

Mark Henderson, Chair  
Jason Stephens, Commissioner  
Mark Thomas, Commissioner  
Kurt Herrington, Commissioner  
Isaac Wynn, Commissioner  
George Torma, Commissioner  
James Giles, Commissioner

Susan Davis, Planning Tech.



**NOTICE OF MEETING**  
**BUILDING AND STANDARDS COMMISSION**  
**October 24, 2024**  
**4:00 p.m.**  
**City Council Chambers**  
**504 N. Queen Street**  
**Palestine, Texas**

Zoom Link:

<https://us02web.zoom.us/j/83512735336?pwd=pgcQAmk2FqdJc4X1BGAOtiZ3riJoc0.1>

Meeting ID: 835 1273 5336

Passcode: 566847

One tap mobile

+13462487799,,83512735336#,,,,\*566847# US

Note: when you are joining a Zoom meeting by phone, you can use your phone's dial pad to enter the commands \*6 for toggling mute/unmute and \*9 to "raise your hand."

Follow us live at: [facebook.com/palestinetc/](https://facebook.com/palestinetc/)

**A. CALL TO ORDER**

**B. PROPOSED CHANGES OF AGENDA ITEMS**

**C. PUBLIC COMMENTS**

Any citizen wishing to speak during public comments regarding an item on or off the agenda may do so during this section of the agenda. All comments must be no more than five minutes in length. Any comments regarding items, not on the posted agenda may not be discussed or responded to by the Commissioners. Members of the public may join via Zoom or in person.

**D. CONFLICT OF INTEREST DISCLOSURES**

**E. DIRECTOR'S REPORT**

**F. APPROVAL OF MINUTES**

1. Consider approval of minutes from the August 22, 2024, meeting.

**G. DISCUSSION AND ACTION ITEMS**

1. Consider authorizing the Development Service Staff to take necessary action, including demolition and removal or rehabilitation of the unsafe structures and conditions listed at: 1109 W. Debard Street and 1111 W. Debard Street, Texas Land Company, Block B4, Lot 5B & 8C.
2. Consider authorizing the Development Service Staff to take necessary action, including demolition and removal or rehabilitation of the unsafe structures and conditions listed at: 614 S. Dorrance Street, Jackson, Block H, Lot 1G.

3. Consider authorizing the Development Service Staff to take necessary action, including demolition and removal or rehabilitation of the unsafe structures and conditions listed at: 108 Elmwood Court, Homestead at Fort Houston, Unit 6, Block E, Lot 15.
4. Consider authorizing the Development Service Staff to take necessary action, including demolition and removal or rehabilitation of the unsafe structures and conditions listed at: 110 Elmwood Court, Homestead at Fort Houston, Unit 6, Block E, Lot 14.
5. Consider authorizing the Development Service Staff to take necessary action, including demolition and removal or rehabilitation of the unsafe structures and conditions listed at: 823 S. Fulton Street, Jackson, Block K, Lot 2B.
6. Consider authorizing the Development Service Staff to take necessary action, including demolition and removal or rehabilitation of the unsafe structures and conditions listed at: 712 Head Street, A0065 Wells, Samuel G, Block 859, Tract 21 & 22.
7. Consider authorizing the Development Service Staff to take necessary action, including demolition and removal or rehabilitation of the unsafe structures and conditions listed at: 809 N. Jackson Street, Debard, Block D, Lot 8.
8. Consider authorizing the Development Service Staff to take necessary action, including demolition and removal or rehabilitation of the unsafe structures and conditions listed at: 1523 Roberts Street, West Palestine Heights, Block F, Lot 9.
9. Consider authorizing the Development Service Staff to take necessary action, including demolition and removal or rehabilitation of the unsafe structures and conditions listed at: 616 S. Dorrance Street, Jackson, Block H, Lot 1E.
10. Consider authorizing the Development Service Staff to take necessary action, including demolition and removal or rehabilitation of the unsafe structures and conditions listed at: 1000 Swantz Street, Nance & Green, Block A, Lot 1B.
11. Consider authorizing the Development Service Staff to take necessary action, including demolition and removal or rehabilitation of the unsafe structures and conditions listed at: 1221 W. Debard Street, also known as Texas Land Company, Block B9, Lot 8.
12. Consider authorizing the Development Service Staff to take necessary action, including demolition and removal or rehabilitation of the unsafe structures and conditions listed at: 1222 W. Debard Street, Texas Land Company, Block B5, Lot 38B & 39B.
13. Consider authorizing the Development Service Staff to take necessary action, including demolition and removal or rehabilitation of the unsafe structures and conditions listed at: 117 W. Spring Street, ORIGINAL, BLOCK 163, LOT 7.
14. Consider the appointment of the Chair and Vice-Chair of the Building and Standards Commission.
15. Consider setting the Building and Standards Commission meeting dates for November and December 2024.

H. **ADJOURNMENT**

I certify that the above Notice of Meeting was posted on the outdoor bulletin board at the main entrance to City Hall, 504 N. Queen Street, Palestine, Texas, in compliance with Chapter 551 of the Texas Government Code on **Monday, October 21, 2024, at 1:45 p.m.**



April Jackson, City Secretary

IN ACCORDANCE WITH THE PROVISIONS OF THE AMERICANS WITH DISABILITIES ACT (ADA)  
PERSONS IN NEED OF SPECIAL ACCOMMODATION TO PARTICIPATE IN THIS PROCEEDING

SHALL, CONTACT THE CITY SECRETARY'S OFFICE VIA EMAIL AT [citysecretary@palestine-tx.org](mailto:citysecretary@palestine-tx.org) or 903-731-8414.



Agenda Date: 10/24/2024  
To: Building and Standards Commission  
From: Susan Davis, Planning Technician  
Agenda Item: Approval of Minutes from the August 22, 2024 Meeting  
Date Submitted: 09/17/2024

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**SUMMARY:**

Consider the Building and Standards Meeting Minutes for August 22, 2024.

**RECOMMENDED ACTION:**

Staff recommends approval of minutes.

**CITY MANAGER APPROVAL:**

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**Attachments**

Minutes



THE STATE OF TEXAS           §  
COUNTY OF ANDERSON       §  
CITY OF PALESTINE           §

The Building and Standards Commission of the City of Palestine convened in a Regular Meeting on Thursday, August 22, 2024, at 4:00 p.m., in the City Conference Room at City Hall, 504 N. Queen Street, Palestine, Texas, with the following people present: Commissioners Kurt Herrington, Jason Stephens, George Torma, and Mark Thomas.

Staff present: Building Inspector William McCormick, Planning Tech Susan Davis, HPO Chasity Esparza, City Secretary April Jackson.

Commissioners absent: Chair Mark Henderson, Commissioners Isaac Wynn and Randy Gilbert.

**CALL TO ORDER**

With a quorum present, Commissioner Kurt Herrington called the meeting to order at 4:00 p.m.

**PROPOSED CHANGES OF AGENDA ITEMS**

None.

**PUBLIC COMMENTS**

None.

**CONFLICT OF INTEREST DISCLOSURES**

None.

**APPROVAL OF MINUTES**

Building and Standards Commission Meeting Minutes for June 27, 2024, meeting for review and approval.

Commissioner Torma made a motion, seconded by Commissioner Stephens, to approve minutes from June 27, 2024. Upon vote, motion carried unanimously 4-0.

**DISCUSSION AND ACTION ITEMS**

1. Consider authorizing the Development Service Staff to take necessary action, including demolition and removal or rehabilitation of the unsafe structures and conditions listed at: 601 W. Debard Street, Debard, Block 34, Lot 8A.

Susan Davis, Planning Tech, presented a summary concerning issuance of permits and completion of partial demolition. William McCormick, Building Inspector, recommended moving forward with demolition and advised that Atmos notified that they have placed a 30-day hold on demolition for removal of gas lines. Commissioner Torma made a motion, seconded by Commissioner Thomas, to have the structure bid out for demolition after Atmos confirms disconnect. Upon vote, the motion was unanimously approved 4-0.

2. Consider authorizing the Development Service Staff to take necessary action, including demolition and removal or rehabilitation of the unsafe structures and conditions listed at: 1504 W. Reagan Street, John Arthur, A-4, Block 880, Tract 5 & 6.

Susan Davis, Planning Tech, presented a summary concerning the owner's plan to rehabilitate the structure. William McCormick, Building Inspector, confirmed that the structure is secure. Norberto Iracheta attended the meeting and requested an extension of time. Commissioner Thomas made a motion, seconded by Commissioner Stephens, to allow a 90-day extension of time to complete the demolition. Upon vote, the motion was unanimously approved 4-0.

3. Consider authorizing the Development Service Staff to take necessary action, including demolition and removal or rehabilitation of the unsafe structures and conditions listed at: 103 Hardin Street, Jacob Snively, A-63, Block 1242B, Tract 14K.

Susan Davis, Planning Tech, presented a summary concerning the status of ownership and request made by Katie Preston, an heir of the Estate, for the city to bid out for demolition. William McCormick, Building Inspector, confirmed that the structure is secured and stated that it is a matter of time before the structure comes down by itself. Commissioner Stephens made a motion, seconded by Commissioner Torma, to have the structure bid out for demolition after Atmos confirms disconnect. Upon vote, the motion was unanimously approved 4-0.

4. Consider authorizing the Development Service Staff to take necessary action, including demolition and removal or rehabilitation of the unsafe structures and conditions listed at: 904 S. Magnolia Street, Reagan & Word, Block 11 (Sec), Lot 1.

Susan Davis, Planning Tech, presented a summary concerning the recent purchase by the new owner who plans to rehabilitate the structure, the Specific Use Permit process for multifamily, and location within a historic overlay. William McCormick, the Building Inspector, confirmed that the structure was recently secured. Natasha Williams attended the meeting and stated that progress has been made in securing the structure and clearing the property, that she plans to rehabilitate for multifamily use, and provided a timeline. Commissioner Torma made a motion, seconded by Commissioner Thomas, to allow a 90-day extension of time to show progress. Upon vote, the motion was unanimously approved 4-0.

5. Consider authorizing the Development Service Staff to take necessary action, including demolition and removal or rehabilitation of the unsafe structures and conditions listed at: 117 W. Spring, Original, Block 163, Lot 7.

Alex Nemer, attorney for Franklin Williams, attended the meeting and provided an Inspection Report and cost proposal. Susan Davis, Planning Tech, provided a summary concerning downtown renovations and the need for a timeline to avoid conflicts with the sidewalk contractor. William McCormick, Building Inspector, expressed concern about additional bricks falling and the need to secure the bricks. Commissioner Torma initially made a motion to allow 90-days to install netting but commented that this situation has been going on for months without response. After discussion, Mr. Nemer stated that placement of netting on the front of the building within 30-days is reasonable. Commissioner Torma revised his motion, seconded by Commissioner Thomas, to allow a 30-day extension to install netting. Upon vote, the motion was unanimously approved 4-0.

6. Consider authorizing the Development Service Staff to take necessary action, including demolition and removal or rehabilitation of the unsafe structures and conditions listed at: 312 W. Oak, Original, Block 51, Lots 1, 2, 3, 4, and 5.

Seth Blood attended the meeting and stated that he is in the process of contacting contractors and shoring up the building. William McCormick, Building Inspector, stated that the structure is not secure and requested temporary removal of an awning in the area of the roof collapse. Susan Davis, Planning Tech, discussed the historic overlay requirements and the upcoming Hot Pepper Festival. Commissioner Torma made a motion to allow 60-days to secure the building. After discussion, Commissioner Torma withdrew his original motion and then made a motion, seconded by Commissioner Stephens, to allow a 30-day extension to secure the building and submit a rehabilitation plan. Upon vote, the motion was unanimously approved 4-0.

7. Consider authorizing the Development Service Staff to take necessary action, including demolition and removal or rehabilitation of the unsafe structures and conditions listed at: 108 Fifth Street, Lipsey, Block 18, Lot 7.

Susan Davis, Planning Tech, provided a summary concerning the extension given by the commission in 2020 and transfer of ownership. Loretta Calvillo attended the meeting and confirmed her desire to demolish the structure. Ms. Calvillo's daughter stated that they received a bid from a contractor and discussed the family's financial struggles. William McCormick, Building Inspector, confirmed that the cost of rehabilitation would be much higher than demolition. Andrew Sibai, Finance Director, stated that the owner can repay a lien placed for demolition, that 10% interest is charged annually, that the owner is still subject to taxes, and discussed payment of the lien upon sale of the property. Commissioner Torma made a motion, seconded by Commissioner Thomas, to allow a 60-day extension to start demolition or choose to have the city bid out for demolition of the structure. Upon vote, the motion was unanimously approved 4-0.

8. Consider authorizing the Development Service Staff to take necessary action, including demolition and removal or rehabilitation of the unsafe structures and conditions listed at: 315 Lowe Street, Murchison & McDonald Bypass, Block 6, Lot 8.

Susan Davis, Planning Tech, provided a summary concerning complaints by adjacent property owners, search for obituary notices and heirs, and notices issued to the last known address of an heir of the Estate that previously paid the property tax. William McCormick, Building Inspector, stated that the structure is collapsing and needs to be demolished. Commissioner Stephens made a motion, seconded by Commissioner Torma, to have the structure bid out for demolition. Upon vote, the motion was unanimously approved 4-0.

9. Consider authorizing the Development Service Staff to take necessary action, including demolition and removal or rehabilitation of the unsafe structures and conditions listed at: 804 Giraud Street, Texas Land Company, Block 2B.

Susan Davis, Planning Tech, provided a summary concerning an extension allowed by the commission earlier this year, that no work has been completed, and request by the daughter of one of the heirs of the Estate to ask the city to bid the structure out for demolition. Commissioner Torma made a motion, seconded by Commissioner Stephens, to have the structure bid out for demolition. Upon vote, the motion was unanimously approved 4-0.

10. Consider authorizing the Development Service Staff to take necessary action, including demolition and removal or rehabilitation of the unsafe structures and conditions listed at: the corner of Garland and Harris Drive, Harris and Reed, Block 2, Lots 1, 2, and 3.

Susan Davis, Planning Tech, provided a summary concerning complaints by the community, notices sent to all last known addresses of the owner, outstanding taxes, coordination with Code Enforcement to locate the owner, and research for water accounts in the owner's name. Commissioner Torma made a motion, seconded by Commissioner Stephens, to have the structure bid out for demolition. Upon vote, the motion was unanimously approved 4-0.

#### **ADJOURN**

With no other business to come before the Commission, Commissioner Thomas made a motion, seconded by Commissioner Torma, to adjourn the meeting at 5:01 p.m., meeting was adjourned.

PASSED AND APPROVED THIS 26th DAY OF SEPTEMBER 2024.

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Mark Henderson, Chairman

ATTEST:

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Susan Davis, Planning Tech

DRAFT



Agenda Date: 10/24/2024  
To: Building and Standards Commission  
From: Chasity Esparza, Administrative Assistant/Historic Preservation Officer  
Agenda Item: Consider Substandard Structure located at 1109 W. Debard Street and 1111 W. Debard Street  
Date Submitted: 10/17/2024

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**SUMMARY:**

Discussion and consideration concerning the vacant substandard structures located at 1109 West Debard Street and 1111 West Debard Street, also known as TEXAS LAND COMPANY BLOCK B4 LOT 5B & 8C. Family members have contacted the city to advise that they would like to rehabilitate 1109 West Debard Street. The Rehabilitation Plan seeks a 90-day extension of time. However, the plan does not provide a detail of work or timeline. The family wants to voluntarily demolish 1111 West Debard.

**RECOMMENDED ACTION:**

For discussion and consideration.

**CITY MANAGER APPROVAL:**

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**Attachments**

Notices and Green Cards  
Photos

Chasity Esparza  
HPO/Administrative Asst.  
City of Palestine  
Phone: (903) 731-8402

504 N. Queen St.  
Palestine, TX 75801  
hpoadmin@palestine-tx.org



July 31, 2024

**VIA FIRST CLASS and CERTIFIED MAIL, RETURN RECEIPT REQUESTED: 7019 1120 0001 6291 3016**

Johnny Davis  
901 W. Kolstad  
Palestine Tx

Re: Notice of Substandard Building at 1109 and 1111 W. Debard  
Parcel 35844; Texas Land Company Block B4 Lot 5B & 8C

Dear Property Owner:

The above referenced property was inspected and tagged on April 12, 2024, and has been found to be substandard and a public nuisance as defined by the Buildings and Building Regulations, found in Chapter 22, Art. VII, Division 3, Section 22-302 and 22-303 of the City of Palestine Code of Ordinances. Records at the Anderson County Appraisal District indicate that you are the owner. If you are not the present owner, please advise this office; otherwise, we assume you are responsible for the property. The attached Inspection Report of Substandard Building identifies violations and defects at your property. Be advised that until this matter is resolved, and the substandard tag removed, the building may not be occupied.

To request rehabilitation of the substandard building, you must submit a Rehabilitation Plan of Action (Plan) within fifteen (15) days of the date that you receive this Notice. Your failure to respond or furnish requested information will result in referral of this case to the Building and Standards Commission.

Please submit your Rehabilitation Plan of Action and other required documents to the Development Services Department. Construction plans should reflect efforts to bring the building into compliance with minimum standards and financial feasibility of the planned project will be based on verifiable financial information showing how you intend to pay for planned rehabilitation costs.

Your Plan will be reviewed by the Building and Standards Commission at a public hearing at the time and place assigned below. You should be present to answer any questions the Commissioners may have about your Plan.

If the Building and Standards Commission accepts your Plan with or without modification, a Rehabilitation Order will be issued requiring you to start rehabilitation and complete the project within a specific period, usually no more than 30-90 days. You will be responsible to obtain all applicable permits and to perform the required work so that the substandard property will be brought into compliance with the minimum standards and consistent with your Rehabilitation Plan of Action and the Commission's Order.

