



**CITY OF LA MARQUE
BUILDING STANDARDS COMMISSION
REGULAR MEETING MINUTES
January 14, 2020**

Regular Meeting Minutes of the City of La Marque Building Standards Commission held on Tuesday, January 14, 2020 beginning at 6:00 p.m. at 1109-B Bayou Road with the following members present:

(1) CALL TO ORDER

Commissioner Billy Jefferson called the meeting to order at 6:01 p.m.

(2) ROLL CALL

PRESENT:

Commissioner Maggie Manuel
Commissioner Trina Phillips
Commissioner Billy Jefferson
Commissioner Diane Winston (Arrived
at 6:08 p.m.)

ABSENT:

Chairperson Deanie Barrett
Commissioner Kaleb Smith

OTHER OFFICIALS/STAFF PRESENT:

Kathleen Van Stavern, Code Compliance Supervisor
Garrett Bryce, Revitalization Specialist

(3) INVOCATION AND PLEDGE OF ALLEGIANCE

The Commission dispensed with the invocation and pledge of allegiance.

(4) APPROVAL OF MINUTES

Regular Meeting Minutes of December 10, 2019

Commissioner Maggie Manuel made a motion to approve the minutes of the December 10, 2019 meeting. Commissioner Trina Phillips seconded the motion.

MOTION PASSED UNANIMOUSLY.

(5) CITIZEN'S PARTICIPATION

No citizens requested to address the Commission.

(6) OLD BUSINESS

Discussion/possible action declaring the following properties to be *Substandard* Ordering Remedies provided by Texas Local Government Code, Chapter 54§ C., Quasi-Judicial Enforcement of Health and Safety Ordinance, through the City Ordinance Chapter 14, Section 280.



1. Address: 827 Cedar Drive, La Marque, Texas 77568

The item was held out of order. Ms. Sandra Ugarte of 827 Cedar addressed the Commission. Ms. Ugarte provided a letter to Supervisor Kathleen Van Stavern from an engineer that inspected the property. Ms. Ugarte did not have a scope of work. Van Stavern read the letter to the Commission. The letter, from EDP Engineers & Inspectors, Inc., stated that the roof covering, decking, rafters and other damaged structural components need to be removed and replaced, and that the electrical and plumbing was not accessible for inspection. A follow-up inspection visit has been scheduled for January 15, 2020. Van Stavern asked Ugarte if she understood the letter. Van Stavern said she would contact the engineer, and stated that the work required is extensive. Ugarte said she understood. Van Stavern also asked if the electrical and plumbing inspections would be performed. Ms. Ugarte said the inspections would be performed. Van Stavern said more details will be required, and asked for a copy of the inspection reports once they were complete, as well as a scope of work with a timeline of 90 days. Van Stavern recommended that the case be brought back at the February meeting for the documents to be turned in and for the engineer to be consulted. Commissioner Phillips made a motion that Ms. Ugarte provide the electrical and plumbing inspection reports to Van Stavern as soon as possible and to consider the case again in February, as well as a scope of work and a timeline for a 90-day completion be provided. Commissioner Manuel seconded the motion. **MOTION PASSED UNANIMOUSLY.**

2. Address: 819 Oak, La Marque, Texas 77568

Mr. Pratik Gandhi, property owner of 819 Oak and 1803 Oak, addressed the Commission concerning both properties. Mr. Gandhi said delays were taken place due to the eviction process. Mr. Gandhi also stated that there were squatters in the buildings and he was not allowed to shut off utilities without an eviction process, which he said is underway and that those residing in the buildings have until January 21 to vacate the property. Mr. Gandhi said he would be observing the property until eviction is complete. Supervisor Van Stavern asked for clarification on which property he was discussing. Mr. Gandhi said he was discussing 1803 Oak, and that he had received notice for 819 Oak of tenants leaving the property. Van Stavern stated that there have been issues with trash at the properties. She also stated a window is broken out at the property and that the exterior electrical panels are open with the protection panels gone. Van Stavern requested the Commission have the owner board up windows and doors to unoccupied units, secure electrical boxes and clean up trash. Commissioner Jefferson reiterated the issues at the properties. Commissioner Phillips asked for clarification regarding eviction at both properties and that the squatters must be evicted before work will begin. Mr. Gandhi stated Phillips was correct. Commissioner Phillips asked if the cases



should be brought back to the Commission. Van Stavern said that she requires documentation that evictions have been filed, and a writ of possession to be provided, and if approved by the Commission, a substandard building permit can be issued. Van Stavern said she will update at the next meeting. Commissioner Phillips made a motion to direct the property owner to secure the property, secure the electrical panels and clean up trash at the property, present the records to the Commission via Van Stavern before moving forward with repairs to the property. Commissioner Manuel seconded. **MOTION PASSED UNANIMOUSLY.**

3. Address: 1803 Oak, La Marque, Texas 77568

The item was discussed jointly with 819 Oak. Commissioner Phillips made the motion to direct the property owner to secure the property, secure the electrical panels and clean up trash at the property and to present records to the Commission to receive a substandard permit for work to begin. Commissioner Manuel seconded. **MOTION PASSED UNANIMOUSLY.**

4. Update: 1902 Lenz, La Marque, Texas 775688

Supervisor Van Stavern provided updates regarding the property. Van Stavern stated that the property owner has communicated with Code Compliance and has followed the structural engineer's report and have had inspections performed. She recommended that once a final certificate of occupancy is issued that the case be closed. Commissioner Phillips made a motion to close the case once final inspections are complete and a certificate of occupancy is issued. Commissioner Manuel seconded the motion. **MOTION PASSED UNANIMOUSLY.**

(7) NEW BUSINESS

1. Discussion/possible action regarding election of Commission officers
Commissioner Manuel motioned to table the item until the February meeting. Commissioner Phillips seconded the motion. **MOTION PASSED UNANIMOUSLY.**

(8) CHAIRMAN'S REPORT

Chairperson Deanie Barrett was absent. No report was given.

(9) EXECUTIVE SESSION

No executive session was required.

(10) REQUESTS AND ANNOUNCEMENTS

No Commissioners provided any requests or announcements.

(11) ADJOURNMENT



Commissioner Phillips made a motion to adjourn. Commissioner Manuel seconded the motion. **MOTION PASSED UNANIMOUSLY.** The meeting was adjourned at 6:26 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.