

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

The regular meeting of the Blighted Property Review Committee (BPRC) was held on Thursday, March 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, Denise Whipp, Greg Fraser, David Cantrell and Chief Pascuzzi. Also attending were Nancy Freenock, City Manager, Terry Williams, Director of Codes, Permits and Recreation Services, Mike Holtz, DPW Director, 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 Chief Pascuzzi, the minutes of the February 22, 2018 meeting were unanimously approved with corrections.

ACKNOWLEDGEMENT OF VISITORS

Shawna Buck, regarding 705 W. Fifth Avenue
Dan Clinton, regarding 705 W. Fifth Avenue
Doug Hall, regarding 500 Market Street
Laurie Sweet, regarding 103 Jefferson Street
Jessica Haibach, regarding 103 Jefferson Street
Allen McIntosh, regarding 500 Market Street
Josh Cotton, Times Observer

CORRESPONDENCE

No correspondence.

PROPERTIES UNDER FIRST DECLARATION OF BLIGHT

- A. **103 Jefferson Street.** Ms. Haibach reported that the house has been emptied and a building permit application submitted for the porch and stairs. They are moving along. Mr. Fraser asked if Ms. Roudybush has been inside the property. Ms. Roudybush replied that she had not. Mr. Fraser then asked if they are prepared to let Ms. Roudybush inside to inspect. Ms. Haibach stated that she is not sure why an inspection is necessary. Mr. Fraser replied that there could be issues that cannot be seen from the outside. Mr. Pring added that the committee is requesting this inside inspection to determine if the property is blighted and if maintenance is needed. It has been unoccupied so long, reconnection of utilities will be required. Ms. Roudybush added that turning the electric back on will require a permit, but water and gas will not. The status of the plumbing cannot be determined without an inside inspection. Chief Pascuzzi said they may need a permit. Ms. Roudybush stated that any utility repairs will need a permit.

Ms. Haibach stated that the work on the porch is stalled until there is no more snow. After those repairs they will have the utilities turned on. She added that it is up to Ms. Sweet to allow the inside inspection or not. Mr. Fraser commended

them on the work that has been done so far. Ms. Sweet agreed to let Ms. Roudybush do an inside inspection. Ms. Roudybush will call her to set up an appointment. Ms. Whipp said the work that has been done should be taken into consideration. Mr. Pring stated that a first declaration of blight has not been declared. Chief Pascuzzi wants to be sure that if the porch is fixed, the property is not taken off the blighted list. He would like to see all the items off the list before it is removed. Ms. Sweet said that she understands. Ms. Haibach said that it was a lot of work cleaning out the house and the work on the porch will be done as soon as the permit is issued, and the snow is done. Mr. Pring asked if other than the utilities are they aware of any other deficiencies. Ms. Haibach replied no.

Mr. Fraser made a motion to table action until the next meeting with the condition that Ms. Sweet arranges the inspection in the next day or two. Mr. Cantrell seconded the motion which passed by unanimous vote.

NOTE: Ms. Roudybush later reported that she has an appointment scheduled on March 29 at 1:00 pm to do an interior inspection of the property.

- B. **705 W. Fifth Avenue**. Mr. Hinton stated that the electric rough-in and plumbing have had no inspections and no revised outline has been submitted as far as he knows. Mr. Clinton stated that he is working on the electric and plumbing and will be done this week or Monday. Mr. Pring asked what work is left. Mr. Clinton replied that he needs to get out the old wiring. Mr. Pring asked why the electric is not done since his initial timeline stated it would be done by February 27. Mr. Clinton replied that rooms are done but not into basement and that he has been dealing with some legal issues and it has been cold which makes it hard to work. Mr. Pring asked if the furnace is working. Mr. Clinton replied that he is waiting for the company who put in the unit to check and clean the unit. Mr. Pring stated that the furnace was to be done by February 28. Mr. Fraser asked if a permit was needed to clean the furnace. Mr. Hinton replied no. Mr. Fraser stated that the deviation from the schedule undermines the committee's faith that he will get the work done and the schedule is getting off track. Chief Pascuzzi stated that he was to submit a revised plan and asked if the committee received that. Mr. Clinton replied no, he didn't do that. Chief Pascuzzi asked when Mr. Hinton can expect to receive that. Ms. Buck said it would be next week. Mr. Fraser stressed that it is important.

Mr. Fraser made a motion to table action with the condition that a written schedule be submitted to Mr. Hinton within a week. Chief Pascuzzi seconded the motion. The motion passed by unanimous vote.

- C. **1613 ½ Madison Avenue**. An email was received from the Solicitor regarding the owners of this property. She advised the committee that notifications should be sent to both executors as well as the attorney handling the estate and the attorney handling the foreclosure. Mr. Fraser asked if the foreclosure was after the death of the owner or before and were executors listed as defendants. Ms. Roudybush will check into that.

Mr. Fraser made a motion to table action. Chief Pascuzzi seconded the motion that passed by unanimous vote.

OTHER BUSINESS

Doug Hall, contractor for Mr. McIntosh, attended the meeting to give an update on 500 Market Street even though it was not on the agenda. He agrees that things need to be done on the property. Windows are 95% complete, 2 sashes are lacking in windows facing Fifth Avenue and there is unpainted exposed wood, but they have a plan. Mr. Pring stated that the property is not before the committee today and it is being considered for blight at the April 26 meeting. Action can be taken by the owner and it appears they have taken the first step. All information should be given to Mr. Hinton. Mr. Hall added that Mr. McIntosh plans are to use this as a private residence and has no plans to make it into apartments.

Mr. Hall requested minutes from the February meeting. He was advised that, since the minutes have now been approved, they would be available on the City website by Friday

UPDATE FROM PLANNING COMMISSION/RDA ON BLIGHTED PROPERTIES

- A. **17 Conewango Avenue.** This property is in the Conservatorship Process. The Solicitor and Architect are working on the paperwork. The Solicitor has requested a hearing date with the court.
- B. **511 1/2 East Street** RDA now owns this property. DPW will demolish in the spring.

ADJOURNMENT

There being no further business to come before the Committee, Mr. Pring declared the meeting adjourned. The next meeting will be held Thursday, April 26, 2018.

Minutes prepared by Ellen Nelson