If the Building and Standards Commission rejects your Plan and orders demolition, a Demolition Order will be signed, and the City will proceed with demolition and clearance of the substandard building. If demolition is ordered, the City will notify you of the date of demolition at least ten (10)

days prior to the scheduled demolition date. The City will provide a certified statement of charges to you within ten (10) days of the demolition, and you will have thirty (30) days from the date of receipt to make payment. A lien will be placed on your property until demolition costs have been paid in full.

If you are present at the hearing, a copy of the Demolition or Rehabilitation Order will be hand-delivered to you. The Order will be forwarded to you within ten (10) days of the hearing. You have thirty (30) days from your receipt of an Order to file an appeal in District Court. Otherwise, the Order will become final.

A public bearing related to your property is set on the Building and Standards Commission agenda at 4:00 pm on September 26, 2024, at the City of Palestine, City Hall Council Chambers located at 504 North Queen Street, Palestine, Texas.

You are responsible for meeting all deadlines and are encouraged to contact this department should you have any questions about this Notice or your responsibilities to assist in solving the problem of the substandard building on your property. Please contact me at (903) 731-8402 if you have questions. Thank you for your prompt attention to this matter.

Sincerely,

City of Palestine, Development Services

**U.S. Postal Service™**  
**CERTIFIED MAIL® RECEIPT**  
*Domestic Mail Only*

For delivery information, visit our website at [www.usps.com](http://www.usps.com)®.

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Extra Services & Fees (check box, add fee as appropriate)

☐ Return Receipt (hardcopy) \$

☐ Return Receipt (electronic) \$

☐ Certified Mail Restricted Delivery \$

☐ Adult Signature Required \$

☐ Adult Signature Restricted Delivery \$

Postage \$

**Total Postage and Fees** \$

Sent To Jonny Davis

Street and Apt. No., or PO Box No. \_\_\_\_\_

City, State, ZIP+4® \_\_\_\_\_

PALESTINE TX 75802  
PAID  
2024  
USPS  
BTS 1109

PS Form 3800, April 2015 PSN 7530-02-000-9047 See Reverse for Instructions

SENDER: COMPLETE THIS SECTION		COMPLETE THIS SECTION ON DELIVERY	
<ul style="list-style-type: none"> <li>Complete items 1, 2, and 3.</li> <li>Print your name and address on the reverse so that we can return the card to you.</li> <li>Attach this card to the back of the mailpiece, or on the front if space permits.</li> </ul>		<p>A. Signature X <u>[Signature]</u> <input type="checkbox"/> Agent <input type="checkbox"/> Addressee</p>	
<p>1. Article Addressed to:</p> <p><u>Jonny Davis</u> <u>901 W. Kolstad</u> <u>Palestine TX 75801</u></p>		<p>B. Received by (Printed Name) _____ C. Date of Delivery _____</p>	
<p>2. Article Number (Transfer from service label)</p> <p><u>7019 1120 0001 6291 3016</u></p>		<p>D. Is delivery address different from item 1? <input type="checkbox"/> Yes <input type="checkbox"/> No If YES, enter delivery address below: _____</p>	
<p>3. Service Type</p> <p><input type="checkbox"/> Adult Signature <input type="checkbox"/> Priority Mail Express®</p> <p><input type="checkbox"/> Adult Signature Restricted Delivery <input type="checkbox"/> Registered Mail™</p> <p><input type="checkbox"/> Certified Mail® <input type="checkbox"/> Registered Mail Restricted Delivery</p> <p><input type="checkbox"/> Certified Mail Restricted Delivery <input type="checkbox"/> Signature Confirmation™</p> <p><input type="checkbox"/> Collect on Delivery <input type="checkbox"/> Signature Confirmation Restricted Delivery</p> <p><input type="checkbox"/> Collect on Delivery Restricted Delivery <input type="checkbox"/> Signature Confirmation Restricted Delivery</p>		<p>BTS 1109</p>	
<p>PS Form 3811, July 2020 PSN 7530-02-000-9053</p>		<p>Domestic Return Receipt</p>	





Chasity Esparza  
HPO/Administrative Asst.  
City of Palestine  
Phone: (903) 731-8402

504 N. Queen St.  
Palestine, TX 75801  
hpoadmin@palestine-tx.org

October 8, 2024

## 2<sup>nd</sup> Notice

VIA FIRST CLASS and CERTIFIED MAIL, RETURN RECEIPT REQUESTED:9589 0710 5270 0966 9380 86

Johnny Davis  
901 W. Kolstad  
Palestine Tx

RE: 1111 W Debard, Palestine Texas & 1109 W Debard Palestine Texas

Dear Property Owner:

An onsite inspection was made at the above referenced address. It was determined by our department that a substandard structure exists as defined by the building code.

A public hearing will be conducted by the City of Palestine Building and Standards Commission to receive any relevant information regarding this structure. You are urged to attend this meeting on the date and time shown below. This is your opportunity to present evidence either by oral testimony or by presenting documents regarding your plan for this structure. Please contact our office before your hearing date.

### BUILDING AND STANDARDS COMMISSION

504 N. Queen St.  
Palestine, TX 75801

Date: October 24, 2024

Time: 4:00 P.M.

The Building and Standards Commission has the authority to declare the building substandard cause the structure to be vacated, cause its removal, cause the property for expenses occurred.

Respectfully,

Chasity Esparza

9589 0710 5270 0966 9380 86

U.S. Postal Service™ CERTIFIED MAIL® RECEIPT Domestic Mail Only	
For delivery information, visit our website at <a href="http://www.usps.com">www.usps.com</a> ®.	
OFFICIAL USE	
Certified Mail Fee	\$
Extra Services & Fees (check box, add fee as appropriate)	
<input type="checkbox"/> Return Receipt (hardcopy)	\$
<input type="checkbox"/> Return Receipt (electronic)	\$
<input type="checkbox"/> Certified Mail Restricted Delivery	\$
<input type="checkbox"/> Adult Signature Required	\$
<input type="checkbox"/> Adult Signature Restricted Delivery	\$
Postage	\$
Total	Johnny Davis
Sent	901 E. Kolstad
Street	Palestine Tx 75801
City	

PALESTINE TX 75802  
OCT 8 2024  
Postmark Here

PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions



Chasity Esparza  
HPO/Administrative Asst.  
City of Palestine  
Phone: (903) 731-8402

504 N. Queen St.  
Palestine, TX 75801  
hpoadmin@palestine-tx.org

October 8, 2024

## 2<sup>nd</sup> Notice

VIA FIRST CLASS and CERTIFIED MAIL, RETURN RECEIPT REQUESTED:9589 0710 5270 0966 9382 08

Williams Larry & Billie  
1109 W. Debard  
Palestine Tx 75801

RE: 1111 W Debard, Palestine Texas & 1109 W Debard Palestine Texas

Dear Property Owner:

An onsite inspection was made at the above referenced address. It was determined by our department that a substandard structure exists as defined by the building code.

A public hearing will be conducted by the City of Palestine Building and Standards Commission to receive any relevant information regarding this structure. You are urged to attend this meeting on the date and time shown below. This is your opportunity to present evidence either by oral testimony or by presenting documents regarding your plan for this structure. Please contact our office before your hearing date.

### BUILDING AND STANDARDS COMMISSION

504 N. Queen St.  
Palestine, TX 75801

Date: October 24, 2024

Time: 4:00 P.M.

The Building and Standards Commission has the authority to declare the building substandard, cause the structure to be vacated, cause its removal, cause its rehabilitation and file liens against the property for expenses occurred.

Respectfully,

Chasity Esparza

9589 0710 5270 0966 9382 08

U.S. Postal Service™ CERTIFIED MAIL® RECEIPT Domestic Mail Only	
For delivery information, visit our website at <a href="http://www.usps.com">www.usps.com</a> ™.	
OFFICIAL USE	
Certified Mail Fee	\$
Extra Services & Fees (check box, add fee as appropriate)	
<input type="checkbox"/> Return Receipt (hardcopy)	\$
<input type="checkbox"/> Return Receipt (electronic)	\$
<input type="checkbox"/> Certified Mail Restricted Delivery	\$
<input type="checkbox"/> Adult Signature Required	\$
<input type="checkbox"/> Adult Signature Restricted Delivery	\$
Postage	\$
Total Postage	\$
Sent To	
Street and	
City, State,	

WILLIAMS LARRY & BILLIE  
1109 W DEBARD ST  
PALESTINE TX 75801

PALESTINE TX 75802  
Postmark Here  
2024  
USPS

1109 W. Debard-possible rehabilitation.



1111 W Debard-possible demolition.







Agenda Date: 10/24/2024  
To: Building and Standards Commission  
From: Chasity Esparza, Administrative Assistant/Historic Preservation Officer  
Agenda Item: Consider Substandard Structure located at 614 S. Dorrance Street  
Date Submitted: 10/16/2024

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**SUMMARY:**

Discussion and consideration concerning a vacant substandard structure located at 614 S. Dorrance Street, Jackson, Block H, Lot 1G. Vickie Morgan, who is believed to be a relative of the owners, contacted Development Services on August 15, 2024, regarding the notice and indicated that she would return a Rehabilitation Plan. To date, a Rehabilitation Plan has not been received, and neither the owners nor their representatives have contacted the city.

**RECOMMENDED ACTION:**

For discussion and consideration.

**CITY MANAGER APPROVAL:**

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**Attachments**

Notices and Green Cards, photos

Chasity Esparza  
HPO/Administrative Asst.  
City of Palestine  
Phone: (903) 731-8402

504 N. Queen St.  
Palestine, TX 75801  
hpoadmin@palestine-tx.org



July 25, 2024

**VIA FIRST CLASS and CERTIFIED MAIL, RETURN RECEIPT REQUESTED: 9589 0710 5270 0966 9287 35**

Sugar Ray & Gloria Wilson  
P.O Box 4103  
Palestine Tx 75801

Re: Case Number:32953; Notice of Substandard Building at 614 S. Dorrance  
Parcel 31522; Jackson Block H Lot 1G

Dear Property Owner:

The above referenced property was inspected and tagged on April 12, 2024, and has been found to be substandard and a public nuisance as defined by the Buildings and Building Regulations, found in Chapter 22, Art. VII, Division 3, Section 22-302 and 22-303 of the City of Palestine Code of Ordinances. Records at the Anderson County Appraisal District indicate that you are the owner. If you are not the present owner, please advise this office; otherwise, we assume you are responsible for the property. The attached Inspection Report of Substandard Building identifies violations and defects at your property. Be advised that until this matter is resolved, and the substandard tag removed, the building may not be occupied.

To request rehabilitation of the substandard building, you must submit a Rehabilitation Plan of Action (Plan) within fifteen (15) days of the date that you receive this Notice. Your failure to respond or furnish requested information will result in referral of this case to the Building and Standards Commission.

Please submit your Rehabilitation Plan of Action and other required documents to the Development Services Department. Construction plans should reflect efforts to bring the building into compliance with minimum standards and financial feasibility of the planned project will be based on verifiable financial information showing how you intend to pay for planned rehabilitation costs.

Your Plan will be reviewed by the Building and Standards Commission at a public hearing at the time and place assigned below. You should be present to answer any questions the Commissioners may have about your Plan.

If the Building and Standards Commission accepts your Plan with or without modification, a Rehabilitation Order will be issued requiring you to start rehabilitation and complete the project within a specific period, usually no more than 30-90 days. You will be responsible to obtain all applicable permits and to perform the required work so that the substandard property will be brought into compliance with the minimum standards and consistent with your Rehabilitation Plan of Action and the Commission's Order.

If the Building and Standards Commission rejects your Plan and orders demolition, a Demolition Order will be signed, and the City will proceed with demolition and clearance of the substandard building. If demolition is ordered, the City will notify you of the date of demolition at least ten (10)

days prior to the scheduled demolition date. The City will provide a certified statement of charges to you within ten (10) days of the demolition, and you will have thirty (30) days from the date of receipt to make payment. A lien will be placed on your property until demolition costs have been paid in full.

If you are present at the hearing, a copy of the Demolition or Rehabilitation Order will be hand-delivered to you. The Order will be forwarded to you within ten (10) days of the hearing. You have thirty (30) days from your receipt of an Order to file an appeal in District Court. Otherwise, the Order will become final.

A public bearing related to your property is set on the Building and Standards Commission agenda at 4:00 pm on September 26, 2024, at the City of Palestine, City Hall Council Chambers located at 504 North Queen Street, Palestine, Texas.

You are responsible for meeting all deadlines and are encouraged to contact this department should you have any questions about this Notice or your responsibilities to assist in solving the problem of the substandard building on your property. Please contact me at (903) 731-8402 if you have questions. Thank you for your prompt attention to this matter.

Sincerely,

City of Palestine, Development Services



**Chasity Esparza**  
HPO/Administrative Asst.  
City of Palestine  
Phone: (903) 731-8402

504 N. Queen St.  
Palestine, TX 75801  
hpoadmin@palestine-tx.org

October 7, 2024

## Notice

**VIA FIRST CLASS and CERTIFIED MAIL, RETURN RECEIPT REQUESTED:9589 0710 5270 0966 0981 78**

Sugar Ray-Gloria Wilson  
614 Dorrance  
Palestine Tx 75801

Dear Property Owner:

A public hearing will be conducted by the City of Palestine Building and Standards Commission to receive any relevant information regarding the structure at 614 Dorrance, Palestine Texas.

You are urged to attend this meeting on the date and time shown below. This is your opportunity to present evidence either by oral testimony or by presenting documents regarding your plan for this structure. Please contact our office before your hearing date.

### **BUILDING AND STANDARDS COMMISSION**

**504 N. Queen St.  
Palestine, TX 75801**

**Date: October 24, 2024**

**Time: 4:00 P.M.**

The Building and Standards Commission has the authority to declare the building substandard, cause the structure to be vacated, cause its removal, cause its rehabilitation and file liens against the property for expenses occurred.

Respectfully,

Chasity Esparza

U.S. Postal Service  
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For delivery information, visit our website at [www.usps.com](http://www.usps.com)®.

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☐ Return Receipt (hardcopy) \$  
☐ Return Receipt (electronic) \$  
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☐ Adult Signature Required \$  
☐ Adult Signature Restricted Delivery \$  
Postage \$  
Total Postage and Fees \$

Sent To Sugar Ray - Gloria Wilson  
Street and Apt. No., or PO Box No. 614 Danace  
City, State, Zip+4® PALESTINE, TX 75802

PS Form 3800, January 2023 PSN 7530-02-000-9053 See Reverse for Instructions

SENDER: COMPLETE THIS SECTION

- Complete items 1, 2, and 3.
- Print your name and address on the reverse so that we can return the card to you.
- Attach this card to the back of the mailpiece, or on the front if space permits.

1. Article Addressed to:

Sugar Ray - Gloria Wilson  
PO BOX 4103  
PALESTINE TX 75802



9590 9402 8831 4005 7689 61

2. Article Number (Transfer from service label)

9589 0710 5270 0966 9287 28 Restricted Delivery

PS Form 3811, July 2020 PSN 7530-02-000-9053

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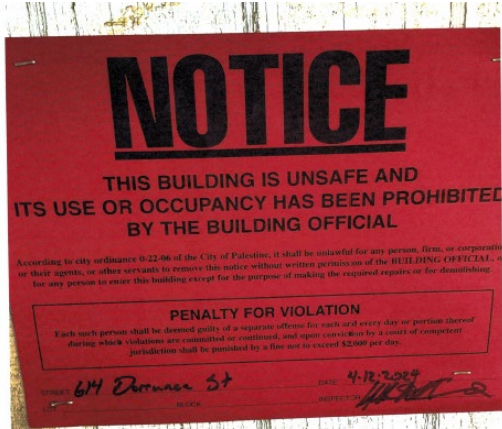
OFFICIAL USE

Certified Mail Fee \$  
Extra Services & Fees (check box, add fee as appropriate)  
☐ Return Receipt (hardcopy) \$  
☐ Return Receipt (electronic) \$  
☐ Certified Mail Restricted Delivery \$  
☐ Adult Signature Required \$  
☐ Adult Signature Restricted Delivery \$  
Postage \$  
Total Postage and Fees \$

Sent To 614 Danace  
Street and Apt. No., or PO Box No. PALESTINE, TX 75802  
City, State, Zip+4® PALESTINE, TX 75802

PS Form 3800, January 2023 PSN 7530-02-000-9053







Agenda Date: 10/24/2024  
To: Building and Standards Commission  
From: Susan Davis, Planning Technician  
Agenda Item: Consider Substandard Structure located at 108 Elmwood Ct  
Date Submitted: 09/23/2024

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**SUMMARY:**

Discussion and consideration concerning a substandard structure located at 108 Elmwood Court, also known as HOMESTEAD AT FORT HOUSTON UNIT 6 BLOCK E LOT 15. The residential building permit issued on January 3, 2022, became void after the work was suspended or abandoned for a six-month period. There are no active permits for this structure, and no work has been completed since 2023. A Quitclaim Deed recorded in the official public records of Anderson County, Texas on February 23, 2024, shows that the property is owned by Randy Hanson. A Rehabilitation Plan has not been submitted. Adjacent property owners have complained about the structure.

**RECOMMENDED ACTION:**

For discussion and consideration.

