

**BUILDING AND STANDARDS COMMISSION**  
**April 14, 2005**  
**7:30 P.M.**

I. CALL TO ORDER

The meeting was called to order by Chairman, Art Ruff at 7:35 p.m. with the following members present; Bill Eldridge, Carol Crow, Margo Nielsen, and David Burkhart. Earl Milner, and Carol Hawkins were absent.

II. CONSENT ITEM

Approval of the minutes from the meeting held on October 14, 2004.

Nielsen made a motion to approve the minutes of the October 14, 2004 meeting. Eldridge seconded the motion. The motion was voted on and passed by a vote of 3 to 0. Crow and Burkhart abstained.

III. PUBLIC HEARING AGENDA

Chairman Ruff declared the public hearing opened, and Trish Jordan presented case BSC-2005-01 for 510 S. Clark St.

**BSC-2005-01**

On September 30, 2004, the first notice was sent to the owners stating that they needed to repair rusted and dilapidated tin on the building. They would also need to remove all improperly stored items and provide proof that all parked vehicles were operable. On October 13, 2004, Rudy Del Bosque called saying that he was removing the junk vehicles, boats, and improper storage. He stated that he planned to paint the building. On December 27, 2004, Trish Jordan inspected the property. On February 23, 2005, a citation was issued due to the fact that no progress had been made on the structure. On March 24, 2005, notices were sent to both the business owner and property owner to appear at the BSC Meeting scheduled for April 14, 2005. The green cards from these notices were returned to the Code Enforcement Department on April 1, 2005. The Code Enforcement Department would like to see the storage issue resolved, and all repairs to the building complete by June 14, 2005.

Rudy Del Bosque (business owner) and Mario Del Bosque (property owner) were present at the BSC meeting held on April 14, 2005. Both owners were sworn in.

Rudy and Mario Del Bosque stated that they were trying to avoid paying excessive amounts for painting the structure. Estimated costs to paint the building are \$7120.00.

Cliff Griffin stated that the Code Enforcement Department is open to finding a solution that is agreeable to the owners and the residents of the area alike.

The public hearing was closed.

IV. COMMISSION RECOMMENDATIONS

1. Table this item until the next meeting, during which time the Staff would meet with the Planning & Zoning Department and the Historical Preservation Advisory Board.

Burkhart motioned to return the exterior portion to Staff for a report at the May meeting; all rubbish and improperly stored items are to be in compliance by May 14, 2005.

Eldridge seconded the motion.

The motion was voted on and passed unanimously; 5 to 0.

V. ADJOURMENT

There being no other business, Crow motioned to adjourn.

Nielsen seconded the motion. The motion carried unanimously; 5 to 0.

The meeting adjourned at 8:22 p.m.

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Commission Chairman

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Commission Recorder

**BUILDING AND STANDARDS COMMISSION**  
**June 9, 2005**  
**7:30 P.M.**

I. CALL TO ORDER

The meeting was called to order by Chairman, Art Ruff at 7:38 p.m. with all members present; Bill Eldridge, Carol Crow, Margo Nielsen, David Burkhart, Earl Milner, and Carol Hawkins..

II. CONSENT ITEM

Approval of the minutes from the meeting held on April 14, 2005.

Eldridge made a motion to approve the minutes of the April 14, 2005 meeting. Hawkins seconded the motion. The motion was voted on and passed by a vote of 4 to 0. Milner and Hawkins abstained.

III. PUBLIC HEARING AGENDA

Chairman Ruff declared the public hearing opened, and Tony Acuna presented case BSC-2005-02 for 303 E. Rusk St.

**BSC-2005-02**

Tony Acuna began by giving a brief history of the property. In November of 2003, the church and education buildings were granted Landmark Status; and are therefore subject to the requirements and regulations which govern the Old Towne Historic District. Landmark status basically means that a structure or property of value is preserved because of the historical, cultural, architectural, and archaeological heritage of that property. His Covenant Children submitted a summary of maintenance activity completed and future plans for the building. Also included was a list of materials on hand and a description of the work currently in progress. Recently, many of the boards on the windows and doors have been painted. The Property Maintenance case was opened in February 2003, and the concern at that time was rotted wood, boarded windows, and the general outward appearance of the building. The first notice was mailed on February 7, 2003. Minor repairs were completed, but the building's condition still did not comply with the Property Maintenance Code. On October 27, 2004, Mr. Acuna met with Annette Lall to discuss replacement of the windows. It was determined that a Certificate of Appropriateness would have to be completed. On April 24, 2005, the second notice was mailed. On May 3, 2005, Claudia Groves, then President of His Covenant Church called and requested a meeting with Code Enforcement. On May 4, 2005, Claudia Groves and Annette Lall met with Mr. Acuna and discussed the status of repairs and other maintenance issues. May 17, 2005, a notice was sent to both Claudia Groves and Annette Lall, to appear at the BSC Meeting scheduled for June 9, 2005.

