



**MINUTES**  
City of Dickinson  
**BUILDING STANDARDS COMMISSION**

**July 24, 2023**

The Dickinson Building Standards Commission met in a duly called and announced Regular Meeting on **Monday, July 24, 2023**, at **6:00 PM** in the Council Chamber located at 4403 Highway 3, Dickinson, Texas 77539 for the purpose of considering the following numbered items:

**ITEM 1.) CALL TO ORDER AND CERTIFICATION OF A QUORUM**

Chairperson Reggie Taylor called the meeting to order at **6:02 P.M.**

Ms. Yvonne Briscoe, Dickinson Senior Planner, called roll and a quorum was verified.

Commissioners present were as follows: James Ayers, Garland Copelin, Reggie Taylor, Susan Wilcox, Matt Maggiolino, R.E. Davis.

**ITEM 2.) ANNOUNCEMENTS AND PRESENTATIONS**

**ITEM 3.) PUBLIC COMMENTS**

Members of the public are invited to give comments at this time, lasting not longer than 3 minutes. Comments may be general in nature or may address a specific agenda item, and should be directed at the entire Commission, not individual members of the Commission or staff. Any speaker making personal attacks or using vulgar or profane language shall forfeit his/her remaining time and shall be seated. In compliance with the Texas Open Meetings Act, the Commission may not deliberate.

Chairperson Reggie Taylor read the procedures for public comments.

There being no one desiring to speak, public comments were skipped.

**ITEM 4.) CONSENT AGENDA**

The following items are considered routine and will be enacted by one motion. There will not be a separate discussion on these items unless a Commission member requests, in which event the item will be removed from the consent agenda and discussed after the consent agenda.

Commissioner Garland Copelin requested item 4A be removed from the consent agenda.

- 4.B Receive an update concerning Order No. 2022-1221- 003 and the property and structures located at 406 DEATS RD, DICKINSON, TX 77539 and legally described as ABST 19 PERRY & AUSTIN SUR PT OF LOT 103 (0-2) DICKINSON ADDN D & LOTS 1 THRU 15,20,21 & PT OF LOTS 16,17 & 18 TALL TIMBERS SUB.

R.E. Davis motioned to Approve, and Matt Maggolino seconded the motion.

**VOTE:**

6 AYES (James Ayers, Garland Copelin, Reggie Taylor, Susan Wilcox, Matt Maggolino, R.E. Davis)

0 NAYS

**MOTION PASSED**

- 4.A Consideration and possible action on approving the minutes of the Building Standards Commission Meeting of **March 6, 2023**.

Garland Copelin motioned to Amend the proposed meeting minutes with the following changes:

- last paragraph on page 4 rephrase to state "Commissioner Garland Copelin stated that the meeting update provides the opportunity for citizens to be updated also.", and
- second paragraph of page 5 rephrase to state "Commissioner Garland Copelin expressed disagreement and concern that citizens feel that they are getting left out of the process.", and Matt Maggolino seconded the motion.

**VOTE:**

6 AYES (James Ayers, Garland Copelin, Reggie Taylor, Susan Wilcox, Matt Maggolino, R.E. Davis)

0 NAYS

**MOTION PASSED**

Garland Copelin motioned to Approve as Amended, and Matt Maggolino seconded the motion.

**VOTE:**

6 AYES (James Ayers, Garland Copelin, Reggie Taylor, Susan Wilcox, Matt Maggolino, R.E. Davis)

0 NAYS

**MOTION PASSED**

**ITEM 5.) PUBLIC HEARING AND ACTION ITEMS FROM PUBLIC HEARINGS**

Chairperson Reggie Taylor read the procedures for public hearings.

- 5.A Conduct a public hearing concerning determination of substandard structure(s) for property located **3230 Hemlock Circle**, DICKINSON, TX 77539 and legally described as ABST 19 PERRY & AUSTIN SUR LOT 10 BLK 2 EDGEWOOD SUB.

PUBLIC HEARING:

- Open Public Hearing
- Staff Presentation
- Property Owners or Designee Presentation
- Public Comments
- Property Owners or Designee Rebuttal
- Staff Rebuttal
- Adjourn Public Hearing

Chairperson Reggie Taylor opened the public hearing at **6:11 P.M.**

Ms. Yvonne Briscoe introduced Jonathan Gallego, BBG Consultant for the City.

Mr. Jonathan Gallego summarized the item.

There being no Property Owners or Designee in attendance, there is no Property Owners or Designee Presentation.

