

Minutes
Property Maintenance Board of Appeals
City Commission Chambers
City Hall
Wednesday, July 1, 2009, 1 p.m.

Members Present

Jeff Landborg, Chuck Benson, Roger Munce

Members Absent

Dawn Clausen

Guests Present

Melissa Phillips, Jeff Schmitt, Erica Beck, Brent O'Neil, Gerald Gerkin, Pete Nicolai and Kelly Boysen

Approval of Minutes of Last Meeting

A motion was made by Mr. Munce and a second was made by Mr. Benson to approve the minutes of Wednesday, January 7, 2009. Yeses, 3. Noes, 0.

New Business

1. **Appeal No. 4-2009.** The appellant chose to submit an affidavit agreeing to complete the work referenced in the Notice and Order issued for 417 S. Holly Avenue by September 1, 2009; and therefore waived the hearing that was previously scheduled.

2. **Appeal No. 5-2009.** The file was opened for the request for a time extension to complete the work referenced in the Notice and Order issued for the property located at 103 S. Prairie Avenue. Melissa Phillips, the owner, was present for the hearing. The secretary specified that a housing complaint was received by the Health Department which had been removing rubbish from the site. A housing inspection resulted in a Notice and Order which required the replacement of broken windows, to repair the doors, to remove the collapsed rear porch, to reconstruct the exit access, to replace the quartzite block that had pulled off of the structure, to tuck point the quartzite façade and to require an inspection of the interior of the structure. Melissa Phillips specified that the door in question was in fact operable contrary to the assumption that it did not work properly. Ms. Phillips documented that there are several problems with the dwelling that need to be fixed and that there have been complaints from specific individuals in the neighborhood. She said that she is more than willing to address the issues and keep the housing inspector informed of the progress, but that additional time beyond the limits of the Notice and Order is requested. Jeff Landborg reviewed the items in Exhibit A of the Notice and Order to identify those issues that related directly to life safety that

would need to be addressed. Ms. Phillips requested that the time to complete the obvious exterior repairs other than the tuck pointing be extended to the end of September and that an interior inspection to determine if there are any life safety issues that need to be addressed could occur within the month. Subsequent discussions resulted in a motion made by Mr. Munce and a second was made by Mr. Benson to obtain an inspection of the interior to verify minimum property maintenance standards by July 31st, 2009; and to require substantial completion for the exterior repairs by September 30th, 2009. Yeses, 3. Noes, 0.

Adjournment

A motion was made by Mr. Benson and a second was made by Mr. Munce to adjourn the meeting. Yeses, 3. Noes, 0.

Secretary