



**NOTICE OF  
CITY OF CELINA  
BUILDING AND STANDARDS COMMISSION  
CITY HALL ANNEX  
112 N. COLORADO STREET  
THURSDAY JUNE 16, 2016  
5:00 P.M.**

**AGENDA**

**I. CALL TO ORDER, ROLL CALL AND ANNOUNCE A QUORUM PRESENT:**

**II. PLEDGE OF ALLEGIANCE:**

**III. AGENDA:**

- A. Consider and act upon the minutes from the Regular Building and Standards Commission Meeting held on April 21, 2016.
- B. Follow-up report on 414 E. Oak Street church.
- C. Follow-up report on 505 E. Elm Street structure.
- D. Follow-up report of 312 S. Texas Street structure.

**IV. ADJOURNMENT:**

“I, the undersigned authority do hereby certify that the Notice of Meeting was posted on the bulletin board at City Hall of the City of Celina, Texas, a place convenient and readily accessible to the general public at all times and said Notice was posted on the following date and time:

Friday, June 10, 2016 at \_\_\_\_\_ a.m. and remained so posted continuously for at least 72 hours proceeding the scheduled time of said meeting.”

\_\_\_\_\_  
Brooks Wilson, AICP  
Senior Planner  
City of Celina, Texas

\_\_\_\_\_  
Date Notice Removed

Celina City Hall is wheelchair accessible. Persons with disabilities who plan to attend this meeting and who may need auxiliary aids or services such as interpreters for persons who are deaf, or hearing impaired, or readers of large print, are requested to contact the City Secretary's Office at 972-382-2682, or fax 972-382-3736 at least two (2) working days prior to the meeting so that appropriate arrangements can be made.



**CITY OF CELINA**  
**BUILDING AND STANDARDS COMMISSION MEETING**  
**112 N. COLORADO STREET**  
**THURSDAY, FEBRUARY 21, 2016**  
**5:00 P.M.**

**MINUTES**

**I. CALL TO ORDER, ROLL CALL AND ANNOUNCE A QUORUM PRESENT:**

*Vice-Chairman Smith called the meeting to order at 5:04 p.m.*

*Commissioners present: Trevor Ford, Jeff Green, Bud Phillips, and Richard Smith*

*Commissioner absent: Stacy Ann Arias, Brendan Duffy, and Jay Williams*

*Staff present: Greg Gulick, Code Enforcement Officer; Brooks Wilson, Senior Planner; Trey Sargent, Land Use Attorney.*

**II. PLEDGE OF ALLEGIANCE:**

*Vice-Chairman Smith led those present in the salute to the American and Texas flags.*

**III. AGENDA:**

A. Consider and act upon the minutes from the Regular Building and Standards Commission Meeting held on February 18, 2016.

*Commissioner Ford moved to approve the minutes as written.*

*Commissioner Green seconded the motion.*

*Motion carried 4-yes; 0-no.*

B. Conduct a public hearing, receive testimony and act upon a request for dismissal of the case requiring repair or demolition of property located at 505 E. Elm Street, Celina, Texas 75009, also known as Bateman #1 & #2, Lot 1A. This public hearing has been continued from the February 18, 2016 Building and Standards Commission.

*Code Enforcement Officer Greg Gulick informed the Commission that Mr. Prado had provided proof that he is not the owner of the property located at 505 E. Elm Street and therefore recommended that the case against Mr. Prado be dismissed. Mr. Gulick added that staff is conducted further research to ascertain the legal owner of the property and will begin a case when the appropriate party is found.*

*Vice-Chairman Smith closed the public hearing and called for a motion.*

*Commissioner Green moved to approve the minutes as written.*

*Commissioner Ford seconded the motion.*

*Motion carried 4-yes; 0-no.*

C. Conduct a public hearing to consider testimony and act upon a request to repair or demolition of property located at 414 E. Oak Street, Celina, Texas 75009, also known as Celina Original Donation, Block 70, Lot 7. This public hearing has been continued from the February 18, 2016 Building and Standards Commission.

