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**PUBLIC HEARING
BOARD OF HOUSING QUALITY APPEALS
CITY HALL McCLOSKEY CONFERENCE ROOM 135
In Person / Zoom Virtual Meeting
AUGUST 16, 2023 4:00 P.M.**

ALL ITEMS ARE ON THE CONSENT AGENDA

“The City is committed to providing equal access to information. However, despite our efforts, at times, portions of our board and commission packets are not accessible for some individuals. If you encounter difficulties accessing material in this packet, please contact the **Housing & Neighborhood Development Department** at **812-349-3420** and provide your name, contact information, and a link to or description of the document or web page you are having problems with.” City of Bloomington Policy

I. **ROLL CALL**

II. **REVIEW OF MINUTES**

III. **PETITIONS** - All requests for extension of time to complete repairs, except where noted.

- 1) **23-TV-49, 308 E. 20th Street.** Sherri Hillenburg (Powder Monkey, LLC).
- 2) **23-TV-50, 3000 S. Walnut Street Pike.** Barclay Square (Scott May).
- 3) **23-TV-52, 1210 S. Lincoln Street.** Mackie Properties (Martha Davis).
- 4) **23-TV-53, 520 S. High Street.** Carole MacKay (David MacKay).
- 5) **23-TV-54, 3491 S.Oaklawn Circle.** Greg & Jeff Motter.
- 6) **23-TV-55, 1309 S. Palmer Avenue.** Parker Real Estate Mgmt. (Bill Campbell).
- 7) **23-TV-56, 111 S. Roosevelt Street.** Bill & Kathy Thompson.

IV. **GENERAL DISCUSSION**

- Scheduled meeting dates and times

V. **PUBLIC COMMENT**

VI. **ADJOURNMENT**

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

HAND Staff is inviting you to a scheduled Zoom meeting.

Topic: Board of Housing Quality Appeals Meeting (Every month on the Third Wed.)

Time: Aug 16, 2023 04:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

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

Meeting ID: 931 9363 6060

Passcode: 088348

One tap mobile

+13092053325,,93193636060#,,,,*088348# US

+13126266799,,93193636060#,,,,*088348# US (Chicago)

Dial by your location

- +1 309 205 3325 US
- +1 312 626 6799 US (Chicago)
- +1 929 205 6099 US (New York)
- +1 301 715 8592 US (Washington DC)
- +1 305 224 1968 US
- +1 360 209 5623 US
- +1 507 473 4847 US
- +1 564 217 2000 US
- +1 669 900 6833 US (San Jose)
- +1 689 278 1000 US
- +1 719 359 4580 US
- +1 253 215 8782 US (Tacoma)
- +1 346 248 7799 US (Houston)

Meeting ID: 931 9363 6060

Passcode: 088348

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



City of Bloomington
H.A.N.D.

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

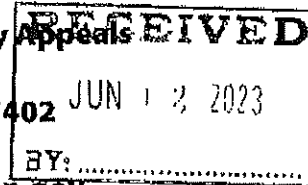
Meeting Date: August 16, 2023
Petition Type: An extension of time to complete repairs.
Petition Number: 23-TV-49
Address: 308 E 20th St
Petitioner: Sherri Hillenburg
Inspector: C Hayes
Staff Report: March 29, 2023 Completed cycle inspection
April 3, 2023 Mailed cycle report
June 2, 2023 Tasha scheduled reinspection
June 12, 2023 Received BHQA application
June 14, 2023 Completed reinspection
June 15, 2023 Mailed remaining violations report
July 18, 2023 Meeting canceled due to lack of quorum

During the cycle inspection there were violations concerning deteriorating carpet, trees that need trimmed off the building, and the exterior of the building requires power washing. The petitioner is requesting an extension of time to complete the repairs until mid-August.

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: August 31, 2023 All remaining violations
Attachments: Remaining Violations 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: 308 E. 20th

Petitioner's Name: Sherri Hillenburg

Address: 940 N. Walnut Street

City: Bloomington State: IN Zip Code: 47404

Phone Number: 812-339-2859 E-mail Address: Sherri.Hillenburg@elkinsapartments.com

Owner's Name: Powder Monkey, LLC

Address: 940 N. Walnut Street

City: Bloomington State: IN Zip Code: 47404

Phone Number: 812-339-2859 E-mail Address: CS@elkinsapartments.com

Occupants: _____

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

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

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

Variance Type: extension of time to make repairs

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

(Will be assigned by BHQA)
Petition Number: 23-TV-49

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 an extension of time to do repairs without loss of time on occupancy permit.

① Duke energy is scheduled to trim and/or remove trees sometime in next 3-4 weeks.

② We would like to wait until construction is completed adjacent to our property so we only have to pay power washer company one time. They are set to open late August.

③ We would like to wait until mid August to replace carpet in unit #5. Tenants are gone for summer and do not want us to move all of their stuff in order to replace carpet.

Signature (Required): Sherei Hillenburg

Name (Print): Sherei Hillenburg Date: 06-07-2023

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 VIOLATIONS REPORT

JUN 15 2023

2875

Owner(s)

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

Agent

Elkins Apartments
940 N. Walnut St.
Bloomington, IN 47404

Prop. Location: 308 E 20th ST

Number of Units/Structures: 7/3

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

Date Inspected: 03/29/2023

Primary Heat Source: Electric

Property Zoning: MS

Number of Stories: 2

Inspector: Chastina Hayes

Foundation Type: Crawl Space

Attic Access: Yes

Accessory Structure: none

REINSPECTION REQUIRED

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

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

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

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

Unit 5:

Upstairs:

Repair the humps in the carpet to prevent trip hazard. BMC 16.04.060 (b)

EXTERIOR:

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

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

OTHER REQUIREMENTS:

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

This is the end of this report.



City of Bloomington
H.A.N.D.

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

Meeting Date: August 16, 2023

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

Petition Number: 23-TV-050

Address: 3000 S Walnut Street Pk

Petitioner: Barclay Square

Inspector: Arnold/Hayes

Staff Report: April 10 2023 Cycle Inspection
 April 19 2023 Sent Cycle Inspection Report
 June 16 2023 Received Extension of Time Request
 July 18 2023 Meeting Cancelled

Petitioner is waiting for contractors to complete their repairs and requesting additional time. There are a total of 91 violations noted, of those, 10 are for smoke detection, and eight are life/safety in nature.

Staff recommendation: Grant the extension of time to complete repairs

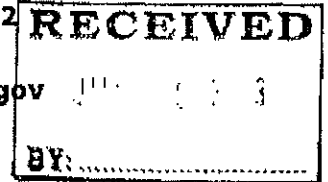
Conditions: Complete all repairs and schedule for re-inspection no later than the deadline stated below, or this case will be turned over to the City of Bloomington Legal Department for further action including the possibility of fines.

Compliance Deadline: October 15, 2023

Attachments: Cycle 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: 3000 South Walnut Street Pike, Suite F-6, Bloomington, IN 47401

Petitioner's Name: Barclay Square

Address: 3000 South Walnut Street Pike, Suite F-6

City: Bloomington

State: Indiana



Zip Code: 47401

Phone Number: 8123312666

E-mail Address: wagg1r@hotmail.com

Owner's Name: Scott May

Address: 205 East 17th Street

City: Bloomington

State: Indiana



Zip Code: 47408

Phone Number: 8123339201

E-mail Address: wagg1r@hotmail.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: 23-TV-50

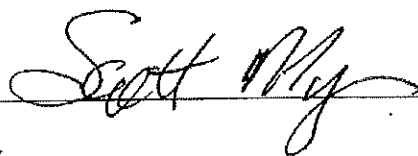
MA, CH

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.

We are requesting an additional 30 days to complete repairs. We are waiting on 3 different contractor to finish the remaining 6 or 7 items left on our report. Thank you for your consideration in this matter.

Signature (Required):



Name (Print): Scott May

Date: 6-15-23

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

4366

Owner(s)

Scott May
3000 S Walnut Street Pk Su F6
Bloomington IN 47401

Agent

Woodington Management LLC
205 E 17th St
Bloomington IN 47408

Prop. Location: 3000 S Walnut Street PIKE

Number of Units/Structures: 141/15

Units/Bedrooms/Max # of Occupants: Bld 1: Bld A: 8/1/5, Bld B: 12/2/5, Bld C: 8/2/5, Bld D:
8/1/5, Bld E: 12/1/5, Bld F: 12/2/5, Bld G: 8/2/5, Bld H: 12/2/5, Bld I: 12/2/5, Bld J: 8/2/5,
Bld K: 8/2/5, Bld L: 8/2/5, Bld M: 8/2/5, Bld N: 12/2/5, Bld O: 1/Eff/5 4/1/5

Date Inspected: 04/10/2023
Primary Heat Source: Electric
Property Zoning: RH
Number of Stories: 2

Inspector: Chastina Hayes/Mike Arnold
Foundation Type: Slab
Attic Access: Yes
Accessory Structure: None

Monroe County records show these structures were built in 1993. The minimum emergency egress requirements at the time of construction were as follows:

Height: 24 inches
Width: 20 inches
Sill Height: 44 inches
Openable Area: 5.7 sq. ft.

