

**RICHLAND HILLS BUILDING BOARD OF APPEALS
REGULAR MEETING AGENDA
JANUARY 12, 2026
CITY HALL, 3200 DIANA DRIVE**

CALL TO ORDER - 6:00 PM

1. EXECUTIVE SESSION

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.

2. PUBLIC COMMENTS

This is the public's opportunity to address the Building Board of Appeals about non-agenda items. In compliance with the Texas Open Meetings Act, Commission members and city staff are prevented from discussing non-agenda items and may only respond with statements of factual information or existing city policy.

REGULAR AGENDA

- A. CONSIDER APPROVAL OF MINUTES FROM THE NOVEMBER 17, 2025, BUILDING BOARD OF APPEALS MEETING.

- B. REVIEW AND RECEIVE UPDATE ON AN ORDER OF REPAIR, VACATION, RELOCATION OF OCCUPANTS, REMOVAL, DEMOLITION, OR SECURING THE SUBSTANDARD PROPERTY DESCRIBED AS LOT 12, BLOCK 33, RICHLAND HILLS ADDITION, AN ADDITION TO THE CITY OF RICHLAND HILLS, TARRANT COUNTY, TEXAS, ACCORDING TO PLAT RECORDED IN VOLUME 388-J, PAGE 453, PLAT RECORDS OF TARRANT COUNTY, TEXAS, OTHERWISE KNOWN AS 7056 DOVER LANE, RICHLAND HILLS, TEXAS 76118. **CASE 10175**

3. ADJOURNMENT

CERTIFICATE

I, the undersigned authority, do hereby certify that this Notice of Meeting was posted on the official bulletin board at the Richland Hills City Hall, 3200 Diana Drive, Richland Hills, Texas, a place convenient and readily accessible to the general public at all times, and said Notice was posted by the following date and time: Monday, January 5, 2026, by 5:30 p.m., and remained so posted at least three business days before said meeting convened, pursuant to the Texas Government Code, Chapter 551.

Lindsay Rawlinson

Lindsay Rawlinson
City Secretary



ACCESSIBILITY STATEMENT

The Facility is wheelchair accessible. If you plan to attend this public meeting and have a disability that requires special arrangements, please notify the City Secretary 48 hours in advance at (817) 616-3810 and reasonable accommodations will be made to assist you.

Memorandum

To: Curtis Bergthold and Richland Hills Building Board of Appeals Members
From: Lindsay Rawlinson, City Secretary
Date: January 12, 2026
Subject: Approve the November 17, 2025 Building Board of Appeals minutes

Agenda Item:

Consider approval of minutes from the November 17, 2025, Building Board of Appeals meeting.

Background Information:

N/A

Financial Considerations:

N/A

Legal Review:

N/A

Board/Citizen Input:

N/A

Attachments:

1. Minutes from 11 17 2025 BBA meeting

Council Action Requested:

**RICHLAND HILLS BUILDING BOARD OF APPEALS
REGULAR MEETING
NOVEMBER 17, 2025
MINUTES**

Roll Call:

Board present:

Curtis Bergthold, Chair
Mike Witt, Place 1
Travis Malone, Place 2
Theresa Bledsoe, Place 3
John Skier, Place 4
GW Estep, Place 5
Roland Goveas, Place 6

Board Absent:

Staff

Candice Edmondson, City Manager
Lindsay Rawlinson, City Secretary
Elizabeth Yelverton, City Attorney

- 1. CALL TO ORDER – Chairman Curtis Bergthold Called to Order – Time 6:00 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 October 13, 2025 Building Board of Appeals meeting.**

Motion: Motion was made by Board Member Goveas and seconded by Board Member Skier to approve the October 13, 2025 Building Board of Appeals meeting minutes.

Motion carried by a vote of 7-0.

Motion: Motion was made by Board Member Skier and seconded by Board Member Malone to reorder the agenda to hear agenda item #5 after agenda item #7.

