

NE Bathroom:

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

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

SE Bedroom 13-7 x 10-1:

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

EXTERIOR:

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

OTHER REQUIREMENTS:

C 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 mailing of the Cycle Inspection report or a \$25.00 fine will be levied. BMC 16.03.050(e) and BMC 16.10.030(b)

C Occupancy Affidavit:

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

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

C \*Beginning January 1, 2022, Bloomington City Code requires owners of Registered Rental properties to maintain a completed Occupancy Affidavit to Housing and Neighborhood Development (HAND) for any structures with 4 (four) or fewer units. The Ordinance does not require the Occupancy Affidavit to be submitted to HAND only reviewed upon request. Please simply keep the form in your records. BMC 16.03.025

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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)

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

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



City of Bloomington  
H.A.N.D.

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

Meeting Date: December 21, 2022

Petition Type: Relief from an administrative decision

Variance Request: Relief from the requirement to repair or remove the second refrigerator.

Petition Number: 22-AA-112

Address: 708 E 9<sup>th</sup> Street

Petitioner: Isabella Gismondi, tenant

Inspector: Chastina Hayes, John Hewett

Staff Report: September 12, 2022- Complaint inspection with tenants and maintenance  
November 21, 2022- Received BHQA Application for Appeal  
November 30, 2022- Re-inspection, fridge not complied

The tenants in this unit filed a complaint about the HVAC in a bedroom and the shelves in a surplus refrigerator, the second one in the unit. The inspector included the refrigerator in the Complaint inspection report per HAND policies and procedures. Since this is an old refrigerator and no longer in production, the parts cited in the report are no longer available. The owner has elected to remove the appliance as it is an extra, and not required by Code. The tenants have appealed, so as to maintain the convenience of the extra refrigerator, even though it is incomplete. The HVAC problems on the inspection report are in compliance.

Staff recommendation: Deny the relief from administrative decision.

Conditions: Complete the requirements of the Complaint Inspection report before the deadline stated below or this property will be forwarded to the City of Bloomington Legal Department for further action, including the possibility of fines.

Compliance Deadline: December 31, 2022

Attachments: Application for Appeal, Complaint Inspection Report.

*tsd*



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: 708 E 9th Street

Petitioner's Name: Isabella Gismondi

Address: 708 E 9th Street

City: Bloomington State: IN Zip Code: 47408

Phone Number: 561-866-0225 E-mail Address: bellagismondi14@gmail.com

Owner's Name: ELKINS

Address: 940 N Walnut Street

City: Bloomington State: Indiana Zip Code: 47404

Phone Number: 812-339-2899 E-mail Address: bellagismondi14@gmail.com

Occupants: Katherine Carr, Lauren Maloney, Sam Rafanello

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: Rescind a variance 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: 22-AA-112

JH, CH

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.

D. Rescind a variance  
We filed a request for a repair of our 2<sup>nd</sup> refrigerator. After Elkins alerted us that there is no repair process for a 2<sup>nd</sup> refrigerator and it will have to be removed, we want to rescind our complaint because there are a lot of occupants and we need a 2<sup>nd</sup> refrigerator. We would rather keep the refrigerator with a missing shelf than get rid of it all together.

Signature (Required): Isabella Giromandi

Name (Print): Isabella Giromandi Date: 11-16-22

**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  
RENTAL COMPLAINT FORM**

HOUSING & NEIGHBORHOOD DEVELOPMENT  
P.O. BOX 100  
BLOOMINGTON, IN 47401  
PHONE: (812) 349-3420 FAX: (812) 349-3582  
EMAIL: hand@bloomington.in.gov

**RECEIVED**  
SEP 08 2022  
BY: .....

**ADDRESS OR LOCATION OF THE COMPLAINT:** 708 E 9th Street, Bloomington, IN 47408

**COMPLAINANT INFORMATION**

NAME: <u>Isabella Gismondi</u>		
STREET ADDRESS: <u>708 E 9th Street</u>		
CITY: <u>Bloomington</u>	STATE: <u>IN</u>	ZIP: <u>47408</u>
PHONE: <u>561-866-0225</u>		

**NATURE OF THE PROBLEM**

There is a leak in the A/C closet. There was a technician that came out to look at the leak to find that each time the neighbors flush their toilet it comes through the same pipes as on our side causing a leak into this room. No further action has taken with someone coming to repair this issue.

