

**BLIGHTED PROPERTY REVIEW COMMITTEE
REGULAR MEETING
FEBRUARY 22, 2018**

The regular meeting of the Blighted Property Review Committee (BPRC) was held on Thursday, February 22, 2018 at 11:30 am in Council Chambers of the City of Warren Municipal Building, with Chair Ray Pring presiding.

Members present included Ray Pring, Greg Fraser, David Cantrell and Chief Pascuzzi. Also attending were Terry Williams, Director of Codes, Permits and Recreation Services, Ken Hinton, Code Official, Jessica Roudybush, Code Official and Ellen Nelson, Codes Dept. Secretary.

APPROVAL OF MINUTES

Upon a motion by Mr. Fraser and a second by Mr. Cantrell, the minutes of the January 25, 2018 meeting were unanimously approved as presented.

ACKNOWLEDGEMENT OF VISITORS

Shawna Buck, regarding 705 W. Fifth Avenue
Dan Clinton, regarding 705 W. Fifth Avenue
Laurie Sweet, regarding 103 Jefferson Street
Karen Rodgers, regarding 103 N. South Street
Jessica Haubach, regarding 103 Jefferson Street
Allen McIntosh, regarding 500 Market Street
Carl DeVlieger, regarding 20 Conewango Avenue
Josh Cotton, Times Observer

CORRESPONDENCE

No correspondence.

PROPERTIES PRESENTED FOR CONSIDERATION

- A. **714 W. Fifth Avenue.** Mr. Hinton reviewed the fact sheet and stated that this property is going to Judicial Tax Sale in May. There has been no upkeep. Exterior of the structure is in need of some sort of protective treatment and appears to have holes that need repaired. There are no handrails or guard to the stairs leading to the porch. There are foundation issues and the grass is always in need of being cut. There has been a partial demo to the structure and that area is in need of being properly sealed to prevent rodents, water and insects from gaining access to the interior of the structure. The last photo is from August 2017 but it remains in the same condition.

Mr. Fraser made a motion to declare First Declaration of Blight. Mr. Cantrell seconded the motion which passed by unanimous vote.

- B. **500 Market Street.** Mr. Hinton reviewed the fact sheet with the committee. An exterior inspection indicates several windows are missing and have plywood instead of glass. The roof is in need of repair and currently has a blue tarp on it. There are no front steps to access the front porch. It appears that a porch and

roof on the back of the structure and been removed and is exposing the bare wood along the wood sided structure.

Mr. Hinton stated that this is the second time this property has come before the BPRC. First in October of 2004 and then again today. This property has not been occupied since at least March of 2016. The taxes are paid and there are no liens. There have been no inspections of the ongoing work.

Mr. McIntosh, owner, spoke on behalf of the property. He stated that there are 54 sets of double hung windows and each needed to be restored which takes a long time. The taxes are paid and he has not abandoned the property. Medical issues at the beginning of 2017 have impacted the work he is able to do. A small portion of the roof needs repaired and that will be done in the spring. Chief Pascuzzi asked when the first permit issued, he thought it was in the 90's. Mr. McIntosh stated that he is open to selling the building for a reasonable offer. He added that he had pulled a permit for the porch. Mr. Fraser asked if he had approached a Realtor and Mr. McIntosh said no he had not. Chief Pascuzzi asked if he had a date that the building would be ready to be occupied. Mr. McIntosh replied that he needs a quarter of a million dollars. Mr. Fraser asked if he had a realistic means to raise that amount of money. Mr. McIntosh replied yes, but he is not in a position to disclose that information.

Mr. Fraser added that it has been ten years since improvements have been made. Is it realistic for us to believe you can do this?

Mr. Pring asked how many windows were still covered in plywood. Mr. McIntosh said 6-8 need to be replaced. The sashes are there and he is waiting to install once the glass is done. Mr. Pring then asked for a timeline to do the windows. Mr. McIntosh said 4-6 months. Mr. Pring asked when the tarp would be off and the roof completed. Mr. McIntosh replied it would be done when the weather clears. Mr. Pring asked if the house is weather tight and Mr. McIntosh replied mostly.

Through discussion between Mr. Fraser and Mr. McIntosh it was determined that the interior has no plumbing and is gutted on the second and third floors. The third floor is roughed in and the kitchen, bathroom and bedrooms are outlined. The first floor has walls but the plumbing and electric have been removed.

Ms. Williams asked if he intended this to be a single family residence or apartments. Mr. McIntosh stated he is planning on 3 or 4 single rooms with bathrooms on the third floor. Ms. Williams reminded him that he will need to file for permits before he begins any work as the one he has is expired. Ms. Nelson added that architectural designs need to be submitted with the application and they would need to be reviewed for approval.

Mr. Fraser stated that it has been a decade since considerable work has occurred. The interior is gutted and no permits have been issued. There is no credible reason to believe he can get the money and make it available to sell.

Mr. Fraser made a motion to move this property to first declaration of blight. Chief Pascuzzi seconded the motion. The motion passed by a vote of 3 in favor with Mr. Pring voting against.

- C. **1613 ½ Madison Avenue.** Mr. Hinton reviewed the fact sheet. The owners are deceased and a grandson who was living there has abandoned the property in June of 2016. The house and two garages have been boarded up by the City Department of Public Works. The house itself appears to be in fair condition.

