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04 24-TV-12 509 E 1st Street	23

**PUBLIC HEARING  
BOARD OF HOUSING QUALITY APPEALS  
CITY HALL ALLISON CONFERENCE ROOM 225  
In Person / Zoom Virtual Meeting**

**(<https://bloomington.zoom.us/j/84090354059?pwd=mJxCil15kPgJ0iLnIZVKW3s6bUT5qk.1>) Meeting ID 840 9035 4059  
Passcode 084395**

**FEBRUARY 20, 2024 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. **ELECTION OF OFFICERS**

III. **MINUTES**

(1) January 16, 2024

IV. **PETITIONS**

1) **24-AA-09, 3344 S. Oaklawn Circle**, Jane & Roger Howell. Request for relief from an administrative decision.

2) **24-TV-10, 2624 E. Olson Drive**, SAAP Properties. Request for an extension of time to complete repairs.

3) **24-TV-11, 417 E. 15<sup>th</sup> Street**, Mackie Properties (Frank & Jamie Teague). Request for an extension of time to complete repairs.

4) **24-TV-12, 509 E. 1<sup>st</sup> Street**, Granite Student Living (Owens Investments, LLC). Request for an extension of time to complete repairs.

V. **GENERAL DISCUSSION**

VI. **PUBLIC COMMENT**

VII. **ADJOURNMENT**

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

Housing & Neighborhood Development is inviting you to a scheduled Zoom meeting.

Topic: Board of Housing Quality Appeals

Time: Feb 20, 2024 04:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

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

Meeting ID: 840 9035 4059

Passcode: 084395

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One tap mobile

+13052241968,,84090354059# US

+13092053325,,84090354059# US

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Dial by your location

- +1 305 224 1968 US
- +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)
- +1 360 209 5623 US
- +1 386 347 5053 US
- +1 507 473 4847 US
- +1 564 217 2000 US
- +1 669 444 9171 US
- +1 669 900 6833 US (San Jose)
- +1 689 278 1000 US

- +1 719 359 4580 US
- +1 253 205 0468 US
- +1 253 215 8782 US (Tacoma)
- +1 346 248 7799 US (Houston)

Meeting ID: 840 9035 4059

Find your local number: <https://bloomington.zoom.us/j/kUQQ1H9k>



City of Bloomington  
H.A.N.D.

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

Meeting Date: February 20, 2024

Petition Type: Relief from an administrative decision

Variance Request: Relief from the requirement to register and inspect.

Petition Number: 24-AA-09

Address: 3344 S Oaklawn Circle

Petitioner: Jan Howell

Staff Report: The owner is requesting an exemption from the requirement to inspect this property. This property was annexed into the City in 2004. The ownership has remained the same during the time since the annexation. The only occupant has been the daughter of the owners. The owners also stay here when they visit Bloomington. There is no plan for any other occupants. The owners have maintained a rental occupancy permit since 2004. The last inspector suggested that they appeal for an exception. We received the appeal on January 3, 2024. The permit does not expire until July 29, 2025.

Staff recommendation: Grant the relief from administrative decision.

Conditions: This unit will be granted relief from the requirements of Title 16 for as long as the current owner and tenant remain unchanged from the current status. The property status will be checked yearly to verify no changes have been made. If this status changes, the requirements of Title 16 may be re-instated.

Compliance Deadline: none

Attachments: Application for Appeal



Re nt pro 7560  
no physical file

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

RECEIVED  
JAN 03 2020  
BY: .....