**HOW LONG HAS THE PROBLEM EXISTED:** Prior to move-in.

**WHEN DID YOU NOTIFY THE OWNER/AGENT:** Most of the items were included on the inspection report on 4/21/2022 but that was directed within the hour. \_\_\_\_\_

**HOW DID YOU NOTIFY THE OWNER/AGENT:**     IN PERSON     IN WRITING     BY PHONE

**COMPLAINANT SIGNATURE:** I. Gismondi

**OFFICE USE ONLY**

OWNER'S NAME:
ADDRESS:
NEIGHBORHOOD COMPLIANCE OFFICER:

HOUSING CODE FILE:  YES  NO  
CITY LIMITS:  YES  NO 2 MILE FRINGE:  YES  NO

**COMPLAINT RECEIVED BY:** \_\_\_\_\_ **DATE:** \_\_\_\_\_ **TIME:** \_\_\_\_\_

**COMMENTS:** \_\_\_\_\_





**CITY OF BLOOMINGTON  
RENTAL COMPLAINT FORM**

HOUSING & NEIGHBORHOOD DEVELOPMENT  
P.O. BOX 100  
BLOOMINGTON, IN 47401  
PHONE: (812) 349-3420 FAX: (812) 349-3582  
EMAIL: hand@bloomington.in.gov

**RECEIVED**  
SEP 08 2022  
BY: .....

**ADDRESS OR LOCATION OF THE COMPLAINT:** 708 E 9th Street, Bloomington, IN 47408

**COMPLAINANT INFORMATION**

NAME: <b>Isabella Gismondi</b>		
STREET ADDRESS: <b>708 E 9th Street</b>		
CITY: <b>Bloomington</b>	STATE: <b>IN</b>	ZIP: <b>47408</b>
PHONE: <b>561-866-0225</b>		

**NATURE OF THE PROBLEM** *Door w/T Kitchen* *Fridge door w/shake*  
 The floor furnace vents are not currently working that should be supplying the air conditioning and heat to the bedroom occupied by Ms. Gismondi. There is also no lock on one of the bathroom doors. The entrance door from the kitchen has a gap at the bottom.  
 The range stove oven is not heating properly. The refrigerator door does not close properly. There is a fruit fly issue.  
 There is trash in the attic. There is a toilet bowl and 2 bundles of boxes in the garbage area that we will be charged additional to pickup.  
 None of the cabling in the house is working and we were told to call Xfinity since the tenants prior must have been using something.

*trash in attic*  
**HOW LONG HAS THE PROBLEM EXISTED:** According to the maintenance man, this has been an ongoing issue.

**WHEN DID YOU NOTIFY THE OWNER/AGENT:** Most of the items were included on the inspection report on day of move-in 8/18/2022 but that was addressed within the hour

**HOW DID YOU NOTIFY THE OWNER/AGENT:**  IN PERSON  IN WRITING  BY PHONE

**COMPLAINANT SIGNATURE:** I. Gismondi

**OFFICE USE ONLY**

OWNER'S NAME:
ADDRESS:
NEIGHBORHOOD COMPLIANCE OFFICER:

HOUSING CODE FILE:  YES  NO  
 CITY LIMITS:  YES  NO 2 MILE FRINGE:  YES  NO

**COMPLAINT RECEIVED BY:** \_\_\_\_\_ **DATE:** \_\_\_\_\_ **TIME:** \_\_\_\_\_

**COMMENTS:** \_\_\_\_\_

#181287

open

708 E 9th ST

### Rental Complaint: Complaint

Web Form: Please see the two attached forms for details. Complaint inspect. scheduled 09/01/2022 (THUR) @ 11:30 AM w/CH. Mgmt. notified. Tenants no longer in quarantine. Re-opened complaint. Sch. complaint inspection 09/12/2022 (MON) @ 1:00 PM w/CH. Management notified.