Typical Unit:

One Bedroom

Living Room
Kitchen/Dining
Bathroom
Bedroom

Two Bedroom

Living Room
Kitchen/Dining
Bathroom
Bedroom
Bedroom

Note: Only rooms with violations are listed in this report

Existing window measurements Buildings A thru N:

Existing Egress:

Height: 44 inches

Width: 20.5 inches

Sill Height: 37.5 inches

Openable Area: 6.26 sq. ft.

Building O Units have a door to the exterior for emergency egress

BUILDING A:

Unit 1:

No violations noted

Unit 2:

No violations noted

Unit 3:

No violations noted

Unit 4:

Kitchen:

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

Unit 5:

Kitchen:

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

Repair the gfci outlet to function as intended. BMC 16.04.060(b) (tests as no power) (left of stove)

Unit 6:

No violations noted

Unit 7:

No violations noted

Unit 8:

Hallway:

Verify the dryer exhaust is in good condition and properly attached. BMC 16.04.060(c)
(excessive lint behind the dryer)

BUILDING B:

Unit 1:

No violations noted

Unit 2:

No violations noted

Unit 3:

No violations noted

Unit 4:

No violations noted

Unit 5:

No violations noted

Unit 6:

No violations noted.

Unit 7:

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) (leaks)

Unit 8:

No violations noted

Unit 9:

Bathroom:

Repair the gfci outlet to function as intended. BMC 16.04.060(b) (tests as no power) (does not trip)

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

Hallway:

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

Unit 10:

No violations noted

Unit 11:

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

Building B continued:

Unit 12:

Hallway:

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

BUILDING C:

Unit 1:

No violations noted

Unit 2:

Bathroom:

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

Unit 3:

Kitchen:

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

Unit 4:

No violations noted

Unit 5:

No violations noted

Unit 6:

No violations noted

Unit 7:

Kitchen:

Replace the aerator on the faucet so it functions as intended. BMC 16.04.060(c)

Repair the back burner to function as intended. BMC 16.04.060(c) (tenant left note)

Hallway:

Replace the missing piece of trim. BMC 16.04.060(a) (left of the left bedroom door)

Unit 8:

Kitchen:

Secure the carpeting at the transition strip at the kitchen floor. BMC 16.04.060(a)

BUILDING D:

Unit 1:

No violations noted

Unit 2:

No violations noted

Unit 3:

Kitchen:

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

Unit 4:

No violations noted

Unit 5:

Kitchen:

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

Unit 6:

Kitchen:

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

Unit 7:

No violations noted

Unit 8:

No violations noted

BUILDING E:

Unit 1:

No violations noted

Unit 2:

No violations noted

Unit 3:

No violations noted

Unit 4:

Kitchen:

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

Building E continued:

Unit 5:

Dining Room:

Repair the hole in the carpeting. 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)

Hallway:

Repair the hole in the floor. BMC 16.04.060(c) (in the laundry closet)

Unit 6:

Kitchen:

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

Unit 7:

No violations noted

Unit 8:

No violations noted

Unit 9:

No violations noted

Unit 10:

No violations noted

Unit 11:

No violations noted

Unit 12:

No violations noted

BUILDING E:

Unit 1:

No violations noted.

Unit 2:

No violations noted.

Unit 3:

No violations noted.

Building F continued:

Unit 4:

No violations noted.

Unit 5:

Bathroom:

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

Unit 6: Office

No violations noted.

Unit 7:

Kitchen:

Secure the floor where it meets the carpet. BMC 16.04.060 (a)

Unit 8:

No violations noted.

Unit 9:

No violations noted.

Unit 10:

No violations noted.

Unit 11:

Deck:

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

Kitchen:

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

Unit 12:

No violations noted.

BUILDING G:

Unit 1:

No violations noted

Unit 2:

No violations noted

Building G continued:

Unit 3:

No violations noted

Unit 4:

No violations noted

Unit 5:

Hallway:

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

Unit 6:

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) (diverter)

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

Unit 7:

No violations noted

Unit 8:

No violations noted

BUILDING H:

Unit 1:

No violations noted

Unit 2:

Living Room:

Replace the missing outlet cover plate. BMC 16.04.060(a) (left of sliding door)

Kitchen:

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

Unit 3:

No violations noted

Unit 4:

Left Bedroom:

Replace the missing outlet cover plate. BMC 16.04.060(a) (under window)

Unit 5:

No violations noted

Building H continued:

Unit 6:

No violations noted

Unit 7:

Living Room:

Repair the broken sliding door handle. BMC 16.04.060(c)

Hallway:

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

Right Bedroom:

Repair/replace/remove the torn window screen. BMC 16.04.060(a)

Unit 8:

No violations noted

Unit 9:

Kitchen:

Replace the cabinet door. BMC 16.04.060(a) (hole in door under the sink)

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) (diverter)

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

Unit 11:

Bathroom:

Reinstall the door handle so thumb lock is on the inside. BMC 16.04.060(b)

Unit 12:

Bathroom:

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

BUILDING I:

Unit 1:

Kitchen:

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

Bathroom:

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

Left Bedroom:

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

Unit 2:

No violations noted.

Unit 3:

Living Room:

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

Unit 4:

No violations noted.

Unit 5:

Kitchen:

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

Unit 6:

Bathroom:

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

Unit 7:

No violations noted.

Unit 8:

No violations noted.

Unit 9:

No violations noted.

Unit 10:

Kitchen:

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

Unit 11:

Living Room:

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

Building I continued:

Unit 12:

Living Room:

Secure the sliding glass door handle. BMC 16.04.060 (a)

Hallway:

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

BUILDING J:

Unit 1:

No violations noted.

Unit 2:

Bathroom:

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

Bedrooms:

Remove the mold from the window sills. BMC 16.04.060 (a)

Unit 3:

Bathroom:

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

Unit 4:

No violations noted.

Unit 5:

Bathroom:

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

Hallway:

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

Unit 6:

No violations noted.

Unit 7:

No violations noted.

Unit 8:

No violations noted.

BUILDING K:

Unit 1:

Bathroom:

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

Unit 2:

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

Unit 3:

Living Room:

Repair the sliding glass door to lock, BMC 16.04.060 (b)

Bathroom:

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

Repair the broken drain plug on the bathtub. BMC 16.04.060 (a)

Unit 4:

Hallway:

Secure the smoke detector. BMC 16.04.060 (b)

Unit 5:

No violations noted.

Unit 6:

Kitchen:

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

Bathroom:

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

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

Unit 7:

No violations noted.

Unit 8:

Hallway:

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

BUILDING L:

Unit 1:

Left Bedroom:

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

Unit 2:

No violations noted.

Unit 3:

Living Room:

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

Unit 4:

No violations noted.

Main Stairs:

Secure the loose bottom step. BMC 16.04.050 (b)

Unit 5:

Bathroom:

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

Unit 6:

Bathroom:

Repair the toilet to eliminate the excessive water usage, BMC 16.04.060(c)

Unit 7:

Kitchen:

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

Unit 8:

No violations noted.

BUILDING M:

Unit 1:

No violations noted.

Unit 2:

No violations noted.

Unit 3:

Kitchen:

Secure the vinyl flooring, BMC 16.04.060 (a)

Building M continued:

Unit 4:

Bathroom:

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

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

Unit 5:

No violations noted.

Unit 6:

No violations noted.

Unit 7:

Kitchen:

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

Bathroom:

Repair bathroom light to function as intended. (Flickering) BMC 16.04.060(c)

Unit 8:

Right Bedroom:

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

BUILDING N:

Unit 1:

No violations noted.

Unit 2:

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

Unit 3:

No violations noted.

Unit 4:

No violations noted.

Unit 5:

Left Bedroom:

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

Building N continued:

Unit 6:

Deck:

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

Bathroom:

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

Unit 7:

No violations noted.

Unit 8:

No violations noted.

Unit 9:

Left Bedroom:

Repair the window to lock. BMC 16.04.060 (b)

Unit 10:

Kitchen:

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

Left Bedroom:

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

Right Bedroom:

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

Unit 11:

No violations noted.

Unit 12:

No violations noted.

BUILDING O:

Unit 1:

No violations noted

Building O continued:

Unit 2:

Kitchen:

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

Replace the burned out bulb in the refrigerator. BMC 16.04.060(c)

Hallway:

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

Bathroom:

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

Unit 3:

Deck:

Replace the deteriorated floor board. BMC 16.04.050(a)

Unit 4:

Kitchen:

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

Unit 5:

No violations noted

EXTERIOR

General Condition:

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

OTHER REQUIREMENTS:

Required documentation

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

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

This is the end of this report.

RECEIPT
No. 1142

Received Date: June 16, 2023
Received From: Woodington Management
For Property Located at: 3000 S Walnut Street Pike
Amount Received: \$ 20.00
Inspection Fee: \$ 0.00
Reinspection Fee: \$ 0.00
No Show Fee: \$ 0.00
B.H.Q.A. Fine: \$ 0.00
Balance Due: \$ 0.00
Paid by: Check
Units/Buildings: 15/141

Approved by the State Board of Accounts, 2004.

Thank you for your payment



City of Bloomington
H.A.N.D.