Motion carried by a vote of 7-0.

6. Reviewed and received update on an order of repair, vacation, relocation of occupants, removal, demolition, or securing the substandard property described as Lot 9, Block 46, Richland Park Addition, an Addition to the City of Richland Hills, Tarrant County, Texas, according to plat recorded in Volume 388-V, Page 122, Plat Records of Tarrant County, Texas, otherwise known as 2800 Cecil Drive, Richland Hills, Texas 76118. Case 10610

Director of Planning and Development Services JP Ducay presented an update and advised that on October 13, 2025, the Building Board of Appeals held a public hearing to evaluate the permitting status and project timeline. At this meeting, it was made clear that previous owner was being foreclosed upon and new ownership would be taking over. New ownership (Wildcat Lending) was in attendance and provided assurances that their intention was to submit the necessary permitting materials and bring the structure into compliance. The Building Board of Appeals provided an order requiring that the property be adequately secured, and a timeline of permit submittal and project completion be prepared by November 17, 2025

Mr. Ducay advised that Wildcat Lending (lien holder and pending new owner of 2800 Cecil Dr) informed the city that the foreclosure was completed on October 7, 2025. However, it was later determined that there was an issue with the deed when the property was foreclosed upon that required their attorney to revise the paperwork. The paperwork has been revised and Wildcat Lending is now waiting for clearance to close from the title company. It is believed that they should get formal clearance to close on the house any day. Throughout this time, a new contractor was brought on who has been coordinating with the city to submit all the outstanding permitting materials.

According to the contractor, permits should be completed and ready for review by November 13, 2025. Once approved, work will begin immediately and should take roughly two to three months to complete the project and bring the site into compliance.

Contractor Scott Irvin confirmed that the property has been secured. He additionally confirmed that the two-to-three-month completion estimate is accurate.

Motion: Motion was made by Board Member Skier and seconded by Board Member Goveas that no further order is required at this time. The October 13, 2025 order stands.

Motion carried by a vote of 7-0.

7. Reviewed and received update on an order of repair, vacation, relocation of occupants, removal, demolition, or securing the substandard property described as Lot 2, Block 53, Richland Hills Addition, an Addition to the City of Richland Hills, Tarrant County, Texas, according to plat recorded in Volume 388-W, Page 5, Plat Records of Tarrant County, Texas, otherwise known as 3624 Ruth Road, Richland Hills, Texas 76118. Case 11120

Director of Planning and Development Services JP Ducay presented an update and advised that on October 13, 2025, the Building Board of Appeals held a public hearing to evaluate the accumulation status. At this meeting, it was made clear that the owner had not made any progress on clearing out the accumulation but planned on selling the home. The potential new buyer (Four 19 Properties) was in attendance and provided assurance that they intended to remove all accumulation and bring the structure into compliance if the sale went through. The Building Board of Appeals provided an order requiring that all accumulation be removed, and the structure inspected by November 17, 2025.

On November 10, 2025, City staff spoke with William Wright (Four 19 Properties Representative) who stated the sale of the property was finalized. According to Mr. Wright, the previous owners' cars and storage box had been removed from the property and a cleaning crew was out at the site removing the accumulation. Once accumulation removal is completed, an inspection will be scheduled and conducted.

William Wright confirmed that the property has been cleaned of accumulation and secured. He estimated that the first quarter of 2026 is a reasonable timeline to make all repairs.

Motion: Motion was made by Board Member Estep and seconded by Board Member Skier that no further order is required at this time. The October 13, 2025 order stands.

Motion carried by a vote of 7-0.