**Reported By**  
Isabella Gismondi

**Assigned to**  
Chastina Hayes

### Attachments

- 630f5541bb0be 8/31/2022
- 630f555064b5c 8/31/2022

Most tickets of this type should be closed within 3 days, although some cases may be longer. 8 days have already passed.

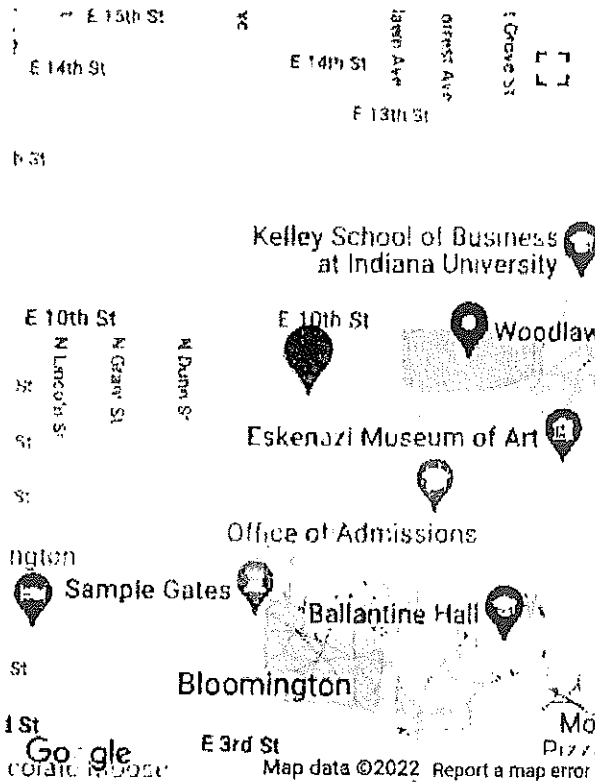
### History

9/8/2022 14:29:09 Updated by Daniel Bixler  
{"original":{"description":"Please see the two attached forms for details. Complaint inspect. scheduled 09/01/2022 (THUR) @ 11:30 AM w/CH. Mgmt. notified."},"updated":{"description":"Please see the two attached forms for details. Complaint inspect. scheduled 09/01/2022 (THUR) @ 11:30 AM w/CH. Mgmt. notified. Tenants: no longer in quarantine. Re-opened complaint. Sch. complaint inspection 09/12/2022 (MON) @ 1:00 PM w/CH. Management notified."}}

9/8/2022 14:27:25 Opened by Daniel Bixler  
Complaint re-opened. Tenants no longer in quarantine. Requested inspection.

► Sent notification to Chastina Hayes

8/31/2022 15:04:13 Closed by Daniel Bixler  
Tenants refused maintenance access to apt., claimed COVID. Inspection cancelled until they test negative. Will call back next week for status.



**City** Bloomington

**State** IN

**Zip** 47408

**Latitude** 39.170322418213

**Longitude** -86.525482177734

**Neighborhood Association** Old Northeast  
Downtown

**Township** Bloomington

**Owner**  
Terry L. Elkins

► Sent notification to Chastina Hayes

8/31/2022 08:34:24 Daniel Bixler uploaded an attachment.

8/31/2022 08:34:09 Daniel Bixler uploaded an attachment.