There being no public signed up to speak, there are no public comments.

There being no Property Owners or Designee in attendance, there is no Property Owners or Designee Rebuttal.

There being no Property Owners or Designee Rebuttal, there is no Staff Rebuttal.

Chairperson Reggie Taylor adjourned the public hearing at **6:19 P.M.**

- 5.B Consideration and possible action approving a request concerning determination of substandard structure(s) for property located at **3230 Hemlock Circle**, DICKINSON, TX 77539 and legally described as ABST 19 PERRY & AUSTIN SUR LOT 10 BLK 2 EDGEWOOD SUB.

Mr. Justin Pruitt, Dickinson Attorney, informed the Commission there are potentially two parts to an action which will result in an order. The order needs to reflect two things. First, that the Commission finds the structure substandard and second what action the property owner needs to take. City code lays out options for order demolition, partial demolition, repair, renovation, or remodel.

Commissioner Matt Maggiolino inquired if any Commissioners question if the structure is substandard.

Commissioner Susan Wilcox stated she agrees and inquired if the owner owns the property outright and if taxes are up to date.

Mr. Justin Pruitt responded that the staff presentation stated all taxes were up to date. It appears from the County record the property has one owner.

Chairperson Reggie Taylor inquired if the owner lives in the area.

Mr. Justin Pruitt responded they do not.

Commissioner Matt Maggiolino stated the address on the County Appraisal District ownership record shows a Suite, which could mean the property owner is a firm. Commissioner Maggiolino inquired what contact the owner has had with the City. The potential order could be determined by the compliance expected. The property owner may not be aware of the proceedings. Commissioner Maggiolino inquired if the damage was a result of Hurricane Harvey. The code compliance cases began in 2010.

Todd Sukup, Dickinson Community Development Director and Chief Building Official, stated the required public notices have been sent but there has been no contact with the property owner.

Commissioner Matt Maggiolino inquired about the process to create an order.

Mr. Justin Pruitt responded that an order will be the result of the action at the current meeting. Time limits placed on orders of 30, 60, or 90 days are standard.

Commissioner Matt Maggiolino inquired if an order is made tonight is it possible the property owner, then contacts the City to reach a resolution.

Mr. Justin Pruitt responded orders created are amendable. Once action is taken and filed in the property record.

Commissioner R.E. Davis **motioned** to determine structure(s) substandard, require the property owner to submit a remediation plan to the City within 30 days, and if a remediation plan is not provided, order demolition within 90 days.

Commissioner Matt Maggiolino inquired if the demolition order would be considered at a future meeting.

Mr. Justin Pruitt stated the demolition order will be built into the order. If no response is received, at a meeting after the 90 days allotted a final order for demolition can be made.

Commissioner Susan Wilcox inquired if notices are hand delivered or mailed.

Mr. Justin Pruitt responded that the order will be created and filed of record, then mailed to the property owner by certified mail. All property owners in the title

report will receive a copy of the order. If the owner responds and wants to repair the structure, minimum safety standards will need to be met.

Commissioner Matt Maggiolino **seconded** the motion.

Commissioner Garland Copelin inquired if the property owner wants to repair, which code would be used.

Mr. Justin Pruitt responded we would apply the currently adopted codes. The property owner could provide additional property vesting documentation for a prior code.

Commissioner Garland Copelin inquired if the County or school district has a tax lien who is responsible and if taxing entities complicate the situation.

Chairperson Reggie Taylor responded that the property owner is responsible for the taxes and has been making those payments.

Mr. Justin Pruitt requested clarification of the motion. The current motion is to provide the owner with 30 days to submit a remediation plan to the City and 60 days at the end of the 30 days or an additional 90 days on the end of that to demolish the structure.

Commissioner RE Davis confirmed the motion is to provide 90 days to have the structure demolished added to the end of the 30 days.

Commissioner Susan Wilcox inquired if we do not hear from the owner in the time allotted if the City would demolish or repair the structure.

Commissioner Matt Maggiolino responded that the motion is to have the structure demolished.

R.E. Davis motioned to determine structure(s) substandard, require the property owner to submit a remediation plan to the City within 30 days, and if a remediation plan is not provided, order demolition within 90 days, and Matt Maggiolino seconded the motion.

**VOTE:**

6 AYES (James Ayers, Garland Copelin, Reggie Taylor, Susan Wilcox, Matt Maggiolino, R.E. Davis)

0 NAYS

**MOTION PASSED**

- 5.C Conduct a public hearing concerning determination of substandard structure(s) for property located at **2912 Avenue G**, DICKINSON, TX 77539 and legally described as ABST 19 PERRY & AUSTIN LOT 9 BLK 182 MOORES ADDN & IMPS.