**Property Address:** 3344 S Oaklawn Circle Bloomington IN

**Petitioner's Name:** Jan Howell

**Address:** 1130 W Saline Wood St

**City:** Center Point **State:** Indiana **Zip Code:** 47840

**Phone Number:** 8122439027 **E-mail Address:** jan5270@gmail.com

**Owner's Name:** Roger and Jan Howell

**Address:** 1130 W Saline Wood St

**City:** Center Point **State:** Indiana **Zip Code:** 47840

**Phone Number:** 8122439027 **E-mail Address:** jan5270@gmail.com

**Occupants:** Kimbery Howell--daughter

**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:** C. Relief from Admin Decision

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)  
24-AA-09  
Petition Number: \_\_\_\_\_

JH

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

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

We purchased this property Aug 2003 and our daughter Kimberly has lived there ever since. It was bought for her to have a place to live while going to IU and for her dad and I to stay at when we go to the lake and surrounding areas. No one else has lived there and we never accepted rent from our daughter since it was for our use too. The last time it was inspected it was suggested that we fill out this form to request a waiver so it would not have to be inspected as a normal rental property would have to be.

Signature (Required): Jan Howell  
 Name (Print): Jan Howell Date: ~~2/28/07~~ 1/1/2024

**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

RECEIPT (REC-000777-2024)  
FOR CITY OF BLOOMINGTON

**BILLING CONTACT**

Howell, Jan L.  
1130 W. Sallne Wood St.  
Center Point, In 47840



Reference Number	Fee Name	Transaction Type	Payment Method	Amount Paid
rentpro_7560	BHQA Fine	Fee Payment	Check #2231	\$20.00
3344 S Oaklawn Cir Bloomington, IN 47401			<b>SUB TOTAL</b>	<b>\$20.00</b>
			<b>TOTAL</b>	<b>\$20.00</b>





City of Bloomington  
H.A.N.D.

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

Meeting Date: February 20, 2024

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

Petition Number: 24-TV-10

Address: 2624 E. Olson

Petitioner: SAAP Properties LLC.

Inspector: Rob Council

Staff Report: October 26, 2023 - No show at scheduled cycle.  
November 8, 2023 - Conducted cycle inspection.  
November 16, 2023 - Mailed inspection report.  
December 4, 2023 – Reinspection scheduled.  
January 8, 2024 – Received BHQA application.  
January 10, 2024 – No show at reinspection.  
January 11, 2024 – Rescheduled reinspection.  
January 29, 2024 – No show at reinspection.  
January 29, 2024 – Rescheduled reinspection.

During a cycle inspection of the above property, violations of the Residential Rental Unit and Lodging Establishment Program were found, including broken windows, windows that would not latch, loose or damaged outlets, and other life safety violations.

Petitioner is seeking an extension of time to complete window repairs.

Staff recommendation: Deny petitioners request for an extension of time.

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

Compliance Deadline: Immediately.

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:** 2624 E Olson Dr, Bloomington, Indiana. 47401

**Petitioner's Name:** SAAP Properties LLC (Preetham Dhoopati)

**Address:** PO 6466

**City:** Bloomington

**State:** Indiana

**Zip Code:** 47407

**Phone Number:** (317) 285-8041

**E-mail Address:** saap.properties@gmail.com

**Owner's Name:** SAAP Properties LLC (Preetham Dhoopati)

**Address:** PO 6466

**City:** Bloomington

**State:** Indiana

**Zip Code:** 47407

**Phone Number:** 317-285-8041

**E-mail Address:** saap.properties@gmail.com

**Occupants:** Krishawnda Latrice Thomas

**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: 24-TV-10

RC

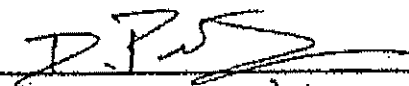
In the space provided below please write a brief narrative regarding your request. Be specific as to what you are requesting, the reason(s) or justification(s) for your request, the amount of time needed to bring the property into compliance, as well as any modifications and/or alterations you are suggesting.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

A.1 --> Three windows are required to replace with new windows.

A.2 --> Windows for this condo fall under HOA and will need to be fixed by HOA. New window installation has been approved by Oaklawn HOA, work order has been submitted for Tommy D' Windows to install new windows. Windows will be installed in Feb, 2024.

A.3 --> Requesting to extend time until end of Feb, 2024.