8/31/2022 08:33:12 Daniel Bixler assigned this case to Chastina Hayes

► Sent notification to Chastina Hayes

8/31/2022 08:33:12 Opened by Daniel Bixler

► Sent notification to Chastina Hayes



SEP 13 2022

City Of Bloomington  
Housing and Neighborhood Development

Terry L. Elkins  
940 N. Walnut St.  
Bloomington, IN 47404

RE:NOTICE OF COMPLAINT INSPECTION

Dear Terry L. Elkins

On 09/12/2022 a complaint inspection was performed at 708 E 9th ST. During the inspection violations of the Residential Rental Unit and Lodging Establishment Inspection Program were found.

Please correct the violations cited on the enclosed inspection report within fourteen days (14) and call this office no later than **SEP 27 2022**, to schedule the required re-inspection. Our mailing address and telephone number are listed below.

This directive is issued in accordance with Sections BMC 16.03.040 (c) and 16.10.040 (a) of the Residential Rental Unit and Lodging Establishment Inspection Program of Bloomington. You have the right to appeal to the Board of Housing Quality Appeals. If you need more than fourteen (14) days to correct the violations, or if you want to appeal any violation, an appeal form can be found at [www.bloomington.in.gov/hand](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 Department to schedule the required re-inspection.

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

Sincerely,

Housing & Neighborhood Development  
Encl:Inspection Report,

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City Hall

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

401 N Morton St

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

Bloomington, IN 47404

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



**City Of Bloomington  
Housing and Neighborhood Development**

COMPLAINT INSPECTION REPORT

3065

Owner(s)

Terry L. Elkins  
940 N. Walnut St.  
Bloomington, IN 47404

Prop. Location: 708 E 9th ST  
Number of Units/Structures: 2/1  
Units/Bedrooms/Max # of Occupants: Bld 1: 2/4/5

Date Inspected: 09/12/2022  
Primary Heat Source: Gas  
Property Zoning: MS  
Number of Stories: 3  
Landlord Has Affidavit: N/A

Inspector: Chastina Hayes  
Foundation Type: Basement  
Attic Access: Yes  
Accessory Structure: none

The following items are the result of a complaint inspection conducted on 09/12/2022. It is your responsibility to repair these items and to schedule a re-inspection within **fourteen (14)** days of the mailing of this report. Failure to comply with this inspection report will result in this matter being referred to the City of Bloomington Legal Department. Failure to comply with this complaint inspection report may result in fines. If you have questions regarding this report, please contact this office at 349-3420.

2<sup>nd</sup> Floor:

NW Bedroom:

Duct work should function as intended. If it is connected to the furnace, then the air conditioning unit should provide air to the room. If the duct work is not connected to the furnace then the room shall be provided heat per code requirements. Duct systems shall be maintained free of obstructions and shall be capable of performing the required functions. BMC 16.04.070 (Verify the duct work is connected at the furnace or that it is a return air run and verify the room will have heat as intended)

Attic:

Remove all trash and debris. BMC 16.04.060 (a)

Kitchen:

Repair the refrigerator door to close and function as intended with all door shelf parts installed. BMC 16.04.060 (a)

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

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



OCT 31 2022

**City Of Bloomington  
Housing and Neighborhood Development**

REMAINING VIOLATIONS REPORT

3065

Owner(s)

Terry L. Elkins  
940 N. Walnut St.  
Bloomington, IN 47404

Prop. Location: 708 E 9th ST  
Number of Units/Structures: 2/1  
Units/Bedrooms/Max # of Occupants: Bld 1: 2/4/5

Date Inspected: 09/12/2022  
Primary Heat Source: Gas  
Property Zoning: MS  
Number of Stories: 3  
Landlord Has Affidavit: N/A

Inspector: Chastina Hayes  
Foundation Type: Basement  
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.