Mr. Fraser asked if both owners are deceased and Mr. Hinton replied yes. Mr. Frazier then asked if there are any estate proceedings. Mr. Hinton stated that he did not know and added that the taxes have been paid. The grandson moved out of state and has had no contact with the Codes Department.

Mr. Fraser stated that this property is a prime candidate but he is concerned about who to notify. Chief Pascuzzi stated he thought we should find out who to notify before declaring blight. Mr. Pring agreed so that the process does not have to start over.

Mr. Fraser made a motion to table action so we can identify the legal owner and determine if estate proceedings exist. Chief Pascuzzi seconded the motion that passed by unanimous vote.

- D. **103 N. South Street.** Mr. Hinton reviewed the Fact Sheet. An exterior inspection indicates the structure is in very poor condition with chipped and peeling paint and broken windows in the front. The porch in the rear of the structure appears to be dilapidated and in need of repair. Water service has been off for approx. 5 years.

Ms. Rogers was present regarding this property. She is the sister of the owner, Thomas Moore. Mr. Pring asked Ms. Rogers what Mr. Moore's intentions are. Ms. Rogers replied that the structural work will be done next fall so she can move back in. The loan is in Mr. Moore's name but she is to maintain and occupy the property. The windows need painted and interior wiring updated.

Mr. Fraser stressed that if the committee moves this property to first declaration of blight she can continue her plans to work on the property. Ms. Williams reminded Ms. Rogers that she will need to apply for permits for the work she intends to do. Chief Pascuzzi stated that a written plan with a schedule would be beneficial in deciding whether to forestall the second declaration of blight. Mr. Pring asked Ms. Rogers to provide a detailed plan at the meeting in April

Chief Pascuzzi made a motion to move this property to first declaration of blight. Mr. Cantrell seconded the motion that passed by unanimous vote.

It is noted that at this point in the meeting, Mr. Cantrell had to leave but there is still a quorum present.

PROPERTIES UNDER CONSIDERATION FOR 1ST DECLARATION OF BLIGHT

- A. **705 W. Fifth Avenue**. Mr. Hinton did a walk through inspection of the property. A building permit was issued February 19, 2018. Mr. Clinton stated that the electric rough in should be done Friday, February 27 and then he will start the plumbing. He would like to be done with the project in June.

Mr. Pring asked if that is a reasonable time frame and Mr. Hinton replied yes, if he is diligent. Mr. Pring asked if Mr. Hinton had any concerns and Mr. Hinton replied that previous promises were not kept and suggested that Mr. Clinton provide a new schedule.

Chief Pascuzzi made a motion to table this matter on the condition that Mr. Clinton provides a written revised schedule at the next meeting and work is actually being done. Mr. Fraser seconded the motion which passed by unanimous vote.

- B. **103 Jefferson Street**. An anonymous letter received by the Codes Department concerning the condition of this property was distributed to committee members.

Ms. Roudybush stated that Ms. Sweet, owner, was to arrange for Mr. Roudybush to inspect the interior of the dwelling but failed to do so. Ms. Sweet's neighbor is taking steps to obtain a building permit to repair the porch steps but has not completed this process. Ms. Sweet has money for the permit fees but does not currently have the money for the materials to do the repairs.

Ms. Haubach, neighbor of Ms. Sweet, stated that her husband filled out the application and is going to be doing the repairs in the spring. Ms. Haubach also stated that Ms. Sweet did not respond to the request for an interior inspection because it needs to be cleared out and Ms. Sweet is getting a dumpster.

Mr. Pring asked for a time frame to clean out the house. Ms. Haubach replied by spring. Mr. Fraser asked if sixty days was enough time to get it cleaned out and Ms. Haubach replied yes. Chief Pascuzzi requested that a written plan by the next meeting and schedule to clean out the house and have permits issued.

Chief Pascuzzi made a motion to table action pending submission of a plan/schedule for work to be done to clean out the house and do repairs and that a permit be issued before the next meeting. Mr. Fraser seconded the motion which passed by unanimous vote.

PROPERTIES UNDER CONSIDERATION FOR 2ND DECLARATION OF BLIGHT

- A. **20 Conewango Avenue**. Mr. DeVlieger reported the soffit has been installed so the work is now done. Mr. Pring asked if there are any other issues. Ms. Roudybush stated that Mr. DeVlieger still has an open permit and the Certificate of Occupancy will not be issued until all of the work is done. Mr. Pring asked if anything else needs to be done for the building to be used as intended. Mr. DeVlieger replied that it is just cosmetic work.

Mr. Fraser made a motion to remove the property from the blighted process. The motion was seconded by Chief Pascuzzi and passed by unanimous vote.

UPDATE FROM PLANNING COMMISSION/RDA ON BLIGHTED PROPERTIES

- A. **17 Conewango Avenue.** This property is in the Conservatorship Process.
- B. **237 Buchanan Street.** RDA approved a schedule/plan for work to be completed. Letter of agreement received from property owner.
- C. **511 1/2 East Street** RDA successful purchased at Repository Sale.
- D. **908 Fourth Avenue.** Sold at Repository Sale.
- E. **515 W. Fifth Avenue.** This property sold at Repository Sale. Mr. Hinton has been in contact with the new owner who is planning to change it from a 3-unit rental to a 2-unit rental property within one year.

OTHER BUSINESS

Mr. Pring thanked the committee for their work.

ADJOURNMENT

There being no further business to come before the Committee, Mr. Pring declared the meeting adjourned. The next meeting will be held Thursday, March 22, 2018.

Minutes prepared by Ellen Nelson