*Code Enforcement Officer Greg Gulick informed the Commission that significant progress, having repaired the roof and support structures. Mr. Gulick was unable to make contact with anyone with more authority than the local pastor, Mr. Moore. He stated that he had been in contact with the pastor's daughter, Denise Moore, and that she had kept him informed of the progress being made.*

*Mr. Gulick showed the Commissioners slides of the current condition of the structure and noted that work on the foundation and brick siding remained.*

*Vice-Chairman Smith acknowledged that the church had made a good-faith effort and that he was willing to give them additional time to obtain funds and complete the necessary repairs.*

*Commissioner Phillips concurred and proposed giving the church sixty days to provide staff with a detailed schedule for the completion of the repairs.*

*There being no further questions or comments, Vice-Chairman Smith closed the public hearing and called for a motion.*

*Commissioner Ford moved to table the item to the June Building and Standards Commission meeting, at which time those in charge of the repairs shall provide a written schedule for the remaining repair items.*

*Commissioner Phillips seconded the motion.*

*Motion carried 4-yes; 0-no.*

**IV. ADJOURNMENT:**

*There being no further business, Vice-Chairman Smith adjourned the meeting at 5:15 p.m.*

\_\_\_\_\_  
Brooks Wilson, AICP, Senior Planner  
City of Celina, Texas

\_\_\_\_\_  
Date

\_\_\_\_\_  
Vice-Chairman Richard Smith  
Building Standards Commission

\_\_\_\_\_  
Date



## Memorandum

To: **The Celina Building and Standards Commission**  
CC: Helen-Eve Liebman, AICP, Acting City Manager  
From: Greg Gulick, Code Enforcement Officer  
Meeting Date: June 16, 2016  
Re: 414 E. Oak Street Structure

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### **Case:**

Report on progress for the property located at 414 E. Oak Street, Celina, Texas 75009. The property is located in the Celina Original Addition, Block 70, Lot 7. (R-1023-070-0070-1)

### **Ownership:**

According to the Collin County Appraisal District, the property is shown to be owned by:  
Church of God in Christ  
414 E. Oak Street  
Celina, TX, 75009

### **Background Information:**

The history on 414 E. Oak Street is listed below:

- December 9, 2015 – A Certified Letter was mailed to the property owner listing the violations.
- February 5, 2016 – A Certified Letter was mailed to the property owner giving notice of a Public Hearing on this case on February 18, 2016.
- March 16, 2016 - Denise Moore, the daughter of the Pastor of the church has had repairs made to the roof.
- April 21, 2016 – At the meeting of the Building & Standard Commission, staff reported on the repairs that had been made to the structure. At that time, the Commission voted to allow the owners six months to make the final repairs and to obtain and schedule from those in charge of repairs.
- April 23, 2016 – Staff made repeated attempts to ascertain when the remaining repairs would be made with no response from the owners of the property.
- May 26, 2016 – Denise Moore, the daughter of the Pastor, emailed Greg Gulick advising that the church had no more money to complete the foundation repairs.

The remaining violations to the property, which is currently abandoned, include:

1. Foundation needs to be repaired; and
2. Bricks need to be repointed.

### **Legal Obligations and Review:**

N/A

### **Public Notifications:**

None.

**Supporting Documents:**

Attachment 1 - February site photographs

Attachment 2 - Current site photographs

**Staff Recommendation:**

Staff recommends that all necessary repairs be made to the property within six (6) months. This meeting is to assess the work that has been completed and ascertain the schedule for the completion of all work necessary to bring the structure into compliance with the code.

ATTACHMENT 1  
February 2016 Site Photographs





ATTACHMENT 1  
April 2016 Site Photographs







## Memorandum

To: **The Celina Building and Standards Committee**  
CC: Helen-Eve Liebman, AICP, Acting City Manager  
From: Gregory Gulick, Code Enforcement Officer  
Meeting Date: June 16, 2016  
Re: 505 E. Elm Street Residence

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**Case:**

Report on progress for the property located at 505 E. Elm Street, Celina, Texas. The property is located in the Bateman Addition #1 & #2, Lot 1A. (R-1027-000-001A-1)

**Ownership:**

According to the Collin County Appraisal District, the property was shown to be owned by:  
Juan Prado and Mariela Perez  
306 S. Texas Street  
Celina, TX, 75009

However, Mr. Prado disputed the ownership and provided legal documentation that he was not, in fact, the owner of the property. The legal owner of the property is Leonard Wyatt:

Leonard Wyatt  
511 E. Elm Street  
Celina, TX, 75009

**Background Information:**

The owners of this property were incorrectly listed as Juan and Mariela Prado in the Collin County Appraisal District records. When this error was discovered, the case against Mr. and Mrs. Prado was dropped and a new case begun.