Signature (Required): 

Name (Print): Preetham Dhoopati Date: 1/5/24

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

Print Form



CITY OF  
**BLOOMINGTON**  
HOUSING AND NEIGHBORHOOD DEVELOPMENT

Rental Inspection Information

Owner, Applicant

SAAP Properties LLC  
1564 S Andrew CIR  
Bloomington IN 47401

Re: 2624 E Olson DR

We have recently completed an inspection at **2624 E Olson DR**. Please find the enclosed inspection report which contains important information about the property. All noted violations and recommendations are listed on the enclosed report, please spend some time reviewing this report fully. All violation corrections should be completed no later than **1/15/2024**.

Once violations have been corrected it is your responsibility to call the Housing and Neighborhood Development (HAND) office **no later than 1/15/2024** to schedule a re-inspection. You do have the right to appeal any violation of the Bloomington Municipal Code Title 16 noted on the 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 the interior and exterior violations have been corrected and all fees have been paid. Bloomington Municipal Code requires that all violations of all Titles must be in compliance before a permit can be issued. Please be advised that non-compliance by **1/15/2024** may limit the permit period.

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 online 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 made available.

If you have any questions regarding the permit process, you may call 812-349-3420 8:00am-5:00pm, Monday through Friday.

Sincerely,

Housing & Neighborhood Development  
Encl: Inspection Report,



CITY OF  
**BLOOMINGTON**

HOUSING AND NEIGHBORHOOD DEVELOPMENT

CYCLE INSPECTION REPORT

10760

Owner(s)

SAAP Properties LLC  
1564 S. Andrew Circle  
Bloomington, IN 47401

Prop. Location: 2624 E Olson DR  
Number of Units/Structures: 1/1  
Units/Bedrooms/Max # of Occupants: Bld 1: 1/3/3

Date Inspected: 11/08/2023  
Primary Heat Source: Gas  
Property Zoning: R4  
Number of Stories: 2

Inspector: Rob Council  
Foundation Type: Slab  
Attic Access: Yes  
Accessory Structure: None

**Monroe County Assessor's records indicate that this structure was built in 2002. These are the minimum egress requirements for structures built at this time.**

Clear Height: 22"

Clear Width: 20"

Maximum sill height: 44"

Openable Area: 5.7 sq. ft.

**INTERIOR:**

Living Room (21-0 x 10-9):

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

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

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

Dining Room (9-7 x 8-7):

No violations noted.

XW

Kitchen (8-9 x 11-6):

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) (Poor flow, not secured to sink)

Replace broken/missing outlet cover plate. BMC 16.04.060(b) (Left of stove)

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

Rehang closet doors. BMC 16.04.060(a)

Garage:

No violations noted.

Half Bath:

Rehang toilet tissue holder. BMC 16.04.060(c)

2<sup>nd</sup> Level:

North Bedroom (11-3 x 10-1):

Repair window to latch securely. BMC 16.04.060(b)

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

Existing Egress Window Measurements:

Height: 26 ¾ inches

Width: 35 ½ inches

Sill Height: 27 inches

Openable Area: 6.60 sq. ft.

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

Hallway/Stairs:

No violations noted.

Bathroom:

No violations noted.

Center Bedroom (9-11 x 9-1):

Repair or replace damaged floor vent cover. BMC 16.04.050(a)

Existing Egress Window Measurements:

Height: 26 ¾ inches

Width: 35 ½ inches

Sill Height: 27 inches

Openable Area: 6.60 sq. ft.

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

Master Bedroom (15-1 x 10-1) / Bathroom:

Repair broken window tip out latch. BMC 16.04.060(a)

Repair window to latch securely. BMC 16.04.060(b)

Replace or repair ceiling fan to function as intended. BMC 16.04.060(c)

Replace or repair shower head to function as intended. BMC 16.04.060(c)

Existing Egress Window Measurements:

Height: 26 ¾ inches

Width: 35 ½ inches

Sill Height: 27 inches

Openable Area: 6.60 sq. ft.

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

**EXTERIOR:**

Remove and properly dispose of all accumulated or scattered trash on property. BMC 16.04.040(d)  
(Furnace filter, hose pieces.)

