

Mark Henderson, Chair
Kurt Herrington, Vice-Chair
Jason Stephens, Commissioner
David Mattauer, Commissioner
Isaac Wynn, Commissioner
George Torma, Commissioner
James Giles, Commissioner

Susan Davis, Planning Tech.



**NOTICE OF MEETING
BUILDING AND STANDARDS COMMISSION
February 27, 2025
4:00 p.m.
City Council Chambers
504 N. Queen Street
Palestine, Texas**

Zoom Link:

<https://us02web.zoom.us/j/83033552009?pwd=pk9NJ8PqNCW6EKFBGawFvGXbDRBSOP.1>

Meeting ID: 830 3355 2009

Passcode: 660896

One tap mobile

+13462487799,,83033552009#,,,*660896# 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/palestinetx/](https://www.facebook.com/palestinetx/)

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 the minutes from the January 23, 2025, meeting.

G. PUBLIC HEARINGS/DISCUSSION AND ACTION ITEMS

1. Consider authorizing the Development Services Staff to take necessary action, including demolition and removal or rehabilitation of the unsafe structures and conditions listed: 312 West Oak Street, Original, Block 51, Lot 1, 2, 3, 4 & 5.

2. Consider authorizing the Development Services Staff to take necessary action, including demolition and removal or rehabilitation of the unsafe structures and conditions listed: 909 Campbell Street, Jackson, Block S, Lot 4.
3. Consider authorizing the Development Services Staff to take necessary action, including demolition and removal or rehabilitation of the unsafe structures and conditions listed: 903 E. Poplar Street, Original, Block 10, Lot 2B & 11B.
4. Consider authorizing the Development Services Staff to take necessary action, including demolition and removal or rehabilitation of the unsafe structures and conditions listed: 1011 Birch Street, Wells, Samuel G, Block 859, Tract 47.
5. Consider authorizing the Development Services Staff to take necessary action, including demolition and removal or rehabilitation of the unsafe structures and conditions listed: 1207 East Park Avenue, Micheaux Park, Block 13, Lot 5 & 6.

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, February 24, 2025, at 12:00 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 or 903-731-8414.



Agenda Date: 02/27/2025
To: Building and Standards Commission
From: Susan Davis, Planning Technician
Agenda Item: Consider the approval of Minutes from the January 23, 2025 meeting
Date Submitted: 02/21/2025

SUMMARY:

Consider the Building and Standards Commission Meeting Minutes for January 23, 2025.

RECOMMENDED ACTION:

Staff recommends approval of the minutes.

CITY MANAGER APPROVAL:

Attachments

Minutes

Minutes of the Building and Standards Commission Meeting January 23, 2025

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, January 23, 2025, at 4:00 p.m., in the City Conference Room at City Hall, 504 N. Queen Street, Palestine, Texas, with the following people present: Chair Mark Henderson, Commissioner Jason Stephens, David Mattauer, Isaac Wynn, George Torma, and James Giles.

Staff present: Planning Tech Susan Davis, HPO Chasity Esparza, and City Manager Admin Casey DeBord.

Commissioners absent: Commissioner Kurt Herrington.

CALL TO ORDER

With a quorum present, Chair Mark Henderson called the meeting to order at 4:01 p.m.

PROPOSED CHANGES OF AGENDA ITEMS

None.

PUBLIC COMMENTS

None.

CONFLICT OF INTEREST DISCLOSURES

None.

DIRECTOR'S REPORT

Planning Tech, Susan Davis welcomed Commissioner David Mattauer and discussed working with Code Enforcement on substandard structures.

APPROVAL OF MINUTES

Building and Standards Commission Meeting Minutes for October 24, 2024, and November 21, 2024, meetings for review and approval.

Commissioner Torma made a motion, seconded by Commissioner Giles, to approve minutes from October 24, 2024, and November 21, 2024. Upon vote, motion carried unanimously 6-0.

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 1200 Garland, Harris & Reed, Block 2, Lots 1, 2, and 3.

Susan Davis, Planning Tech, presented a summary of Commissions previous decision and an update on the conveyance of the property to a new owner. The owner was present and confirmed that she was aware that the structure was under a demolition order, but thought she could fix it up on the weekends. Sharon Spurlock stated that he has concerns drugs and vagrants. Vernon Denmon stated that the property is unsecured and that Harris Street has been closed. James Smith commented on the finality of the previous demolition order. Ava Harmon stated that the building has been vacant for more than twenty years, is an eyesore and nuisance, and unsafe due to drugs and transients. Commissioner Torma made a motion, seconded by Commissioner Giles to have the structure bid out for demolition. Upon vote, the motion was unanimously approved 6-0.

