



**CITY OF LA MARQUE
BUILDING STANDARDS COMMISSION
REGULAR MEETING MINUTES
October 8, 2019**

Regular Meeting Minutes of the City of La Marque Building Standards Commission held on Tuesday, October 8, 2019 beginning at 6:00 p.m. at 1109-B Bayou Road with the following members present:

(1) CALL TO ORDER

Chairperson Deanie Barrett called the meeting to order at 6:04 p.m.

(2) ROLL CALL

PRESENT:

Chairperson Deanie Barrett
Commissioner Trina Phillips
Commissioner Billy Jefferson
Commissioner Diane Winston

ABSENT:

Commissioner Kaleb Smith
Commissioner Maggie Manuel

OTHER OFFICIALS/STAFF PRESENT:

Kathleen Van Stavern, Code Compliance Supervisor
Michael Phillips, Code Compliance Officer

(3) INVOCATION AND PLEDGE OF ALLEGIANCE

The Commission dispensed the Invocation and Pledge of Allegiance.

(4) APPROVAL OF MINUTES

Commissioner Phillips made a motion to approve the minutes from September 10, 2019. Seconded by Commissioner Jefferson. **MOTION PASSED UNANIMOUSLY.**

(5) CITIZEN'S PARTICIPATION

No citizen's participation.

(6) OLD BUSINESS

1. Address: 1103 3rd Street, La Marque, Texas 77568

Ms. Evelyn George of 1103 3rd Street spoke to say that she has satisfied all of the requirements brought by the Commission except for a few internal things like the hot water heater and installation of sinks. Chairperson Barrett spoke praises of Ms. George's cooperation and admired the renovations done on the property. Since the requirements have been met and the property is awaiting final inspection, it was the consensus of the Commission not to have Ms. George return.



Commissioner Phillips made a motion to close the pending case against 1103 3rd Street, seconded by Commissioner Jefferson. **MOTION PASSED UNANIMOUSLY.**

2. Address: 1902 Lenz, La Marque, Texas 77568

Kathleen Van Stavern, Code Compliance Supervisor, spoke on behalf of this property, citing receipt of the structural engineer's report and structural engineer's plan. Contractors have submitted quotes and will be issued a substandard permit which allows 90 days for project completion.

Commissioner Phillips made a motion to review 1902 Lenz at the January 7, 2020 meeting. Commissioner Jefferson seconded the motion. **MOTION PASSED UNANIMOUSLY.**

3. Address: 411 Avenue A, La Marque, Texas 77568

An unidentified person in the recording spoke for this property and attested to completed insulation, sheetrock, and fixtures. The property has current permits, valid until October 14, 2019, as well as passed inspections for plumbing, electrical, and mechanical. Chairperson Barrett was very clear in the directive that in the event work was not completed at the time of permit expiration, new permits must be purchased at cost.

After a brief discussion, Michael Phillips, Code Compliance Officer, inquired to the property representative about an estimated timeline of completion, to which an expectation of two months was given. Code Compliance clarified that rough inspections had been completed; however, final inspections had not.

After lengthy discussion, the Commission came to a consensus that an extension would be given and the permit fees waived with the caveat that total completion and issuance of Certificate of Occupancy can be produced on or before December 14, 2019. In the event that this requirement cannot be met, any subsequent permits will be issued at double cost.

Commissioner Phillips made a motion to issue a permit extension with waived fees for 60 days for 411 Avenue A with the final completion date to be on or before December 14, 2019, adding the caveat that if the work is not completed by December 14, 2019, all subsequent permits would be issued at double cost. Commissioner Jefferson seconded the motion. **MOTION PASSED UNANIMOUSLY.**

4. Address: 1106 Main Street, La Marque, Texas 77568

Kathleen Van Stavern, Code Compliance Supervisor, attested to the property owners having submitted all necessary documentation as set forth by the



Commission, to be issued a substandard permit. Once payment for the permit is received, the owners will have 90 days to complete the project.

Commissioner Phillips made a motion to review 1106 Main Street for completion at the expiration of the 90-day permit. Commissioner Jefferson seconded the motion. **MOTION PASSED UNANIMOUSLY.**

5. Address: 918 Chestnut, La Marque, Texas 77568

Michael Phillips, Code Compliance Officer, announced that the owners were unable to attend the previous month's meeting due to previously scheduled conflicts. At the time of the meeting, Code Compliance had not been in contact with the owners. It had been previously discussed that the owners were interested in completing a voluntary demolition of the home. Kathleen Van Stavern made a recommendation for demolition.

Commissioner Phillips made a motion to issue a demolition for the property located at 918 Chestnut. Commissioner Winston seconded the motion. **MOTION PASSED UNANIMOUSLY.**

6. Address 2403 Boss, La Marque, Texas 77568

Speaker does not state name for the record. The substandard permit for this property expired before the time of the meeting as confirmed by Code Compliance. Chairperson Barrett address the speaker and allowed for new permits to be issued for the building, electrical, plumbing, and mechanical following the payment of permit fees.

The speaker showed photos of the property in its current state, to which the Commission voiced concerns. When asked about final inspections, the speaker confirmed that they have been "let" but not completed, and requested 40 days for completing to the point of occupation.

Commissioner Winston made a motion to authorize a 60-day extension for plumbing, electrical, and substandard permits to expire December 9, 2019, and to return to the Commission with a Certificate of Occupancy on December 10, 2019. Commissioner Jefferson seconded the motion. **MOTION PASSED UNANIMOUSLY.**

(7) CHAIRPERSON'S REPORT

There was no Chairperson's report.

(8) EXECUTIVE SESSION

There was no executive session.

(9) REQUESTS AND ANNOUNCEMENTS



Chairperson made a suggestion that after a property has been before the Commission, if it gets sold, that the new owners should be told to have their structural engineer's report before coming before the Commission. Ms. Van Stavern confirmed that her office does; the new owners that the Commission sees are the owners who have not complied.

After a brief discussion, it was the consensus of the Commission that they would limit the number of extensions given and instead, require that owners pull new permits when work is not completed within the timeframe allotted by the permit.

The Commission asked that a staff recommendation be submitted in order to help differentiate between which permits should be extended vs. resubmitted.

(10) ADJOURNMENT

Commissioner Winston made a motion to adjourn. Commissioner Phillips seconded the motion. **MOTION PASSED UNANIMOUSLY.**

Meeting adjourned at 6:38 p.m.

Chairperson Deanie Barrett, Presiding
Building Standards Commission

This unofficial copy of the minutes from the above meeting are posted for convenience only. Executed or certified copies of the minutes can be requested by contacting the City Clerk.