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

Meeting Date: August 16th 2023

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

Petition Number: 23-TV-52

Address: 1210 S Lincoln St

Petitioner: Mackie Properties – Katherine Baker (Sample)

Inspector: Rob Council / Rebecca Davis

Staff Report: 04/28/2023 Initial inspection conducted.
07/05/2023 Received application for BHQA appeal for extension of time (TV)
08/07/2023 Re-inspection conducted and found remaining violations.

Petitioner has requested more time to find vendors to perform requested plaster repairs as well as perform a window replacement. A re-inspection was conducted at the property on 08/07/2023, finding that some, but not all of the violations had been brought to compliance. Remaining were the plaster repairs, the window repair, a soffit repair, and an outlet repair.

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: 08/29/2023 for life safety violation (loose outlet)
10/09/2023 for all other violations.

Attachments: Remaining Violation Report; BHQA Application



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

RECEIVED
JUL 05 2023
BY:

Property Address: 1210 S Lincoln St

Petitioner's Name: Mackie Properties — Kathryn Baker (Sample)

Address: 1800 W 17th St, Suite A

City: Bloomington State: IN Zip Code: 47404

Phone Number: 812-287-8036 E-mail Address: kbaker@mackierentalproperties.com

Owner's Name: Martha Davis

Address: 1621 NW 11th Rd

City: Gainesville State: FL Zip Code: 32605

Phone Number: 352-262-3957 E-mail Address: mardavis03@gmail.com

Occupants: Adam C. Kiefer

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

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

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

Variance Type: Extension of time to complete repairs (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!

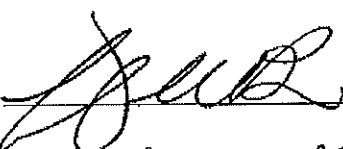
(Will be assigned by BHQA)
Petition Number: 23-TV-52

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 requesting an extension of time to complete repairs (TV) for all repairs listed in the inspection report. Many repairs have required vendors & are extensive (ie: plaster repairs with a drywall vendor, window replacement with a window vendor, etc). The timelines for vendors is lengthy due to scheduling & supply orders. We are requesting a new deadline of 10/9/23 for all repairs.

Signature (Required): 

Name (Print): Kathryn Baker (Sample) Date: 7/3/23

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

REMAINING VIOLATIONS INSPECTION REPORT

5032

Owners

Martha E Davis
1621 NW 11th Road
Gainesville, FL 32605

Agent

Mackie Properties
PO Box 236
Ellettsville, IN 47429

Prop. Location: 1210 S Lincoln St
Number of Units/Structures: 1/1
Units/Bedrooms/Max # of Occupants: Bld 1: 1/2/3

Date Inspected: 04/28/2023
Primary Heat Source: Gas
Property Zoning: R3
Number of Stories: 1
Landlord Has Affidavit: Yes

Inspector: Davis / Council
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.

Monroe County records show this structure was built in 1930. There were no minimum emergency egress requirements at the time of construction.

INTERIOR:

MAIN LEVEL:

Living Room (15-9 x 13-4):

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

Dining Room (13-0 x 11-6):

Replace broken or non-functioning electrical receptacle. BMC 16.04.060(b) (west wall)

NE Bedroom (11-4 x 10-0):

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

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

Existing Egress:

Height: 21.25 inches

Width: 27 inches

Sill Height: 22 inches

Openable Area: 3.98 sq. ft.

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

NW Bedroom (11-3 x 10-0):

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

Existing Egress:

Height: 25 inches

Width: 27 inches

Sill Height: 22 inches

Openable Area: 4.69 sq. ft.

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

EXTERIOR:

Repair damaged soffit. BMC 16.04.050(a) (front NE corner)

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: August 16, 2023

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

Petition Number: 23-TV-053

Address: 520 S High St

Petitioner: Carole MacKay

Inspector: Michael Arnold

Staff Report: June 12 2023 Cycle Inspection
 June 27 2023 Mailed Cycle Inspection Report
 July 06 2023 Received BHQA Application

During the cycle inspection it was noted that several windows would not open as intended. The petitioner is requesting additional time for installation of new windows. The contractor is estimating late September for installation.

Staff recommendation: Grant the extension of time to complete repairs

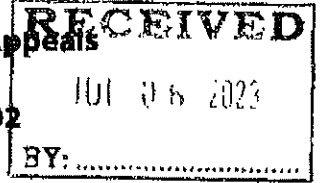
Conditions: Complete all repairs and schedule for re-inspection no later than the deadline stated below, or this case will be turned over to the City of Bloomington Legal Department for further action including the possibility of fines.

Compliance Deadline: October 30 2023 for windows
 October 01 2023 for all other items

Attachments: Cycle 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: 520 S High St.

Petitioner's Name: Carole (David) MacKay

Address: 506 S. High St.

City: Bloomington

State: Indiana



Zip Code: 47401

Phone Number: 81233991

E-mail Address: carole.mackay@gmail.com

Owner's Name: David MacKay

Address: 506 S. High St.

City: Bloomington

State: Indiana



Zip Code: 47401

Phone Number: 81233991

E-mail Address: carole.mackay@gmail.com

Occupants: Dixie Pierera and husband, Nazreno Muzzi

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: 23-TV-53

MA

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

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

Replacement windows have arrived at Tommy D's, but due to high volume of customers, windows may be installed in September rather than August of this year. Probably they will be installed sometime around Sept. 30th, barring any delay. It may be safer to make a extension through the end of October.

Signature (Required): Carole E. MacKay

Name (Print): Carole E. MacKay Date: 7/3/2023

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

CYCLE INSPECTION REPORT

JUN 27 2023

3899

Owner(s)

Mackay, David
506 S. High St.
Bloomington, IN 47401

Agent

Peck Associates
885 S College Mall Rd #385
Bloomington, IN 47401

Prop. Location: 520 S High ST
Number of Units/Structures: 1/1
Units/Bedrooms/Max # of Occupants: Bld 1: 1/3/3

Date Inspected: 06/12/2023
Primary Heat Source: Gas
Property Zoning: r3
Number of Stories: 1

Inspector: Mike Arnold
Foundation Type: Basement
Attic Access: Yes
Accessory Structure: Det. Garage

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

INTERIOR

General Condition:

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

Basement

No violations noted.

Main Level

Entryway

No violations noted.

Living Room (35-6 x 14-0)

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

55

Dining Room (12-4 x 10-0)

No violations noted

Kitchen (20-8 x 15-10), Bathroom

No violations noted.

SW Bedroom/Bath (13-8 x 8-6), South Bedroom/Den (12-2 x 12-1)

No violations noted

Center Bedroom (12-3 x 9-10)

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

Existing Egress Window Measurements:

Height: 26 inches

Width: 39 inches

Sill Height: 28 inches

Openable Area: 7.04 sq. ft.

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

Detached Garage

No violations noted.

EXTERIOR

No violations noted

OTHER REQUIREMENTS

Furnace Inspection Documentation:

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

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

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

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)

Affidavit Required:

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**

Registration Form

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

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

This is the end of this report.



City of Bloomington
H.A.N.D.

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

Meeting Date: August 16th, 2023
Petition Type: An extension of time to complete repairs.
Petition Number: 23-TV-54
Address: 3491 S. Oaklawn Circle
Petitioner: Greg and Jeff Motter
Inspector: Kenny Liford
Staff Report: May 11th, 2023 Completed Cycle Inspection.
May 15th, 2023 Cycle report written.
July 13th, 2023 BHQA application received

The owner has requested an extension of time to complete repairs due to the HOA timeline of making repairs.

Staff recommendation: Approve the request.

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: September 29th, 2023

Attachments: Cycle report, BHQA Appeal



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

Property Address: 3491 S Oaklawn Cir Bloomington, IN 47401

Petitioner's Name: Greg and Jeff Motter

Address: 3555 Sedgewood Way

City: Colorado Springs

State: Colorado

Zip Code: 80918

Phone Number: (719) 233-7917

E-mail Address: greg_motter@hotmail.com

Owner's Name: Greg and Jeff Motter

Address: 3555 Sedgewood Way

City: Colorado Springs

State: Colorado

Zip Code: 80918

Phone Number: 719-233-7917

E-mail Address: greg_motter@hotmail.com

Occupants: Cindi Ann Kilgo

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: 23-TV-54

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.

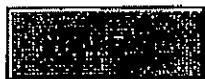
All repairs have been completed except for the back door. We have worked with our handyman and he has indicated that he cannot repair the door. Our HOA is responsible for all doors and we are working with them to get an inspection and replacement, but they are way behind on repairs. The HOA is sending someone out the week of the 24th to look at the door and assess it. The HOA has said it may take them 3 months to get the door replaced. But 3 months should be sufficient.

Signature (Required): Gregory A Motter

Name (Print): Gregory A Motter Date: 7/12/23

Important information regarding this application format:

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





**City Of Bloomington
Housing and Neighborhood Development**

CYCLE INSPECTION REPORT

8895

Owner(s)

Motter, Greg
3555 Sedgewood Way
Colorado Springs, CO 80918

Motter, Jeff
P.O. Box 921
Blowing Rock, NC 28605

Agent

Joshua Turi
6387 S. Old State Road 37
Bloomington, IN 47401

Prop. Location: 3491 S Oaklawn CIR
Number of Units/Structures: 1/1
Units/Bedrooms/Max # of Occupants: Bld 1: 1/2/4

Date Inspected: 05/11/2023
Primary Heat Source: Electric
Property Zoning: R4
Number of Stories: 2

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

Monroe County Assessor's records indicate this structure was built in 2004
Minimum requirements for emergency egress windows at the time of construction.