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 616 Dorrance Street, Jackson, Block H, Lot 1E.

Susan Davis, Planning Tech, presented a summary concerning the Commissions previous decision and the demolition permit issued to the owner a week prior to the meeting. Wilky Scott attended the meeting and requested an extension until April to complete the demolition. Commissioner Torma made a motion seconded by Commissioner Wynn, to allow a 90-day extension to complete the demolition. Upon vote, the motion was unanimously approved 6-0.

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 1523 Roberts Street, West Palestine Heights, Block F, Lot 9.

Susan Davis, Planning Tech, presented a summary concerning the status of the vacant structure. The owner did not provide a Rehabilitation Plan and was not in attendance but had called earlier in the day advising she would attend via Zoom. Commissioner Stephens made a motion, seconded by Commissioner Giles, to allow have the structure bid out for demolition. Upon vote, the motion was unanimously approved 6-0.

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 309 West Reagan Street, Railroad, Block R, Lot 6.

Susan Davis, Planning Tech, presented a summary concerning the status of the structure including the recent collapse of the porch. Willie Carwell, Jr. was present at the meeting and advised that the property was sold through Attorneys Title of Anderson County. Commissioner Wynn made a motion, seconded by Commissioner Stephens to allow a 60-day extension of time to notify the new owner. Upon vote, the motion was approved unanimously 6-0.

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 809 North Jackson, Debard, Block D, Lot 8.

Susan Davis, Planning Tech, presented a summary concerning the Commission's previous decisions and the owners agreement to allow the Building Inspector access to the interior for inspection, which he later declined to allow. Luis Giron was present at the meeting and advised that the property was sold last week. Chinyere Godwin attended the meeting and discussed her plan to replace the roof. Commissioner Stephens made a motion, seconded by Commissioner Wynn to allow a 30-day extension to provide a Rehabilitation Plan. Upon vote, the motion was unanimously approved 6-0.

ADJOURN

With no other business to come before the Board, Commissioner Mattauer made a motion, seconded by Commissioner Torma, to adjourn the meeting at 5:04 p.m., meeting was adjourned.

PASSED AND APPROVED THIS 27th DAY OF FEBRUARY 2025.

Mark Henderson, Chairman

ATTEST:

Susan Davis, Planning Tech



Agenda Date: 02/27/2025
To: Building and Standards Commission
From: Chasity Esparza, Administrative Assistant/Historic Preservation Officer
Agenda Item: Consider Substandard Structure located at 312 West Oak
Date Submitted: 02/18/2025

SUMMARY:

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 West Oak, known as Original, Block 51, Lot 1, 2, 3, 4 & 5. Following the partial collapse of the roof last summer, in August 2024, the Building and Standards Commission unanimously voted to allow a thirty-day extension to allow the owner time to shore up the building, remove the awning, and submit a rehabilitation plan. Since that time, the owner removed the awning, submitted a grant application, but did not submit a rehabilitation plan. Palestine Economic Development did not approve the grant application. Property taxes are currently delinquent.

RECOMMENDED ACTION:

For discussion and consideration.

CITY MANAGER APPROVAL:

Attachments

Notices and Green Cards
Photos
report

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

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

January 22, 2025

VIA FIRST CLASS and CERTIFIED MAIL, RETURN RECEIPT REQUIRED
Seth Blood & Amber Jeffcoat
315 W. Main
Palestine Texas 75801

Re: Parcel ID 33996; Notice of Substandard Structure at 315 W. Main
Original Block 51 Lot 1,2,3,4 & 5; Case Number 3296

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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 to
Seth Blood & Amber Jeffcoat
315 W. Main
Palestine Tx 75801
City, State, ZIP+4®
PS Form 3800, January 2023 PSN 7530-02-000-9047 See reverse for instructions

PALESTINE TX
Postmark Here
2025
USPS

Dear Property Owner:

The Building Inspector has determined the conditions of this property to be in violation of City Code Article VII, Substandard Buildings, Section 22-302 and 22-303. The condition of this property has been deemed as an imminent threat to health and safety to the general public. The Building Inspector has instituted Emergency Procedures, as set forth in the City Code of Ordinances Division 3, Section 22-301.