5. Reviewed and received update on an order of repair, vacation, relocation of occupants, removal, demolition, or securing the substandard property described as Lot 12, Block 33, Richland Hills Addition, an Addition to the City of Richland Hills, Tarrant County, Texas, according to plat recorded in Volume 388-J, Page 453, Plat Records of Tarrant County, Texas, otherwise known as 7056 Dover Lane, Richland Hills, Texas 76118. Case 10175

Director of Planning and Development Services JP Ducay presented an update and advised that on October 13, 2025, the Building Board of Appeals held a public hearing to evaluate the permitting status and project timeline. At this meeting, it was determined that no major progress had been made on the required permitting materials except for the foundation letter that was submitted that day. The Building Board of Appeals provided an order requiring that work to demolish and remove the building and all debris must be completed within thirty-four (34) days from the date of this order.

Mr. Ducay advised that on October 15, 2025, staff met with the applicant to discuss the order. Ownership informed staff that they have no interest in demolishing the structure. Instead, they wish to continue the permitting process. Ownership submitted some of the missing permitting materials and stated that they have a contractor on board who can prepare the remaining items. Staff informed them that BBA's deadline to submit the permits had passed, however, they could continue to try and make progress to present to BBA. Staff recommended that they be cautious about spending any money or recourses on these progress efforts as BBA could still provide an order of demolition.

Mr. Ducay advised that on November 4, 2025, staff spoke with the potential contractor. Contractor informed staff that they are interested in taking this project on, however, they have not entered into an agreement with ownership at that time. They would first need to prepare a material list and project estimate to ownership prior to entering into an agreement. The contractor claimed it would take 3-4 weeks to complete these items. The necessary plans would not be prepared until an agreement was reached. The contractor also informed staff that the general design of the home would be changed to meet their budget. Subsequently, some of the permitting materials staff had received would be no longer accurate as the plans were going to change.

Mr. Ducay further advised that there has been no further progress made.

Chair Bergthold opened the Public Hearing at 6:36 p.m.

Sonya Janosky, 7056 Dover Lane, Richland Hills, explained that she and her sister had plans drawn up for construction of two master suites and the contractor hired was unable to accomplish the plans within the budget given. They are seeking a new contractor and new plans with their budgetary constraints. She advised that they are trying to comply with the order but the legal process has been lengthy.

Discussion ensued regarding the overall estimated length of time to make all repairs. Ms. Janosky estimated that the project would take six months to complete.

Chair Bergthold closed the Public Hearing at 7:05 p.m.

The Board cautioned Ms. Janosky and Ms. Hancock that architectural plans must be submitted first and quickly. There will be no more extensions.

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

- 1) Sonya R. Janosky & Patricia Lynn Hancock, Owners of the Property located at 7056 Dover Lane in Richland Hills, Texas 76118, Lot 12, Block 33, Richland Hills Addition, an addition to Tarrant County, Texas, according to the map or plat thereof recorded under Volume 388-J, Page 453, of the Plat Records of Tarrant County, Texas, are given fifty-six (56) days to submit a

plan of repair for the Property, providing said plan of repair by January 12, 2026. Such plan shall include architectural plans, all required engineering plans, a survey, and site plan.

- 2) If all above items are not provided within the period of time referenced in the preceding paragraph, the City of Richland Hills will demolish the building and charge all expenses incurred by the City to the Owners. If the Owners do 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 ten percent (10%) per annum will be assessed as a charge against the land and will be a personal obligation of the Owners.

Motion carried by a vote of 7-0.

6. ADJOURNMENT

There being no further business to come before the Building Board of Appeals, Chair Bergthold declared the meeting adjourned at 7:17 p.m.