Openable area required: 5.0 sq. ft. for grade floors, 5.7 sq. ft. for all other floors
Clear width required: 20"
Clear height required: 22"
Maximum Allowable Sill Height: 44" above finished floor

INTERIOR

Main Level

Living Room (13 x 15), ½ Bathroom, Laundry Closet, Furnace Closet, Balcony

No violations noted.

Kitchen (11-5 x 14-11)

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

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

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

Upper Level

Back Bedroom (13-3 x 11-9), Bathroom, Front Bedroom (11-3 x 10-10), Bathroom, Hallway

No violations noted.

Existing Egress Window Measurements:

Height: 26 inches

Width: 32 inches

Sill Height: 20.50 inches

Openable Area: 5.77 sq. ft.

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

EXTERIOR

No violations noted.

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. **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 present a completed Occupancy Affidavit for any structures with 4 (four) or fewer units as part of the rental documents. The Ordinance does not require a copy of the Occupancy Affidavit to be kept by the HAND Department, only reviewed.

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

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: August 16, 2023

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

Petition Number: 23-TV-055

Address: 1309 S Palmer Ave

Petitioner: Parker Real Estate Management – Amanda Sparks

Inspector: Michael Arnold

Staff Report: July 05 2023 Complaint Inspection
 July 06 2023 Sent Complaint Inspection Report
 July 21 2023 Reinspection Scheduled
 July 23 2023 Complaint Reinspection
 July 25 2023 Received BHQA Application

The initial complaint was for water damaged ceiling in the living room and the furnace closet and soft spots (holes) in the subfloor of the kitchen and the SW Bedroom floors. At the reinspection it was noted that the agent was obtaining bids for repairs to the ceiling, floors and roof in order to repair the issues in the complaint inspection report.

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

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

Compliance Deadline: October 16, 2023

Attachments: Complaint Inspection Report; BHQA Application, Bids



**City Of Bloomington
Housing and Neighborhood Development**

COMPLAINT INSPECTION REPORT

4275

Owners

William T and Lori Campbell
1225 Pickwick Point
Bloomington IN 47401

Agent

Parker Real Estate Management
PO Box 1112
Bloomington IN 47402

Tenant

Kyra Taylor
1309 S Palmer Ave
Bloomington IN 47401

Prop. Location: 1309 S Palmer Ave
Number of Units/Structures: 1/1
Units/Bedrooms/Max # of Occupants: Bld 1: 1/1/3

Date Inspected: 07/05/2023
Primary Heat Source: Gas
Property Zoning: R3
Number of Stories: 1
Landlord Has Affidavit:

Inspector: Mike Arnold
Foundation Type: Slab
Attic Access:
Accessory Structure:

The following items are the result of a complaint inspection conducted on 07/05/2023. 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.

Interior:

Living Room:

BRK

Eliminate the source of the leak then properly repair and surface coat the deteriorated portion of the ceiling. BMC 16.04.060(a)

Gettin' custom'd

Kitchen:

nk

Refr to replace

Properly repair the soft spot in the floor. BMC 16.04.060(a) (east wall near the front of the refrigerator)

Furnace Closet:

BRK

Eliminate the source of the leak then properly repair and surface coat the water stained portion of the ceiling. BMC 16.04.060(a)

SW Bedroom:

BRK

Properly repair the soft spot in the floor. BMC 16.04.060(a) (center of the room)

This is the end of this report.



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

Property Address: 1309 South Palmer Avenue, Bloomington, IN 47401

Petitioner's Name: Parker Real Estate Management - Amanda Sparks

Address: 621 North Walnut Street

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

Phone Number: 8127200999 **E-mail Address:** asparks@parkermgt.com

Owner's Name: Bill Campbell

Address: 1225 S Pickwick Place

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

Phone Number: _____ **E-mail Address:** _____

Occupants: Kyra Taylor

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: 23-TV-55

MA

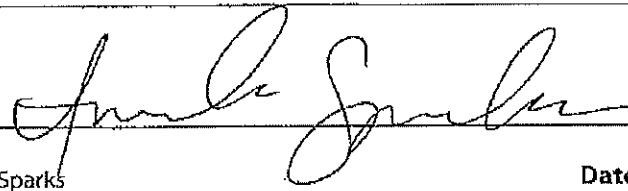
In the space provided below please write a brief narrative regarding your request. Be specific as to what you are requesting, the reason(s) or justification(s) for your request, the amount of time needed to bring the property into compliance, as well as any modifications and/or alterations you are suggesting.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

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

1. Eliminate source of leak then properly repair and surface coat the deteriorated portion of the ceiling.
 Properly repair the soft spot in the floor.
 Eliminate the source of the leak then properly repair and surface coat the water stained ceiling
 Properly repair the soft spot in the floor.

2. The extensions are needed because part of the work has been done and we are currently in the process of getting estimates from roofing companies and contractors for work on the crawlspace. We have one estimate in for the entirety of the repairs for \$35,000+ that I have attached with this form.

3. We would like to request 2 months to complete the estimates and repairs to the roof and crawlspace of the property.

Signature (Required): 

Name (Print): Amanda Sparks Date: 7/23/23

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.





BLOOMINGTON PROFESSIONAL RESTORATION AND REPAIR

1245 OLD CAPITAL PIKE
BLOOMINGTON, IN 47403-9060
812-332-4470 PHONE
812-824-9894 FAX
joe@bpcccarpet.net

Client: PARICKER MANAGEMENT
Property: 1309 S. PALMER
BLOOMINGTON, IN 47401

Business: (812) 339-2115

Operator: JOE

Estimator: JOSEPH T. BOMBA
Company: BLOOMINGTON PROFESSIONAL
RESTORATION AND REPAIR

Business: (812) 332-4470
E-mail: joe@bpcccarpet.net

Reference:
Company: SELF PAY

Type of Estimate: STRUCTURAL REPAIRS
Date Entered: 7/12/2023

Date Assigned: 7/1/2023

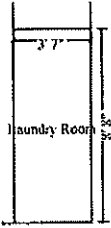
Price List: INT8X_JUL23
Labor Efficiency: Restoration/Service/Remodel
Estimate: 1309PALMERSTRREP
File Number: WO#4880-1

PROPOSED STRUCTURAL REPAIRS.

BLOOMINGTON PROFESSIONAL RESTORATION AND REPAIR



1245 OLD CAPITAL PIKE
 BLOOMINGTON, IN 47403-9060
 812-332-4470 PHONE
 812-824-9894 FAX
 joe@bpcccarpet.net

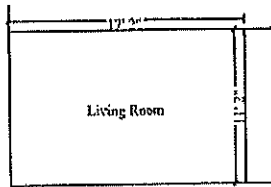


Laundry Room

Height: 8'

196.00 SF Walls	31.06 SF Ceiling
227.06 SF Walls & Ceiling	31.06 SF Floor
3.45 SY Flooring	24.50 LF Floor Perimeter
24.50 LF Ceil. Perimeter	

CAT	SEL	ACT DESCRIPTION	QTY	RESET	REMOVE	REPLACE	TAX	O&P	TOTAL
14. APP	WSHR	+ Washer/Washing machine - Reset							
	1		1.00 EA		0.00+	22.91 =	0.00	4.58	27.49
15. APP	DRYRS	+ Dryer - Remove & reset							
	1		1.00 EA		0.00+	35.33 =	0.00	7.06	42.39
16. FNC	B3	R Detach & Reset Baseboard - 3 1/4"							
	PF		24.50 LF	2.29	0.00+	0.00 =	0.03	11.22	67.36
17. FCV	PLK-	+ Vinyl plank flooring - Standard grade							
	1.05F		32.61 SF		0.00+	4.84 =	4.70	32.50	195.03
18. DOR	DOR-RS	+ Interior door - Detach & reset - slab only							
	1		1.00 EA		0.00+	18.19 =	0.00	3.64	21.83
19. CLN	FINALR	+ Final cleaning - construction - Residential							
	F		31.06 SF		0.00+	0.30 =	0.00	1.86	11.18
Totals: Laundry Room							4.73	60.86	365.28



Living Room

Height: 8'

453.33 SF Walls	191.69 SF Ceiling
645.03 SF Walls & Ceiling	191.69 SF Floor
21.30 SY Flooring	56.67 LF Floor Perimeter
56.67 LF Ceil. Perimeter	

CAT	SEL	ACT DESCRIPTION	QTY	RESET	REMOVE	REPLACE	TAX	O&P	TOTAL
20. DRY	ACR	- Tear off damaged texture on ceiling.							
	25		25.00 SF		1.06+	0.00 =	0.00	5.30	31.80
21. DRY	PATCHLF	+ Drywall tape joint / repair - per LF							
	8		8.00 LF		0.00+	8.05 =	0.25	12.94	77.59
22. DRY	TEX++	+ Texture drywall - smooth / skim coat							
	25		25.00 SF		0.00+	1.45 =	0.28	7.32	43.85