2nd Floor:

NW Bedroom:

Duct work should function as intended. If it is connected to the furnace, then the air conditioning unit should provide air to the room. If the duct work is not connected to the furnace then the room shall be provided heat per code requirements. Duct systems shall be maintained free of obstructions and shall be capable of performing the required functions. BMC 16.04.070 (Verify the duct work is connected at the furnacc or that it is a return air run and verify the room will have heat as intended)

C

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

KL

C Attic:  
Remove all trash and debris. BMC 16.04.060 (a)

NC Kitchen:  
Repair the refrigerator door to close and function as intended with all door shelf parts installed. BMC 16.04.060 (a)

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

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



City of Bloomington  
H.A.N.D.

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

Meeting Date: December 21, 2022

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

Petition Number: 22-TV-113

Address: 2376 E. Winding Brook Circle

Petitioner: Yajing Liu

Inspector: Jo Stong

Staff Report: July 15, 2022: Conducted cycle inspection. Property was vacant  
July 27, 2022: Sent report  
September 29, 2022: Conducted reinspection. Not all complied. Property still vacant. Gave owner link to apply for an extension of time.  
October 5, 2022: Sent remaining violations report  
November 15, 2022: Owner called asking what next steps were. File was lost for some time. Found today. Let owner know to apply for extension of time.  
November 28, 2022: Received appeal.

During an inspection of the above property violations of the housing code were found. The petitioner is seeking an extension of time to complete repairs, particularly to repair or replace windows that did not function as intended.

Staff recommendation: Grant an extension of time.

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

Compliance Deadline: February 15, 2023

Attachments: Cycle inspection report; application

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

Property Address: 2376 E Winding Brook Cir, Bloomington IN 47401

Petitioner's Name: YAJIN LIU Phoenix Remodeling LLC

Address: 3376 Shelburne Woods pkwy

City: Carmel State: IN Zip Code: 46032

Phone Number: 917-328-8580 E-mail Address: Pxyrealty@gmail.com

Owner's Name: YAJIN LIU Phoenix Remodeling LLC

Address: 3376 Shelburne Woods pkwy

City: Carmel State: IN Zip Code: 46032

Phone Number: 917-328-8580 E-mail Address: Pxyrealty@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: Rental property extension of time

Reminder:

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

(Will be assigned by BHQA)  
Petition Number: 22-TV-113

JS

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

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

A : We need more time to repair the window springs. Because we are trying to find contractors can do the work and able to buy ~~so~~ the materials. We need extension till 2/15/2022.

Signature (Required): Yajing Liu

Name (Print): YAJING LIU Date: 11/22/2022

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



JUL 27 2022

City Of Bloomington  
Housing and Neighborhood Development

RENTAL INSPECTION INFORMATION

Phoenix Remodeling LLC  
3376 Shelborne Woods Pkwy  
Carmel, IN 46032

RE: 2376 E Winding Brook CIR

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

Once violations have been corrected, it is your responsibility to call the Housing and Neighborhood Development office within this 60 day window but no later than **SEP 25 2022** 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**

**JUL 27 2022**

CYCLE INSPECTION REPORT

6988

Owners

Phoenix Remodeling LLC  
3376 Shelborne Woods Pkwy  
Carmel, IN 46032

Prop. Location: 2376 E Winding Brook CIR  
Number of Units/Structures: 1/1  
Units/Bedrooms/Max # of Occupants: Bld 1: 1/3/5

Date Inspected: 07/15/2022  
Primary Heat Source: Gas  
Property Zoning: RM  
Number of Stories: 2  
Landlord Has Affidavit: N/A

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

Monroe County Assessor's records indicate this structure was built in 1983.  
There were no requirements for emergency egress at the time of construction.

Existing Egress Window Measurements (double-hung; both sashes removable):  
Height: 50.5 inches  
Width: 30.5 inches  
Sill Height: 30 inches  
Openable Area: 10.70 sq. ft.

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

INTERIOR:

General Violation:

Install all missing outlet and switch plates in the unit. BMC 16.04.060(b)

Entry:

Install the missing register vent. BMC 16.04.060(a)

See General Violation.

Kitchen (11-4 x 11-3):

See General Violation.

