

## MINUTES OF HOUSING CODE APPEALS BOARD

**DATE:** 20 September, 2016  
**TIME:** 4:30 p.m.  
**PLACE:** Housing Conference Room, Historic Federal Building

Vice-Chairperson David Young called the meeting to order at 4:30 p.m. following staff assurance of compliance with Iowa Open Meeting Law.

Board Members Present:	David Young	Ron White	Mary Gotz
Staff Present:	Tami Ernster	Ben Pothoff	Alex Rogan
Public Present:	Ted Stackis	David Lindecker	Colleen Lindecker

### Review and Certification of Minutes of 16 July 2016 Housing Code Appeals Board Meetings

David Young motioned to approve the minutes. Ron White seconded. Motion passed 3-0.

### Correspondence/Public Input

There was no correspondence or public input.

### Consent Agenda

The consent agenda items are considered to be routine and non-controversial and all consent items will be normally voted upon in a single motion without any separate discussion on a particular item.

The following property owners have requested an extension of time to complete repairs. The Housing and Community Development staff concurs with the extension of time requested and respectfully requests Housing Appeals Board approval.

Bridget Prehm, owner of 1010 University Avenue, is requesting an extension of time to September 24, 2016  
Paul McDermott, owner of 559 Chestnut Street, is requesting an extension of time to November 30, 2016

ALL DEFICIENCIES AND MOTIONS ARE IN ACCORDANCE WITH THE DUBUQUE HOUSING CODE UNLESS OTHERWISE STATED. EXTENSIONS OF TIME ARE GRANTED IN ACCORDANCE WITH TITLE 6 SECTION 6-9F(1) AND VARIANCES ARE GRANTED IN ACCORDANCE WITH TITLE 6 SECTION 6-9F(2).

Mary Gotz motioned to accept the consent agenda. David Young seconded. Motion passed 3-0.

### New Business

#### CASE #1

Ted Stackis, owner of 3103 Jackson Street, is requesting an extension of time to October 1, 2016, to make repairs on the property.

This is a General Housing inspection.

Ted Stackis stated that he would need until October 31<sup>st</sup> to finish his repairs as he will be participating in the lead program. Ron White motioned to grant the extension. Mary Gotz seconded. Motion passed 3-0.

CASE #2

Lakeside Investments, owner of 1005 Locust Street, is requesting variances on units 6 and 7.

This is a General Housing inspection.

There were two issues to discuss. The first was no heat source for the basement units. David Lindecker explained that there was a boiler in the basement that was more than adequate heating for the two units. David Young motioned to postpone approval of the variance until the December or January meeting, so that it can be verified that there is adequate heat. Mary Gotz seconded. Motion passed 3-0. The second was light and ventilation. Mr. Lindecker reported that the Historical Commission will not approve making the windows larger as this is a historically significant building. Ron White motioned to grant the variance. David Young seconded. Motion passed 3-0.

CASE #3

Bourbon Street Estates, owner of 539 Almond Street, is requesting an extension of time to December 31, 2016 to finish repairs.

This is a Section 8 Inspection.

The Board was concerned that the owner was requesting more time than should be allowed. David Young motion to approve an extension to October 17, 2016. Mary Gotz seconded. Motion passed 3-0.

CASE #4

Brandon Merrick, 765 Alpine Street #2, is requesting dismissal of complaint inspection fee due to insufficient time for repairs. Ben stated that he was not able to get into the reinspection today as tenant was not notified by owner and she was uncomfortable letting in the inspector. The tenant stated to the inspector that repairs were not made. Ron White moved the dismissal be denied. David Young seconded. Motion passed 3-0.

**Old Business**

There was no old business.

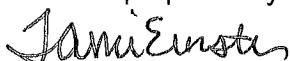
**Information Sharing**

Ben distributed a new brochure introducing the International Property Maintenance Code.

**Adjournment**

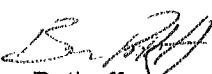
David Young motioned to adjourn the meeting. Ron White seconded. Motion passed 3-0. The meeting was adjourned at 5:05 p.m.

Minutes prepared by:



Tami Ernster  
Permit Clerk

Respectfully submitted:

  
Ben Pothoff  
Rental Licensing and Inspection Supervisor