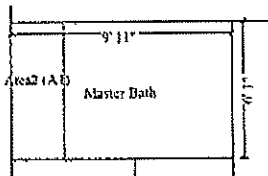


BLOOMINGTON PROFESSIONAL RESTORATION AND REPAIR

1245 OLD CAPITAL PIKE
 BLOOMINGTON, IN 47403-9060
 812-332-4470 PHONE
 812-824-9894 FAX
 joe@bpcccarpet.net

CONTINUED - Living Room

CAT	SEL	ACT DESCRIPTION	QTY	RESET	REMOVE	REPLACE	TAX	O&P	TOTAL
	CALC								
23. DRY	TEX+	+ Texture drywall - heavy hand texture							
	25	25.00 SF			0.00+	1.33 =	0.40	6.74	40.39
24. PNT	SP	+ Seal/prime (1 coat) drywall repair							
	25	25.00 SF			0.00+	1.00 =	0.37	5.08	30.45
25. PNT	P	+ Paint the ceiling - one coat							
	C	191.69 SF			0.00+	0.69 =	2.01	26.86	161.14
26. CLN	FINALR	+ Final cleaning - construction - Residential							
	F	191.69 SF			0.00+	0.30 =	0.00	11.50	69.01
Totals: Living Room							3.31	75.74	454.23



Master Bath

Height: 8'

256.00 SF Walls	60.33 SF Ceiling
316.33 SF Walls & Ceiling	60.33 SF Floor
6.70 SY Flooring	32.00 LF Floor Perimeter
32.00 LF Ceil. Perimeter	

CAT	SEL	ACT DESCRIPTION	QTY	RESET	REMOVE	REPLACE	TAX	O&P	TOTAL
	CALC								
27. PLM	TLT	R Detach & Reset Toilet							
	1	1.00 EA		240.67	0.00+	0.00 =	0.58	48.26	289.51
28. FRM	MN	+ Labor to repair underlayment soft/settling under toilet							
	1	1.00 EA			0.00+	158.06 =	0.00	31.62	189.68
29. FRM	UL3/4	& R&R Underlayment - 3/4" particle board							
	16	16.00 SF			0.78+	1.95 =	1.29	9.00	53.97
30. FNC	B3	R Detach & Reset Baseboard - 3 1/4"							
	.5PF	16.00 LF		2.29	0.00+	0.00 =	0.02	7.32	43.98
31. FCV	CB6	& R&R Cove base molding - rubber or vinyl, 4" high							
	PF	32.00 LF			0.35+	2.71 =	4.55	20.50	122.97
32. FCV	PLK	- Remove Vinyl plank flooring							
	1.05F	63.34 SF			1.36+	0.00 =	0.00	17.22	103.36

FLOORING AND FRAMING UNDER THE TUB IN THE MASTER BATHROOM LOOKED VISUALLY STRUCTURALLY SOUND DURING INSPECTION OF CRAWLSPACE. ADDITIONAL UNFORSEEN DAMAGE WILL BE ADDED WITH A "ADDITIONAL WORK AUTHORIZATION" FROM OWNER/MANAGER.

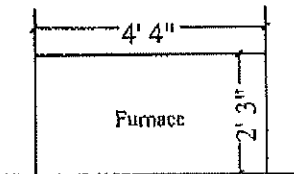


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1245 OLD CAPITAL PIKE
 BLOOMINGTON, IN 47403-9060
 812-332-4470 PHONE
 812-824-9894 FAX
 joe@bpcccarpet.net

CONTINUED - Master Bath

CAT	SEL	ACT DESCRIPTION	RESET	REMOVE	REPLACE	TAX	O&P	TOTAL
	CALC	QTY						
33. CLN	FINALR	+ Final cleaning - construction - Residential						
	F	60.33 SF		0.00+	0.30 =	0.00	3.62	21.72
Totals: Master Bath						6.44	137.54	825.19



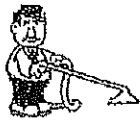
Furnace

Height: 8'

105.33 SF Walls	9.75 SF Ceiling
115.08 SF Walls & Ceiling	9.75 SF Floor
1.08 SY Flooring	13.17 LF Floor Perimeter
13.17 LF Ceil. Perimeter	

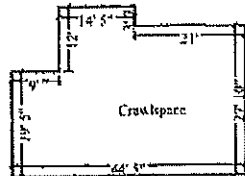
CAT	SEL	ACT DESCRIPTION	RESET	REMOVE	REPLACE	TAX	O&P	TOTAL
	CALC	QTY						
34. CLN	AV+	+ Clean the ceiling - Heavy						
	C	9.75 SF		0.00+	0.49 =	0.01	0.96	5.75
35. PNT	SP2	+ Seal/prime (1 coat) then paint (2 coats) the ceiling						
	C	9.75 SF		0.00+	1.38 =	0.23	2.74	16.43
36. CLN	FINALR	+ Final cleaning - construction - Residential						
	F	9.75 SF		0.00+	0.30 =	0.00	0.58	3.51
Totals: Furnace						0.24	4.28	25.69
Total: Main Level						70.49	804.36	4,825.99

Crawl Space



BLOOMINGTON PROFESSIONAL RESTORATION AND REPAIR

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 joe@bpeccarpet.net



Crawlspace

Height: 8'

1213.33 SF Walls
 2425.51 SF Walls & Ceiling
 134.69 SY Flooring
 151.67 LF Cell. Perimeter

1212.17 SF Ceiling
 1212.17 SF Floor
 151.67 LF Floor Perimeter

CAT	SEL	ACT DESCRIPTION	RESET	REMOVE	REPLACE	TAX	O&P	TOTAL
	CALC	QTY						
37. SPE	WWELL>3	& R&R Crawl well - remove and replace to allow access to crawl						
	1	1.00 EA		29.00+	315.94 =	17.57	72.50	435.01
38. MSK	SKRTDOR	& R&R Replace crawl entry metal door						
	1	1.00 EA		8.70+	106.16 =	5.46	24.08	144.40
39. WTR	BIDITM	+ Remediation due to moisture content 'estimated'						
	1	1.00 EA [*]		0.00+	12,000.00 =	0.00	2,400.00	14,400.00
40. LAB	LBR	+ Dig out sump discharge. Confirm Clear. Install above ground cover.						
	2	2.00 EA		0.00+	43.91 =	0.00	17.56	105.38
41. PLM	SUMP	& R&R Sump pump -						
	1	1.00 EA		62.53+	452.17 =	16.02	106.14	636.86
42. MPR	CSV>	& R&R Moisture protection for crawl space - visqueen - 10 mil						
	1.15F	1394.00 SF		0.10+	0.43 =	11.71	150.10	900.63
43. INS	RBD1.5	+ Rigid foam insulation board - 1 1/2"						
	151.67*3	455.01 SF		0.00+	1.51 =	38.86	145.20	871.13
44. CLN	FINALR	+ Final cleaning - construction - Residential						
	F	1212.17 SF		0.00+	0.30 =	0.00	72.74	436.39
45. CLN	SBCS	+ Add on - Confined space labor						
	F	1212.17 SF		0.00+	0.75 =	0.00	181.82	1,090.95
Totals: Crawlspace						89.62	3,170.14	19,020.75

Exterior

CAT	SEL	ACT DESCRIPTION	RESET	REMOVE	REPLACE	TAX	O&P	TOTAL
	CALC	QTY						
46. LND	BIDITM	+ Cutback branches from roof of livingroom and garage						
	1	1.00 EA [*]		0.00+	200.00 =	0.00	40.00	240.00
47. RFG	BIDITM	+ Roofing replacement of shingles, drip edge, utility/exhaust boots						
	1	1.00 EA [*]		0.00+	8,053.79 =	0.00	1,610.76	9,664.55
48. HVC	DVENT	& R&R Clothes dryer vent - installed						
	1	1.00 EA		5.83+	69.04 =	2.30	15.42	92.59



BLOOMINGTON PROFESSIONAL RESTORATION AND REPAIR

1245 OLD CAPITAL PIKE
 BLOOMINGTON, IN 47403-9060
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 812-824-9894 FAX
 joe@bpcccarpet.net

CONTINUED - Exterior

CAT	SEL	ACT DESCRIPTION	RESET	REMOVE	REPLACE	TAX	O&P	TOTAL
	CALC	QTY						
Totals: Exterior						2.30	1,666.18	9,997.14
Total: Crawl Space						91.92	4,836.32	29,017.89