ATTEST:

APPROVED:

Lindsay Rawlinson, City Secretary

Curtis Bergthold, Chair

Memorandum

To: Curtis Bergthold and Richland Hills Building Board of Appeals Members
From: JP Ducay, Director of Planning and Development Services
Date: January 12, 2026
Subject: 7056 Dover Lane **Case 10175 - PUBLIC HEARING**

Agenda Item:

Review and receive update on an order of repair, vacation, relocation of occupants, removal, demolition, or securing the substandard property described as Lot 12, Block 33, Richland Hills Addition, an Addition to the City of Richland Hills, Tarrant County, Texas, according to plat recorded in Volume 388-J, Page 453, Plat Records of Tarrant County, Texas, otherwise known as 7056 Dover Lane, Richland Hills, Texas 76118. **Case 10175**

Background Information:

On August 19, 2025, the Building Official of the City of Richland Hills has found and determined that the building located on the above-described property is substandard and proceedings shall commence to cause the repair, vacation, relocation of occupants, removal, demolition or securing of the buildings.

The property is currently owned by Sonya Janosky & Patricia Lynn Hancock.

On or around April 28, 2024, a structure fire occurred at the subject property resulting in significant damage. Several inspections have been conducted following the fire, beginning on August 26, 2024. In addition to the fire damage, the structure has since sustained further deterioration due to exposure to the elements and significant rainfall throughout the year. The home remains unsecured and unprotected from weather to the outer framing and some interior areas for a period, resulting in moisture damage. Additionally, the accumulation of debris outside of the home has prompted the need for an abatement of the entire property as it is

unsafe.

The city has been coordinating with ownership over the last 15+ months. Throughout this time, ownership advised staff that cleanup and repairs were being planned. In April 2025, the city received an Incomplete building permit package and has been working with ownership to prepare a complete submittal. Partial demolition of the garage area was completed; however, no other improvements have been made or seen.

An inspection of the property determined that there are multiple code violations, including health and safety hazards, resulting in the property being deemed a public nuisance and safety hazard.

On September 8, 2025, the Building Board of Appeals held a public hearing to discuss the substandard status of 7056 Dover Lane and provide an order of compliance. The order required that ownership submit all outstanding permit materials and a timeline of project completion by October 13, 2025.

On October 13, 2025, the Building Board of Appeals held a public hearing to evaluate the permitting status and project timeline. At this meeting, it was determined that no major progress had been made on the required permitting materials. The Building Board of Appeals provided an order requiring that work to demolish and remove the building and all debris must be completed within thirty-four (34) days from the date of this order.

On November 17, 2025, the Building Board of Appeals held a public hearing to evaluate the demolition status. At this meeting, it was determined that no demolition progress had been made and ownership wished to pursue compliance through permitting. The Building Board of Appeals provided an order granting ownership one last opportunity to submit all outstanding permit materials and a timeline of project completion by January 12, 2026. The Outstanding items to be submitted are as follows:

- 1. Outstanding Permit Materials**
 - 1. Contractor Registration**
 - 2. Property Survey**

3. **Stamped engineered construction plans**
4. **Stamped engineered floor plans**
5. **Stamped engineered exterior elevation plans**
6. **Stamped energy report**
7. **M.E.P Contractor validation under the permit**

2. Project Completion Timeline

Progress Status:

- December 2, 2025 – Staff calls and emails ownership to follow up on the status of the required materials. Ownership claims an architect was brought on board and will be contacting the city shortly.
- December 4, 2025 – Architect contacts city staff to inform them that some of the required materials would be submitted in the coming days.
- December 30, 2025 – Staff emails ownership, architect, and contractor for status update.
- January 4, 2026 – No required materials have been submitted or updates provided to staff.

Financial Considerations:

Legal Review:

Board/Citizen Input:

Attachments:

1. Order Substandard Building 7056 Dover Lane 11182025
2. Images 7056 Dover

Council Action Requested:

Consider an order of repair, vacation, relocation of occupants, removal, demolition, or securing

the substandard property described as Lot 12, Block 33, Richland Hills Addition, an Addition to the City of Richland Hills, Tarrant County, Texas, according to plat recorded in Volume 388-J, Page 453, Plat Records of Tarrant County, Texas, otherwise known as 7056 Dover Lane, Richland Hills, Texas 76118. **Case 10175 - PUBLIC HEARING**