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: February 27, 2025
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.

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

Sincerely,


Chasity Esparza
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

February 5, 2025

VIA FIRST CLASS and CERTIFIED MAIL, RETURN RECEIPT REQUESTED
Seth Blood & Amber Jeffcoat
315 W. Main
Palestine Texas 75801

2nd Notice

9589 0710 5270 1988 5408 37

U.S. Postal Service [™]	
CERTIFIED MAIL [®] RECEIPT	
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<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 and Fees	\$
Sent To	
Street and Apt. No., or PO Box No.	
City, State, ZIP+4 [®]	
PALESTINE, TX 75801-0000	
PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions	

Re: Parcel ID 33996; Notice of Substandard Structure at 312 W. Oak
Original Block 51 Lot 1,2,3,4 & 5; Case Number 32930

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: February 27, 2025

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







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

Cause # 32930

Bldg. Location: 312 W Oak	LOCID/BLK/LOT: Original Blk 51 Lot 1, 2, 3, 4 & 5	
Owner/Lienholder: Blood, Seth & Amber Jeffcoat	Type Build: Commercial	Year Built: Unknown
Address: 200 An County Rd 2312	Elec Meter #: N/A	# of bedrooms: N/A
City: Montalba	Appraised Value: \$15,102	
State/Zip Code: 25853, TX	Length Vacant: Unknown	
Phone: 903-480-0015	Checked ACAD: 2-9-2024, 33996	

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: Part of structure recently updated from building maintenance to substandard, plan of action needed w/ securing the structure from the public

Date of Inspection/tag 2-9-2024 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.



Agenda Date: 02/27/2025
To: Building and Standards Commission
From: Chasity Esparza, Administrative Assistant/Historic Preservation Officer
Agenda Item: Consider Substandard Structure located at 909 Campbell
Date Submitted: 02/21/2025

SUMMARY:

Discussion and consideration concerning a vacant substandard structure located at 909 Campbell, also known as Jackson, Block S, Lot 4 for rehabilitation or demolition. The record owner is incarcerated but has received notice. According to the Anderson County Clerk, the agent listed in the Power of Attorney has given a notarized letter stating she would like to relinquish any obligation and responsibility for the property. This structure has been on the substandard list for almost a year, and the condition of the property has continued to worsen. Neighbors have complained about the hundreds of tires located on the property and most recently a tree has fell on the roof.

RECOMMENDED ACTION:

For discussion and consideration.

CITY MANAGER APPROVAL:

Attachments

Notices and Green Cards
Photos
Melanie Musick Letter
report

Chasity Esparza
Development Services
City of Palestine
Phone: (903) 731-8402

504 N.
Palestine
hoad

January 8, 2025

VIA FIRST CLASS and CERTIFIED
Mitchell Bernard Black
Beto Unit
1391 Fm 3328
Tennessee Colony 75880

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☐ Return Receipt (electronic) \$
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☐ Adult Signature Required \$
☐ Adult Signature Restricted Delivery \$
Postage \$
Total Postage and Fees \$
Sent To *Campbell*
Street and Apt. No., or PO Box No.
City, State, ZIP+4®
PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions
1589 0710 5270 1988 5401 10
PS Form 3811, July 2020 PSN 7530-02-000-9053

POSTMASTER
PALESTINE
14
2025
90975803

THIS SECTION ON DELIVERY

Chad Black ☐ Agent
☐ Addressee
by (Printed Name) *Chad Black* C. Date of Delivery
Address different from item 1? ☐ Yes
or delivery address below: ☐ No
☐ Priority Mail Express®
☐ Registered Mail™
☐ Registered Mail Restricted Delivery
☐ Signature Confirmation
☐ Signature Confirmation Restricted Delivery
Domestic Return Receipt

Re: Case Number: 32752; Notice of Substandard Building at 202 Campbell
Parcel 31664; Jackson Block S Lot 4A

Dear Property Owner:

The above referenced property was inspected and tagged on March 19, 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, if you choose to have the house demolished a Demolition Waiver has been included for you to review and have notarized. 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.