Labor Minimums Applied

CAT	SEL	ACT DESCRIPTION	RESET	REMOVE	REPLACE	TAX	O&P	TOTAL
	CALC	QTY						
49. SPE	MN-A	+ Specially items labor minimum						
		1 1.00 EA		0.00+	86.25 =	0.00	17.26	103.51
50. MSK	MN-A	+ Mobile home setup/skirting labor min						
		1 1.00 EA		0.00+	181.44 =	0.00	36.28	217.72
51. ELE	MN-A	+ Electrical labor minimum						
		1 1.00 EA		0.00+	198.47 =	0.00	39.70	238.17
52. WTR	MN-A	+ Water extract/remediation labor minimum						
		1 1.00 EA		0.00+	49.81 =	0.00	9.96	59.77
53. PNT	MN-A	+ Painting labor minimum						
		1 1.00 EA		0.00+	77.73 =	0.00	15.54	93.27
54. DRY	MN-A	+ Drywall labor minimum						
		1 1.00 EA		0.00+	242.78 =	0.00	48.56	291.34
55. HVC	MN-A	+ Heat, vent, & air cond. labor minimum						
		1 1.00 EA		0.00+	226.55 =	0.00	45.32	271.87
Totals: Labor Minimums Applied						0.00	212.62	1,275.65
Line Item Totals: 1309PALMERSTRREP						162.41	5,853.30	35,119.53



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Grand Total Areas:

5,613.33 SF Walls	2,743.42 SF Ceiling	8,356.75 SF Walls and Ceiling
2,743.42 SF Floor	304.82 SY Flooring	701.67 LF Floor Perimeter
0.00 SF Long Wall	0.00 SF Short Wall	701.67 LF Ceil. Perimeter
2,743.42 Floor Area	2,743.42 Total Area	5,613.33 Interior Wall Area
2,988.00 Exterior Wall Area	332.00 Exterior Perimeter of Walls	
0.00 Surface Area	0.00 Number of Squares	0.00 Total Perimeter Length
0.00 Total Ridge Length	0.00 Total Hip Length	



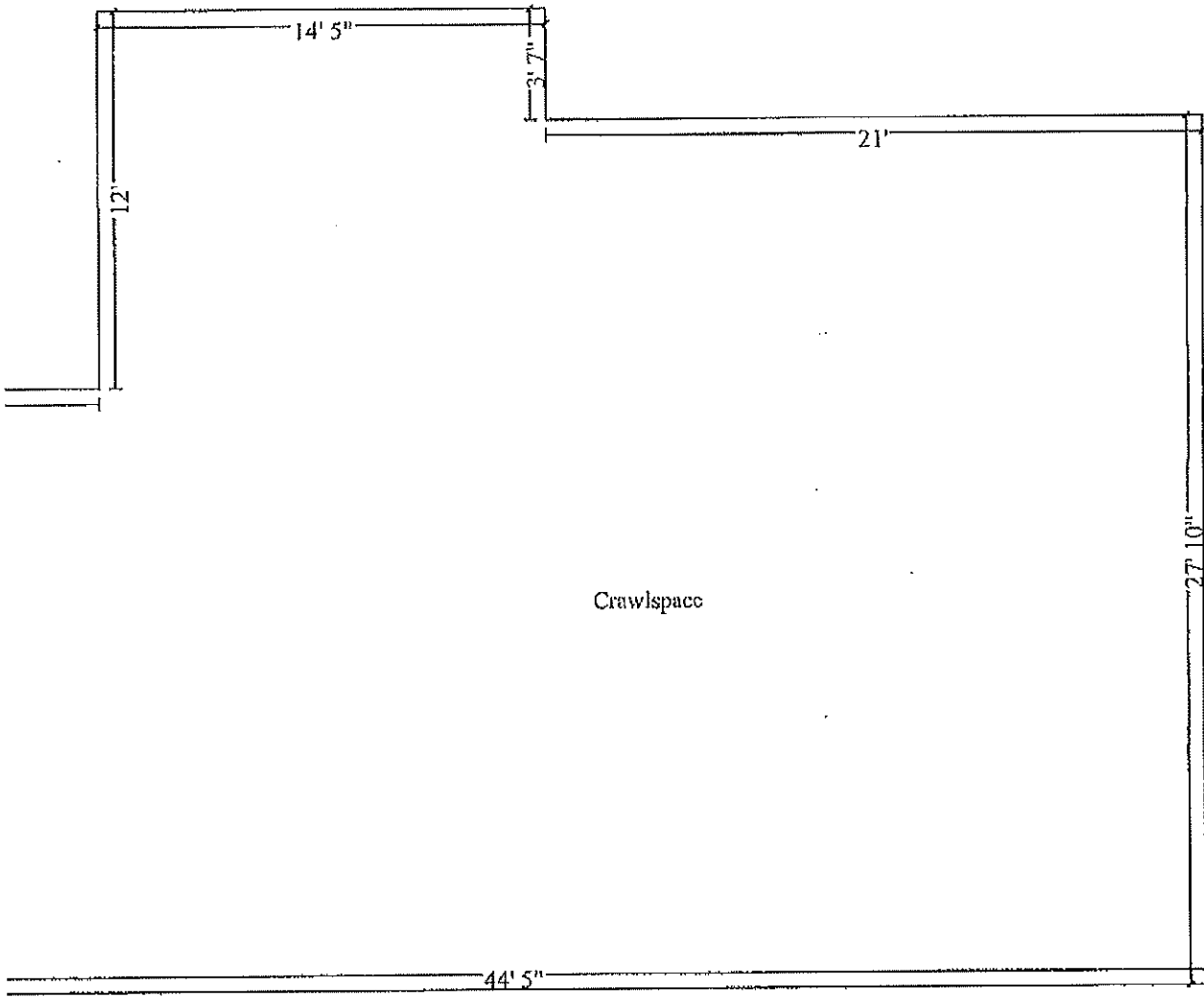
BLOOMINGTON PROFESSIONAL RESTORATION AND REPAIR

1245 OLD CAPITAL PIKE
BLOOMINGTON, IN 47403-9060
812-332-4470 PHONE
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Summary

Line Item Total	29,103.82
Material Sales Tax	162.41
	<hr/>
Subtotal	29,266.23
Overhead	2,926.65
Profit	2,926.65
	<hr/>
Replacement Cost Value	\$35,119.53
Net Claim	\$35,119.53
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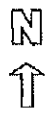
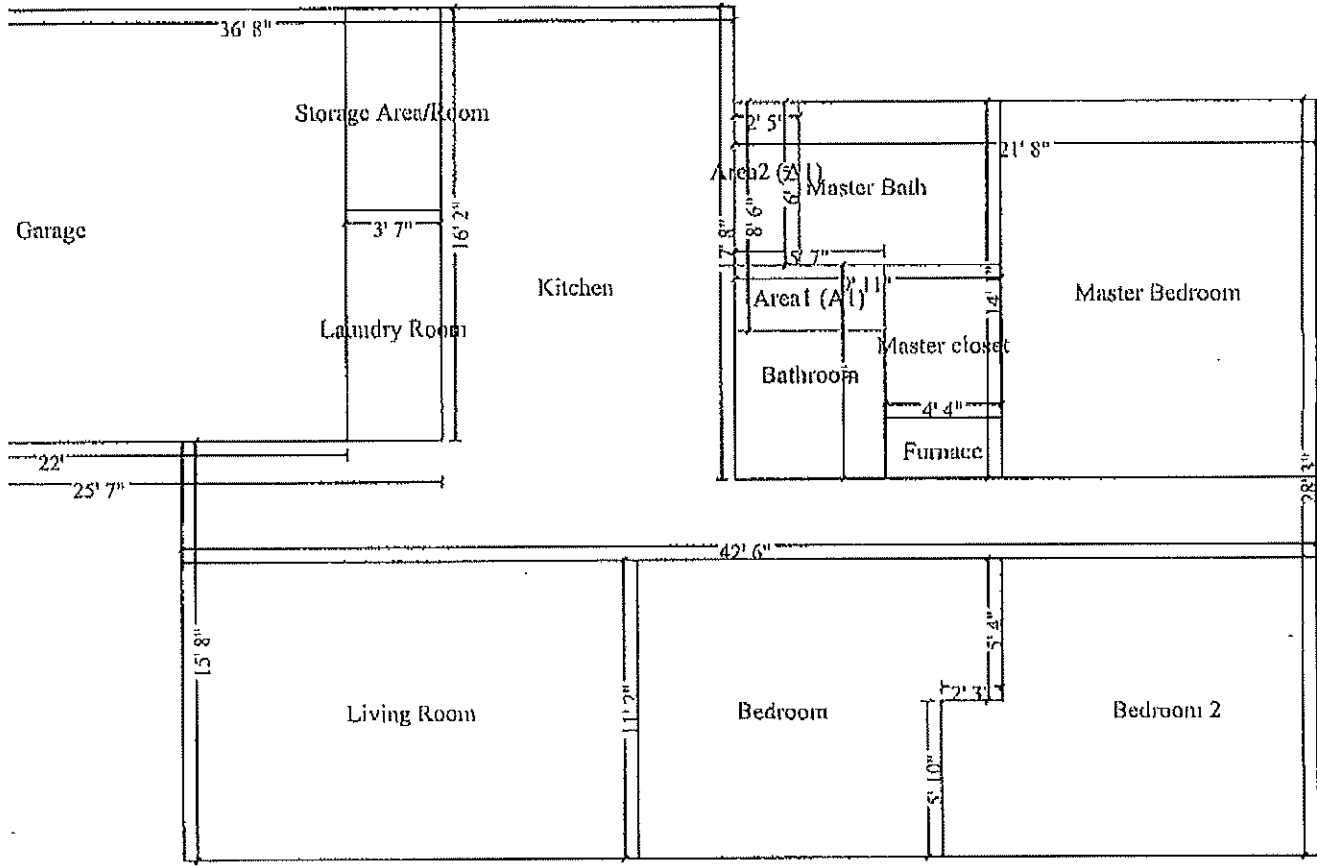
JOSEPH T. BOMBA



Crawl Space

7/13/2023

Page: 10



Main Level

7/13/2023

Page: 11



City of Bloomington
H.A.N.D.