Complete the installation of the electrical receptacles. Ground-Fault Circuit-Interrupter (GFCI) receptacles shall be installed and maintained in accordance with the requirements of Indiana Electric Code at the time the structure was remodeled. BMC 16.04.020 (IEC 210.8) and BMC 16.04.060(b)

Properly install the carbon monoxide detector to eliminate the constant beeping. BMC 16.04.060(b)

Half Bath:

Repair or replace the GFCI outlet next to the toilet so that it functions as intended (will not trip). BMC 16.04.060(b)

Living Room (21-0 x 20-11):

Repair all windows to function as intended. Every window shall be capable of being easily opened and held in position by its own hardware. BMC 16.04.060(b)

Properly install/secure the outlet on the south wall. BMC 16.04.060(b)

**BASEMENT**

Hall:

Properly secure the light to the ceiling. BMC 16.04.060(c)

Bath:

Complete the installation of all plumbing and fixtures. BMC 16.04.060(a), (c)

Mechanical Room (gas furnace):

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

Install the door to the mechanical room. BMC 16.04.060(a)

Complete the installation of the floor drain. Seal the edge of the floor covering to eliminate water seeping under the flooring. BMC 16.04.060(a)

Family Room (18-5 x 17-1):

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

Install a cover on the plumbing access on the east wall. BMC 16.04.060(a)

Outside Storage Room:

Provide a complete directory of all circuits in the electric service panel. BMC 16.04.020(a) IFC 408.4

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

North (Master) Bedroom (11-5 x 9-8):

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

Repair the broken skylight trim. BMC 16.04.060(a)

Install the closet doors. BMC 16.04.060(a)

Master Bath:

No violations noted.

Hall Bath:

MC Install a proper lid on the toilet tank. BMC 16.04.060(a)

Southeast Bedroom (13-7 x 9-1):

MC Repair the window to open fully and 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)

Southwest Bedroom (10-4 x 7-11):

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

**EXTERIOR:**

Deck:

MC Replace the rotted floorboard. BMC 16.04.050(a)

MC Properly secure the loose top step. BMC 16.04.050(a)

Front Entry:

MC Properly secure the tile squares on the sidewalk (or remove them). BMC 16.04.050(a)

**OTHER REQUIREMENTS:**

**Fireplace Inspection Documentation**

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)

**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 residential rental units shall display a current occupancy permit in an accessible location inside said unit. The permit shall contain the name of the owner and the agent, the occupant load of the unit, the number of bedrooms, the expiration date of the permit, and any variances that have been granted for the property. BMC 16.03.030(c)

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

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



City of Bloomington  
H.A.N.D.

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

Meeting Date: December 21, 2022

Petition Type: An extension of time to complete repairs.

Petition Number: 22-TV-114

Address: 900-962 E Hillside Dr

Petitioner: Heather VanNess

Inspector: C Hayes

Staff Report: September 8, 2022 Completed cycle inspection  
September 14, 2022 Sent cycle report  
November 9, 2022 Heather scheduled reinspection  
November 30, 2022 Received BHQA application

During the cycle inspection it was noted that the trees were encroaching the roofline. The petitioner is requesting an extension of time due to the contractor availability. This petition covers units 916, 824, 836, 948 and 958.

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, but not limited to, the possibility of fines.

Compliance Deadline: March 1, 2023 All exterior violations

Attachments: Cycle inspection report, staff 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

NOV 3 2022

**Property Address:** 900-962 E Hillside Drive

**Petitioner's Name:** Heather VanNess (property mgr) on behalf of Woodlawn Crossing, LLC

**Address:** Abodes Office: 940 S Clarizz Blvd #25

**City:** Bloomington

**State:** Indiana



**Zip Code:** 47401

**Phone Number:** 812-333-3373

**E-mail Address:** hvanness@abodes.com

**Owner's Name:** Woodlawn Crossing, LLC

**Address:** same

**City:**

**State:**



**Zip Code:**

**Phone Number:**

**E-mail Address:**

**Occupants:**

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

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

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

**Variance Type:** 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: 22-TV-114



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.