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

504 N
Palest
hpoa

February 5, 2025

VIA FIRST CLASS and CERTIFIED
Beto Unit-Mitchell Black # 024
1391 FM 3328
Tennessee Colony 75880

RE: Case Number: 32752; PS Form 3811, July 2020 PSN 7530-02-000-9053
Texas 7580; Parcel ID 31664: Jackson Block S Lot 4

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: February 27, 2025
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

0.0. Total Service

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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 \$

Total Postage and Fees \$

Sent To

Street and Apt. No., or PO Box No. 909 Campbell

City, State, ZIP+4®

PALESTINE, TX
Postmark
2025
USPS 75601-9998

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

SECTION ON DELIVER

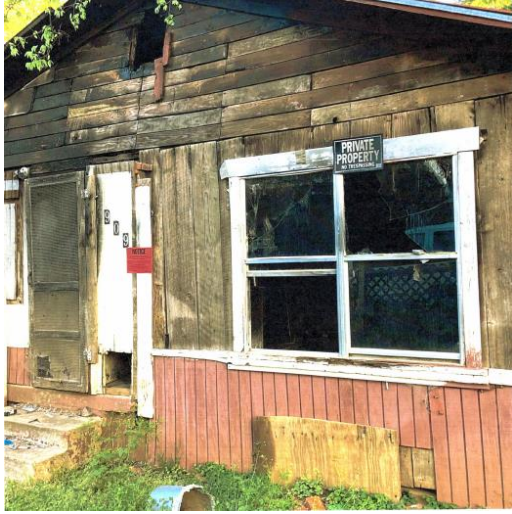
Registered Name) C. D

1 Black

Is different from item 1? every address below:

☐ Priority Mail
☐ Registered
☐ Registered Delivery
☐ Signature Certified
☐ Signature Restricted Delivery

Domestic Return





Meline Musick
909 Campbell Street
Palestine, Tx, 75801
1/28/2025

To Whom It May Concern,

This letter is to formally state that I, Melanie Musick, do not want to be responsible for, nor assume any responsibility for, the property located at **909 Campbell Street, Palestine, Texas.**

Effective immediately, I hereby relinquish any obligations, financial liabilities, or ownership responsibilities associated with this property. Any prior association I may have had with this property is no longer valid, and I request that my name be removed from any relevant records, contracts, or agreements pertaining to it.

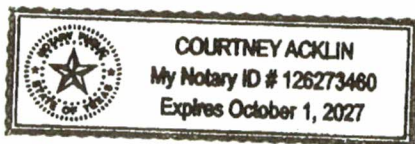
Please provide written confirmation acknowledging my request and confirm that I am no longer associated with the aforementioned property.

If there are additional steps I need to complete to finalize this process, please inform me promptly. I am available at 903-373-9735 for any further communication.

Thank you for your attention to this matter.

Sincerely,
Melanie Musick

melanie musick



Courtney Acklin
1/28/2025



INSPECTION REPORT OF SUBSTANDARD BUILDING
(Palestine City Codes §22-302; §22-303)

Case #: 32152

Bldg. Location: <u>909 Campbell St</u>	LOCID/BLK/LOT: <u>Jackson Block S Lot 4A</u>	
Owner/Lienhc: <u>Foreman Sammie Karl</u>	Type Build: <u>Residential</u>	Year Built: <u>Unknown</u>
Address: <u>2902 Cabot St</u>	Elec Meter #: <u>N/A</u>	# of bedrooms: <u>Unknown</u>
City: <u>Houston</u>	Appraised Value: <u>N/A</u>	
State/Zip Code: <u>TX, 77078</u>	Length Vacant: <u>Unknown</u>	
Phone:	Checked ACAD: <u>3.19.2024</u>	
	Parcel ID #: <u>31664</u>	

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

STRUCTURE OPEN TO PUBLIC: ☒ YES ☐ NO

COMMENTS: Requesting Demolition

Date of Inspection/tag 3.19.2024 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: 02/27/2025
To: Building and Standards Commission
From: Chasity Esparza, Administrative Assistant/Historic Preservation Officer
Agenda Item: Consider Substandard Structure located at 903 Poplar
Date Submitted: 02/21/2025

SUMMARY:

Discussion and consideration concerning two vacant substandard structures located at 903 E. Poplar Street, Original, Block 10, Lot 2B & 11B for rehabilitation or demolition. The owner submitted a rehabilitation plan that was incomplete. On November 21, 2024, the Building and Standards Commission allowed a thirty-day extension to provide a completed Rehabilitation Plan of Action, obtain permits, and secure the building. To date, no work has been done, and an updated plan has not been received.

