

**BRISTOL TENNESSEE BETTER PROPERTY BOARD
MEETING MINUTES
May 27, 2021**

5:00PM

Slater Community Center Auditorium

Members Present:

**Pamela Offield, Chairwoman
Randall Cook, Vice-Chairman
Wayne Humphrey
Lonnie Barrett
John Cartwright**

Staff Present:

**Cheyenne Powers, Code Enforcement
Matt Bailey, Code Administrator
Tim Beavers, Development Services Director
Cari Seaton, Staff Attorney
Danielle Smith, City Attorney**

Public Present:

**Kathy Compton
Adrian White**

I. CALL TO ORDER:

Pamela Offield called the Bristol Tennessee Better Property Board meeting to order at 5:00 p.m. on Thursday, May 27, 2021. Mrs. Offield performed roll call. A quorum was declared.

II. APPROVAL OF MINUTES:

There being no changes to the April 22, 2021 Better Property Board meeting minutes, Wayne Humphrey made a motion to approve the April 22, 2021 minutes as presented. Randall Cook seconded; roll call was performed and the motion carried unanimously.

III. PRELIMINARY INVESTIGATIONS

A. 2312 W. State Street

Cheyenne Powers presented the property located at 2313 West State Street. The property has been vacant, unsecure, and dilapidated for several years now. Staff is requesting to hold a public hearing on this property at the June 24, 2021 meeting.

Randall Cook made a motion to hold a public hearing on June 24, 2021, at the Better Property Board meeting for the property located at 2313 West State Street for the dilapidated structure, being unsecure and vacant for several years; Lonnie Barrett seconded. Chairwoman Pam Offield asked if there was any further discussion. Hearing none, a roll call was performed and the motion carried unanimously.

B. 217 White Top Road Ext.

Cheyenne Powers presented the property located at 217 White Top Road Ext. The property has been vacant, unsecure, and dilapidated for several years now. Staff is requesting to hold a public hearing on this property at the June 24, 2021 meeting.

Wayne Humphrey made a motion to hold a public hearing on June 24, 2021, at the Better Property Board meeting for the property located at 217 White Top Road Ext. for the

dilapidated structure, being unsecure and vacant for several years; Randall Cook seconded. Chairwoman Pam Offield asked if there was any further discussion. Hearing none, a roll call was performed and the motion carried unanimously.

C. 514 Queen Street

Cheyenne Powers presented the property located at 514 Queen Street. The property has received several complaints regarding the dilapidation of the exterior structure. Staff is requesting to hold a public hearing on this property at the June 24, 2021 meeting.

Ms. Powers stated that the City has sent out a Notice of Violation, and a Request for Inspection, which have received no response from the property owner.

John Cartwright made a motion to hold a public hearing on June 24, 2021, at the Better Property Board meeting for the property located at 514 Queen Street for the dilapidation of the exterior structure; Randall Cook seconded. Chairwoman Pam Offield asked if there was any further discussion. Hearing none, a roll call was performed and the motion carried unanimously.

IV. PUBLIC HEARING

A. 3340 Avoca Road

Pam Offield opened the discussion for the public hearing on the property at 3340 Avoca Road. Mrs. Offield asked if there was anyone from the public in attendance to address this property. There was no public comment.

Cheyenne Powers presented the property located at 3340 Avoca Road and stated the property has received complaints about the severely dilapidated condition of the structure, junk and debris, and inoperable and/or unregistered vehicles located on the property.

Ms. Powers presented a damage assessment with estimated damage at 100%. Code Enforcement was unable to enter the structure due to severe dilapidation of the main structure. Ms. Powers stated that there is another structure located on this property that is occupied, and not a part of this public hearing. The owners of this parcel are deceased. Staff is requesting to issue an *Order to Demolish* with a sixty (60) day completion date.

Randall Cook made a motion to issue an *Order to Demolish* with a sixty (60) day completion date on the property located at 3340 Avoca Road, due to dilapidation of the main structure, and junk and debris located on the property; John Cartwright seconded. Chairwoman Pam Offield asked if there was any further discussion. Hearing none, a roll call was performed and the motion carried unanimously.