**CITY MANAGER APPROVAL:**

---

**Attachments**

Photos  
Report, notices and GC









INSPECTION REPORT OF SUBSTANDARD BUILDING  
(Palestine City Codes Chapter 22, Article VII)

Case # 32827

Bldg. Location: 108 Elmwood	LOCID/BLK/LOT: 108 Elmwood Cir	
Owner/Lienholder: Randy Hanson	Type Build: Residential	Year Built: 2023
Address: 12521 Hwy 69 South Suite 200	Elec Meter #: N/A	# of bedrooms: N/A
City: Tyler	Appraised Value: \$25,266	
State/Zip Code: TX, 75203	Length Vacant: N/A	
Phone: 903.941.1900	Checked ACAD: 844620-5.14.2024	

DESCRIPTION	CODE SECT.	MEETS CODE		REMARKS
		YES	NO	
Plumbing: (a) Kitchen			X	Inspect and or replace all plumbing parts
(b) Bathroom			X	Inspect and or replace all plumbing parts
(c) Water Heater			X	Inspect and or replace by certified plumber
Electrical: (a) Service			X	Bring electrical supply up to minimum of _____ amps
Installation & Maintenance			X	Install heating system to bring habitable rooms to 68 degrees
Condition of Foundation			X	Repair or replace piers and beams
Condition of Exterior Walls			X	Repair or replace missing or rotted siding
Condition of Roof			X	Replace/repair roof. Replace/repair fascia/soffit
Condition of Floors			X	Replace/repair/level flooring on interior of structure
Condition of Interior Walls/Ceiling			X	Replace/repair sheetrock, studs, plates and other wood supporting parts
Condition of Exterior Doors/Windows			X	Replace/repair broken and missing windows.
Condition of Porches (Front & Back)			X	Replace/repair rotted or missing wood
Condition of Steps (Front & Back)			X	Replace/repair rotted or missing wood

STRUCTURE OPEN TO PUBLIC: X YES \_\_\_\_\_ NO

COMMENTS: Structure is incomplete

Date of Inspection/tag 5.14.2024 Inspector: [Signature] Inspector's phone: (903) 731-8417

This inspection is intended for a general guide as to deficiencies resulting in the tagging of the structure as substandard. It is the owner's responsibility to contact the City of Palestine Development Services Department at (903) 731-8419 to get more detailed information concerning specific code violations and what repairs are necessary to bring the dwelling up to minimum standards.



CITY OF PALESTINE DEVELOPMENT SERVICES / 504 N. QUEEN ST. / PALESTINE, TX. / 903-731-8495

### BUILDING PERMIT

PERMIT #:	220002	DATE ISSUED:	1/03/2022
JOB ADDRESS:	108 ELMWOOD CIR	EXPIRES:	7/03/2022
SUBDIVISION:		TRACT #:	
LOT:		LAND USE ZONE:	
BLOCK:			
ISSUED TO:	BRKA, LLC	CONTRACTOR:	BRKA, LLC
ADDRESS:	1820 SHILOH RD STE 1401	ADDRESS:	1820 SHILOH RD STE 1401
CITY, STATE ZIP:	TYLER TX 75703-2453	CITY, STATE ZIP:	TYLER TX 75703-2453
PHONE:		PHONE:	
DESC. OF WORK:	NEW RESIDENTIAL BUILDING		
CONST. TYPE:		PROJECT SIZE:	3,295.00
		CLASS OF WORK:	NEW RESIDENTIAL CONST
PROJ VALU:	\$ 225,000	NUMBER OF STORIES:	
ARCHITECT:		ENGINEER:	
		MAX OCC. LOAD:	
		OCCUPANCY:	
PROPERTY USE:			

WORK DESCRIPTION:
SPECIAL CONDITIONS:

<b>DESCRIPTION</b>	<b>CONTRACTOR</b>
NEW RES BUILDING PERMIT	BRKA, LLC
RESIDENTIAL PLUMBING	RYLAN'S PLUMBING

### NOTICE

THIS PERMIT BECOMES NULL AND VOID IF WORK OR CONSTRUCTION AUTHORIZED IS NOT COMMENCED WITHIN 6 MONTHS, OR IF CONSTRUCTION OR WORK IS SUSPENDED OR ABANDONED FOR A PERIOD OF 6 MONTHS AT ANY TIME AFTER WORK IS STARTED.

I hereby certify that I have read and examined this application and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not. The granting of a permit does not presume to give authority to violate or cancel the provision of any other state or local law regulating construction or the performances of construction and that I make this statement under penalty of perjury.

\_\_\_\_\_  
(SIGNATURE OF CONTRACTOR OR AUTHORIZED AGENT)

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
DATE

\_\_\_\_\_  
(BUILDING/PLANNING DEPT)

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
DATE

FOR INSPECTIONS PLEASE CALL (903)731-8495

Chasity Esparza  
HPO/Administrative Asst.  
City of Palestine  
Phone: (903) 731-8402

504 N. Queen St.  
Palestine, TX 75801  
hpoadmin@palestine-tx.org



May 16, 2024

**VIA FIRST CLASS and CERTIFIED MAIL, RETURN RECEIPT REQUESTED: 9589 0710 5270 1325 1601 00**

Randy Hanson  
17521 Highway 69 South, Suite 200  
Tyler, Texas 75703

Re: Case Number: 32827; Notice of Substandard Building at 108 Elmwood  
Parcel ID 844620; Homestead At Fort Houston Unit 6 Block E 15

Dear Mr. Hanson:

The above referenced property was inspected and tagged on May 14, 2024, and has been found to be substandard and a public nuisance as defined by the Buildings and Building Regulations, found in Chapter 22, Art. VII, Division 3, Section 22-302 and 22-303 of the City of Palestine Code of Ordinances. Records at the Anderson County Appraisal District indicate that you are the owner. If you are not the present owner, please advise this office; otherwise, we assume you are responsible for the property. The attached Inspection Report of Substandard Building identifies violations and defects at your property. Be advised that until this matter is resolved, and the substandard tag removed, the building may not be occupied.

To request rehabilitation of the substandard building, you must submit a Rehabilitation Plan of Action (Plan) within fifteen (15) days of the date that you receive this Notice. Your failure to respond or furnish requested information will result in referral of this case to the Building and Standards Commission.

Please submit your Rehabilitation Plan of Action and other required documents to the Development Services Department. Construction plans should reflect efforts to bring the building into compliance with minimum standards and financial feasibility of the planned project will be based on verifiable financial information showing how you intend to pay for planned rehabilitation costs.

Your Plan will be reviewed by the Building and Standards Commission at a public hearing at the time and place assigned below. You should be present to answer any questions the Commissioners may have about your Plan.

If the Building and Standards Commission accepts your Plan with or without modification, a Rehabilitation Order will be issued requiring you to start rehabilitation and complete the project within a specific period, usually no more than 30-90 days. You will be responsible to obtain all applicable permits and to perform the required work so that the substandard property will be brought into compliance with the minimum standards and consistent with your Rehabilitation Plan of Action and the Commission's Order.

If the Building and Standards Commission rejects your Plan and orders demolition, a Demolition Order will be signed, and the City will proceed with demolition and clearance of the substandard building. If demolition is ordered, the City will notify you of the date of demolition at least ten (10)

days prior to the scheduled demolition date. The City will provide a certified statement of charges to you within ten (10) days of the demolition, and you will have thirty (30) days from the date of receipt to make payment. A lien will be placed on your property until demolition costs have been paid in full.

If you are present at the hearing, a copy of the Demolition or Rehabilitation Order will be hand-delivered to you. The Order will be forwarded to you within ten (10) days of the hearing. You have thirty (30) days from your receipt of an Order to file an appeal in District Court. Otherwise, the Order will become final.

A public bearing related to your property is set on the Building and Standards Commission agenda at 4:00 pm on June 27, 2024, at the City of Palestine, City Hall Council Chambers located at 504 North Queen Street, Palestine, Texas.

You are responsible for meeting all deadlines and are encouraged to contact this department should you have any questions about this Notice or your responsibilities to assist in solving the problem of the substandard building on your property. Please contact me at (903) 731-8435 if you have questions. Thank you for your prompt attention to this matter.

Sincerely,  
City of Palestine, Development Services

Chasity Esparza  
HPO/Administrative Asst.  
City of Palestine  
Phone: (903) 731-8402

504 N. Queen St.  
Palestine, TX 75801  
hpoadmin@palestine-tx.org



August 8, 2024

**VIA FIRST CLASS and CERTIFIED MAIL, RETURN RECEIPT REQUESTED: 7019 1120 0001 6291 3078**

Randy Hanson  
17521 Highway 69 South, Suite 200  
Tyler, Texas 75703

Re: Case Number: 32827; Notice of Substandard Building at 108 Elmwood  
Parcel ID 844620; Homestead At Fort Houston Unit 6 Block E 15

Dear Mr. Hanson:

The above referenced property was inspected and tagged on May 14, 2024, and has been found to be substandard and a public nuisance as defined by the Buildings and Building Regulations, found in Chapter 22, Art. VII, Division 3, Section 22-302 and 22-303 of the City of Palestine Code of Ordinances. Records at the Anderson County Appraisal District indicate that you are the owner. If you are not the present owner, please advise this office; otherwise, we assume you are responsible for the property. The attached Inspection Report of Substandard Building identifies violations and defects at your property. Be advised that until this matter is resolved, and the substandard tag removed, the building may not be occupied.

To request rehabilitation of the substandard building, you must submit a Rehabilitation Plan of Action (Plan) within fifteen (15) days of the date that you receive this Notice. Your failure to respond or furnish requested information will result in referral of this case to the Building and Standards Commission.

Please submit your Rehabilitation Plan of Action and other required documents to the Development Services Department. Construction plans should reflect efforts to bring the building into compliance with minimum standards and financial feasibility of the planned project will be based on verifiable financial information showing how you intend to pay for planned rehabilitation costs.

Your Plan will be reviewed by the Building and Standards Commission at a public hearing at the time and place assigned below. You should be present to answer any questions the Commissioners may have about your Plan.

If the Building and Standards Commission accepts your Plan with or without modification, a Rehabilitation Order will be issued requiring you to start rehabilitation and complete the project within a specific period, usually no more than 30-90 days. You will be responsible to obtain all applicable permits and to perform the required work so that the substandard property will be brought into compliance with the minimum standards and consistent with your Rehabilitation Plan of Action and the Commission's Order.

If the Building and Standards Commission rejects your Plan and orders demolition, a Demolition Order will be signed, and the City will proceed with demolition and clearance of the substandard building. If demolition is ordered, the City will notify you of the date of demolition at least ten (10)



days prior to the scheduled demolition date. The City will provide a certified statement of charges to you within ten (10) days of the demolition, and you will have thirty (30) days from the date of receipt to make payment. A lien will be placed on your property until demolition costs have been paid in full.

If you are present at the hearing, a copy of the Demolition or Rehabilitation Order will be hand-delivered to you. The Order will be forwarded to you within ten (10) days of the hearing. You have thirty (30) days from your receipt of an Order to file an appeal in District Court. Otherwise, the Order will become final.

**A public hearing related to your property is set on the Building and Standards Commission agenda at 4:00 pm on September 26, 2024, at the City of Palestine, City Hall Council Chambers located at 504 North Queen Street, Palestine, Texas.**

You are responsible for meeting all deadlines and are encouraged to contact this department should you have any questions about this Notice or your responsibilities to assist in solving the problem of the substandard building on your property. Please contact me at (903) 731-8419 if you have questions. Thank you for your prompt attention to this matter.

Sincerely,

City of Palestine, Development Services

CC: Steve Trussell (via Email)



Chasity Esparza  
HPO/Administrative Asst.  
City of Palestine  
Phone: (903) 731-8402

504 N. Queen St.  
Palestine, TX 75801  
hpoadmin@palestine-tx.org

## 2<sup>nd</sup> Notice

August 28, 2024

**VIA FIRST CLASS and CERTIFIED MAIL, RETURN RECEIPT REQUESTED:7018 1830 0001 7360 0883**

Randy Hanson  
17521 Highway 69 South, Suite 200  
Tyler, Texas 75703

RE: Case Number: 32827; Notice of Substandard Building at 108 Elmwood

Dear Property Owner:

An onsite inspection was made at the above referenced address. It was determined by our department that a substandard structure exists as defined by the building code.

On August 8, 2024, a certified letter was sent, to date no response has been received. A public hearing will be conducted by the City of Palestine Building and Standards Commission to receive any relevant information regarding this structure. You are urged to attend this meeting on the date and time shown below. This is your opportunity to present evidence either by oral testimony or by presenting documents regarding your plan for this structure. Please contact our office before your hearing date.

**BUILDING AND STANDARDS COMMISSION  
504 N. Queen St.  
Palestine, TX 75801**

**Date: September 26, 2024**

**Time: 4:00 P.M.**

The Building and Standards Commission has the authority to declare a building substandard, vacate the structure, remove it, rehab it, and file liens against the property for expenses incurred.

Respectfully,

Chasity Esparza

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**OFFICIAL USE**

Certified Mail Fee \$

Extra Services & Fees (check box, add fee as appropriate)

☐ Return Receipt (hardcopy) \$

☐ Return Receipt (electronic) \$

☐ Certified Mail Restricted Delivery \$

☐ Adult Signature Required \$

☐ Adult Signature Restricted Delivery \$

Postage \$

Total \$

Sent \$

Street \$

City \$

PS Form 3800, April 2015 PSN 7530-02-000-9047 See Reverse for Instructions

PALESTINE, TX 75802

AUG 30 2024

Postmark Here

Randy Hanson  
17521 Highway 69 South, Suite 200  
Tyler, Texas 75703

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☐ Return Receipt (electronic) \$

☐ Certified Mail Restricted Delivery \$

☐ Adult Signature Required \$

☐ Adult Signature Restricted Delivery \$

Postage \$

Total \$

Sent \$

Street \$

City \$

PS Form 3800, April 2015 PSN 7530-02-000-9047 See Reverse for Instructions

PALESTINE, TX 75802

AUG 30 2024

Postmark Here

Randy Hanson  
17521 Hwy 69 South, Suite 200  
Tyler Texas 75703

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Extra Services & Fees (check box, add fee as appropriate)

☐ Return Receipt (hardcopy) \$

☐ Return Receipt (electronic) \$

☐ Certified Mail Restricted Delivery \$

☐ Adult Signature Required \$

☐ Adult Signature Restricted Delivery \$

Postage \$

Total \$

Sent \$

Street \$

City \$

PS Form 3800, January 2024 PSN 7530-02-000-9047 See Reverse for Instructions

PALESTINE, TX 75801-9955

AUG 12 2024

Postmark Here

Randy Hanson  
17521 Highway 69 South, Suite 200  
Tyler, Texas 75703

**SENDER: COMPLETE THIS SECTION**

Complete items 1, 2, and 3.

Print your name and address on the reverse so that we can return the card to you.

Attach this card to the back of the mailpiece, or on the front if space permits.

1. Article Addressed to:

Randy Hanson  
17521 Highway 69 South, Suite 200  
Tyler, Texas 75703

2. Article Number (Transfer from service label)

7018 1830 0001 7360 0883

PS Form 3811, July 2020 PSN 7530-02-000-9053

**COMPLETE THIS SECTION ON DELIVERY**

**SENDER: COMPLETE THIS SECTION**

Complete items 1, 2, and 3.

Print your name and address on the reverse so that we can return the card to you.

Attach this card to the back of the mailpiece, or on the front if space permits.

1. Article Addressed to:

Randy Hanson  
17521 Hwy 69 South, Suite 200  
Tyler Texas 75703

2. Article Number (Transfer from service label)

9590 9402 8831 4005 7675 75

7019 1120 0001 6291 3078

PS Form 3811, July 2020 PSN 7530-02-000-9053

**COMPLETE THIS SECTION ON DELIVERY**

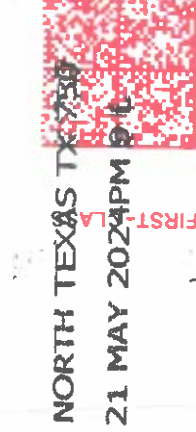
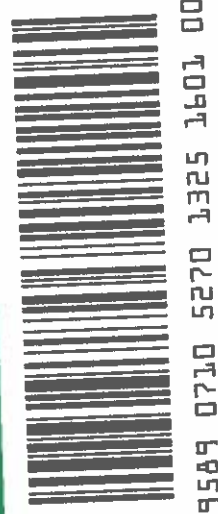
A. Signature *Randy* ☒ Agent ☐ Addressee

B. Received by (Printed Name) *Jamile Harris* 8-12-24 C. Date of Delivery

D. Is delivery address different from item 1? ☐ Yes ☐ No If YES, enter delivery address below:

3. Service Type ☐ Priority Mail Express® ☐ Registered Mail™ ☐ Registered Mail Restricted Delivery ☐ Adult Signature Restricted Delivery ☐ Certified Mail® ☐ Certified Mail Confirmation™ ☐ Signature Confirmation™ ☐ Signature Confirmation Restricted Delivery ☐ Collect on Delivery ☐ Collect on Delivery Restricted Delivery ☐ Insured Mail ☐ Restricted Delivery

Domestic Return Receipt



Notice  
5-23  
257

Randy Hanson  
17521 Highway 69 South, Suite 200  
Tyler, Texas 75703

NIXIE 750 DE 1 0006/20/24

RETURN TO SENDER  
UNCLAIMED  
UNABLE TO FORWARD

BC: 75801273304 \*1834-09902-21-41

93270109414027

UNC  
75801273304



Agenda Date: 10/24/2024  
To: Building and Standards Commission  
From: Susan Davis, Planning Technician  
Agenda Item: Consider Substandard Structure located at 110 Elmwood Ct  
Date Submitted: 09/20/2024

---

**SUMMARY:**

Discussion and consideration concerning a substandard structure located at 110 Elmwood Court, also known as HOMESTEAD AT FORT HOUSTON UNIT 6 BLOCK E LOT 14. The residential building permit issued on January 3, 2022, became void after the work was suspended or abandoned for a six-month period. There are no active permits for this structure, and no work has been completed since 2023. A Warranty Deed with Vendor's Lien recorded in the official public records of Anderson County, Texas shows that ownership was transferred to ProBuild Properties, LLC in March 2024. A Deed of Trust has also been recorded indicating that First American Mortgage Solutions d/b/a Double Backflip, LLC is the lienholder. Notice has been sent to the record owner and lienholder. Cory Robinson of ProBuild contacted the city earlier this year requesting time to develop a plan of action. A Rehabilitation Plan has not been submitted. Adjacent property owners have complained about the structure.

**RECOMMENDED ACTION:**

For discussion and consideration.