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

Meeting Date: August 15, 2023

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

Petition Number: 23-TV-56

Address: 111 S. Roosevelt St.

Petitioner: Bill & Kathy Thompson

Inspector: Rob Council

Staff Report: 06/13/2023 – Conducted cycle inspection.
06/15/2023 – Report mailed to owner.
07/31/2023 – Received BHQA appeal.

During a cycle inspection of the above property, violations of the Residential Rental Unit and Lodging Establishment Program were found, including broken window panes, windows that will not open, or stay open, damaged footpath blockwork presenting trip hazards, and deteriorated tuckpointing on the exterior of structure.

Petitioner is seeking an extension of time or a modification or exception to Title 16.

Staff recommendation: Grant an extension of time to complete repairs.
Deny modification or exception to Title 16.

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: October 13, 2023

Attachments: Cycle Report; BHQA Application



RECEIVED
JUL 31 2023
BY:

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

Property Address: 111 S. Roosevelt

Petitioner's Name: Bill & Kathy Thompson

Address: 3952 Ironwood Court

City: Bloomington State: IN Zip Code: 47404

Phone Number: 821-320-8553 Email Address: bill.thompson@cookgroup.com

Property Owner's Name: Bill & Kathy Thompson

Address: 3952 Ironwood Court

City: Bloomington State: IN Zip Code: 47404

Phone Number: 812-320-8553 Email Address: bill.thompson@cookgroup.com

Occupants: None

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) 60 days; Pending results of this Appeal
- B) A modification or exception to the Housing Property Maintenance Code (Petition type V)
- C) Relief from an administrative decision (Petition type AA)
- D) Rescind a variance (Petition type RV)

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

OFFICE USE ONLY
Petition Number 23-TV-56

SEE REVERSE

RC

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.

Main Level: Front Porch

- The porch was enclosed in the 1960's
- In 2020 the individual panes were re-glazed to their current condition
- The glass is individual panes
- Many of the wood mullions are app to fall if current glazing is removed
- None of the glass affect the health, safety and welfare of the public

Main Level: Sun Room

- The windows in the Sun Room to my knowledge are original
- Many are in fragile condition but are currently weather dry and we would like to preserve them
- The original ropes and weights are missing
- In 2020 the windows were scraped, painted and re-glazed for their protection
- This is a Sun Room. These windows do not affect the health, safety and welfare of the public and are not required for egress.

Signature (required): Wm. Thompson

Name (please print): William Thompson

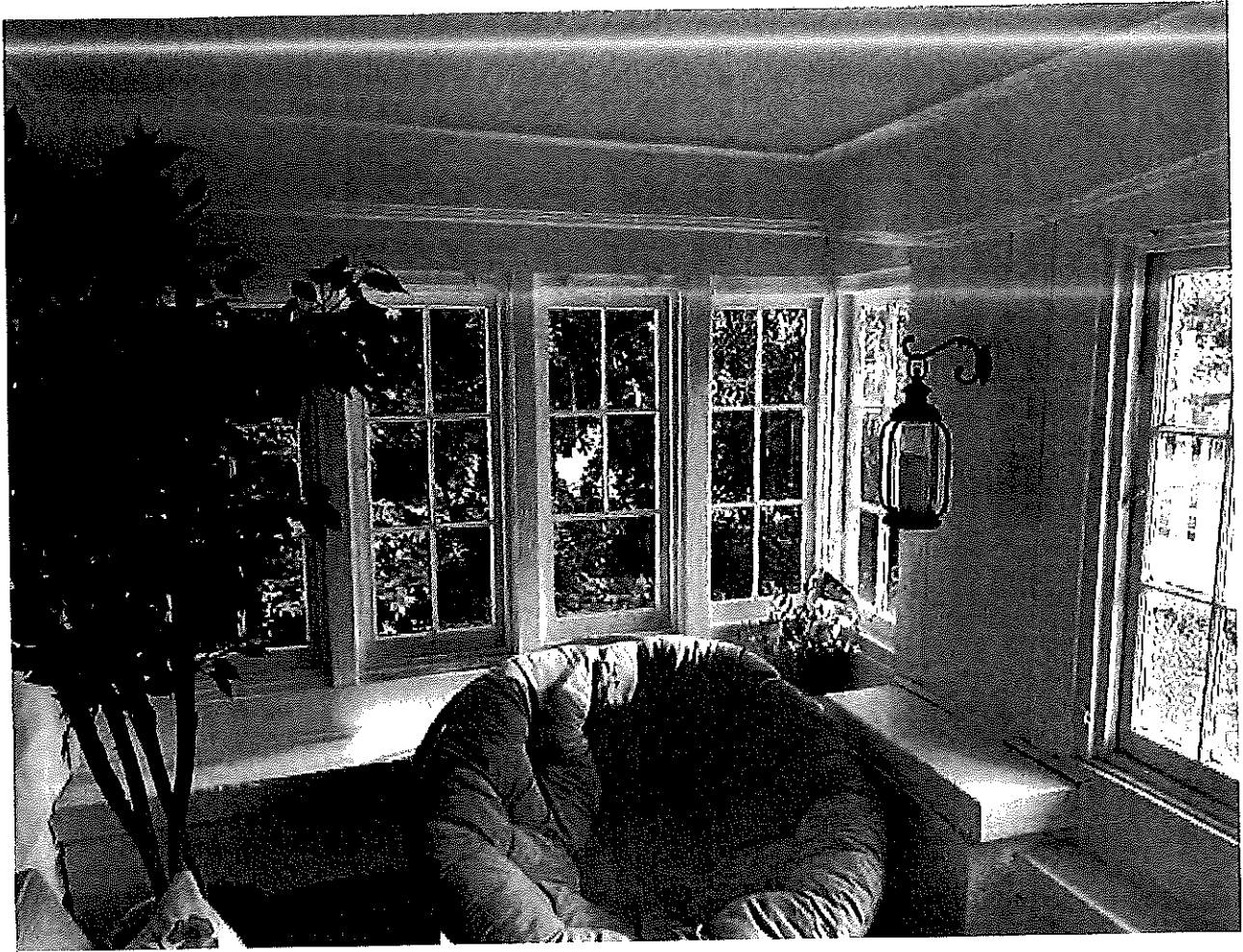
Date: 07/27/23

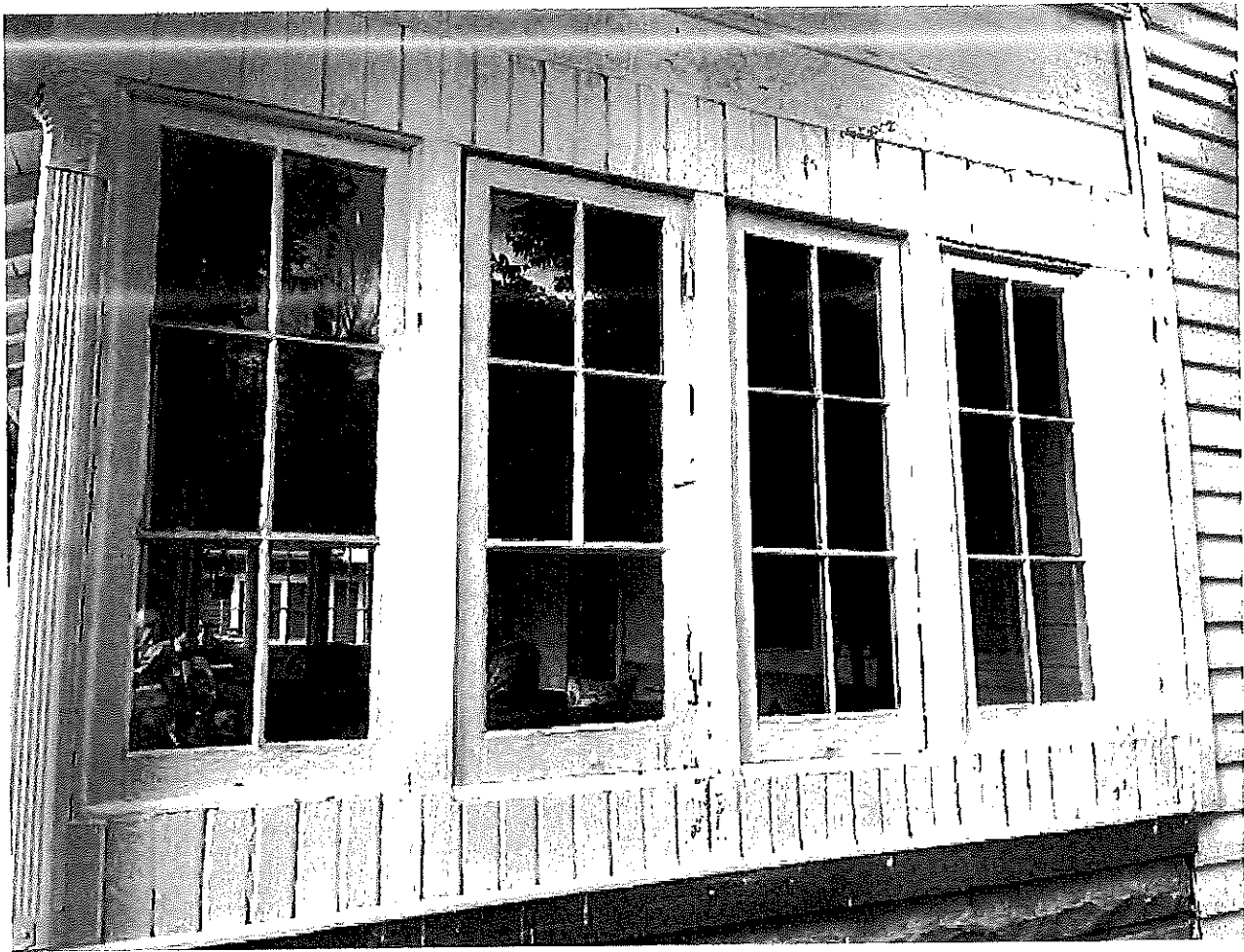
You may attend the meeting. If you attend, please note that all petitioners presenting a matter to the Board shall be limited to no more than five minutes to present their case and arguments. Additional time can be granted if deemed appropriate by the Board. Please note that if your property is listed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