Properly repair or replace damaged or deteriorated siding in a manner that leaves the structure weather tight. This is to be done in a workmanlike manner and includes but is not limited to all damaged or deteriorating siding and structural members. BMC 16.04.050(a)  
(Side patio)

Replace fire damaged GFCI electrical outlet. BMC 16.04.050(b) (Side patio)

**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(e)

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

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





City of Bloomington  
H.A.N.D.

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

Meeting Date: February 20, 2024

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

Petition Number: 24-TV-11

Address: 417 E 15<sup>th</sup> Street

Petitioner: Kathryn Baker (Mackie Properties)

Inspector: Jo Stong

Staff Report: October 24, 2023: Conducted cycle inspection  
November 9, 2023: Mailed inspection report  
January 8, 2024: Received appeal  
February 1, 2024: Conducted reinspection. All but window complied.

During an inspection of the above property violations of the housing code were noted, including a bedroom window that would not latch. The petitioner is seeking an extension of time to allow for shipment and installation of a new window.

Staff recommendation: Grant an extension of time

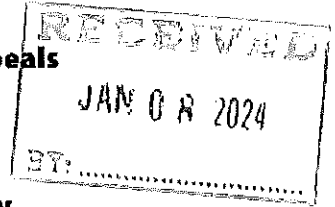
Conditions: Complete all repairs and schedule for re-inspection no later than the deadline stated below, or this case will be turned over to the City of Bloomington Legal Department for further action including the possibility of fines.

Compliance Deadline: April 19, 2024

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: 417 E 15th St. Bloomington, IN 47408

Petitioner's Name: Kathryn Baker (Mackie Properties)

Address: 1800 W 17th St

City: Bloomington State: IN Zip Code: 47404

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

Owner's Name: Frank & Jamie Teague

Address: 2275 S Bascom Ave #1101

City: Campbell State: CA Zip Code: 95008

Phone Number: 812-360-9428 E-mail Address: fteague82@yahoo.com

Occupants: Will Bauer, Josh Sims, Brian Foster

**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)

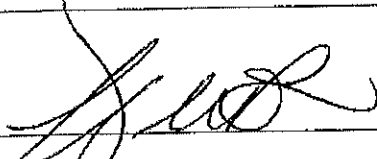
Petition Number: 24-TV-11

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

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- 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.

Mackie Properties would like to request an extension of time to complete repairs for the following violation:  
 "Southwest bedroom: Repair the west window to latch securely. BMC 16.04.060(b)"

A window vendor has been hired to replace the window since repair attempts have been unsuccessful. The new window shipment is expected to arrive in March 2024. Mackie Properties would like to propose a new deadline of 4/19/24 to allow time for the window shipment & vendor installation.

Signature (Required): 

Name (Print): Kathryn Baker Date: 1/5/24

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

Print Form



CITY OF  
**BLOOMINGTON**  
HOUSING AND NEIGHBORHOOD DEVELOPMENT

Rental Inspection Information

Representative

Mackie Properties  
PO Box 236  
Ellettsville IN 47429

Representative

Mackie Properties  
1800 W 17th ST  
Bloomington IN 47404

Owner

Frank & Jaime Teague  
2275 S Bascom Avenue #101  
Campbell CA 95008

Re: 417 E 15th ST

We have recently completed an inspection at **417 E 15th ST**. Please find the enclosed inspection report which contains important information about the property. All noted violations and recommendations are listed on the enclosed report, please spend some time reviewing this report fully. All violation corrections should be completed no later than **1/9/2024**.

Once violations have been corrected it is your responsibility to call the Housing and Neighborhood Development (HAND) office **no later than 1/9/2024** to schedule a re-inspection. You do have the right to appeal any violation of the Bloomington Municipal Code Title 16 noted on the inspection report to the Board of Housing Quality Appeals.

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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 online 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 made available.

If you have any questions regarding the permit process, you may call 812-349-3420 8:00am-5:00pm, Monday through Friday.