**ORDER OF THE BUILDING BOARD OF APPEALS OF
THE CITY OF RICHLAND HILLS
ORDERING DEMOLITION OF SUBSTANDARD BUILDING**

TO: Sonya R. Janosky & Patricia Lynn Hancock, Owners

DATE: November 18, 2025

WHEREAS, a hearing was held on September 8, 2025, before the Building Board of Appeals (the "Board") of the City of Richland Hills regarding a building on the property located at 7056 Dover Lane in Richland Hills, Texas (the "Property"); and

WHEREAS, the records of the office of the Tarrant County Clerk indicate that Sonya R. Janosky & Patricia Lynn Hancock (the "Owners") are the record owners of the Property; and

WHEREAS, notice of the hearing was mailed to the Owners, to mortgagees, and to lien holders of record, if any, at least ten (10) days prior to the date of the hearing; and

WHEREAS, on September 8, 2025, the Board found that the defects or conditions set forth on the Notice of Substandard Building, attached hereto as Exhibit "A," previously provided to the Owners and lien holders and incorporated herein for all purposes, are present in the building; and

WHEREAS, on September 8, 2025, the Board found from evidence presented at the hearing that the building is substandard and in violation of the minimum standards set forth in Section 14-325 of Article VIII, Chapter 14 of the Richland Hills City Code and that the defects or conditions exist to the extent that the life, health, property, or safety of the public are endangered; and

WHEREAS, the Board further found that the building was feasible to repair, that the Owners had thus far failed to present a plan of repair and schedule of work to be completed; that there was a probability that the building would be repaired within a reasonable period of time; that the Owners should provide a plan of repair to the Board by October 13, 2025; and absent further evidence further found that thirty five (35) days is a reasonable period of time to complete the necessary actions taking into account the Owners' interests and the interests of public safety; and

WHEREAS, the Board had ordered the Owners to present a plan of repair and schedule of work to be completed on October 13, 2025; and

WHEREAS, at the continuation of the public hearing on October 13, 2025, the Board found that the Owners had failed to present an adequate plan of repair and schedule of work to be completed as ordered, and order the Owners to demolish the structure on the Property within thirty-four (34) days, before November 17, 2025; and

WHEREAS, at the continuation of the public hearing on November 17, 2025, the Board found that the Owners had failed to demolish the structure but had taken some steps to repair the Property, although they failed to present an adequate plan of repair and schedule of work to be completed as ordered; and

WHEREAS, at the meeting on November 17, 2025, the Board determined that fifty-six (56) days is a reasonable period of time for the owners to complete any necessary actions considering the Owners' interests and the interest of public safety; and

WHEREAS, the Board further finds that there is no reasonable probability that the building will be repaired within a reasonable period of time if additional time is given after January 12, 2026.

NOW, THEREFORE, THE BUILDING BOARD OF APPEALS HEREBY ORDERS THAT:

- 1) Sonya R. Janosky & Patricia Lynn Hancock, Owners of the Property located at 7056 Dover Lane in Richland Hills, Texas 76118, Lot 12, Block 33, Richland Hills Addition, an addition to Tarrant County, Texas, according to the map or plat thereof recorded under Volume 388-J, Page 453, of the Plat Records of Tarrant County, Texas, are given fifty-six (56) days to submit a plan of repair for the Property, providing said plan of repair by January 12, 2026. Such plan shall include architectural plans, all required engineering plans, a survey, and site plan.
- 2) If all above items are not provided within the period of time referenced in the preceding paragraph, the City of Richland Hills will demolish the building and charge all expenses incurred by the City to the Owners. If the Owners do 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 ten percent (10%) per annum will be assessed as a charge against the land and will be a personal obligation of the Owners.

PASSED AND APPROVED THIS 18TH DAY OF NOVEMBER 2025.

ATTEST:

Curtis Bergthold, Mayor

Lindsay Rawlinson, City Secretary