V. TRASH AND DEBRIS

None

VI. OLD BUSINESS

None

VII. PROGRESS REPORT

A. 901 Georgia Avenue

Pam Offield asked if there was anyone present from the public who wished to address the Better Property Board regarding the property located at 901 Georgia Avenue. There was no public comment.

Cheyenne Powers stated that during the April 22, 2021 Better Property Board meeting, a motion was carried to rescind the *Order to Demolish* due to the property owner considering potential buyers of the property. Mr. Sean St. Clair has contacted Code Enforcement to advise that he has two cash offers, and one lease-to-buy offer and is awaiting a Real Estate Agent to review the contracts. Mr. St. Clair indicated a decision should be made by the end of next week on which of the offer he will accept.

Wayne Humphrey made a motion to schedule a progress report for 901 Georgia Avenue on June 24, 2021; Chairwoman Pam Offield commented that the motion should be to extend the *Order to Demolish* for thirty (30) days to receive word from the homeowner about if an offer to purchase the home was accepted.

Wayne Humphrey amended his motion to include extension of the *Order to Demolish* for thirty (30) days with a progress report at the June 24, 2021 Better Property Board meeting to provide time for the homeowner to decide if they will accept one of the real estate purchase offers. Randall Cook seconded the motion. Mrs. Offield asked if there was any further discussion on this property; hearing none, a roll call was performed and the motion passed unanimously.

B. 1141 Indian Hills Drive

Pam Offield asked if there was anyone present from the public who wished to address the property located at 1141 Indian Hills Drive. The owner, Ms. Kathy Compton was present.

Chairwoman Pam Offield asked Code Administrator, Matt Bailey if the Final Inspection has been completed. Mr. Bailey stated all inspections were completed on Wednesday, April 26, 2021 and have passed.

Wayne Humphrey made a motion to close the file on the property located at 1141 Indian Hills Drive due to compliance; Randall Cook seconded the motion. Mrs. Offield asked if there was any further discussion. Hearing none, a roll call was performed and the motion passed unanimously.

C. 404 Pennsylvania Avenue

Pam Offield asked if there was anyone present from the public who wished to address the property located at 404 Pennsylvania Avenue. No public was present for comment.

Cheyenne Powers stated that she has been in contact with Mr. Anderson and he has completed the demolition project and has removed the foundation. Staff is requesting to close the file.

Wayne Humphrey made a motion to close the file on the property located at 404 Pennsylvania Avenue due to compliance; Lonnie Barrett seconded the motion. Mrs.

Offield asked if there was any further discussion. Hearing none, a roll call was performed and the motion passed unanimously.

D. 600 Bluff City Highway

Cheyenne Powers presented the progress report on 600 Bluff City Highway. Ms. Powers stated that the structure has been demolished. Staff is requesting to close the file.

Lonnie Barrett made a motion to close the file on the property located at 600 Bluff City Highway due to compliance; John Cartwright seconded the motion. Mrs. Offield asked if there was any further discussion. Hearing none, a roll call was performed and the motion passed unanimously.

E. 701 Alabama Street

Chairwoman Pam Offield asked if there was anyone present from the public who wished to address the property located at 701 Alabama Street. Mr. Adrian White, the property owner, was present to discuss this property.

Mr. White stated that he submitted a letter to the Better Property Board requesting to rescind the *Order to Demolish*. Mr. White stated that a major clean-up has occurred on the property and new windows have been installed to replace the broken windows. He has had a few prospects who wish to purchase the home, and he does not intend to rent the property again. There are delinquent tenants in the upstairs unit which he has not been able to evict due to the COVID eviction moratorium.

Mr. White stated that he has an estimate on repairs, and will provide the estimate to the Better Property Board if requested. Chairwoman Pam Offield asked Mr. White if he would continue to clean-up the property if he does not gain a suitable buyer. Mr. White commented that he would continue to clean-up the property, and he does not feel that he will gain a buyer with the *Order to Demolish* in place.