**CITY MANAGER APPROVAL:**

---

**Attachments**

Report, notices, GC  
Photos



INSPECTION REPORT OF SUBSTANDARD BUILDING  
(Palestine City Codes Chapter 22, Article VII)

Case # 32828

Bldg. Location: 110 Elmwood CIR	LOCID/BLK/LOT: Homestead at Fort Houston Unit 6 Bldg E	
Owner/Lienholder: Probuild Properties LLC	Type Build: Residential	Year Built: 2022
Address: P.O. Box 1467	Elec Meter #: N/A	# of bedrooms: 3
City: Lindero	Appraised Value: N/A	
State/Zip Code: TX, 75771	Length Vacant: N/A	
Phone:	Checked ACAD: 844619-5-9-2024	

DESCRIPTION	CODE SECT.	MEETS CODE		REMARKS
		YES	NO	
Plumbing: (a) Kitchen			X	Inspect and or replace all plumbing parts
(b) Bathroom			X	Inspect and or replace all plumbing parts
(c) Water Heater			X	Inspect and or replace by certified plumber
Electrical: (a) Service			X	Bring electrical supply up to minimum of _____ amps
Installation & Maintenance			X	Install heating system to bring habitable rooms to 68 degrees
Condition of Foundation			X	Repair or replace piers and beams
Condition of Exterior Walls			X	Repair or replace missing or rotted siding
Condition of Roof		X		Replace/repair roof. Replace/repair fascia/soffit
Condition of Floors			X	Replace/repair/level flooring on interior of structure
Condition of Interior Walls/Ceiling			X	Replace/repair sheetrock, studs, plates and other wood supporting parts
Condition of Exterior Doors/Windows			X	Replace/repair broken and missing windows.
Condition of Porches (Front & Back)			X	Replace/repair rotted or missing wood
Condition of Steps (Front & Back)			X	Replace/repair rotted or missing wood

STRUCTURE OPEN TO PUBLIC: X YES \_\_\_\_\_ NO

COMMENTS: See Attached

Date of Inspection/tag 5-9-2024 Inspector: [Signature] Inspector's phone: (903) 731-8417

This inspection is intended for a general guide as to deficiencies resulting in the tagging of the structure as substandard. It is the owner's responsibility to contact the City of Palestine Development Services Department at (903) 731-8419 to get more detailed information concerning specific code violations and what repairs are necessary to bring the dwelling up to minimum standards.



110 ELMWOOD CIR

1. Building permit issued 1/03/2022, permit expired 7/03/2022. \* Met with Randy Hanson  
12/28/2023- Advised to get new permits (City was waving fees)
2. Structure has been left to the elements and open to the public.
3. There is no erosion control.
4. Flooding to inside of structure leaving water and mud.
5. Interior support studs are warped do to exposer to elements.
6. Stress cracks are currently forming in foundation due to erosion under slab.
7. A washout three feet deep next to the structure is currently a threat to the structure.
8. Plywood on side of building is warping and deteriorating due to exposure to the elements.
9. Trash and debris has been left on sight by contractor.
10. There is zero erosion control or retaining walls to provide protection to the structure or near  
by structures.
11. Property is not secure and left open to the public.

Requesting the boards advice on how to proceed with this project. No plan of action, renewal of permits, or action from contractor has been submitted. If project is left unintended much longer than problems with structure maybe irreversible.

Chasity Esparza  
HPO/Administrative Asst.  
City of Palestine  
Phone: (903) 731-8402

504 N. Queen St.  
Palestine, TX 75801  
hpoadmin@palestine-tx.org



May 16, 2024

**VIA FIRST CLASS and CERTIFIED MAIL, RETURN RECEIPT REQUESTED: 9589 0710 5270 1325 1600 87**  
ProBuild Properties LLC  
P.O. Box 1467  
Lindale, Texas 75771

Re: Case Number: 32828; Notice of Substandard Building at 110 Elmwood  
Parcel ID 844619; Homestead At Fort Houston Unit 6 Block E Lot 14

To Whom It May Concern:

The above referenced property was inspected and tagged on May 9, 2024, and has been found to be substandard and a public nuisance as defined by the Buildings and Building Regulations, found in Chapter 22, Art. VII, Division 3, Section 22-302 and 22-303 of the City of Palestine Code of Ordinances. The official public records Anderson County Clerks office indicate that you are the owner. If you are not the present owner, please advise this office; otherwise, we assume you are responsible for the property. The attached Inspection Report of Substandard Building identifies violations and defects at your property. Be advised that until this matter is resolved, and the substandard tag removed, the building may not be occupied.

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Your Plan will be reviewed by the Building and Standards Commission at a public hearing at the time and place assigned below. You should be present to answer any questions the Commissioners may have about your Plan.

If the Building and Standards Commission accepts your Plan with or without modification, a Rehabilitation Order will be issued requiring you to start rehabilitation and complete the project within a specific period, usually no more than 30-90 days. You will be responsible to obtain all applicable permits and to perform the required work so that the substandard property will be brought into compliance with the minimum standards and consistent with your Rehabilitation Plan of Action and the Commission's Order.

If the Building and Standards Commission rejects your Plan and orders demolition, a Demolition Order will be signed, and the City will proceed with demolition and clearance of the substandard building. If demolition is ordered, the City will notify you of the date of demolition at least ten (10) days prior to the scheduled demolition date. The City will provide a certified statement of charges to you within ten

(10) days of the demolition, and you will have thirty (30) days from the date of receipt to make payment. A lien will be placed on your property until demolition costs have been paid in full.

If you are present at the hearing, a copy of the Demolition or Rehabilitation Order will be hand-delivered to you. The Order will be forwarded to you within ten (10) days of the hearing. You have thirty (30) days from your receipt of an Order to file an appeal in District Court. Otherwise, the Order will become final.

A public bearing related to your property is set on the Building and Standards Commission agenda at 4:00 pm on June 27, 2024, at the City of Palestine, City Hall Council Chambers located at 504 North Queen Street, Palestine, Texas.

You are responsible for meeting all deadlines and are encouraged to contact this department should you have any questions about this Notice or your responsibilities to assist in solving the problem of the substandard building on your property. Please contact me at (903) 731-8402 if you have questions. Thank you for your prompt attention to this matter.

Sincerely,

City of Palestine, Development Services

Cc: Double Backflip, LLC (VIA CERTIFIED MAIL, RETURN RECEIPT REQUESTED)

Chasity Esparza  
HPO/Administrative Asst.  
City of Palestine  
Phone: (903) 731-8402

504 N. Queen St.  
Palestine, TX 75801  
hpoadmin@palestine-tx.org



August 8, 2024

**VIA FIRST CLASS and CERTIFIED MAIL, RETURN RECEIPT REQUESTED: 7019 1120 0001 6291 3085**

ProBuild Properties LLC  
P.O. Box 1467  
Lindale, Texas 75771

Re: Case Number: 32828; Notice of Substandard Building at 110 Elmwood  
Parcel ID 844619; Homestead At Fort Houston Unit 6 Block E Lot 14

To Whom It May Concern:

The above referenced property was inspected and tagged on May 9, 2024, and has been found to be substandard and a public nuisance as defined by the Buildings and Building Regulations, found in Chapter 22, Art. VII, Division 3, Section 22-302 and 22-303 of the City of Palestine Code of Ordinances. The official public records Anderson County Clerks office indicate that you are the owner. If you are not the present owner, please advise this office; otherwise, we assume you are responsible for the property. The attached Inspection Report of Substandard Building identifies violations and defects at your property. Be advised that until this matter is resolved, and the substandard tag removed, the building may not be occupied.

To request rehabilitation of the substandard building, you must submit a Rehabilitation Plan of Action (Plan) within fifteen (15) days of the date that you receive this Notice. Your failure to respond or furnish requested information will result in referral of this case to the Building and Standards Commission.

Please submit your Rehabilitation Plan of Action and other required documents to the Development Services Department. Construction plans should reflect efforts to bring the building into compliance with minimum standards and financial feasibility of the planned project will be based on verifiable financial information showing how you intend to pay for planned rehabilitation costs.

Your Plan will be reviewed by the Building and Standards Commission at a public hearing at the time and place assigned below. You should be present to answer any questions the Commissioners may have about your Plan.

If the Building and Standards Commission accepts your Plan with or without modification, a Rehabilitation Order will be issued requiring you to start rehabilitation and complete the project within a specific period, usually no more than 30-90 days. You will be responsible to obtain all applicable permits and to perform the required work so that the substandard property will be brought into compliance with the minimum standards and consistent with your Rehabilitation Plan of Action and the Commission's Order.

If the Building and Standards Commission rejects your Plan and orders demolition, a Demolition Order will be signed, and the City will proceed with demolition and clearance of the substandard building. If demolition is ordered, the City will notify you of the date of demolition at least ten (10) days prior to the scheduled demolition date. The City will provide a certified statement of charges to you within ten

(10) days of the demolition, and you will have thirty (30) days from the date of receipt to make payment. A lien will be placed on your property until demolition costs have been paid in full.

If you are present at the hearing, a copy of the Demolition or Rehabilitation Order will be hand-delivered to you. The Order will be forwarded to you within ten (10) days of the hearing. You have thirty (30) days from your receipt of an Order to file an appeal in District Court. Otherwise, the Order will become final.

A public bearing related to your property is set on the Building and Standards Commission agenda at 4:00 pm on September 26, 2024, at the City of Palestine, City Hall Council Chambers located at 504 North Queen Street, Palestine, Texas.

You are responsible for meeting all deadlines and are encouraged to contact this department should you have any questions about this Notice or your responsibilities to assist in solving the problem of the substandard building on your property. Please contact me at (903) 731-8402 if you have questions. Thank you for your prompt attention to this matter.

Sincerely,

A handwritten signature in black ink, appearing to read "Charly Espinoza".

City of Palestine, Development Services

Cc: Double Backflip, LLC (VIA CERTIFIED MAIL, RETURN RECEIPT REQUESTED)



**Chasity Esparza**  
HPO/Administrative Asst.  
City of Palestine  
Phone: (903) 731-8402

504 N. Queen St.  
Palestine, TX 75801  
hpoadmin@palestine-tx.org

## 2<sup>nd</sup> Notice

August 28, 2024

**VIA FIRST CLASS and CERTIFIED MAIL, RETURN RECEIPT REQUESTED:7018 1830 0001 7360 0906**

First American Mortgage Solutions  
C/o Double Backflip, LLC  
MS 158-E  
1795 International Way  
Idaho Falls, ID 83402

RE: Case Number: 32828; Notice of Substandard Building at 110 Elmwood  
Parcel ID 844619; Homestead At Fort Houston Unit 6 Block E Lot 14

Dear Property Owner:

An onsite inspection was made at the above referenced address. It was determined by our department that a substandard structure exists as defined by the building code.

On August 8, 2024, a certified letter was sent, to date no response has been received. A public hearing will be conducted by the City of Palestine Building and Standards Commission to receive any relevant information regarding this structure. You are urged to attend this meeting on the date and time shown below. This is your opportunity to present evidence either by oral testimony or by presenting documents regarding your plan for this structure. Please contact our office before your hearing date.

**BUILDING AND STANDARDS COMMISSION**  
**504 N. Queen St.**  
**Palestine, TX 75801**

**Date: September 26, 2024**

**Time: 4:00 P.M.**

The Building and Standards Commission has the authority to declare the building substandard, cause the structure to be vacated, cause its removal, cause its rehabilitation and file liens against the property for expenses occurred.

Respectfully,

## SENDER: COMPLETE THIS SECTION

- Complete items 1, 2, and 3.
- Print your name and address on the reverse so that we can return the card to you.
- Attach this card to the back of the mailpiece, or on the front if space permits.

## 1. Article Addressed to:

First American Mortgage Solutions  
C/o Double Backflip, LLC  
MS 158-E  
1795 International Way  
Idaho Falls, ID 83402



9590 9402 5163 9122 3029 87

## 2. Article Number (Transfer from service label)

9589 0710 5270 1325 1600 94

PS Form 3811, July 2015 PSN 7530-02-000-9053

## COMPLETE THIS SECTION ON DELIVERY

## A. Signature

X *Jason Onken*
☐ Agent  
☒ Addressee

## B. Received by (Printed Name)

JASON ONKEN

## C. Date of Delivery

5/30/24

D. Is delivery address different from item 1? ☐ Yes  
If YES, enter delivery address below: ☒ No

32828

## 3. Service Type

- |  |   |
|--|---|
| <input type="checkbox"/> Adult Signature                         | <input type="checkbox"/> Priority Mail Express®                     |
| <input type="checkbox"/> Adult Signature Restricted Delivery     | <input type="checkbox"/> Registered Mail™                           |
| <input type="checkbox"/> Certified Mail®                         | <input type="checkbox"/> Registered Mail Restricted Delivery        |
| <input type="checkbox"/> Certified Mail Restricted Delivery      | <input type="checkbox"/> Return Receipt for Merchandise             |
| <input type="checkbox"/> Collect on Delivery                     | <input type="checkbox"/> Signature Confirmation™                    |
| <input type="checkbox"/> Collect on Delivery Restricted Delivery | <input type="checkbox"/> Signature Confirmation Restricted Delivery |
| <input type="checkbox"/> Insured Mail                            |   |
| <input type="checkbox"/> Insured Mail Restricted Delivery        |   |

Domestic Return Receipt

U.S. Postal Service™  
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Domestic Mail OnlyFor delivery information, visit our website at [www.usps.com](http://www.usps.com).

OFFICIAL USE

## Certified Mail Fee

- Extra Services & Fees (check box, add fee as appropriate)
- |  |    |
|--|----|
| <input type="checkbox"/> Return Receipt (hardcopy)           | \$ |
| <input type="checkbox"/> Return Receipt (electronic)         | \$ |
| <input type="checkbox"/> Certified Mail Restricted Delivery  | \$ |
| <input type="checkbox"/> Adult Signature Required            | \$ |
| <input type="checkbox"/> Adult Signature Restricted Delivery | \$ |

## Postage

First American Mortgage Solutions  
C/o Double Backflip, LLC  
MS 158-E  
1795 International Way  
Idaho Falls, ID 83402

PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions



## SENDER: COMPLETE THIS SECTION

- Complete items 1, 2, and 3.
- Print your name and address on the reverse so that we can return the card to you.
- Attach this card to the back of the mailpiece, or on the front if space permits.

## 1. Article Addressed to:

First American Mortgage Solutions  
C/o Double Backflip, LLC  
MS 158-E  
1795 International Way  
Idaho Falls, ID 83402



9590 9402 8831 4005 7675 51

## 2. Article Number (Transfer from service label)

7019 1120 0001 6291 3092

PS Form 3811, July 2020 PSN 7530-02-000-9053

## COMPLETE THIS SECTION ON DELIVERY

## A. Signature

X *Jason Onken*
☐ Agent  
☒ Addressee

## B. Received by (Printed Name)

JASON ONKEN

## C. Date of Delivery

D. Is delivery address different from item 1? ☐ Yes  
If YES, enter delivery address below: ☒ No

## 3. Service Type

- |  |   |
|--|---|
| <input type="checkbox"/> Adult Signature                         | <input type="checkbox"/> Priority Mail Express®                     |
| <input type="checkbox"/> Adult Signature Restricted Delivery     | <input type="checkbox"/> Registered Mail™                           |
| <input type="checkbox"/> Certified Mail®                         | <input type="checkbox"/> Registered Mail Restricted Delivery        |
| <input type="checkbox"/> Certified Mail Restricted Delivery      | <input type="checkbox"/> Signature Confirmation™                    |
| <input type="checkbox"/> Collect on Delivery                     | <input type="checkbox"/> Signature Confirmation Restricted Delivery |
| <input type="checkbox"/> Collect on Delivery Restricted Delivery |   |
| <input type="checkbox"/> Insured Mail                            |   |
| <input type="checkbox"/> Insured Mail Restricted Delivery        |   |

Domestic Return Receipt

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- |  |    |
|--|----|
| <input type="checkbox"/> Return Receipt (hardcopy)           | \$ |
| <input type="checkbox"/> Return Receipt (electronic)         | \$ |
| <input type="checkbox"/> Certified Mail Restricted Delivery  | \$ |
| <input type="checkbox"/> Adult Signature Required            | \$ |
| <input type="checkbox"/> Adult Signature Restricted Delivery | \$ |

## Postage

First American Mortgage Solutions  
C/o Double Backflip, LLC  
MS 158-E  
1795 International Way  
Idaho Falls, ID 83402

PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions



## SENDER: COMPLETE THIS SECTION

- Complete items 1, 2, and 3.
- Print your name and address on the reverse so that we can return the card to you.
- Attach this card to the back of the mailpiece, or on the front if space permits.

## 1. Article Addressed to:

ProBuild Properties LLC  
P.O. Box 1467  
Lindale, Texas 75771



9590 9402 8831 4005 7689 09

## 2. Article Number (Transfer from service label)

7018 1830 0001 7360 0890

## COMPLETE THIS SECTION ON DELIVERY

## A. Signature

X *Corey Robinson*
☒ Agent  
☐ Addressee

## B. Received by (Printed Name)

Corey Robinson

## C. Date of Delivery

9-11-24

D. Is delivery address different from item 1? ☐ Yes  
If YES, enter delivery address below: ☐ No

## 3. Service Type

- |  |   |
|--|---|
| <input type="checkbox"/> Adult Signature                         | <input type="checkbox"/> Priority Mail Express®                     |
| <input type="checkbox"/> Adult Signature Restricted Delivery     | <input type="checkbox"/> Registered Mail™                           |
| <input type="checkbox"/> Certified Mail®                         | <input type="checkbox"/> Registered Mail Restricted Delivery        |
| <input type="checkbox"/> Certified Mail Restricted Delivery      | <input type="checkbox"/> Signature Confirmation™                    |
| <input type="checkbox"/> Collect on Delivery                     | <input type="checkbox"/> Signature Confirmation Restricted Delivery |
| <input type="checkbox"/> Collect on Delivery Restricted Delivery |   |
| <input type="checkbox"/> Insured Mail                            |   |
| <input type="checkbox"/> Insured Mail Restricted Delivery        |   |

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Domestic Mail OnlyFor delivery information, visit our website at [www.usps.com](http://www.usps.com).