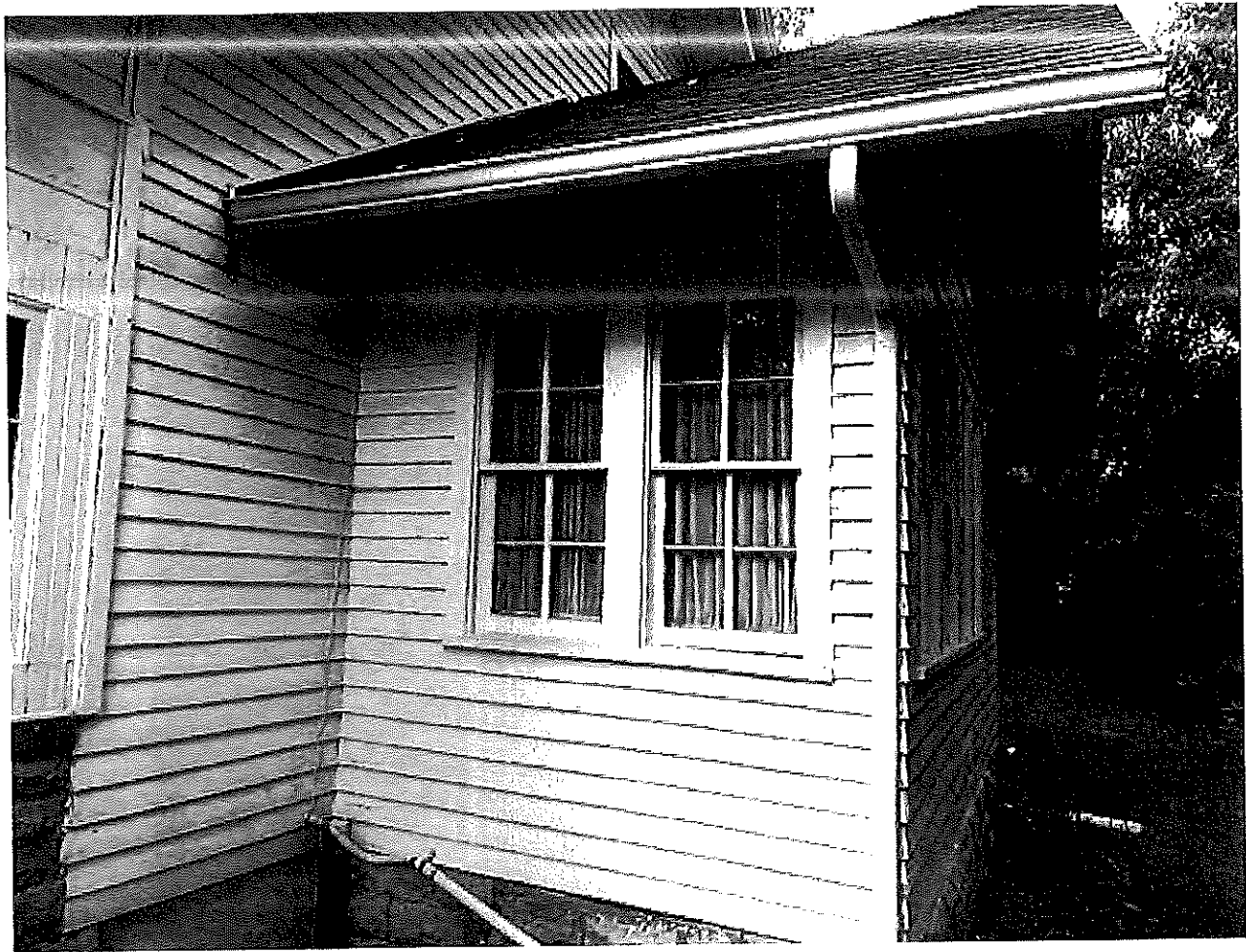
Exterior: Front Steps

- Prior to 2020 these steps were concrete. These steps failed and removed which exposed some limestone
- There is no compromise in the stonework and any repair is cosmetic
- This does not affect the health, safety and welfare of the public

Each of these items are generally cosmetic in nature. They will be monitored and repaired as required to protect our investment. Thank you for your consideration.









Sent from my iPhone



CITY OF
BLOOMINGTON
HOUSING AND NEIGHBORHOOD DEVELOPMENT

Rental Inspection Information

Date Mailed: 6/15/2023

Owner, Applicant

Thompson, William H.
3952 Ironwood Ct.
Bloomington IN 47404

Re: 111 S Roosevelt ST

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

Once violations have been corrected, it is your responsibility to call the Housing and Neighborhood Development office within this 60 day window but no later than 8/14/2023 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 <https://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



CITY OF
BLOOMINGTON

HOUSING AND NEIGHBORHOOD DEVELOPMENT

CYCLE INSPECTION REPORT

5456

Owner(s)

Thompson, William H.
3952 Ironwood Ct.
Bloomington, IN 47404

Prop. Location: 111 S Roosevelt ST
Number of Units/Structures: 1/1
Units/Bedrooms/Max # of Occupants: Bld 1: 1/3/3

Date Inspected: 06/13/2023
Primary Heat Source: Gas
Property Zoning: R3
Number of Stories: 2

Inspector: Rob Council
Foundation Type: Basement
Attic Access: No
Accessory Structure: None

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

INTERIOR:

MAIN LEVEL

Enclosed Front Porch:

Repair all broken window panes. BMC 16.04.060(a) (**All around**)

Living Room (23-6 x 14-3):

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)

Sun Room (11 x 7-5):

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

Dining Room (14-8 x 10-7):

Properly secure paneling and outlet right of bathroom. BMC 16.04.060(b)(a)

Properly secure paneling and outlet on east wall. BMC 16.04.060(b)(a)

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

Bathroom:

No violations noted.

Kitchen:

No violations noted.

BASEMENT

Stairway:

No violations noted.

Laundry Room:

No violations noted.

Main Room:

Inspector observed major rot on floor joists. Properly repair and replace all damaged floor joists with code compliant joists. Review of documentation detailing the proper design and completion of this work from a Licensed Engineer will be required with use of rough hewn lumber. Provide proof of building permit from Monroe County Building Department will be required. BMC 16.01.060(f)(b)(a)

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

Secure loose electrical junction boxes for lights in coal rooms. BMC 16.04.060(b)

2nd LEVEL

Hallway:

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

Bathroom:

Replace the non-functioning GFCI-protected receptacle with a new GFCI-protected receptacle(s), per Indiana Electric Code requirements. BMC 16.04.020(a)(5); IEC 406.3(D)

SE Bedroom (11-10 x 10):

No violations noted.

Existing Egress Window Measurements: Dbl hung: Const. Yr. - 1900

Height: 22 inches

Width: 21 inches

Sill Height: 27 inches

Openable Area: 3.21 sq. ft.

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

Middle Bedroom (11-8 x 8-2): Same window as above.

Secure window in frame. BMC 16.04.060(a)

W Bedroom (11-10 x 8-2): Same window as above.

Replace missing doorknob for closet. BMC 16.04.060(a)

EXTERIOR:

Repair damage to block work at entry. BMC 16.04.050(a)

Secure post caps on front entry. BMC 16.04.050(a)

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

Replace broken fence pickets. BMC 16.04.050(a) (Back patio)

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

Scrape and paint exterior upper level around windows. BMC 16.04.050(a)

Properly terminate loose wiring or wire into junction box. BMC 16.04.050(b)(c) (North side of structure above gas meter)

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. **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 present a completed Occupancy Affidavit for any structures with 4 (four) or fewer units as part of the rental documents. The Ordinance does not require a copy of the Occupancy Affidavit to be kept by the HAND Department, only reviewed.

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

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.