BlueStone Tree has been contracted to take care of the several trees noted in our reports for encroachment on to rooflines and siding; specifically the addresses of 916, 924, 936, 948, and 958 E Hillside Drive. Due to their schedule, they will finish the job before March 1st, 2023. The current reinspection is set for December 21. Asking for an extension of time for grounds work only.

Signature (Required): Heather VanNess

Name (Print): Heather VanNess Date: 11/16/22

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.



SEP 14 2022



City Of Bloomington  
Housing and Neighborhood Development

RENTAL INSPECTION INFORMATION

Woodlawn Crossing Lic  
940 S. Clarizz Boulevard #25  
Bloomington, IN 47401

RE: 916 E Hillside DR

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

Once violations have been corrected, it is your responsibility to call the Housing and Neighborhood Development office within this 60 day window but no later than **NOV 13 2022** 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: Abodes Inc. C/O Heather Vanness; 940 S Clarizz Blvd. #25, 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



SEP 14 2022

City Of Bloomington  
Housing and Neighborhood Development

CYCLE INSPECTION REPORT

9813

Owner(s)

Woodlawn Crossing Llc  
940 S. Clarizz Boulevard #25  
Bloomington, IN 47401

Agent

Abodes Inc. C/O Heather Vanness  
940 S Clarizz Blvd. #25  
Bloomington, IN 47401

Prop. Location: 916 E Hillside DR  
Number of Units/Structures: 1/1  
Units/Bedrooms/Max # of Occupants: Bld 1: 1/2/5

Date Inspected: 09/08/2022  
Primary Heat Source: Electric  
Property Zoning: RM  
Number of Stories: 2  
Landlord Has Affidavit: N/A

Inspector: Chastina Hayes  
Foundation Type: Crawl Space  
Attic Access: Yes  
Accessory Structure: none

Monroe County Assessor's records indicate this structure was built in 1993.  
Minimum emergency egress requirements for the time of construction:  
Openable area required: 5.7sq. ft.  
Clear width required: 20"  
Clear height required: 24"  
Maximum Allowable Sill Height: 44" above finished floor

INTERIOR:

ENTRY

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

Living Room (13 x 18-6):

Secure the loose electrical outlet to the left of the entry door. BMC 16.04.060 (b)

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

Dining Room (8-6 x 14):

Replace the broken screen door handle. BMC 16.04.060 (a)

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

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

**Kitchen (8 x 8-6), ½ Bath, Mechanical Closet:**

No violations noted.

**Upstairs**

**Front Bedroom (13-3 x 10):**

Properly remove the mold from the windows. BMC 16.04.060 (a)

**Existing Egress Window Measurements:**

**Height: 26 inches**

**Width: 34.5 inches**

**Sill Height: 25.5 inches**

**Openable Area: 6.23 sq. ft.**

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

**Back Bedroom (13-9 x 10-6): Same window measurements as above.**

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

Replace the broken electrical outlet under the window. BMC 16.04.060 (b)

Properly remove the mold from the windows. BMC 16.04.060 (a)

**Bathroom/Laundry:**

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

**Hallway, Attic:**

No violations noted.

**EXTERIOR:**

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

Secure the crawl space door on the south side of the structure. BMC 16.04.050 (a)

**OTHER REQUIREMENTS**

When issued, a copy of the new Rental Occupancy Permit shall be posted as required by BMC 16.03.030(d): All 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: December 22<sup>nd</sup>, 2022  
Petition Type: An extension of time to complete repairs.  
Petition Number: 22-TV-115  
Address: 709 S. Walnut Street  
Petitioner: Ron Oskouie  
Inspector: Kenny Liford  
Staff Report: September 23<sup>rd</sup>, 2022 Completed cycle inspection.  
September 26<sup>th</sup>, 2022 Cycle report written.  
December 2<sup>nd</sup>, 2022 BHQA application received

The owner has requested an extension of time to complete repairs due to his maintenance person having Covid. The owner was out of the country during this time and could not arrange another maintenance person/company.