OFFICIAL USE

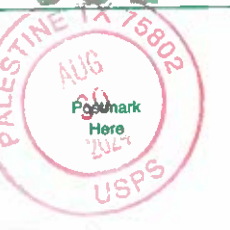
## Certified Mail Fee

- Extra Services & Fees (check box, add fee as appropriate)
- |  |    |
|--|----|
| <input type="checkbox"/> Return Receipt (hardcopy)           | \$ |
| <input type="checkbox"/> Return Receipt (electronic)         | \$ |
| <input type="checkbox"/> Certified Mail Restricted Delivery  | \$ |
| <input type="checkbox"/> Adult Signature Required            | \$ |
| <input type="checkbox"/> Adult Signature Restricted Delivery | \$ |

## Postage

ProBuild Properties LLC  
P.O. Box 1467  
Lindale, Texas 75771

PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions





## SENDER: COMPLETE THIS SECTION

- Complete items 1, 2, and 3.
- Print your name and address on the reverse so that we can return the card to you.
- Attach this card to the back of the mailpiece, or on the front if space permits.

1. Article Addressed to:

First American Mortgage Solutions  
Double Backflip, LLC  
MS 158-E  
1795 International Way  
Idaho Falls, ID 83402



9590 9402 8831 4005 7689 16

2. Article Number (Transfer from service label)

7018 1830 0001 7360 0906

PS Form 3811, July 2020 PSN 7530-02-000-9053

## COMPLETE THIS SECTION ON DELIVERY

A. Signature

X *[Signature]*

☐ Agent☒ Addressee

B. Received by (Printed Name)

JASON ONKEN 9/3/24

C. Date of Delivery

D. Is delivery address different from item 1? ☐ Yes

If YES, enter delivery address below:

☒ No

3. Service Type

☐ Adult Signature☐ Adult Signature Restricted Delivery☐ Certified Mail®☐ Certified Mail Restricted Delivery☐ Collect on Delivery☐ Collect on Delivery Restricted Delivery☐ Priority Mail Express®☐ Registered Mail™☐ Registered Mail Restricted Delivery☐ Signature Confirmation™☐ Signature Confirmation Restricted Delivery☐ Restricted Delivery

Domestic Return Receipt

## SENDER: COMPLETE THIS SECTION

- Complete items 1, 2, and 3.
- Print your name and address on the reverse so that we can return the card to you.
- Attach this card to the back of the mailpiece, or on the front if space permits.

1. Article Addressed to:

ProBuild Properties LLC  
PO Box 1467  
Lindale, Texas 75771



9590 9402 8445 3156 4482 79

2. Article Number (Transfer from service label)

9589 0710 5270 1325 1600 87

PS Form 3811, July 2020 PSN 7530-02-000-9053

## COMPLETE THIS SECTION ON DELIVERY

A. Signature

X *[Signature]*

☐ Agent☐ Addressee

B. Received by (Printed Name)

Corey Robinson

C. Date of Delivery

5-23-24

D. Is delivery address different from item 1? ☐ Yes

If YES, enter delivery address below:

☐ No

3. Service Type

☐ Adult Signature☐ Adult Signature Restricted Delivery☐ Certified Mail®☐ Certified Mail Restricted Delivery☐ Collect on Delivery☐ Collect on Delivery Restricted Delivery☐ Insured Mail☐ Priority Mail Express®☐ Registered Mail™☐ Registered Mail Restricted Delivery☐ Signature Confirmation™☐ Signature Confirmation Restricted Delivery☐ Restricted Delivery

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Extra Services &amp; Fees (check box, add fee as appropriate)

☐ Return Receipt (hardcopy) \$☐ Return Receipt (electronic) \$☐ Certified Mail Restricted Delivery \$☐ Adult Signature Required \$☐ Adult Signature Restricted Delivery \$

Postage

First American Mortgage Solutions  
Double Backflip, LLC  
MS 158-E  
1795 International Way  
Idaho Falls, ID 83402

PS Form 3800, April 2015 PSN 7530-02-000-9047

See Reverse for Instructions

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ProBuild Properties LLC  
PO Box 1467  
Lindale, Texas 75771

PS Form 3800, January 2023 PSN 7530-02-000-9047

See Reverse for Instructions

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Extra Services &amp; Fees (check box, add fee as appropriate)

☐ Return Receipt (hardcopy) \$☐ Return Receipt (electronic) \$☐ Certified Mail Restricted Delivery \$☐ Adult Signature Required \$☐ Adult Signature Restricted Delivery \$

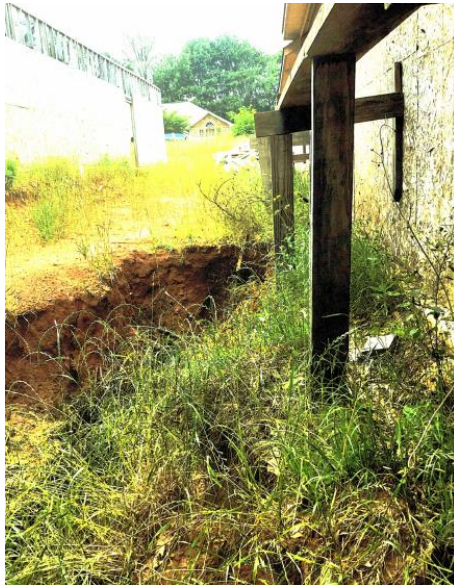
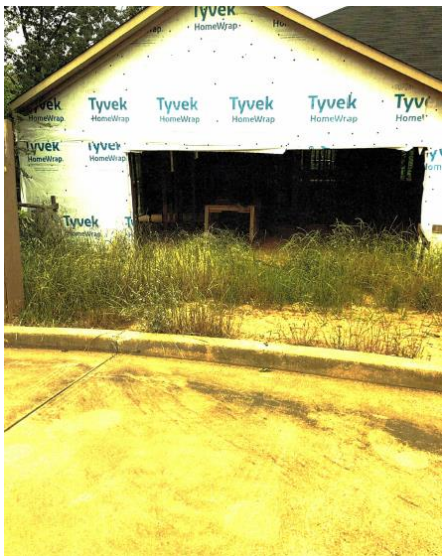
Postage

ProBuild Properties LLC  
P.O. Box 1467  
Lindale, Texas 75771

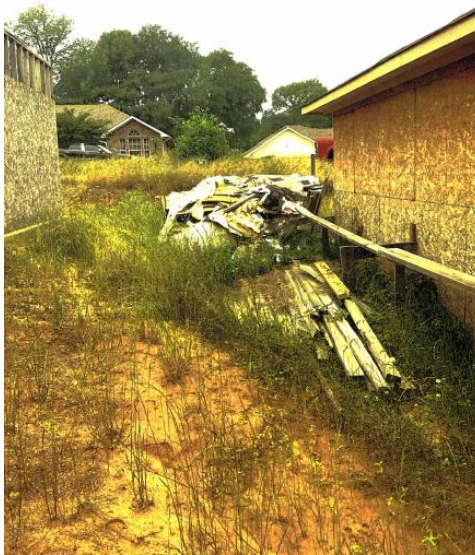
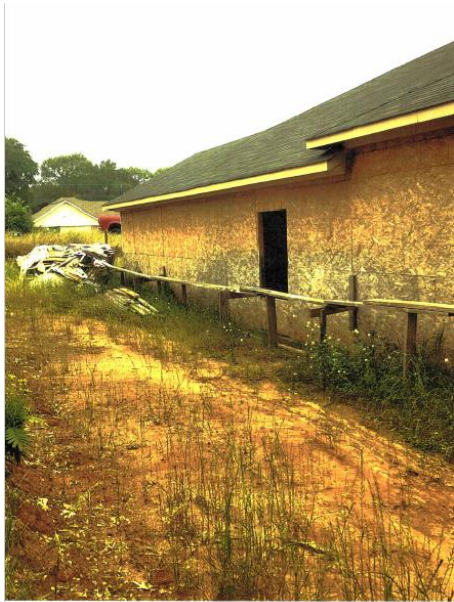
PS Form 3800, April 2015 PSN 7530-02-000-9047

See Reverse for Instructions

















Agenda Date: 10/24/2024  
To: Building and Standards Commission  
From: Chasity Esparza, Administrative Assistant/Historic Preservation Officer  
Agenda Item: Consider Substandard Structure located at 823 S. Fulton Street  
Date Submitted: 10/17/2024

---

**SUMMARY:**

Discussion and consideration concerning a substandard structure located at 823 S. Fulton Street, also known as JACKSON BLOCK K LOT 2B, for rehabilitation or demolition. On April 25, 2024, the Building and Standards Commission unanimously voted to have the structure bid out for demolition. However, a deed conveying the property to Beverly McGowan and Patrick Augbon was recorded on March 25, 2024. Notices were sent by certified mail, return receipt to the addresses provided by the Anderson County Appraisal District. Ms. McGowan and Mr. Augbon have not responded to the notices.

**RECOMMENDED ACTION:**

For discussion and consideration concerning a substandard structure, located at 823 S. Fulton Street, also known as JACKSON BLOCK K LOT 2B, for rehabilitation or demolition.

**CITY MANAGER APPROVAL:**

For discussion and consideration.

---

**Attachments**

Notices and Green Cards  
Demo letter, notice and deed



Chasity Esparza  
HPO/Administrative Asst.  
City of Palestine  
Phone: (903) 731-8402

504 N. Queen St.  
Palestine, TX 75801  
hpoadmin@palestine-tx.org



October 2, 2024

**VIA FIRST CLASS and CERTIFIED MAIL, RETURN RECEIPT REQUESTED: 9589 0710 5270 0966 9381 09**

Patrick T. Augbon  
3817 Wichita  
Houston Tx 77004

Re: Case Number:32217; Notice of Substandard Building at 823 Fulton, Palestine Texas.  
Parcel 31556; JACKSON BLOCK K LOT 2B

Dear Property Owner:

The above referenced property was inspected and tagged on February 8, 2024, and has been found to be substandard and a public nuisance as defined by the Buildings and Building Regulations, found in Chapter 22, Art. VII, Division 3, Section 22-302 and 22-303 of the City of Palestine Code of Ordinances. Records at the Anderson County Appraisal District indicate that you are the owner. If you are not the present owner, please advise this office; otherwise, we assume you are responsible for the property. The attached Inspection Report of Substandard Building identifies violations and defects at your property. Be advised that until this matter is resolved, and the substandard tag removed, the building may not be occupied.

To request rehabilitation of the substandard building, you must submit a Rehabilitation Plan of Action (Plan) within fifteen (15) days of the date that you receive this Notice. Your failure to respond or furnish requested information will result in referral of this case to the Building and Standards Commission.

Please submit your Rehabilitation Plan of Action and other required documents to the Development Services Department. Construction plans should reflect efforts to bring the building into compliance with minimum standards and financial feasibility of the planned project will be based on verifiable financial information showing how you intend to pay for planned rehabilitation costs.

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**A public hearing related to your property is set on the Building and Standards Commission agenda at 4:00 pm on October 24, 2024, at the City of Palestine, City Hall Council Chambers located at 504 North Queen Street, Palestine, Texas.**

You are responsible for meeting all deadlines and are encouraged to contact this department should you have any questions about this Notice or your responsibilities to assist in solving the problem of the substandard building on your property. Please contact me at (903) 731-8402 if you have questions. Thank you for your prompt attention to this matter.

Sincerely,

City of Palestine, Development Services



Chasity Esparza  
HPO/Administrative Asst.  
City of Palestine  
Phone: (903) 731-8402

504 N. Queen St.  
Palestine, TX 75801  
hpoadmin@palestine-tx.org



October 2, 2024

**VIA FIRST CLASS and CERTIFIED MAIL, RETURN RECEIPT REQUESTED: 9589 0710 5270 0966 9380 93**

Beverly A McGowan  
2034 Cardinal Ln  
Lewisville Tx 75077

Re: Case Number:32217; Notice of Substandard Building at 823 Fulton Street  
Parcel 31556; Jackson Block K Lot 2B

Dear Property Owner:

The above referenced property was inspected and tagged on February 8, 2024, and has been found to be substandard and a public nuisance as defined by the Buildings and Building Regulations, found in Chapter 22, Art. VII, Division 3, Section 22-302 and 22-303 of the City of Palestine Code of Ordinances. Records at the Anderson County Appraisal District indicate that you are the owner. If you are not the present owner, please advise this office; otherwise, we assume you are responsible for the property. The attached Inspection Report of Substandard Building identifies violations and defects at your property. Be advised that until this matter is resolved, and the substandard tag removed, the building may not be occupied.

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You are responsible for meeting all deadlines and are encouraged to contact this department should you have any questions about this Notice or your responsibilities to assist in solving the problem of the substandard building on your property. Please contact me at (903) 731-8402 if you have questions. Thank you for your prompt attention to this matter.

Sincerely,

City of Palestine, Development Services

9589 0710 5270 0966 9381 09

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**OFFICIAL USE**

Certified Mail Fee

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Extra Services & Fees (check box, add fee as appropriate)

- ☐ Return Receipt (hardcopy) \$  
☐ Return Receipt (electronic) \$  
☐ Certified Mail Restricted Delivery \$  
☐ Adult Signature Required \$  
☐ Adult Signature Restricted Delivery \$

Postage

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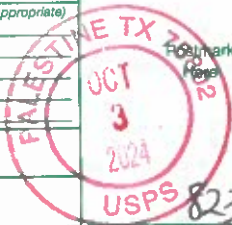
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**Chasity Esparza**  
HPO/Administrative Asst.  
City of Palestine  
Phone: (903) 731-8402

504 N. Queen St.  
Palestine, TX 75801  
hpoadmin@palestine-tx.org

April 30, 2024

**VIA FIRST CLASS and CERTIFIED MAIL, RETURN RECEIPT REQUESTED: 9589 0710 5270 1325 1665 39**

Carlos Hudson  
7209 Sunburst Trail  
Denton, Texas 76210

Re: Incident #: 32217; Property Located at 823 Fulton Palestine, Texas  
Jackson, Block K, Lot 2B

Dear Property Owner,

This letter is notice informing you that at their monthly meeting held on April 25, 2024, the Building and Standards Commission unanimously made decision to have the structure located at 823 Fulton Street in Palestine, Texas to be bid out for demolition. If you decide to do voluntary demolition of the structure, please contact the Building Department for a permit and regulations. This decision was based on the City of Palestine Code of Ordinances Article VII, Division 3, Section 22-303c.

If there are any Items that you would like removed from this structure, please do so as soon as possible.

A copy of the appeals process has been included for your review.

If you have any questions, please contact the Development Services Department at 903-731-8402.

Sincerely,

Chasity Esparza  
Development Services

## ORDER REQUIRING DEMOLITION

On *April 25, 2024*, a hearing was held before the Building and Standards Commission of the City of Palestine, Texas to determine if the structure at *823 South Fulton* in Palestine, Texas, failed to meet the standards adopted by the City in its code of ordinances, if the structure was substandard, and if the structure should be demolished.

Proper notice was given to the owner of the property and any holders of a lien on the property.

The property owner appeared at the hearing and presented evidence.

The Building Inspector presented evidence that the structure was substandard. No evidence contrary to that evidence was presented.

Evidence was received regarding whether the substandard structure could be repaired or what time period was necessary to complete the repairs.

After due consideration of the evidence and the argument of the landowner, the undersigned finds that the structure at *823 South Fulton* in Palestine, Texas is substandard, that the structure is not reasonably capable of being repaired, and that it should be demolished to protect public safety.

IT IS, THEREFORE, ORDERED:

1. That the structure at *823 South Fulton* is substandard.
2. That the structure at *823 South Fulton* is not reasonably capable of being repaired.
3. That the owner of the structure at *823 South Fulton* failed to meet his burden of showing that the building was not substandard, that the building should be repaired, and that a work plan to repair the building had been prepared.
4. That the structure at *823 South Fulton* should be demolished within \_\_\_\_\_ days of the date of this order.
5. That if the structure at *823 South Fulton* is not demolished within 30 days of the date of this order, the City of Palestine may demolish the structure and place a lien against the property for the costs incurred.

This order shall be filed with the City Secretary and shall be published in the official newspaper designated by the City Council for the publication of public notices.

This order may be appealed within 30 days of the date of this order to the District Court in Anderson County, as provided in Chapters 214 and 54 of the Texas Local Government Code.

  
\_\_\_\_\_  
Chair  
Building & Standards Commission



Recorded 3/25/24  
Instr. Date 3/11/24

✓ WHEN RECORDED RETURN TO:

Patrick Thomas Augbon  
3817 Wichita  
Houston, Texas, 77004

## WARRANTY DEED

**NOTICE OF CONFIDENTIALITY RIGHTS:** If you are a natural person, you may remove or strike any or all of the following information from any instrument that transfers an interest in real property before it is filed for record in the public records office: your Social Security number or your driver's license number. Texas Public Records Code Section 11.008.

THE GRANTOR(S),

- Carlos Edward Hudson and Charlsie Lee Hudson, a married couple

for and in consideration of: One Dollar (\$1.00) and other good and valuable consideration grants, bargains, sells, conveys and warrants to the GRANTEE(S):

- Beverly Ann McGowan, 2034 Cardinal Lane, Lewisville, Denton County, Texas, 75077
- Patrick Thomas Augbon, 3817 Wichita, Houston, Harris County, Texas, 77004,

as joint tenants with rights of survivorship, the following described real estate, situated at 8 FULTON ST., Palestine, in the County of Anderson, State of Texas:

Legal Description:

Property ID:



Agenda Date: 10/24/2024  
To: Building and Standards Commission  
From: Susan Davis, Planning Technician  
Agenda Item: Consider Substandard Structure located at 712 Head Street  
Date Submitted: 09/20/2024

---

**SUMMARY:**

Discussion and consideration concerning a substandard structure located at 712 Head Street, also known as A0065 WELLS, SAMUEL G BLOCK 859 TRACT 21& 22, for demolition. Record owner Toby Spurlock, advised that demolition would be the best option but would need an extension to provide time to locate a qualified contractor. Based on the information available, it appears taxes are current, and no liens on the property.

