

**RICHLAND HILLS BUILDING BOARD OF APPEALS  
REGULAR MEETING  
AUGUST 1, 2022  
MINUTES**

Roll Call:

Board present:

Edward Lopez, Chair  
Douglas Knowlton, Place 1  
Travis Malone, Place 2  
Javier Alvarez, Place 4  
GW Estep, Place 5

Board Absent:

Curtis A Bergthold, Vice Chair

Staff

Candice Edmondson, City Manager  
Lindsay Wells, City Secretary  
James Donovan, City Attorney (via phone)

- 1. CALL TO ORDER – Chairman Edward Lopez Called to Order – Time 6:00 p.m.**
- 2. EXECUTIVE SESSION:** Pursuant to the Open Meetings Act, Chapter 551, Texas Government Code, Section 551.071. Executive Session may be held, under these exceptions, at any time during the meeting that a need arises for the Building Board of Appeals to seek advice from the City Attorney as to the posted subject matter of this Building Board of Appeals meeting.

None.

**3. PUBLIC COMMENTS**

None.

**REGULAR AGENDA**

- 4. Approval of minutes from the June 27, 2022 Building Board of Appeals meeting.**

**Motion:** Motion was made by Board Member Knowlton and seconded by Board Member Estep to approve the June 27, 2022 Building Board of Appeals meeting minutes.

Motion carried by a vote of 4-0.

- 5. Reviewed and received an update on Case #2022-001 a substandard property described as Block D, Lot 2, Richland Hills Addition, City of Richland Hills, Tarrant County, Texas, otherwise known as 3415 Crites Street, Richland Hills, Texas and consideration of an order to cause the repair, vacation, relocation of occupants, removal, demolition or securing of the building.**

Code Compliance Officer Melissa Schuettig provided an update on the property located at 3415 Crites Street. She advised that a public hearing for Case #2022-001 was held June 13, 2022, and an Order of the Building Board of Appeals was issued the same date outlining the requirements of the property owner Max Perry to make necessary health and safety improvements to bring the property out of the status of a Substandard Building. She advised that a follow-up Building Board of Appeals meeting was held June 27, 2022 to assess Mr. Perry's progress and little had been done. At that meeting the Board gave Mr. Perry an additional two weeks to complete the required improvements.

Ms. Scheuttig stated that, since that time, the property was sold to Cavadian Properties LLC and they have begun the process of clearing the property of trash and debris and have also paid an abatement lien that had been filed against the property. Cavadian Properties is waiting on issuance of permits to begin major work.

Discussion ensued regarding the scope of work required to bring the property into compliance and open air dumpsters on the property.

Kristen Kuskie, Property Manager, Cavadian Properties, 1230 River Bend, Suite 220, Dallas, Texas, explained that her company is eager to get the property back in its proper condition in order to make it a rental property and will do what is required to bring the property into compliance. She provided additional details regarding repairs to the windows, siding, and plumbing.

Following additional discussion, she requested that Cavadian Properties be given 30-45 days to make all necessary and required repairs.

**Motion:** Motion was made by Board Member Knowlton and seconded by Board Member Malone to extend the Building Board of Appeals Order issued June 13, 2022, to September 16, 2022, with an additional requirement to appear before the Board to provide a progress report on September 12, 2022.

Motion carried by a vote of 4-0.

## **6. ADJOURNMENT**

**Motion:** A motion was made by Board Member Malone and seconded by Board Member Estep to adjourn.

Motion carried by a vote of 4-0.

There being no further business to come before the Building Board of Appeals, Chair Lopez declared the meeting adjourned at 6:24 p.m.

**ATTEST:**

**APPROVED:**

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Lindsay Wells, City Secretary

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Edward Lopez, Chair