On May 31, 2005, His Covenant Children submitted a comprehensive summary of maintenance actions completed and future plans. The Code Enforcement Department would like to see the property maintenance issue resolved and all repairs to the building completed in a timely manner.

Annette Lall, a representative for Claudia Groves, briefly described the current condition of the church and stated that funding is the main hindrance for repairs. "Their long term plans for the building would be to convert into a Children's Shelter.

Jeffrey Widmer, Code Enforcement Director, reiterated the fact that the owner would have to receive a Certificate of Appropriateness.

Annette Lall explained that the Landmark Status would enable them to receive grants and other funding.

Cliff Griffin stated that His Covenant Children would need to speak with the Planning and Zoning Commission regarding zoning requirements.

Earl Milner stated that Commission is not out to punish the property owners, but would like to work with them to set realistic goals and then set out to achieve them.

#### IV. COMMISSION RECOMMENDATIONS

Within 60 days the owners will need to provide a scope and schedule for repairs.

Verify zoning for anticipated use of the structure.

Provide a funding plan.

Verify non-profit status.

Earl Milner motioned to refer the case back to Staff for developing a plan to make needed repairs.

Carol Crow seconded the motion.

The motion was voted on and passed with a vote of 4 in favor, and 3 opposed.

#### V. ADJOURNMENT

There being no other business, Bill Eldridge motioned to adjourn. Carol Crow seconded the motion. The motion carried unanimously.

The meeting adjourned at 8:31 p.m.

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Commission Chairman

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Commission Recorder

## **BUILDING AND STANDARDS COMMISSION**

**August 11, 2005**

**7:30 P.M.**

### **I. CALL TO ORDER**

The meeting was called to order by Chairman, Art Ruff at 7:38 p.m. with all members present; Bill Eldridge, Carol Crow, Earl Milner, Kenneth Szolosi, and Larry Ewing.

### **II. CONSENT ITEM**

Approval of the minutes from the meeting held on June 9, 2005.

Earl Milner made a motion to approve the minutes of the June 9, 2005 meeting. Carol Crow seconded the motion. The motion was voted on and passed by a vote of 4 to 0. Szolosi and Ewing abstained.

### **III. PUBLIC HEARING AGENDA**

Chairman Ruff declared the public hearing opened, and Tony Acuna presented case BSC-2005-02 for 303 E. Rusk St.

#### **BSC-2005-02**

Tony Acuna began by giving a brief history of the property. In November of 2003, the church and education buildings were granted Landmark Status; and are therefore subject to the requirements and regulations which govern the Old Towne Historic District. Landmark status basically means that a structure or property of value is preserved because of the historical, cultural, architectural, and archaeological heritage of that property. His Covenant Children submitted a summary of maintenance activity completed and future plans for the building. Also included was a list of materials on hand and a description of the work currently in progress. Recently, many of the boards on the windows and doors have been painted. The Property Maintenance case was opened in February 2003, and the concern at that time was rotted wood, boarded windows, and the general outward appearance of the building. The first notice was mailed on February 7, 2003. Minor repairs were completed, but the building's condition still did not comply with the Property Maintenance Code. On October 27, 2004, Mr. Acuna met with Annette Lall to discuss replacement of the windows. It was determined that a Certificate of Appropriateness would have to be completed. On April 24, 2005, the second notice was mailed. On May 3, 2005, Claudia Groves, then President of His Covenant Church called and requested a meeting with Code Enforcement. On May 4, 2005, Claudia Groves and Annette Lall met with Mr. Acuna and discussed the status of repairs and other maintenance issues. May 17, 2005, a notice was sent to both Claudia Groves and Annette Lall, to appear at the BSC Meeting scheduled for June 9, 2005. On May 31, 2005, His Covenant Children submitted a comprehensive summary of

maintenance actions completed and future plans. On June 9, 2005, the Building and Standards Commission referred this case back to staff. The property owner was ordered to provide the following within sixty (60) days:

- Written scope and schedule of work
- Zoning information for the anticipated use of the property
- Funding plan
- Non-profit status verification

Tony Acuna stated that on August 11, 2005 (earlier that day) he had received a copy of a letter from Norman Alston Architects which detailed Master Plan for reconstruction.

