



# City of Richmond

*Where History Meets Opportunity*

## **Building and Standards Commission Minutes**

City Commission Room | 600 Morton Street, Richmond, Texas 77469

**Tuesday, December 6, 2022, at 5:00 p.m.**

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The Building and Standards Commission for the City of Richmond, Texas met on Tuesday, December 6, 2022, at 5:00 p.m. The session was held at 600 Morton Street, Richmond City Commission Room.

Chairman Davis called the meeting to order at 5:01 p.m. A quorum was present, with the following Members in attendance:

Albert Davis – Chair  
Joe Garcia – Vice-Chair  
James Kinsey  
Zachary LaRock  
Damacio Sanchez

Staff in attendance: Scott Fajkus, Building Official; Terri Vela, City Manager; Howard Christian, Assistant City Manager / Public Works Director; Gary Smith, City Attorney; Aileen Heard, Code Compliance Officer; Brittany Mullings, Public Works Executive Secretary.

Chairman Davis introduced agenda item A2., Recite the Pledge of Allegiance to the U.S. Flag and the Texas Flag. Pledge of Allegiance to the U.S. Flag and Texas Flag was recited.

Chairman Davis introduced agenda item A3., Public Comments. Hearing no public comments. This agenda item was closed.

Chairman Davis introduced consent agenda item B1., Review and approve meeting minutes of the Regular Meeting held on Tuesday, October 4, 2022, minutes. Board Member Kinsey made a motion to approve the meeting minutes. Board Member LaRock seconded the motion. The vote for approval was unanimous.

Chairman Davis introduced consent agenda item B2., Date of next meeting. Tuesday, February 7, 2023, at 5:00 p.m. There was no objection.

Chairman Davis introduced regular agenda items C1a. Demolition completed on following addresses:

C1a. 1101 Jerry – Dangerous Structure

Mr. Fajkus stated that at the last Building and Standards Meeting, the Board approved the demolition of the structure on this property. On November 9, 2022, the structure was demolished, and a lien was placed on the property by the City. The property owner, Doug Moore, commended the demolition company hired by the City. As a result of the Board's approval of the demolition, he expressed anger at them and felt that they had stepped outside their bounds. He mentioned he secured an Engineer that provided a letter to the City that confirmed the soundness to the structure, he was also meeting with the Engineer's Designer, he was able to obtain Architectural plans and the Engineered plans were almost complete. He expressed his frustrations with spending four times more money getting said plans for a structure that is not there anymore. As a result of the last meeting, Mr. Moore stated that he reached out to the Engineer, and they began working on getting the plans completed. Unfortunately, the process took longer than Mr. Moore had anticipated. He believes that the Board went too far too quickly. Chairman Davis explained this property has been on the agenda for four years, and there has been ample time and notification given to bring the structure up to code. No further discussion.

Chairman Davis introduced regular agenda items D1a – D1f., Review and consider taking action on following addresses:

D1a. 1205 Preston – Dangerous Structure

Mr. Fajkus stated this case opened in May of 2022. The City Staff has mailed out all the required notifications, and the Substandard Orders were issued at the October 2022 Building and Standards Meeting. The owner on record is deceased. Although there is no electricity or water service at this time, the structure is still occupied. The individuals living at this location were notified that they must vacate. This house continues to be occupied without a certificate of occupancy issued by the Building Department. In recent pictures, it appears that more generators have been added to the back side of the house. The Staff recommended demolition of the structure 30-days from this date unless ownership is achieved. The daughter of the owner, Marilyn Amy, stated that the occupants moved into the structure against her mother's wishes. A lawyer has been hired to assist her with the heirship documentation. Ms. Amy was asked by Mr. Fajkus if her lawyer could provide documentation to support the information she has provided. She asked questions regarding how the occupant would vacate the property. It was recommended that she consult with her lawyer. The Board was in favor of giving Ms. Amy an additional 60-days to get the letter from the lawyer to Mr. Fajkus and report back with an update.

D1b. 1114 Powell – Dangerous Structure

Mr. Fajkus stated this case opened February 9, 2022. All notices have been sent to Ms. Newman, the owner of the mobile home. At the October 2022 meeting of the Building and Standards Committee, substandard orders were issued. The Staff has attempted to contact the owner of the mobile home numerous times without success. Currently, the mobile home does not have water or electricity and is vacant. In May of 2022, the Staff began working on this case. Substandard Orders were issued last Building and Standards Meeting

October 4, 2022. Based on the Ordinance 95-02 Violation, Staff is requested demolition of the structure 30-days from this date. Board Member Kinsey made a motion to order removal of the structure from the property within 30-days by the property owner or the City has authority to demolish the structure. Board Member LaRock seconded the motion. The vote for approval was unanimous.