The owner of the property, Leonard Wyatt, has agreed to demolish the structure and signed the demolition order on June 2, 2016. Staff received bid from Shane Evans Construction to demolish the property, restore the land, and place a lien on the property to recover the cost of the demolition fee. The bid was for \$2,400.00. Staff is waiting for bid from second demolition contractor.

**Public Notifications:**

None.

**Supporting Document:**

Signed Demolition Order

**Staff Recommendation:**

No further action is required on this case. The case will be closed.

505 E. Elm Street





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COUNTY OF COLLIN  
STATE OF TEXAS

The undersigned, being the owner(s) of the real estate located in the City of Celina, Texas, described as follows:

ADDRESS: *505 E. Elm Street*  
LEGAL DESCRIPTION: *Bateman Addition #1 and #2 Lot 1A*  
PROPERTY TAX ID: *R-1027-000-001A-1*  
OWNER OF RECORD: *Leonard Wyatt*

Hereby, recognize that there is situated on such real estate a nuisance, to wit: a substandard structure, trash, junk and debris as those terms are defined by applicable ordinances of the City of Celina, Texas, and hereby request that the City of Celina abate such nuisance by demolishing the structure(s) and cleaning and grading the surface, mowing weeds, removing junked or abandoned vehicles, removing all trash, junk and debris. I understand that I am entitled to a public hearing wherein I may present proof of compliance with City ordinances. By my signature below, I hereby waive my right to the public hearing and admit that the structure, vehicle, weeds, trash, junk and debris constitutes a nuisance and constitutes a danger to the public health, safety and welfare.

For and in consideration of the City of Celina, its employees, agents or representatives coming on the premises and abating the nuisance, I/we hereby release the City of Celina, its agents, servants, representatives, officials, officers and employees from any and all claims, causes of action, suits, liability and damages that may arise from the abatement of the nuisance, including damages whether known or unknown, seen or unseen to any other structures, vegetation, trees, bushes, or landscaping. I/we expressly agree that I am/we are making this Release to induce the City of Celina to perform such services and such services are being performed at my/our specific request. This Release shall bind me/us, my/our heirs, beneficiaries, representative and assigns.

It is further understood and agreed that the City in its sole discretion may place a lien on the above referenced property to recoup the total cost of the abatement, including any administrative charges and any other charges incurred by the City in abating the nuisance.

SWORN AND SUBSCRIBED to before me on this *2nd* day of *June*, 20*16*

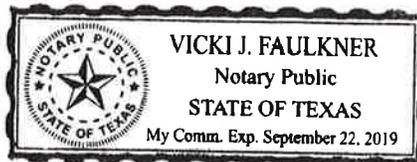
*Leonard Wyatt*  
OWNER

Before me, to the undersigned authority, on this day personally appeared...

*Vicki J. Faulkner*  
NOTARY

Known to me to be the person(s) whose names are subscribed to the above and foregoing instrument and acknowledged to me that they executed the same for the purpose and consideration therein expressed.