**RECOMMENDED ACTION:**

For discussion and consideration.

**CITY MANAGER APPROVAL:**

---

**Attachments**

report notice and gc



INSPECTION REPORT OF SUBSTANDARD BUILDING  
(Palestine City Codes Sec. \_\_\_\_\_)

Case# 33030

Bldg. Location: <u>712 Hand St</u>	LOCID/BLK/LOT: <u>10065 Wells, Demure G Blk 59 lot 21</u>
Owner/Lienholder: <u>Spruck Toby, K</u>	Type Build: <u>Residential</u>
Address: <u>2243 Red Bird Lane Unit 2</u>	Year Built: <u>1951</u>
City: <u>Tyler</u>	Elec Meter #: <u>N/A</u>
State/Zip Code: <u>TX, 75706</u>	# of bedrooms: <u>N/A</u>
Phone: _____	Appraised Value: <u>\$32,619</u>
	Length Vacant: <u>2020</u>
	Checked ACAD: <u>8.9.2024 / 18143</u>

DESCRIPTION	CODE SECT.	MEETS CODE		REMARKS
		YES	NO	
Plumbing: (a) Kitchen			X	Inspect and or replace all plumbing parts
(b) Bathroom			X	Inspect and or replace all plumbing parts
(c) Water Heater			X	Inspect and or replace by certified plumber
Electrical: (a) Service			X	Bring electrical supply up to minimum of _____ amps
Installation & Maintenance			X	Install heating system to bring habitable rooms to 68 degrees
Condition of Foundation			X	Repair or replace piers and beams
Condition of Exterior Walls			X	Repair or replace missing or rotted siding
Condition of Roof			X	Replace/repair roof. Replace/repair fascia/soffit
Condition of Floors			X	Replace/repair/level flooring on interior of structure
Condition of Interior Walls/Ceiling			X	Replace/repair sheetrock, studs, plates and other wood supporting parts
Condition of Exterior Doors/Windows			X	Replace/repair broken and missing windows.
Condition of Porches (Front & Back)			X	Replace/repair rotted or missing wood
Condition of Steps (Front & Back)			X	Replace/repair rotted or missing wood

STRUCTURE OPEN TO PUBLIC: X YES \_\_\_\_\_ NO

COMMENTS: Structure needs immediate repair or demo

Date of Inspection/tag 8.7.2024 Inspector: [Signature] Inspector's phone: (903) 731-8417

This inspection is intended for a general guide as to deficiencies resulting in the tagging of the structure as substandard. It is the owner's responsibility to contact the City of Palestine Development Services Department at (903) 731-8419 to get more detailed information concerning specific code violations and what repairs are necessary to bring the dwelling up to minimum standards.

August 27, 2024

**VIA FIRST CLASS and CERTIFIED MAIL, RETURN RECEIPT REQUESTED: 7018 1830 0001 7360 0852**

Toby K Spurlock  
2243 Red Bird Lane Unit 2  
Tyler, Tx 75706

Re: Case Number:32925; Notice of Substandard Building at 712 Head, Palestine Texas.  
Parcel 18143; A0065 Wells, Samuel G Block 859 Tract 21 & 22

Dear Property Owner:

The above referenced property was inspected and tagged on August 9, 2024, and has been found to be substandard and a public nuisance as defined by the Buildings and Building Regulations, found in Chapter 22, Art. VII, Division 3, Section 22-302 and 22-303 of the City of Palestine Code of Ordinances. Records at the Anderson County Appraisal District indicate that you are the owner. If you are not the present owner, please advise this office; otherwise, we assume you are responsible for the property. The attached Inspection Report of Substandard Building identifies violations and defects at your property. Be advised that until this matter is resolved, and the substandard tag removed, the building may not be occupied.

To request rehabilitation of the substandard building, you must submit a Rehabilitation Plan of Action (Plan) within fifteen (15) days of the date that you receive this Notice. Your failure to respond or furnish requested information will result in referral of this case to the Building and Standards Commission.

Please submit your Rehabilitation Plan of Action and other required documents to the Development Services Department. Construction plans should reflect efforts to bring the building into compliance with minimum standards and financial feasibility of the planned project will be based on verifiable financial information showing how you intend to pay for planned rehabilitation costs.


Your Plan will be reviewed by the Building and Standards Commission at a public hearing at the time and place assigned below. You should be present to answer any questions the Commissioners may have about your Plan.

If the Building and Standards Commission accepts your Plan with or without modification, a Rehabilitation Order will be issued requiring you to start rehabilitation and complete the project within a specific period, usually no more than 30-90 days. You will be responsible to obtain all applicable permits and to perform the required work so that the substandard property will be brought into compliance with the minimum standards and consistent with your Rehabilitation Plan of Action and the Commission's Order.

If the Building and Standards Commission rejects your Plan and orders demolition, a Demolition Order will be signed, and the City will proceed with demolition and clearance of the substandard building. If demolition is ordered, the City will notify you of the date of demolition at least ten (10)

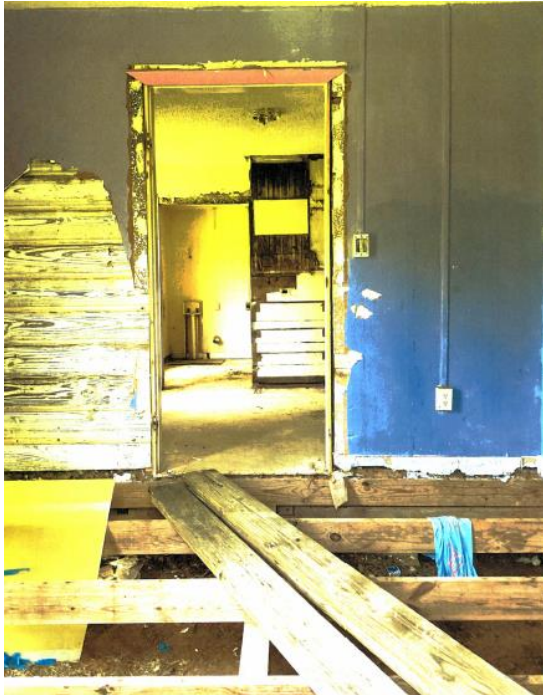
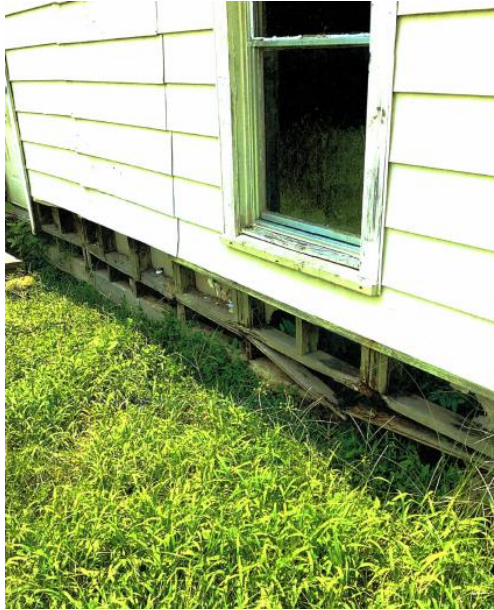
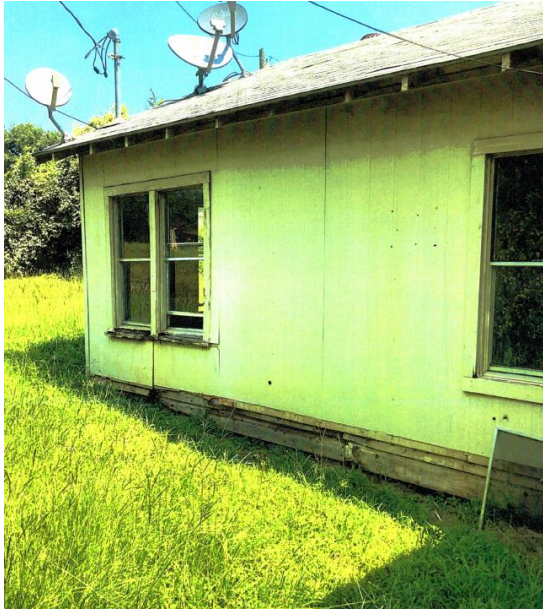
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**Toby K Spurlock**  
**2243 Red Bird Lane Unit 2**  
**Tyler, Tx 75706**







## **REHABILITATION PLAN OF ACTION**

### **Request for Review**

#### **Instructions**

If you are responding to a Substandard Building Notice letter, please complete and submit your Rehabilitation Plan of Action to the City of Palestine Development Services Department at 504 N. Queen St, Palestine, Texas, 75801 or by mail to the same address. **No later than twenty five (25) days** after the date you received the Notice letter.

If you are requesting review for the rehabilitation of property designated as historically significant, please contact the City of Palestine Development Services Department at 504 N. Queen St, Palestine, Texas, 75801 as you will need to complete an Application for Certificate of Appropriateness for Rehabilitation in conjunction with this Rehabilitation Plan of Action request.

Your Rehabilitation Plan will be forwarded to the City of Palestine Building Official for review.

**TO:** City of Palestine Building Official

**FROM:** Toby Spaullock  
Printed Name of Property Owner

**ADDRESS:** 712 Head St

**PHONE:** 903-805-5077

**Office Use Only:**  
**Department Receiving:** Development Services  
**Date Received:** \_\_\_\_\_  
**Referenced Property:** \_\_\_\_\_

**Public hearing before:** Building and Standards Commission.  
**Date of public hearing:** TBD

- 1) Please describe the work you, estimated costs, and time frame for each item. You should refer to the Inspection Report of the Building and address specific violations of the City of Palestine Minimum Standards. An acceptable rehabilitation plan will identify a reasonable timetable for completing work necessary to bring the building up to minimum code standards.

**Licensed contractors for electrical, plumbing and mechanical are required.**

WORK	COST	Estimated TIME TO COMPLETE
A) ROOF REPAIRS		
B) FOUNDATION REPAIRS		
C) SIDING		
D) ELECTRICAL		



E) PLUMBING		
F) INTERIOR FLOORING AND FINISHES		
G) ENERGY CONSERVATION (INSULATION, ETC.)		
<b>TOTAL</b>		

(attach additional information if necessary)

**\* THE INTERIOR AND EXTERIOR MUST BE BROUGHT UP TO CURRENT CITY BUILDING CODES\***

2) Overall time frame to complete structure to bring into code compliance:

Check one ☐ 30 days ☐ 60 days ☐ 90 days \* ☐ Over 90 days

\*If requesting over 90 days for completing the project, you must submit a detailed plan and time schedule for work showing that because of the scope and complexity of the project the work cannot reasonably be completed within ninety (90) days.

**NOTE:** All requests for time over 30 days must be accompanied by a reasonable timetable estimating the time needed for completing required work so that staff and/or Board members may monitor project progress.

3) Total estimated cost of repairs? \$ \_\_\_\_\_.

\_\_\_\_\_, 201\_\_.

Homeowner Signature \_\_\_\_\_ Date \_\_\_\_\_

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#### BUILDING OFFICIAL RECOMMENDATION

☐ Plan acceptable as presented.

☐ Plan unacceptable.

☐ Plan acceptable with following additions/modifications:

☐ Recommend up to ☐ 30 ☐ 60 ☐ 90 days for repair.

☐ Timetable for repair/rehabilitation acceptable.

\_\_\_\_\_, 20\_\_.

Chief Building Official or authorized staff \_\_\_\_\_ Date of Review \_\_\_\_\_

9-16-2024

Dear Chasity Esparza,

At this time I think it would be best to demo the home and clear the property. I need some time to find someone certified to do so, it would be greatly appreciated.

403-805-5077  
Toby Spurlock

Mailing Address 2243 Redbird Lane #2  
Tyler, TX 75706



Agenda Date: 10/24/2024  
To: Building and Standards Commission  
From: Susan Davis, Planning Technician  
Agenda Item: Consider Substandard Structure located at 809 N. Jackson Street  
Date Submitted: 10/21/2024

---

**SUMMARY:**

Discussion and consideration concerning a substandard structure located at 809 N. Jackson Street, also identified as Debard, Block D, Lot 8, for rehabilitation or demolition. During inspection, the structure was found to be in such disrepair that it presents an imminent threat to the health and safety of the occupants. The record owner, Luis A. Giron, attended the Building and Standards Commission meeting on June 27, 2024. The commission unanimously voted to allow a 60-day extension for the roof repair and removal of all tree limbs and debris that would cause further damage. The roof remains in disrepair and the structure is open to the elements. Google Maps dating back to 2008 show tarps on the roof. Notices were previously sent on March 24, 2020, and June 18, 2020. Based upon information available, it appears that taxes are current.

**RECOMMENDED ACTION:**

For discussion and consideration.

**CITY MANAGER APPROVAL:**

---

**Attachments**

notice and photos













Chasity Esparza  
HPO/Administrative Asst.  
City of Palestine  
Phone: (903) 731-8402

504 N. Queen St.  
Palestine, TX 75801  
hpoadmin@palestine-tx.org

October 17, 2024

Luis Girón  
809 N Jackson  
Palestine Tx 75801

RE: Substandard Structure at 809 N Jackson, Palestine Texas.

Dear Property Owner:

On June 27, 2024, the Building and Standards Commission unanimously voted to approve a sixty-day extension for the repairs of the roof, including the removal of all tree limbs and debris that would cause further damage to the roof.

A public hearing will be conducted by the City of Palestine Building and Standards Commission to receive any relevant information regarding this structure. You are urged to attend this meeting on the date and time shown below. This is your opportunity to present evidence either by oral testimony or by presenting documents regarding your plan for this structure. Please contact our office before your hearing date.

**BUILDING AND STANDARDS COMMISSION**  
**504 N. Queen St.**  
**Palestine, TX 75801**

**Date: October 24, 2024**

**Time: 4:00 P.M.**

The Building and Standards Commission has the authority to declare the building substandard, cause the structure to be vacated, cause its removal, cause its rehabilitation and file liens against the property for expenses occurred.

Respectfully,

Chasity Esparza

Received by

Date

~~10-21-2024~~ 10-21-2024



Agenda Date: 10/24/2024  
To: Building and Standards Commission  
From: Susan Davis, Planning Technician  
Agenda Item: Consider Substandard Structure located at 1523 Roberts Street  
Date Submitted: 09/20/2024

---

**SUMMARY:**

Discussion and consideration concerning a substandard structure at 1523 Roberts Street, also known as West Palestine Heights, Block F, Lot 9, for rehabilitation or demolition. The owner, Mandi Smith, appeared before the Building and Standards Commission on June 27, 2024, and was given ten days to secure the property and a sixty-day extension to allow the owner to determine whether to demolish or rehabilitate the property. To date, the property is not secured, and no plan has been communicated to the city. Based on the information available, it appears taxes are current, and there are no liens on the property.

**RECOMMENDED ACTION:**

For discussion and consideration.

**CITY MANAGER APPROVAL:**

---

**Attachments**

Notice  
Photos



Chasity Esparza  
HPO/Administrative Asst.  
City of Palestine  
Phone: (903) 731-8402

504 N. Queen St.  
Palestine, TX 75801  
hpoadmin@palestine-tx.org



September 4, 2024

**VIA FIRST CLASS and CERTIFIED MAIL, RETURN RECEIPT REQUESTED: 7018 1830 0001 7360 0920**

Mandi Smith  
15431 Cedar Bay Dr.  
Bullard, Texas 75757

Re: Incident # 32756; Property Located at 1523 Roberts, Palestine Texas  
West Palestine Heights Block F Lot 9

Dear Property Owner,

On June 27, 2024, the Building and Standards Commission unanimously voted to approve a sixty-day extension to provide a Rehabilitation Plan of Action or a Demolition Plan and 10 days to secure the building. To date, no work has been done and a plan of action is needed. A public hearing will be conducted by the City of Palestine Building and Standards Commission to receive any relevant information regarding this structure. You are urged to attend this meeting on the date and time shown below. This is your opportunity to present evidence either by oral testimony or by presenting documents regarding your plan for this structure.

**BUILDING AND STANDARDS COMMISSION**  
504 N. Queen St.  
Palestine, TX 75801

Date: September 26, 2024  
Time: 4:00 P.M.

The Building and Standards Commission has the authority to declare the building substandard, cause the structure to be vacated, cause its removal, cause its rehabilitation and file liens against the property for expenses occurred.