Chairman Ruff asked if any information had been provided before this meeting date.

Tony Acuna stated that prior to receiving the letter today; no other documentation has been received.

Annette Lall approached and requested an additional 60-90 days to comply with the Commission's requirements. She went on to say that she had met with the Planning and Zoning Commission regarding the requirements of the state for the intended use of the building.

The Commission went into a brief discussion about the time discrepancy, doors, windows, concrete, and clarification of a funding plan.

The public hearing was closed.

The public hearing was re-opened so that Annette Lall could address the Commission about going before the Historic Preservation Advisory Board prior to the November meeting.

Earn Milner stated that all issues should be addressed by the December meeting. The November meeting is mainly for accountability on repairs to the windows and doors.

The public hearing was closed.

#### IV. COMMISSION RECOMMENDATIONS

Table this item until the November 10, 2005 meeting, (which is an added meeting date).

Annette Lall and His Covenant Children are to present a plan to the Historic Preservation Advisory Board as soon as possible. If approval is granted, the Commission will meet again on December 8, 2005.

Earl Milner motioned to table any further discussion on 303 E. Rusk Street until the November meeting.

Carol Crow seconded the motion.

The motion was voted on and passed unanimously with a vote of 6 to 0.

#### V. ADJOURNMENT

There being no other business, Bill Eldridge motioned to adjourn.

Carol Crow seconded the motion. The motion carried unanimously.

The meeting adjourned at 8:31 p.m.

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Commission Chairman

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Commission Recorder



**BUILDING AND STANDARDS COMMISSION**  
**November 14, 2005**  
**6:30 P.M.**

I. CALL TO ORDER

The meeting was called to order by Chairman, Art Ruff at 7:43 p.m., with the following members present: Bill Eldridge, Carol Crow, Kenneth Szolosi, and Larry Ewing. Earl Milner and Steve Markee were absent.

II. CONSENT ITEM

Approval of the minutes from the meeting held on August 11, 2005.

III. PUBLIC HEARING AGENDA

Chairman Ruff declared the public hearing opened, and Cliff Griffin presented case BSC-2005-02 for 303 E. Rusk St.

**BSC-2005-02**

Cliff Griffin began by giving a brief history of the property. This landmark property went before the Historic Preservation Advisory Board in October 2005. The HPAB ordered stained glass windows be used when remodeling the building.

The November 10, 2005 meeting was cancelled at the request of Pete Eckert, the City Attorney.

Cliff Griffin, Code Enforcement Officer, recommended that the Commission not take any further action on the property located at 303 E. Rusk St. for a period of 180 days.

Vicki Lovett, president of His Covenant Children, stated that some repairs have been made. Rotted wood has been replaced, the windows have boarded up, and the wood painted; the grounds have been maintained, and they are currently receiving bids for the remaining repairs. They are planning to replace the existing glass with stained glass windows as soon as funding becomes available.

Vicki Lovett asked why His Covenant Children was receiving so much resistance from the City, and Cliff Griffin stated that it is the desire of the Building and Standards Commission to work in conjunction with the HPAB to come to a decision that is agreeable to all parties involved. He went on to say that the Commission is willing to work with His Covenant Children as much as possible as they work towards compliance.

The public hearing was closed.

The Commission went into a brief discussion about the amount of time to be given for compliance.

#### IV. COMMISSION RECOMMENDATIONS

Table this item for 180 days, until the May 11, 2006 meeting.

At that time, His Covenant Children will present:

- A scope of work (architectural schedule of construction)
- Obtain approval from the HPAB
- A funding plan

His Covenant Children will need to report all progress to the Code Enforcement Department within 90 days.

Chairman Ruff made the motion, which was seconded by Kenneth Szolosi.

The motion was voted on and passed unanimously with a vote of 5 to 0.

#### V. ADJOURNMENT

There being no other business, Bill Eldridge motioned to adjourn.

Larry Ewing seconded the motion. The motion carried unanimously.

The meeting adjourned at 7:59 p.m.

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Commission Chairman

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Commission Recorder