Sincerely,

Housing & Neighborhood Development  
Encl:inspection Report,



CYCLE INSPECTION REPORT

1013

Owners

Frank and Jaime Teague  
2275 S Bascom Avenue #101  
Campbell, CA 95008

Agent

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

Prop. Location: 417 E 15th St  
Number of Units/Structures: 1/1  
Units/Bedrooms/Max # of Occupants: Bld 1: 1/3/5

Date Inspected: 10/24/2023  
Primary Heat Source: Other  
Property Zoning: MS  
Number of Stories: 2  
Landlord Has Affidavit: Yes

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

The Monroe County Assessor's records indicate that this structure was built in 1946.  
There were no emergency egress requirements at the time of construction.

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 (28-4 x 11-0), Mechanical/Laundry Room, Kitchen (10-4 x 10-1):

No violations noted.

Bath:

Replace the cracked shower pan. BMC 16.04.060(c)

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

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

Existing Egress Window Measurements (casement):

Height: 50.5 inches  
Width: 22.5 inches  
Sill Height: 28 inches  
Openable Area: 7.89 sq. ft.

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

## 2ND FLOOR

Southwest Bedroom (11-0 x 10-7), Northwest Bedroom (12-8 x 12-3), Bath, Attic (electric furnace):  
No violations noted.

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

Height: 53.5 inches

Width: 37.5 inches

Sill Height: 27.5 inches

Openable Area: 13.93 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)

### OTHER REQUIREMENTS:

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

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

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



City of Bloomington  
H.A.N.D.

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

Meeting Date: February 20, 2024

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

Petition Number: 24-TV-12

Address: 509 E 1<sup>st</sup> St.

Petitioner: Granite Student Living

Inspector: Rob Council

Staff Report: March 6, 2023 – Cycle inspection conducted with Brawley Mgmt.  
March 16, 2023 – Inspection report mailed.  
July 31, 2023 – Reinspection conducted. All complied except Exterior Painting  
August 3, 2023 – Temp. Permit mailed.  
August 29, 2023 – Temp. Permit returned from Brawley Mgmt. Owners changed Agent.  
Re-mailed Temp permit to Owens Investments LLC.  
January 11, 2024 – Received confirmation of agent change.  
January 23, 2024 – Received BHQA application.

During a cycle inspection of the above property, violations of the Residential Rental Unit and Lodging Establishment Program were found, including exterior painting.

Petitioner is seeking an extension of time to complete exterior painting.

Staff recommendation: Grant petitioners request for an extension of time.

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

Compliance Deadline: July 1, 2024

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**

**RECEIVED**  
BY: .....

**Property Address:** 509 E 1st St

**Petitioner's Name:** Granite Student Living

**Address:** 401 E 4th St

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

**Phone Number:** 8127277000      **E-mail Address:** bloomingtonops@granitesl.com

**Owner's Name:** Owens Investments LLC

**Address:** 3780 N. Upper Birdie Galyan Road

**City:** Bloomington      **State:** Indiana      **Zip Code:** 47408

**Phone Number:**      **E-mail Address:** scott@owensrealtygroup.com

**Occupants:** Laurie Frederickson, Kathryn Ulyett, Alexis Hanna, Abigail Day

**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: 24-TV-12

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.

A. 1. Exterior paint requires scraping and to be repainted  
 2. Property management passed from Brawley to Granite with a temporary permit, work not completed during appropriate temperature season for exterior painting.  
 3. Request extension to painting weather- ideally 6 months but any weather appropriate time frame would be appreciated

Signature (Required): Lance Keilar

Name (Print): Lance Keilar Date: 1/11/2024

**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**

OWENS INVESTMENTS LLC  
2620 E WINDERMERE WOODS  
DR  
Bloomington, IN 47401  
→ ELEVATE

RTS

NEED TO REQUEST  
NEW REG FORM  
AGENT: BRAVLEY

PROPERTS  
P.O. Box 5543 Bloomington, IN 47401



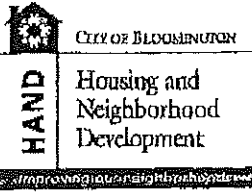
INDIANAPOLIS, IN 462  
15 AUG 2023 PM 4  
FIRST CLASS  
US POST  
ZIP 47404  
02 7W  
0008029C