**D1c. 1501 Maiden Ln. – Dangerous Structure**

Mr. Fajkus stated This case opened in October of 2022. The contractor was issued a stop work order on November 3, 2022, and an exterior inspection was conducted by staff. The house is owned by Marlene Philips. Ms. Philips is currently preparing a full set of plans for the renovation of the structure for submission to the Building Department. Currently, the structure is vacant, but it has been secured. There are no current permits for this location with the Building Department. Based on the violation of Ordinance 95-02, Staff recommended that the house be considered a dangerous structure. The Staff also recommended issuing Substandard Orders due to the stability of the structure. Leonard Castleberry, the owner's representative, stated that he was there to take notes and give an update to the owner. He asked, in the event that Substandard Orders are issued, what will be required to be submitted within 90-days? Mr. Fajkus explained that a set of plans would need to be submitted. Code Compliance Officer Aileen Heard asked if a construction fence could be erected around the perimeter of the property to prevent trespassing. Mr. Castleberry asked whether the fence was a requirement for the extension of 60-days. Mr. Fajkus and the Board recommend that the fence be installed within 60-days. The Board was in favor of giving the owner an additional 60-days to bring the property up to code and report back with an update.

**D1d. 406 Burnet– Dangerous Structure**

Mr. Fajkus stated that Ms. Reza sold her property before the contractor was able to demolish the structure. All correspondence has been mailed to the new owner since August of 2022. The owner had mentioned that he planned to demolish the structure and build new. The City of Richmond Building Department will be requesting detail plans be submitted for a new structure or for a remodel. The house remains vacant at the present time. There are no construction permits on file for this site with the Building Department. The Staff recommended substandard orders be issued to the new owner. A representative of the new owner, Natalie Doyle, stated the reason for the delay was that they were unable to get a surveyor that could get the plat records from the City of Richmond that were legible. Last Friday, they were able to obtain plat records. Two and a half feet of the structure is located on the neighbor to the left's land, and four and a half feet on the neighbor to the rights land. Currently, demolition bids have been received from contractors. The neighbor that has part of the structure in their property is extremely aggressive, any time there is someone on site he will come out to express that he is upset they are on his property. The neighbor has not put a no trespassing chain across the two and half feet that is on his property. Chairman Davis granted an additional 60-days to demolish or sale the property. He is requesting they report back at the next meeting for an update. All Board Members were in favor.

D1e. 609 Center – Dangerous Structure

Mr. Fajkus stated this case was opened in September of 2022. An exterior inspection was conducted by the Staff. Since October of 2015, there has been no power or water at this location. Currently the house remains vacant and appears to be a dangerous structure. The Staff is currently working on an inspection warrant to provide more documentation for this location. The Staff recommended the structure be added to the dangerous structure list. Board Member LaRock moved to add this address to the dangerous structure list. Board Member Kinsey seconded the motion. The vote for approval was unanimous.

D1f. 215 Clark – Dangerous Structure

Mr. Fajkus stated this was case opened in October 2022. The Staff conducted an exterior and interior inspection which was allowed by Mr. Davis who was present on the property at the time. Photos of the interior indicate that the house is occupied to some extent. The location currently does not have power or water. Katrina Davis has stated that she wishes to remodel the house. For electrical, plumbing, framing, and mechanical detail plans, the City of Richmond Building Department will request that they be submitted by an engineer or licensed plan designer. The owner, Katrina Davis, stated that Sheppard Roofing came to the property on November 11, 2023. They stated they could level the foundation and fix the electrical, plumbing, and roofing. Ms. Davis mentioned she is waiting on an estimate, then will sign a contract. Following that, Sheppard Roofing will submit building plans to the City for approval. Based on the violation of Ordinance 95-02, Staff recommended that the house be considered a dangerous structure. The Staff also recommended securing the structure. Ms. Davis stated she was unaware that her ex-husband was living in the structure, as he is never present when she passes by the property. Ms. Heard suggested that Ms. Davis file an affidavit of no trespassing with the Richmond Police Department. Board Member Kinsey moved to add this address to the dangerous structures list. Board Member LaRock seconded the motion. The vote for approval was unanimous.

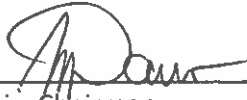
Chairman Davis introduced regular agenda item E1., Staff Information Reports.

Mr. Fajkus explained he had been meeting with Mason Garcia, Planning Director / Historic Preservation Office, regarding a few properties that are on the dangerous structures list and are located within the Historical Overlay District. There is a process being developed to determine how to handle any existing or future properties in that area. He also informed the Board that he would be sending them emails regarding education courses.

Chairman Davis introduced regular agenda item E2., Excuse from attendance at the regular Building and Standards Commission Meeting. None to discuss.

There being no further business to be brought before the Building and Standards Board, Chairman Davis adjourned the meeting at 6:03 p.m.

Approved



Albert Davis, Chairman

Attest



Scott Fajkus, Building Official