PUBLIC HEARING:

- Open Public Hearing
- Staff Presentation
- Property Owners or Designee Presentation
- Public Comments
- Property Owners or Designee Rebuttal
- Staff Rebuttal
- Adjourn Public Hearing

Chairperson Reggie Taylor opened the public hearing at **6:32 P.M.**

Mr. Jonathan Gallego summarized the item.

There being no Property Owners or Designee in attendance, there is no Property Owners or Designee Presentation.

There being no public signed up to speak, there are no public comments.

There being no Property Owners or Designee in attendance, there is no Property Owners or Designee Rebuttal.

There being no Property Owners or Designee Rebuttal, there is no Staff Rebuttal.

Chairperson Reggie Taylor adjourned the public hearing at **6:38 P.M.**

- 5.D Consideration and possible action approving a request concerning determination of substandard structure(s) for property located at **2912 Avenue G**, DICKINSON, TX 77539 and legally described as ABST 19 PERRY & AUSTIN LOT 9 BLK 182 MOORES ADDN & IMPS.

Chairperson Reggie Taylor inquired if the subject property was previously discussed.

Ms. Yvonne Briscoe responded at the previous meeting that the Commission had acted to begin the process.

Commissioner Garland Copelin inquired if taxes are being paid on the property.

Mr. Jonathan Gallego responded that the property taxes have not been paid since 2017 and approx. \$12,000 in back taxes are owed.

Commissioner Matt Maggiolino stated this property appears to have co-owners and not an address with a suite number.

Commissioner Garland Copelin inquired in cases such as this when the remedies could be lost by the City what protections can be included.

Mr. Justin Pruitt responded that part of the order can include civil remedies such as penalty payments, a lien could be placed on the property for cost to City for demolition, and a lien could be placed on the property for taxes owed. If the property transfers ownership, those liens are still in place on the property and owed to the City.

Commissioner Garland Copelin stated with the condition of the property if the City is willing to demolish the structures.

Commissioner Matt Maggiolino stated and inquired if Commissioner Garland Copelin is recommending less time allotted to the owner, suggesting 60-days to demolish instead of the 90-days provided for the previous property.

Commissioner Garland Copelin responded this is correct.

Commissioner R.E. Davis **motioned** to determine structure(s) substandard, require the property owner to demolish the structure or submit a remediation plan to the City within 30-days, and if a remediation plan is not provided within 30-days, the City may proceed with demolition at the homeowner's expense.

Commissioner Matt Maggiolino inquired if there is any legal issue with the vast difference between the two orders.

Mr. Justin Pruitt responded that no legal issue exists.

Chairperson Reggie Taylor expressed agreement with the motion to demolish the structure.

R.E. Davis motioned to determine structure(s) substandard, require the property owner to demolish the structure or submit a remediation plan to the City within 30-days, and if a remediation plan is not provided within 30-days, the City may proceed with demolition at the homeowner's expense, and Matt Maggiolino seconded the motion.

**VOTE:**

6 AYES James Ayers, Garland Copelin, Reggie Taylor, Susan Wilcox, Matt Maggiolino, R.E. Davis)

0 NAYS

**MOTION PASSED**

**ITEM 6.) ACTION ITEMS FOR CONSIDERATION**

**ITEM 7.) ADJOURNMENT**

Commissioner Garland Copelin inquired when the next Building Standards Commission meeting will be held.

Ms. Yvonne Briscoe responded Building Standards Commission regular meeting is held the 4th Monday each month at 6 PM making the next meeting date Monday, August 28th at 6 PM. The Chief Building Official is establishing the docket for the meeting agenda.

R.E. Davis motioned to Adjourn, and Susan Wilcox seconded the motion.

**VOTE:**

6 AYES (James Ayers, Garland Copelin, Reggie Taylor, Susan Wilcox, Matt Maggolino, R.E. Davis)

0 NAYS

**MOTION PASSED**

Chairperson Reggie Taylor adjourned the meeting at **6:46 P.M.**

**PASSED APPROVED, AND ADOPTED this 28TH DAY OF AUGUST 2023.**



\_\_\_\_\_  
BUILDING STANDARDS COMMISSION,  
Chairperson

**ATTEST:**



\_\_\_\_\_  
TODD SUKUP,  
Community Development Director and Chief Building Official