GIVEN UNDER MY HAND AND SEAL OF OFFICE THIS *2* day of *June*, 20*16*  
NOTARY PUBLIC in and for THE STATE OF TEXAS





## Memorandum

To: **The Celina Building and Standards Committee**  
CC: Helen-Eve Liebman, AICP, Acting City Manager  
From: Greg Gulick, Code Enforcement Officer  
Meeting Date: February 18, 2016  
Re: 312 S. Texas Street Residence

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### **Case:**

Report on progress for the property located at 312 S. Texas Street, Celina, Texas 75009. The property is located in the Bateman Addition #1 & #2, Lot 3. (R-1027-001-0030-1)

### **Ownership:**

According to the Collin County Appraisal District, the property is shown to be owned by:  
Lora Lee Butler, et al  
PO Box 1444  
Celina, TX, 75009

### **Background Information:**

The history on 312 S. Texas Street is listed below:

- December 9, 2015 - A certified letter listing the violations was sent to Lora Lee Butler ET AL, the property owner listed by Collin County Appraisal District.
- February 5, 2016 – A Certified Letter was mailed to the property owner giving notice of a Public Hearing on this case on February 18, 2016.
- February 18, 2016 – The Building & Standards Commission voted unanimously to order the demolition of the structure located at 312 S. Texas Street.
- March 31, 2016 – Staff contacted the City Attorney by email to ascertain who must sign the voluntary demolition order since the deed of record states the owner as “Lora Lee Butler, et al”
- May 12, 2016 – Staff conducted a phone conversation with the owner and at that time, Ms. Butler declined to agree to a voluntary demolition of the property, stating that she was in the process of selling the property.

According to the inspection report by Celina staff, the structure located at 312 S. Texas Street has multiple building standard issues, including:

1. Roof needs to be replaced and rafters appear to have failed.
2. The property is not secured – there are broken windows and the front door is not properly secured.
3. Siding is missing.
4. Out-building totally dilapidated.
5. No current water, electric, or gas service.
6. The property is currently abandoned.

The involuntary order to demolish can be implemented. However, if the owner sells the property, the new property owner may demolish the structure to build a new residence at his expense.

**Legal Obligations and Review:**

N/A

**Public Notifications:**

None.

**Supporting Documents:**

See attached photographs.

**Staff Recommendation:**

Staff recommends that the Building Standards Commission consider whether to move forward with the involuntary demolition or to allow Ms. Butler a certain amount of time in which to sell the property.

312 S. Texas Street





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**Cause No. BS16-01**

**AN ORDER OF THE CITY OF CELINA BUILDING AND STANDARDS COMMISSION WITH REGARD TO THE ABATEMENT OF THE SUBSTANDARD AND DANGEROUS STRUCTURE(S) LOCATED AT 312 S. TEXAS STREET, CELINA TEXAS.**

WHEREAS, the Building and Standards Commission for the City of Celina conducted a public hearing on February 18, 2016, regarding agenda item number BS16-01, wherein the structure(s) located at 312 S. Texas Street, ("Property"), being more specifically know as: Bateman Addition #1 & #2, Lot 3. (R-1027-001-0030-1); and

WHEREAS, based upon the evidence presented, the Building and Standards Commission finds that the Property is in violation of Section 92.56 Compliance With City Codes of the City Code of Ordinances; and

WHEREAS, the Building and Standards Commission finds that the structure(s) is dilapidated, substandard and/or unfit for human habitation, constitutes a hazard to the health, safety and welfare of the citizen and likely to endanger persons and property.

**THEREFORE, IT IS HEREBY ORDERED BY THE CITY OF CELINA BUILDING AND STANDARDS COMMISSION THAT:**

1. The owner of the property must (a) Obtain a building permit within 30 days and have the work described in the attached Exhibit A inspected and completed within 180 days; or (b) Obtain a demolition permit, demolish the structure and have the lot cleared and graded with proper drainage within 60 days of this Order. Failure to take the ordered action within the specified time may result in the City taking a subsequent action to demolish the structure, clean and grade the lot and establish a lien on the Property.

2. The City Secretary shall file a copy of this Order with the City within 10 days of the date of this order and publish in a newspaper of general circulation the street address/legal description of the Property, the date of the hearing, a brief statement of the results of this order and provide notice that a copy of this Order and the minutes of the meeting may be reviewed and/or obtained during regular business hours in the office of the City Secretary.

ORDERED THIS 18th DAY OF FEBRUARY, 2016.

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Helen-Eve Liebman, AICP  
Director of Planning & Development Services

APPROVED AS TO FORM AND LEGALITY:

\_\_\_\_\_  
City Attorney