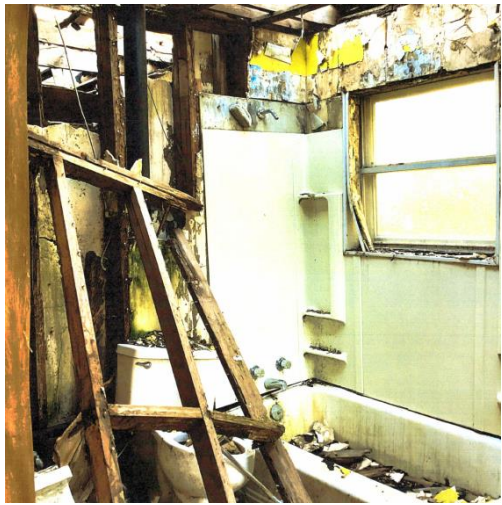
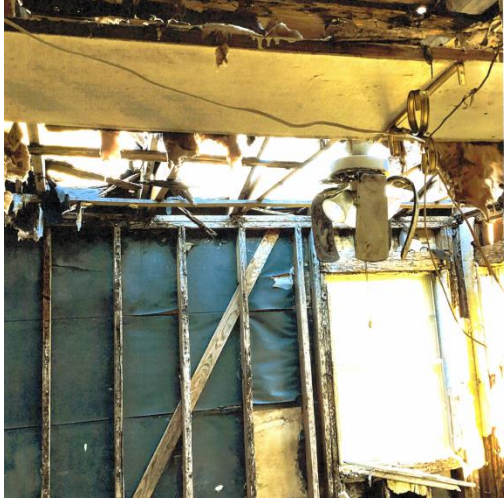
Respectfully,

Chasity Esparza  
Development Services

7018 1830 0001 7360 0920

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Street	15431 Cedar Bay Dr.
City, St	Bullard, Texas 75757
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PALESTINE TX 75802 SEP 6 2024





Agenda Date: 10/24/2024  
To: Building and Standards Commission  
From: Susan Davis, Planning Technician  
Agenda Item: Consider Substandard Structure located at 616 South Dorrance Street  
Date Submitted: 09/20/2024

---

**SUMMARY:**

Discussion and consideration concerning a substandard structure located at 616 South Dorrance Street, also identified as Jackson, Block H, Lot 1E, for rehabilitation or demolition. Pursuant to an Affidavit of Heirship recorded in the official public records of Anderson County, Texas, on July 17, 2024, the owners of the property are Wilky Scott and Justin Carr. Wilky Scott came before the Building & Standards Commission on June 27, 2024, and was granted a ninety-day extension to complete the demolition. Mr. Scott has requested additional time to complete the demolition. Based on the information available, it appears taxes are current, and there are no liens on the property.

**RECOMMENDED ACTION:**

For discussion and consideration.

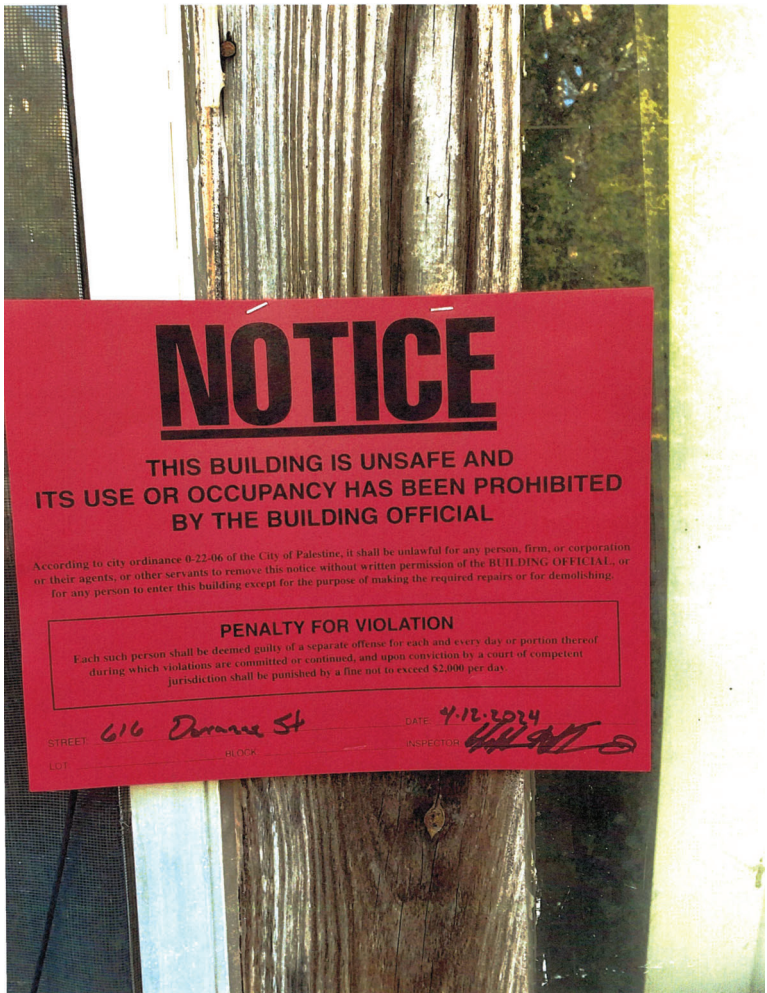
**CITY MANAGER APPROVAL:**

---

**Attachments**

Photos  
Notices













Planning Tech  
City of Palestine  
Phone: (903) 731-8419

504 N. Queen St.  
Palestine, TX 75801  
plantech@palestine-tx.org

---

September 19, 2024

**VIA FIRST CLASS and CERTIFIED MAIL, RETURN RECEIPT REQUESTED: 9589 0710 5270 0966 9380 48**

Wilky Scott  
616 Dorrance  
Palestine, Texas 75801

Re: Case Number: 32842; Notice of Substandard Building at 616 Dorrance  
Parcel 31520; Jackson Block H Lot 1 E

Dear Mr. Scott:

The above referenced property was inspected and tagged on April 12, 2024, and has been found to be substandard and a public nuisance as defined by the Buildings and Building Regulations, found in Chapter 22, Art. VII, Division 3, Section 22-302 and 22-303 of the City of Palestine Code of Ordinances. Records at the Anderson County Appraisal District indicate that you are the owner. If you are not the present owner, please advise this office; otherwise, we assume you are responsible for the property. The attached Inspection Report of Substandard Building identifies violations and defects at your property. Be advised that until this matter is resolved, and the substandard tag removed, the building may not be occupied.

To request rehabilitation of the substandard building, you must submit a Rehabilitation Plan of Action (Plan) within fifteen (15) days of the date that you receive this Notice. Your failure to respond or furnish requested information will result in referral of this case to the Building and Standards Commission.

Please submit your Rehabilitation Plan of Action and other required documents to the Development Services Department. Construction plans should reflect efforts to bring the building into compliance with minimum standards and financial feasibility of the planned project will be based on verifiable financial information showing how you intend to pay for planned rehabilitation costs.

Your Plan will be reviewed by the Building and Standards Commission at a public hearing at the time and place assigned below. You should be present to answer any questions the Commissioners may have about your Plan.

If the Building and Standards Commission accepts your Plan with or without modification, a Rehabilitation Order will be issued requiring you to start rehabilitation and complete the project within a specific period, usually no more than 30-90 days. You will be responsible to obtain all applicable permits and to perform the required work so that the substandard property will be brought into compliance with the minimum standards and consistent with your Rehabilitation Plan of Action and the Commission's Order.

If the Building and Standards Commission rejects your Plan and orders demolition, a Demolition Order will be signed, and the City will proceed with demolition and clearance of the substandard building. If demolition is ordered, the City will notify you of the date of demolition at least ten (10) days prior to the scheduled demolition date. The City will provide a certified statement of charges to you within ten (10) days of the demolition, and you will have thirty (30) days from the date of receipt to make payment. A lien will be placed on your property until demolition costs have been paid in full.

If you are present at the hearing, a copy of the Demolition or Rehabilitation Order will be hand-delivered to you. The Order will be forwarded to you within ten (10) days of the hearing. You have thirty (30) days from your receipt of an Order to file an appeal in District Court. Otherwise, the Order will become final.

**A public bearing related to your property is set on the Building and Standards Commission agenda at 4:00 pm on September 26, 2024, at the City of Palestine, City Hall Council Chambers located at 504 North Queen Street, Palestine, Texas.**

You are responsible for meeting all deadlines and are encouraged to contact this department should you have any questions about this Notice or your responsibilities to assist in solving the problem of the substandard building on your property. Please contact me at (903) 731-8419 if you have questions. Thank you for your prompt attention to this matter.

Sincerely,

City of Palestine, Development Services

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Total Postage and Fees	\$
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SEP 19 2024  
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USPS 75601-9998

PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions



Chasity Esparza  
HPO/ Admin  
Assistant  
City of Palestine  
Phone: (903)  
731-8402

504 N. Queen St.  
Palestine, TX 75801  
plantech@palestine-tx.org

---

September 19, 2024

**VIA FIRST CLASS and CERTIFIED MAIL, RETURN RECEIPT REQUESTED: 9589 0710 5270 0966 9380 55**

Justin Carr  
1437 FM 22 E  
Jacksonville, Texas 75766

Re: Case Number: 32842; Notice of Substandard Building at 616 Dorrance  
Parcel 31520; Jackson Block H Lot 1 E

Dear Mr. Scott:

The above referenced property was inspected and tagged on April 12, 2024, and has been found to be substandard and a public nuisance as defined by the Buildings and Building Regulations, found in Chapter 22, Art. VII, Division 3, Section 22-302 and 22-303 of the City of Palestine Code of Ordinances. Records at the Anderson County Appraisal District indicate that you are the owner. If you are not the present owner, please advise this office; otherwise, we assume you are responsible for the property. The attached Inspection Report of Substandard Building identifies violations and defects at your property. Be advised that until this matter is resolved, and the substandard tag removed, the building may not be occupied.

To request rehabilitation of the substandard building, you must submit a Rehabilitation Plan of Action (Plan) within fifteen (15) days of the date that you receive this Notice. Your failure to respond or furnish requested information will result in referral of this case to the Building and Standards Commission.

Please submit your Rehabilitation Plan of Action and other required documents to the Development Services Department. Construction plans should reflect efforts to bring the building into compliance with minimum standards and financial feasibility of the planned project will be based on verifiable financial information showing how you intend to pay for planned rehabilitation costs.

Your Plan will be reviewed by the Building and Standards Commission at a public hearing at the time and place assigned below. You should be present to answer any questions the Commissioners may have about your Plan.

If the Building and Standards Commission accepts your Plan with or without modification, a Rehabilitation Order will be issued requiring you to start rehabilitation and complete the project within a specific period, usually no more than 30-90 days. You will be responsible to obtain all applicable permits and to perform the required work so that the substandard property will be brought into compliance with the minimum standards and consistent with your Rehabilitation Plan of Action and the Commission's Order.



If the Building and Standards Commission rejects your Plan and orders demolition, a Demolition Order will be signed, and the City will proceed with demolition and clearance of the substandard building. If demolition is ordered, the City will notify you of the date of demolition at least ten (10) days prior to the scheduled demolition date. The City will provide a certified statement of charges to you within ten (10) days of the demolition, and you will have thirty (30) days from the date of receipt to make payment. A lien will be placed on your property until demolition costs have been paid in full.

If you are present at the hearing, a copy of the Demolition or Rehabilitation Order will be hand-delivered to you. The Order will be forwarded to you within ten (10) days of the hearing. You have thirty (30) days from your receipt of an Order to file an appeal in District Court. Otherwise, the Order will become final.

**A public bearing related to your property is set on the Building and Standards Commission agenda at 4:00 pm on September 26, 2024, at the City of Palestine, City Hall Council Chambers located at 504 North Queen Street, Palestine, Texas.**

You are responsible for meeting all deadlines and are encouraged to contact this department should you have any questions about this Notice or your responsibilities to assist in solving the problem of the substandard building on your property. Please contact me at (903) 731-8419 if you have questions. Thank you for your prompt attention to this matter.

Sincerely,

City of Palestine, Development Services



Agenda Date: 10/24/2024  
To: Building and Standards Commission  
From: Susan Davis, Planning Technician  
Agenda Item: Consider Substandard Structure located at 1000 Swantz Street  
Date Submitted: 09/18/2024

---

**SUMMARY:**

Discussion and consideration concerning a vacant, unsecured, substandard structure located at 1000 Swantz Street, also known as NANCE & GREEN BLOCK A. LOT 1B, for rehabilitation or demolition. Notices were sent to the record owner, Omar Renderos, at his last known address of record on March 11, 2024, April 12, 2024, and August 28, 2024, but were returned unclaimed. A notice was also sent to the previous owner, who may also be a relative. Based upon the information available, it appears taxes are delinquent. City staff has also checked utility, deed, appraisal district, and tax records.

This property has been on the Substandard List since November 2014 and was brought before the Building and Standards Commission in January 2015. The owner, at that time, was allowed time to submit a Rehabilitation Plan of Action. No improvements have been made to property for the past ten years.

**RECOMMENDED ACTION:**

For discussion and consideration.

**CITY MANAGER APPROVAL:**

---

**Attachments**

notices,report,gc  
Photos





Agenda Date: 10/24/2024  
To: Building and Standards Commission  
From: Chasity Esparza, Administrative Assistant/Historic Preservation Officer  
Agenda Item: Consider Substandard Structure located at 1221 West Debard Street  
Date Submitted: 10/15/2024

---

**SUMMARY:**

Discussion and consideration concerning a substandard structure located at 1221 West Debard Street, also known as TEXAS LAND COMPANY BLOCK B9 LOT 8, for rehabilitation or demolition. The owner has consulted with a contractor who confirmed that the structure should be demolished. The owner is currently deciding whether he can voluntarily demolish the structure.

**RECOMMENDED ACTION:**

For discussion and consideration.

**CITY MANAGER APPROVAL:**

---

**Attachments**

Notices and Green Cards  
report and photos



Chasity Esparza  
HPO/Administrative Asst.  
City of Palestine  
Phone: (903) 731-8402

504 N. Queen St.  
Palestine, TX 75801  
hpoadmin@palestine-tx.org



September 4, 2024

**VIA FIRST CLASS and CERTIFIED MAIL, RETURN RECEIPT REQUESTED: 7018 1830 0001 7360 0937**

Martin Escobedo  
1732 An County Rd 412  
Palestine, Tx 75803

Re: Case Number:33074; Notice of Substandard Building at 1221 W. Debard  
Parcel ID: 36009; Texas Land Company Block B9 Lot 8

Dear Property Owner:

The above referenced property was inspected and tagged on July 25, 2024, and has been found to be substandard and a public nuisance as defined by the Buildings and Building Regulations, found in Chapter 22, Art. VII, Division 3, Section 22-302 and 22-303 of the City of Palestine Code of Ordinances. Records at the Anderson County Appraisal District indicate that you are the owner. If you are not the present owner, please advise this office; otherwise, we assume you are responsible for the property. The attached Inspection Report of Substandard Building identifies violations and defects at your property. Be advised that until this matter is resolved, and the substandard tag removed, the building may not be occupied.

To request rehabilitation of the substandard building, you must submit a Rehabilitation Plan of Action (Plan) within fifteen (15) days of the date that you receive this Notice. Your failure to respond or furnish requested information will result in referral of this case to the Building and Standards Commission.

Please submit your Rehabilitation Plan of Action and other required documents to the Development Services Department. Construction plans should reflect efforts to bring the building into compliance with minimum standards and financial feasibility of the planned project will be based on verifiable financial information showing how you intend to pay for planned rehabilitation costs.

Your Plan will be reviewed by the Building and Standards Commission at a public hearing at the time and place assigned below. You should be present to answer any questions the Commissioners may have about your Plan.

If the Building and Standards Commission accepts your Plan with or without modification, a Rehabilitation Order will be issued requiring you to start rehabilitation and complete the project within a specific period, usually no more than 30-90 days. You will be responsible to obtain all applicable permits and to perform the required work so that the substandard property will be brought into compliance with the minimum standards and consistent with your Rehabilitation Plan of Action and the Commission's Order.

If the Building and Standards Commission rejects your Plan and orders demolition, a Demolition Order will be signed, and the City will proceed with demolition and clearance of the substandard building. If demolition is ordered, the City will notify you of the date of demolition at least ten

(10)days prior to the scheduled demolition date. The City will provide a certified statement of charges to you within ten (10) days of the demolition, and you will have thirty (30) days from the date of receipt to make payment. A lien will be placed on your property until demolition costs have been paid in full.

If you are present at the hearing, a copy of the Demolition or Rehabilitation Order will be hand-delivered to you. The Order will be forwarded to you within ten (10) days of the hearing. You have thirty (30) days from your receipt of an Order to file an appeal in District Court. Otherwise, the Order will become final.

**A public bearing related to your property is set on the Building and Standards Commission agenda at 4:00 pm on October 24, 2024, at the City of Palestine, City Hall Council Chambers located at 504 North Queen Street, Palestine, Texas.**

You are responsible for meeting all deadlines and are encouraged to contact this department should you have any questions about this Notice or your responsibilities to assist in solving the problem of the substandard building on your property. Please contact me at (903) 731-8402 if you have questions. Thank you for your prompt attention to this matter.

Sincerely,

City of Palestine, Development Services



**Chasity Esparza**  
HPO/Administrative Asst.  
City of Palestine  
Phone: (903) 731-8402

504 N. Queen St.  
Palestine, TX 75801  
hpoadmin@palestine-tx.org

October 7, 2024

## 2<sup>nd</sup> Notice

**VIA FIRST CLASS and CERTIFIED MAIL, RETURN RECEIPT REQUESTED: 9589 0710 5270 0966 9381 30**

Rodney Brown  
6210 Forest Blvd  
Washington Park, IL 62204

Dear Property Owner:

An onsite inspection was made at the above referenced address. It was determined by our department that a substandard structure exists as defined by the building code.

On September 4, 2024, a certified letter was sent, to date no response has been received. A public hearing will be conducted by the City of Palestine Building and Standards Commission to receive any relevant information regarding this structure. You are urged to attend this meeting on the date and time shown below. This is your opportunity to present evidence either by oral testimony or by presenting documents regarding your plan for this structure. Please contact our office before your hearing date.

**BUILDING AND STANDARDS COMMISSION**  
**504 N. Queen St.**  
**Palestine, TX 75801**

**Date: October 24, 2024**

**Time: 4:00 P.M.**

The Building and Standards Commission has the authority to declare the building substandard, cause the structure to be vacated, cause its removal, cause its rehabilitation and file liens against the property for expenses occurred.

Respectfully,

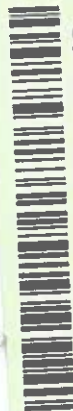
Chasity Esparza

**SENDER: COMPLETE THIS SECTION**

- Complete items 1, 2, and 3.
- Print your name and address on the reverse so that we can return the card to you.
- Attach this card to the back of the mailpiece, or on the front if space permits.

