

**RICHLAND HILLS BUILDING BOARD OF APPEALS
REGULAR MEETING
MAY 13, 2024
MINUTES**

Roll Call:

Board present:

Edward Lopez, Chair
Douglas Knowlton, Place 1
Travis Malone, Place 2
Theresa Bledsoe, Place 3
Javier Alvarez, Place 4
GW Estep, Place 5
Roland Goveas, Place 6

Board Absent:

Staff

Candice Edmondson, City Manager
Lindsay Rawlinson, City Secretary
James Donovan, City Attorney

1. CALL TO ORDER – Chairman Edward Lopez Called to Order – Time 5:30 p.m.

2. EXECUTIVE SESSION: Pursuant to the Open Meetings Act, Chapter 551, Texas Government Code, Section 551.071. Executive Session may be held, under these exceptions, at any time during the meeting that a need arises for the Building Board of Appeals to seek advice from the City Attorney as to the posted subject matter of this Building Board of Appeals meeting.

None.

3. PUBLIC COMMENTS

None.

REGULAR AGENDA

4. Approval of minutes from the July 24, 2023 Building Board of Appeals meeting.

Motion: Motion was made by Board Member Malone and seconded by Board Member Knowlton to approve the July 24, 2023 Building Board of Appeals meeting minutes.

Motion carried by a vote of 7-0.

5. Consider Case #2024-001 a substandard property described as Lot 10, Block 2, of a Revision of Matthews Subdivision, an addition to Tarrant County, Texas, according to the map or plat thereof recorded under Volume 388-M, Page 327, of the Plat Records of Tarrant County, Texas. A.K.A. 3224 Mimosa Park Drive, Richland Hills, Texas 76118 and consideration of an order to cause the repair, vacation, relocation of occupants, removal, demolition or securing of the building. PUBLIC HEARING

Lead Code Compliance Officer Melissa Scheuttig presented the case to the Board and advised that 3224 Mimosa Park Drive is a single-family dwelling located in the SF-7 Single-Family Residential zoning district built in 1954 and is approximately 1,225 square feet. On October 16, 2023, the City of Richland Hills Code Compliance Division observed work being done on the property without permits including a crew doing foundation repair and a separate crew removing the roof. A Stop Work Order was issued to the contractors onsite and was advised that no further work could continue until permits were obtained. Code Compliance also observed other unpermitted work including new plumbing, new electrical panel, new floor joists, and wall studs.

On November 29, 2023, the property owner submitted information to begin the permitting process. That same day our permit technician sent the property owner an email outlining all information that was required to obtain the remodel permit. The property owner did not agree with the City's permitting requirements. After several correspondence between the property owner and Director of Public Works and Capital Projects Kip Dernovich, a code consultation was scheduled at the property, which was held on December 19, 2023, with a representative of the property owner, Sir Cotton Estate Properties LLC and their contractor, Code Compliance Officer Scheuttig, Director Dernovich, and Bureau Veritas Inspector S. Kress.

Staff advised the property owner that the property must be brought up to 2018 IRC and 2017 NEC codes, an engineering letter on the foundation and framing of the entire house, including brick, an energy compliance report, and windows that meet egress requirements.

There has been no movement to the property other than a tarp put over roof rafters sometime in January 2024 and no permits have been pulled.

Sir Cotton Estate Properties LLC representative Heaven Simone Jones was present to address any questions.

Heaven Simone Jones, property owner representative, advised that the property was in bad condition when they took ownership and the previous owner was a hoarder. She advised that they had attempted to comply with the stop work order and Code Compliance but expressed concern with staff being on the property.

Discussion ensued regarding if permits had been applied for or obtained and work completed thus far.

Ms. Jones confirmed that they had applied for four permits but had not obtained any at this point. She stated that they have been unable to move along in the permitting process because an energy efficiency report is required to be filed.

City Manager Candice Edmondson asked if a scope of work had been submitted yet and Ms. Scheuttig confirmed that there has not been a scope of work submitted for review.

Ms. Jones advised that she had previously submitted a scope of work and would resubmit.

Chair Lopez opened the Public Hearing at 5:59 p.m.

Chair Lopez closed the Public Hearing at 5:59 p.m.

Motion: Motion was made by Board Member Goveas and seconded by Board Member Estep the following:

- 1) Sir Cotton Estate Properties LLC, Owner, "Owner" of the Property located at 3224 Mimosa Park in Richland Hills, Texas 76118, Lot 10, Block 2, of a Revision of Matthews Subdivision, an addition to Tarrant County, Texas, according to the map or plat thereof recorded under Volume 388-M, Page 327, of the Plat Records of Tarrant County, Texas, is given thirty (30) days to repair the building(s) on the Property to a standard in compliance with Article VIII of Chapter 14 of the Richland Hills City Code. In the alternative the owner may demolish or remove the building(s).
- 2) The Owner shall provide a plan of repair for the Property, addressing all issues listed in the Notice of Substandard Building, to the Board by June 24, 2024. Such plan shall include a list of all contractors to be utilized, all financial considerations, a list of all task to be performed in order to bring the property into compliance, and a timeframe for completion.
- 3) The work to repair, demolish, or remove the building(s) must be completed within forty-one (41) days from the date of this order, June 14, 2024.
- 4) If the work to repair, demolish, or remove the building(s) is not completed within the period of time referenced in the preceding paragraph, the City of Richland Hills will demolish the building(s) and charge all expenses incurred by the City to the Owner. If the Owner does not reimburse the City for its expenses, the City will place a lien upon the Property for the amount owed. The costs, together with interest accruing at 10% per annum will be assessed as a charge against the land and will be a personal obligation of the Owner.

Motion carried by a vote of 7-0.

6. ADJOURNMENT

There being no further business to come before the Building Board of Appeals, Chair Lopez declared the meeting adjourned at 6:04 p.m.

ATTEST:

APPROVED:

Lindsay Rawlinson, City Secretary

Curtis Bergthold, Chair