

## MINUTES OF HOUSING CODE APPEALS BOARD

DATE: 21 February 2017

TIME: 4:30 p.m.

PLACE: Housing Conference Room, Historic Federal Building

Vice Chairperson Dave 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: Ben Pothoff Alex Rogan Tami Ernster

Public Present: David Aldunate Teresa Caldwell

### Oath of Office for Dave Young

Dave Young took the oath of office.

### Review and Certification of Minutes of 15 November 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.

Janahara Hamid, owner of 945 Bluff Street, is requesting an extension of time to 4/7/17

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. Ron White seconded. Motion passed 3-0.

### New Business

#### CASE #1

JRK Properties, owner of 611 University #4, is requesting an extension of time until June 1, 2017, to make repairs.

This is a General Housing Inspection.

Mary Gotz motioned to deny the request for extension of time to June 1, 2017. Ron White seconded. Motion passed 3-0.

CASE #2

Alpine Estates, owner of 715 Caledonia Place, is requesting an extension of time until May 1, 2017 to make repairs.

This is a General Housing Inspection.

Ron White motioned to deny the extension of time. Mary Gotz seconded. Motion passed 3-0.

CASE #3

Jackson Square Estates, owner of 2944 Jackson Street, is requesting an extension of time to May 1, 2017.

This is a General Housing Inspection.

Mary Gotz motioned to deny the extension of time. Ron White seconded. Motion passed 3-0.

CASE #4

Marilyn Kennedy, owner of 705 Lincoln Avenue, is protesting orders of the housing inspector.

This is a General Housing Inspection.

Work will be completed in time allotted by inspector. No vote is required.

CASE #5

Page Family Trust, owner of 752 University Avenue, is requesting an extension of time to May 15, 2017.

This is a General Housing Inspection.

Ron White motioned to deny the request. David Young seconded. Motion passed 3-0.

CASE #6

Locators, LTD, owner of 95 Gandolfo Street, is requesting a variance for ceiling height requirements due to changes in building code since home was built.

This is a General Housing Inspection.

Ron White motioned to approve the variance. Mary Gotz seconded. Motion passed 3-0.

Old Business

CASE #1

Dubuque Food Pantry, owner of 1598 Jackson Street, is requesting waiver of reinspection fee.

This is a General Housing Inspection.

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

Information Sharing

Ben shared that there would be a new board member at the next meeting. Ben also shared that he has requested there be changes made to the fees charged for reinspections to make the fee consistent with inspection and missed inspection fees.

**Adjournment**

Ron White motioned to adjourn the meeting. Mary Gotz seconded. Motion passed 3-0. The meeting was adjourned at 5:25 p.m.

Minutes prepared by:

*Tami Ernster*

Tami Ernster  
Permit Clerk

Respectfully submitted:

*Ben Pothoff*

Ben Pothoff  
Rental Licensing and Inspection Supervisor