1. Article Addressed to:

Rodney Brown  
6210 Forest Blvd  
Washington Park, IL 62204



9590 9402 8831 4005 7683 05

2 Article Number (Transfer from service label)

7018 1830 0001 7360 0944

Domestic Return Receipt

PS Form 3811, July 2020 PSN 7530-02-000-9053

**COMPLETE THIS SECTION ON DELIVERY**

A. Signature  
☒ Agent  
☐ Addressee

B. Received by (Printed Name)

C. Date of Delivery

D. Is delivery address different from item 1? ☐ Yes  
If YES, enter delivery address below: ☐ No

3. Service Type
- ☐ Adult Signature
  - ☐ Adult Signature Restricted Delivery
  - ☐ Certified Mail®
  - ☐ Certified Mail Restricted Delivery
  - ☐ Collect on Delivery
  - ☐ Collect on Delivery Restricted Delivery
  - ☐ II Restricted Delivery
  - ☐ Priority Mail Express®
  - ☐ Registered Mail™
  - ☐ Registered Mail Restricted Delivery
  - ☐ Signature Confirmation™
  - ☐ Signature Confirmation Restricted Delivery

**U.S. Postal Service™  
CERTIFIED MAIL® RECEIPT  
Domestic Mail Only**

For delivery information, visit our website at [www.usps.com](http://www.usps.com)®.

**OFFICIAL USE**

Certified Mail Fee

Extra Services & Fees (check box, add fee as appropriate)

- ☐ Return Receipt (hardcopy) \$
- ☐ Return Receipt (electronic) \$
- ☐ Certified Mail Restricted Delivery \$
- ☐ Adult Signature Required \$
- ☐ Adult Signature Restricted Delivery \$

Postage

Total \$

Rodney Brown  
6210 Forest Blvd  
Washington Park, IL 62204

Sent

Street

City

State

PS Form

For delivery information, visit our website at [www.usps.com](http://www.usps.com)®.

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For delivery information, visit our website at [www.usps.com](http://www.usps.com)®.

**OFFICIAL USE**

Certified Mail Fee

Extra Services & Fees (check box, add fee as appropriate)

- ☐ Return Receipt (hardcopy) \$
- ☐ Return Receipt (electronic) \$
- ☐ Certified Mail Restricted Delivery \$
- ☐ Adult Signature Required \$
- ☐ Adult Signature Restricted Delivery \$

Postage

Total For \$

Rodney Brown  
6210 Forest Blvd  
Washington Park IL 62204

Sent To

Street an

City

State

PS Form

For delivery information, visit our website at [www.usps.com](http://www.usps.com)®.





INSPECTION REPORT OF SUBSTANDARD BUILDING  
(Palestine City Codes Chapter 22, Article VII)

33074

Bldg. Location: <u>1221 W Deburd</u>	LOCID/BLK/LOT: <u>TX Land Co Blk 89 Lot 8</u>	
Owner/Lienholder: <u>Escobedo Martin</u>	Type Build: <u>Residential</u>	Year Built: <u>Unknown</u>
Address: <u>1232 An County Rd 412</u>	Elec Meter #: <u>N/A</u>	# of bedrooms: <u>2</u>
City: <u>Palestine</u>	Appraised Value: <u>\$6,606</u>	
State/Zip Code: <u>TX, 75803</u>	Length Vacant: <u>Unknown</u>	
Phone:	Checked ACAD: <u>2.24.24 / 36009</u>	

DESCRIPTION	CODE SECT.	MEETS CODE		REMARKS
		YES	NO	
Plumbing: (a) Kitchen			X	Inspect and or replace all plumbing parts
(b) Bathroom				Inspect and or replace all plumbing parts
(c) Water Heater				Inspect and or replace by certified plumber
Electrical: (a) Service				Bring electrical supply up to minimum of _____ amps
Installation & Maintenance				Install heating system to bring habitable rooms to 68 degrees
Condition of Foundation				Repair or replace piers and beams
Condition of Exterior Walls				Repair or replace missing or rotted siding
Condition of Roof				Replace/repair roof. Replace/repair fascia/soffit
Condition of Floors				Replace/repair/level flooring on interior of structure
Condition of Interior Walls/Ceiling				Replace/repair sheetrock, studs, plates and other wood supporting parts
Condition of Exterior Doors/Windows				Replace/repair broken and missing windows.
Condition of Porches (Front & Back)				Replace/repair rotted or missing wood
Condition of Steps (Front & Back)			X	Replace/repair rotted or missing wood

STRUCTURE OPEN TO PUBLIC: X YES \_\_\_\_\_ NO

COMMENTS: Recommend immediate Demo

Date of Inspection/tag 2.24.2024 Inspector: [Signature] Inspector's phone: (903) 731-8417

This inspection is intended for a general guide as to deficiencies resulting in the tagging of the structure as substandard. It is the owner's responsibility to contact the City of Palestine Development Services Department at (903) 731-8419 to get more detailed information concerning specific code violations and what repairs are necessary to bring the dwelling up to minimum standards.





Agenda Date: 10/24/2024  
To: Building and Standards Commission  
From: Chasity Esparza, Administrative Assistant/Historic Preservation Officer  
Agenda Item: Consider Substandard Structure located at 1222 West Debard Street  
Date Submitted: 10/15/2024

---

**SUMMARY:**

Discussion and consideration concerning a vacant, unsecured, substandard structure located at 1222 West Debard Street, also known as TEXAS LAND COMPANY BLOCK B5 LOT 38B & 39B, for rehabilitation or demolition. Notices were sent to the record owner, Rodney Brown. No response or rehabilitation plan has been received. Based on the information available, it appears that the taxes are paid up to 2022.

**RECOMMENDED ACTION:**

For discussion and consideration.

**CITY MANAGER APPROVAL:**

---

**Attachments**

Notices and green cards  
photos and report



Chasity Esparza  
HPO/Administrative Asst.  
City of Palestine  
Phone: (903) 731-8402

504 N. Queen St.  
Palestine, TX 75801  
hpoadmin@palestine-tx.org



September 4, 2024

**VIA FIRST CLASS and CERTIFIED MAIL, RETURN RECEIPT REQUESTED: 7018 1830 0001 7360 0944**

Rodney Brown  
6210 Forest Blvd  
Washington Park, IL 62204

Re: Case Number:33075; Notice of Substandard Building at 1222 West Debard  
Parcel ID: 35894; Texas Land Company Block B5

Dear Property Owner:

The above referenced property was inspected and tagged on July 24, 2024, and has been found to be substandard and a public nuisance as defined by the Buildings and Building Regulations, found in Chapter 22, Art. VII, Division 3, Section 22-302 and 22-303 of the City of Palestine Code of Ordinances. Records at the Anderson County Appraisal District indicate that you are the owner. If you are not the present owner, please advise this office; otherwise, we assume you are responsible for the property. The attached Inspection Report of Substandard Building identifies violations and defects at your property. Be advised that until this matter is resolved, and the substandard tag removed, the building may not be occupied.

To request rehabilitation of the substandard building, you must submit a Rehabilitation Plan of Action (Plan) within fifteen (15) days of the date that you receive this Notice. Your failure to respond or furnish requested information will result in referral of this case to the Building and Standards Commission.

Please submit your Rehabilitation Plan of Action and other required documents to the Development Services Department. Construction plans should reflect efforts to bring the building into compliance with minimum standards and financial feasibility of the planned project will be based on verifiable financial information showing how you intend to pay for planned rehabilitation costs.

Your Plan will be reviewed by the Building and Standards Commission at a public hearing at the time and place assigned below. You should be present to answer any questions the Commissioners may have about your Plan.

If the Building and Standards Commission accepts your Plan with or without modification, a Rehabilitation Order will be issued requiring you to start rehabilitation and complete the project within a specific period, usually no more than 30-90 days. You will be responsible to obtain all applicable permits and to perform the required work so that the substandard property will be brought into compliance with the minimum standards and consistent with your Rehabilitation Plan of Action and the Commission's Order.

If the Building and Standards Commission rejects your Plan and orders demolition, a Demolition Order will be signed, and the City will proceed with demolition and clearance of the substandard building. If demolition is ordered, the City will notify you of the date of demolition at least ten

(10)days prior to the scheduled demolition date. The City will provide a certified statement of charges to you within ten (10) days of the demolition, and you will have thirty (30) days from the date of receipt to make payment. A lien will be placed on your property until demolition costs have been paid in full.

If you are present at the hearing, a copy of the Demolition or Rehabilitation Order will be hand-delivered to you. The Order will be forwarded to you within ten (10) days of the hearing. You have thirty (30) days from your receipt of an Order to file an appeal in District Court. Otherwise, the Order will become final.

**A public bearing related to your property is set on the Building and Standards Commission agenda at 4:00 pm on October 24, 2024, at the City of Palestine, City Hall Council Chambers located at 504 North Queen Street, Palestine, Texas.**

You are responsible for meeting all deadlines and are encouraged to contact this department should you have any questions about this Notice or your responsibilities to assist in solving the problem of the substandard building on your property. Please contact me at (903) 731-8402 if you have questions. Thank you for your prompt attention to this matter.

Sincerely,

City of Palestine, Development Services



Chasity Esparza  
HPO/Administrative Asst.  
City of Palestine  
Phone: (903) 731-8402

504 N. Queen St.  
Palestine, TX 75801  
hpoadmin@palestine-tx.org

October 7, 2024

## 2<sup>nd</sup> Notice

**VIA FIRST CLASS and CERTIFIED MAIL, RETURN RECEIPT REQUESTED: 9589 0710 5270 0966 9381 30**

Rodney Brown  
6210 Forest Blvd  
Washington Park, IL 62204

Dear Property Owner:

An onsite inspection was made at the above referenced address. It was determined by our department that a substandard structure exists as defined by the building code.

On September 4, 2024, a certified letter was sent, to date no response has been received. A public hearing will be conducted by the City of Palestine Building and Standards Commission to receive any relevant information regarding this structure. You are urged to attend this meeting on the date and time shown below. This is your opportunity to present evidence either by oral testimony or by presenting documents regarding your plan for this structure. Please contact our office before your hearing date.

**BUILDING AND STANDARDS COMMISSION**  
**504 N. Queen St.**  
**Palestine, TX 75801**

**Date: October 24, 2024**  
**Time: 4:00 P.M.**

The Building and Standards Commission has the authority to declare the building substandard, cause the structure to be vacated, cause its removal, cause its rehabilitation and file liens against the property for expenses occurred.

Respectfully,

Chasity Esparza

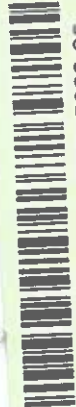


**SENDER: COMPLETE THIS SECTION**

- Complete items 1, 2, and 3.
- Print your name and address on the reverse so that we can return the card to you.
- Attach this card to the back of the mailpiece, or on the front if space permits.

1. Article Addressed to:

Rodney Brown  
6210 Forest Blvd  
Washington Park, IL 62204



9590 9402 8831 4005 7683 05

2. Article Number (Transfer from service label)

7018 1830 0001 7360 0944

Domestic Return Receipt

PS Form 3811, July 2020 PSN 7530-02-000-9053

**COMPLETE THIS SECTION ON DELIVERY**

A. Signature  
☒ Agent  
☐ Addressee

B. Received by (Printed Name)

C. Date of Delivery

D. Is delivery address different from item 1? ☐ Yes  
If YES, enter delivery address below: ☐ No

3. Service Type
- ☐ Adult Signature
  - ☐ Adult Signature Restricted Delivery
  - ☐ Certified Mail®
  - ☐ Certified Mail Restricted Delivery
  - ☐ Collect on Delivery
  - ☐ Collect on Delivery Restricted Delivery
  - ☐ Priority Mail Express®
  - ☐ Registered Mail™
  - ☐ Registered Mail Restricted Delivery
  - ☐ Signature Confirmation™
  - ☐ Signature Confirmation Restricted Delivery

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**OFFICIAL USE**

Certified Mail Fee

Extra Services & Fees (check box, add fee as appropriate)

- ☐ Return Receipt (hardcopy) \$
- ☐ Return Receipt (electronic) \$
- ☐ Certified Mail Restricted Delivery \$
- ☐ Adult Signature Required \$
- ☐ Adult Signature Restricted Delivery \$

Postage

Total \$

Rodney Brown  
6210 Forest Blvd  
Washington Park, IL 62204

Sent

Street

City

PS Form

**U.S. Postal Service™  
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Domestic Mail Only**

For delivery information, visit our website at [www.usps.com](http://www.usps.com)®.

**OFFICIAL USE**

Certified Mail Fee

Extra Services & Fees (check box, add fee as appropriate)

- ☐ Return Receipt (hardcopy) \$
- ☐ Return Receipt (electronic) \$
- ☐ Certified Mail Restricted Delivery \$
- ☐ Adult Signature Required \$
- ☐ Adult Signature Restricted Delivery \$

Postage

Total For \$

Rodney Brown  
6210 Forest Blvd  
Washington Park IL 62204

Sent To

Street an

City

State

PS Form

9590 9402 8831 4005 7683 05

9590 9402 8831 4005 7683 05



**INSPECTION REPORT OF SUBSTANDARD BUILDING**  
(Palestine City Codes Chapter 22, Article VII)

Bldg. Location: <u>1222 W Debar</u>	LOCID/BLK/LOT: <u>TX Land Co Blk B5 Lot 38B 339B</u>	
Owner/Lienholder: <u>Brown Rodney</u>	Type Build: <u>Residential</u>	Year Built: <u>Unknown</u>
Address: <u>6210 Forest Blvd</u>	Elec Meter #: <u>134 565 854</u>	# of bedrooms: <u>3</u>
City: <u>Washington Park</u>	Appraised Value: <u>\$43,955</u>	
State/Zip Code: <u>IL, 62204</u>	Length Vacant: <u>2017</u>	
Phone:	Checked ACAD: <u>2.24.2024 / 35894</u>	

DESCRIPTION	CODE SECT.	MEETS CODE		REMARKS
		YES	NO	
Plumbing: (a) Kitchen			X	Inspect and or replace all plumbing parts
(b) Bathroom			X	Inspect and or replace all plumbing parts
(c) Water Heater			X	Inspect and or replace by certified plumber
Electrical: (a) Service			X	Bring electrical supply up to minimum of _____ amps
Installation & Maintenance			X	Install heating system to bring habitable rooms to 68 degrees
Condition of Foundation			X	Repair or replace piers and beams
Condition of Exterior Walls		X		Repair or replace missing or rotted siding
Condition of Roof		X		Replace/repair roof. Replace/repair fascia/soffit
Condition of Floors			X	Replace/repair/level flooring on interior of structure
Condition of Interior Walls/Ceiling			X	Replace/repair sheetrock, studs, plates and other wood supporting parts
Condition of Exterior Doors/Windows				Replace/repair broken and missing windows.
Condition of Porches (Front & Back)		X		Replace/repair rotted or missing wood
Condition of Steps (Front & Back)		X		Replace/repair rotted or missing wood

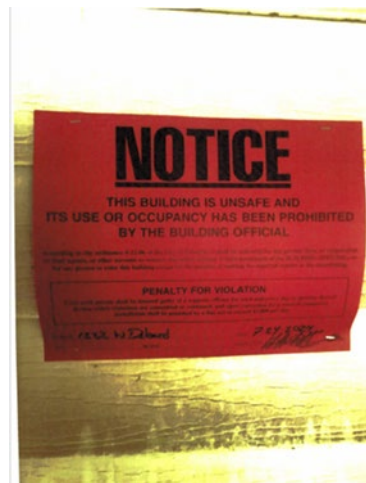
STRUCTURE OPEN TO PUBLIC: X YES \_\_\_\_\_ NO

COMMENTS: Plan of action for sched or demo

Date of Inspection/tag 2.24.2024 Inspector: [Signature] Inspector's phone: (903) 731-8417

This inspection is intended for a general guide as to deficiencies resulting in the tagging of the structure as substandard. It is the owner's responsibility to contact the City of Palestine Development Services Department at (903) 731-8419 to get more detailed information concerning specific code violations and what repairs are necessary to bring the dwelling up to minimum standards.









Agenda Date: 10/24/2024  
To: Building and Standards Commission  
From: Chasity Esparza, Administrative Assistant/Historic Preservation Officer  
Agenda Item: Consider Substandard Structure located at 117 West Spring  
Date Submitted: 09/23/2024

---

**SUMMARY:**

Discussion and consideration concerning a substandard structure located at 117 W. Spring Street, also known as ORIGINAL BLOCK 163, LOT 7, for rehabilitation. On August 22, 2024, the Building and Standards Commission unanimously voted to allow a 30-day extension to install netting. Since that time, bricks have been removed and scaffolding has been installed. However, the netting has not been installed to-date and there is evidence of bricks continuing to fall.

**RECOMMENDED ACTION:**

For discussion and consideration.

**CITY MANAGER APPROVAL:**

---

**Attachments**

Photos

Photo 10.18.2024



January 2024



August 2024



September 2024









Agenda Date: 10/24/2024  
To: Building and Standards Commission  
From: Susan Davis, Planning Technician  
Agenda Item: Appointment of Chair and Vice-Chair  
Date Submitted: 10/09/2024

---

**SUMMARY:**

Consider making the appointment of the Chair and Vice-Chair to the Building and Standards Commission, which is required at the first regularly scheduled meeting after October 1 of each year pursuant to Chapter 22, Article VII, Section 22-268 of the Code of Ordinances.

**RECOMMENDED ACTION:**

For discussion and consideration.

**CITY MANAGER APPROVAL:**

---



Agenda Date: 10/24/2024  
To: Building and Standards Commission  
From: Susan Davis, Planning Technician  
Agenda Item: Meeting Dates for November and December 2024  
Date Submitted: 09/17/2024

---

**SUMMARY:**

Discussion and possible action regarding the regular meetings of the Building and Standards Commission for November and December 2024.

**RECOMMENDED ACTION:**

Staff recommends moving the regular meeting of the Building and Standards Commission for November 2024 and canceling the December 2024 meeting due to the upcoming holidays.

**CITY MANAGER APPROVAL:**

---