Staff recommendation: Approve the request.

Conditions: Have all repairs completed and a re-inspection scheduled by the deadline listed below.

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

Compliance Deadline: January 31<sup>st</sup>, 2023

Attachments: Complaint 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  
[ ]  
BY: [ ]

Property Address: \_\_\_\_\_

Petitioner's Name: \_\_\_\_\_

Address: 3708 E Reed Ct

City: Bloomington State: IN Zip Code: 47402

Phone Number: 812-320-5488 E-mail Address: REARNDY@BHOA.BLOOMINGTON.IN.GOV

Owner's Name: <sup>35</sup> RON OSKOWIE

Address: 3708 E Reed Ct.

City: Bloomington State: IN Zip Code: 47401

Phone Number: 812-320-5488 E-mail Address: REARNDY@BHOA.BLOOMINGTON.IN.GOV

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: Respecter Need Extra Time.

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

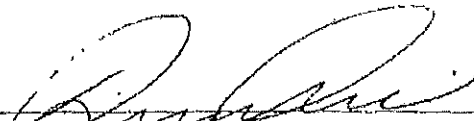
(Will be assigned by BHQA)  
Petition Number: 22-TV-118

KL

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 Need extra time to repair the property at 709 S. Walnut St. My repair person we had cold and also I was overseas and running out of time. I need 2 to 4 weeks extra time to complete the job

Signature (Required): 

Name (Print): RON OSKOWIE Date: 12/2/2022

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

2262

Owner(s)

Ron B. Oskourie  
3708 E. Reed Court  
Bloomington, IN 47401

Prop. Location: 709 S Walnut ST

Number of Units/Structures: 2/1

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

Date Inspected: 09/23/2022

Primary Heat Source: Gas

Property Zoning: CD

Number of Stories: 1

Inspector: Kenny Liford

Foundation Type: Basement

Attic Access: No

Accessory Structure: none

Monroe County records show this structure was built in 1915. There were no minimum emergency egress requirements at the time of construction.

INTERIOR

Basement

No violations noted.

Unit 1

Main Level

Kitchen (10-11 x 9-7)

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

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

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

Living Room (15-7 x 11-2)

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)

Bathroom

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

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City Hall

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**Unit 1 (Continued)**

**Bedroom (14-5 x 12-11)**

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

Replace the missing light fixture or properly repair the hole in the ceiling where the fixture previously was. BMC 16.04.060(a)

Repair window to latch securely. BMC 16.04.060(b)

**Existing Egress:**

**Height: 31.5 inches**

**Width: 27.5 inches**

**Sill Height: 17 inches**

**Openable Area: 6.0 sq. ft.**

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

**Unit 2**

**Kitchen (12-1 x 9-11)**

Secure the loose and hanging light fixture in the ceiling. BMC 16.04.060(a)

**Living Room (13-0 x 11-4)**

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

**Bathroom**

No violations noted.

**North Bedroom (16-9 x 8-1)**

No violations noted.

**Existing Egress:**

**Height: 55 inches (both sashes removed)**

**Width: 35 inches**

**Sill Height: 35 inches**

**Openable Area: 13.4 sq. ft.**

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

**West Bedroom (20-11 x 9-8)**

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

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

**Existing Egress:**

**Height: 25.5 inches**

**Width: 32.75 inches**

**Sill Height: 19 inches**

**Openable Area: 5.8 sq. ft.**

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

**EXTERIOR**

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

Replace the missing protective cover for the light fixture outside of unit 1. BMC 16.04.050(c)

**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)

**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)**

**Occupancy Affidavit:**

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

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

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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.**