Owens Investments, Llc  
1401 S. Walnut Street  
Bloomington, IN 47401

462 7E 1 0008/2

RETURN TO SENDER  
NOT DELIVERABLE AS ADDRESSED  
UNABLE TO FORWARD

BT  
47401-5543  
BC: 47402010000 \*2012-07952-  
47401-5543



401 N. Morton St.  
Suite 130  
Bloomington, IN 47404  
(812) 349-3420

## TEMPORARY RENTAL OCCUPANCY PERMIT

Address 509 E 1<sup>st</sup> St. Bloomington, IN 47404

This Temporary Permit indicates that the interior violations listed on the Cycle Inspection Report dated 3/06/2023, are now in compliance, and the only remaining violations are not life-safety in nature.

The remaining violations are noted in the CYCLE REPORT dated 3/06/2023; this document is incorporated by reference into the Temporary Permit.

All remaining violations shall be in compliance and the owner or agent shall call HAND to schedule a re-inspection of the property prior to the expiration of this Temporary Permit.

This Temporary Permit expires, 3/06/2024.

Director: [Signature] Date 8/3/23

Revised 02/10



MAR 16 2023

City Of Bloomington  
Housing and Neighborhood Development  
RENTAL INSPECTION INFORMATION

Owens Investments LLC  
2620 E Windermere Woods Dr.  
Bloomington, IN 47401

RE: 509 E 1st ST

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

Once violations have been corrected, it is your responsibility to call the Housing and Neighborhood Development office within this 60 day window but no later than **MAY 15 2023** 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: Brawley Property Management P.O. Box 5543 Bloomington, IN 47407

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

City Hall  
[bloomington.in.gov](http://bloomington.in.gov)

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

55



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

2533

Owner(s)

Owens Investments LLC  
 2620 E Windermere Woods Dr.  
 Bloomington, IN 47401

Agent

Brawley Property Management  
 Po Box 5543  
 Bloomington, IN 47407

Prop. Location: 509 E 1st ST  
 Number of Units/Structures: 1/1  
 Units/Bedrooms/Max # of Occupants: Bld 1: 1/4/4

Date Inspected: 03/06/2023  
 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 1910.  
 There were no requirements for emergency egress at the time of construction.**

**INTERIOR**

**MAIN LEVEL:**

Living Room (17-3x11-6):  
 No violations noted.

Dining Area (13-4x10-3):  
 No violations noted.

Kitchen:  
 No violations noted.

Back patio:

*C* 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.

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

City Hall  
 bloomington, in.gov

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

Laundry/Bath:

No violations noted.

**UPSTAIRS:**

SE Bedroom (13-2x9-5):

No violations noted

**Existing Egress:**

**Height: 22 inches**

**Width: 23 inches**

**Sill Height: 28 inches**

**Openable Area: 3.51 sq. ft.**

At the time this structure was built, there were no code requirements for emergency egress for a sleeping room. The Housing & Neighborhood Development Department strongly recommends that the sleeping room egress windows be modified or replaced with a larger window to aid in emergency escape.

SW Bedroom (11-10x8-21): (Same windows)

No violations noted.

NE Bedroom (13-5x7-9): (Same windows)

No violations noted.

Bathroom:

No violations noted.

NW Bedroom (11x11-8): (Same windows)

No violations noted.

**BASEMENT**

- ⤴ 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 (SE corner)

**EXTERIOR**

- ⤴ Scrape and paint exterior surfaces where paint is peeling or wood is exposed. BMC 16.04.050(e) (rear)  
(This violation has a one year deadline)

- ⤴ Properly repair or fill holes in siding. BMC 16.04.050(a) (Damage from woodpecker)

- ⤴ 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(c), BMC 16.04.060(b)

**Registration Form:**

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

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

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

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