Code Administrator, Matt Bailey commented that if the Better Property Board issues an *Order to Repair*, all of the repairs would need to be performed by a licensed contractor only, and proper permitting applications would need to be filed with the Codes Division. Cheyenne Powers commented that the window replacements should have had a permit application filed before performing the work.

Wayne Humphrey made a motion to rescind the *Order to Demolish* located at 701 Alabama Street to allow the property owner to perform clean-up with intent to sell the property; Randall Cook seconded the motion. Mrs. Offield asked if there was any further discussion. Hearing none, a roll call was performed and the motion passed unanimously.

John Cartwright made a motion to issue an *Order to Repair* with a ninety (90) day completion date on a Code Repair Permit. All repairs must be performed by a licensed contractor, and all permits must be applied for at the Codes Division. The Board requests a progress report be presented at the June 24, 2021 Better Property Board meeting. Randall Cook seconded the motion. Mrs. Offield asked if there was any further discussion. Hearing none, a roll call was performed and the motion passed unanimously.

F. 705 Alabama Street

The property owner of 705 Alabama Street is Adrian White, who is also the property owner of 701 Alabama Street. Therefore, the Better Property Board has agreed on a concurrent motion on both properties.

Wayne Humphrey made a motion to rescind the *Order to Demolish* located at 705 Alabama Street to allow the property owner to continue to perform clean-up with intent to sell the property. Randall Cook seconded the motion. Mrs. Offield asked if there was any further discussion. Hearing none, a roll call was performed and the motion passed unanimously.

John Cartwright made a motion to issue an *Order to Repair* with a ninety (90) day completion date on a Code Repair Permit. All repairs must be performed by a licensed contractor, and all permits must be applied for at the Codes Division. The Board requests a progress report be presented at the June 24, 2021 Better Property Board meeting. Randall Cook seconded the motion. Mrs. Offield asked if there was any further discussion. Hearing none, a roll call was performed and the motion passed unanimously.

Mr. White addressed Code Administrator, Matt Bailey to inquire about a list of items that were provided within an email from the Code Administrator that needed to be repaired before a final inspection could be applied for. Mr. White asked Mr. Bailey if the list remains the same or will it be amended. Mr. Bailey stated that he will review the list that was provided by email to Mr. White and respond with any amendments, if necessary.

G. 2662 Anderson Street

Cheyenne Powers presented the progress report for 2662 Anderson Street. The demolition is complete, and staff is requesting to close the file. Randall Cook made a motion to close the file on the property located at 2662 Anderson Street due to compliance; John Cartwright seconded the motion. Mrs. Offield asked if there was any further discussion on this property; hearing none, a roll call was performed and the motion passed unanimously.

H. 124 16th Street

Cheyenne Powers presented the progress report for the property located at 124 16th Street. The Better Property Board issued an *Order to Repair*, which has now expired with no inspections being requested or performed. Code Enforcement issued a *Stop Work Order* on the property. Cheyenne Powers spoke with Mr. Hollenczer to advise him that inspections needed to be performed before the permit expired, and no contact was made by Mr. Hollenczer to schedule those inspections.

Staff will proceed with actions through the appropriate court, and present a progress report to the Better Property Board during the June 24, 2021 meeting.

I. 2089 King College Road

Cheyenne Powers presented the progress report for 2089 King College Road. The property is being maintained and has been cleared of junk and debris.

Mr. Tim Beaver stated that the attorney representing the buyer has communicated with the City that they have reached an agreement with the buyers and are moving forward with the purchase of the property, however no closing date has been set at this time.

Wayne Humphrey made a motion to have a progress report presented at the June 24, 2021 Better Property Board meeting for the property located at 2089 King College Road; Randall Cook seconded the motion. Mrs. Offield asked if there was any further discussion on this property; hearing none, a roll call was performed and the motion passed unanimously.

VIII. FUTURE PROGRESS REPORTS

- A. 902 Windsor Avenue 06/24/21
- B. 1133 Anderson Street 06/24/21
- C. 120 Esther Street 07/22/21

IX. ADJOURNMENT

With no other business to discuss, the meeting was adjourned at 5:43 p.m.



Chairwoman, Pamela Offield