RECOMMENDED ACTION:

For discussion and consideration.

CITY MANAGER APPROVAL:

Attachments

Notice and Green Cards
report
Photos

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

504 N
Palestine
hpoac

January 24, 2024

VIA FIRST CLASS and CERTIFIED MAIL
Mirna Sanchez
4460 South State Highway 19
Palestine, Texas 75801

RE: 903 East Poplar, Palestine Texas 75801; Also known as Original Block 10 Lot 2B & 11B
Case Number 32690

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: February 27, 2025
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 or so that we can return the card to you.
- Attach this card to the back of the envelope or on the front if space permits.

1. Article Addressed to:

Mirna Sanchez
4460 South State Highway 19
Palestine, Texas 75801

9590 9402 9070 4122

2. Article Number (Transfer from service label)

9589 0710 5270 1988 5408 06

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City \$

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USPS

Domestic Return Receipt

INSPECTION REPORT OF SUBSTANDARD BUILDING
(Palestine City Codes §22-302; §22-303)



Case #: 32690

Bldg. Location: <u>903 E Poplar St</u>	LOCID/BLK/LOT: <u>Original Blk 10 Lot 2B 3/1B</u>
Owner/Lienholder: <u>Sanchez Mirna</u>	Type Build: <u>Residential</u> Year Built: <u>Unknown</u>
Address: <u>44605 State Highway 19</u>	Elec Meter #: <u>N/A</u> # of bedrooms: <u>Unknown</u>
City: <u>Palestine</u>	Appraised Value: <u>\$11,182</u>
State/Zip Code: <u>TX, 75801</u>	Length Vacant: <u>Unknown</u>
Phone:	Checked ACAD: <u>2-21-2024</u>
	Parcel ID #: <u>33857</u>

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

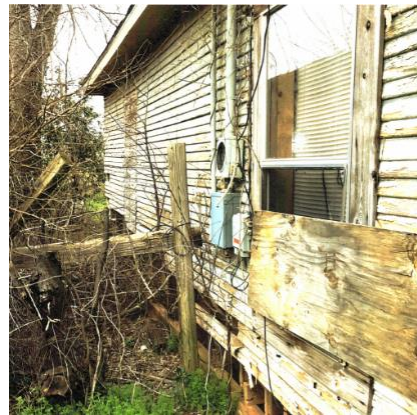
STRUCTURE OPEN TO PUBLIC: X YES _____ NO

COMMENTS: Structure in need of repair or demo

Date of Inspection/tag 2-21-2024 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: 02/27/2025
To: Building and Standards Commission
From: Chasity Esparza, Administrative Assistant/Historic Preservation Officer
Agenda Item: Consider Substandard Structure located at 1011 Birch
Date Submitted: 02/21/2025

SUMMARY:

Discussion and consideration concerning a vacant substandard structure located at 1011 Birch, also known as Wells, Samuel G, Block 859, Tract 47. Record Owner Betty Green has contacted Development Services to request a sixty-day extension to get bids for demolition. Based on the information available, taxes are up-to-date.

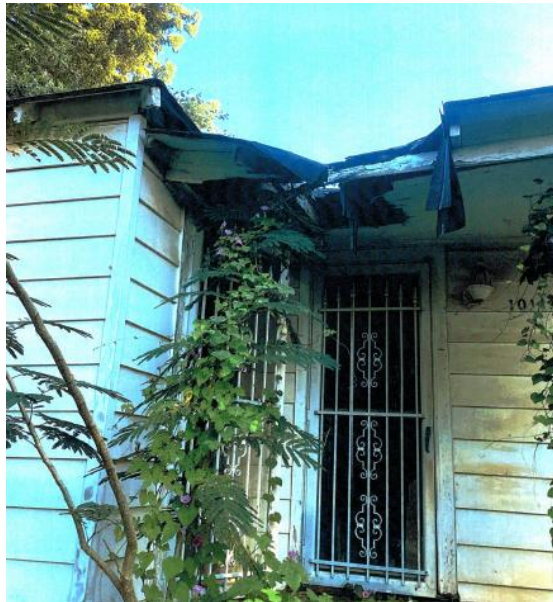
RECOMMENDED ACTION:

For discussion and consideration.

CITY MANAGER APPROVAL:

Attachments

Photos
Notices and Green Cards
report





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

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



January 21, 2025

VIA FIRST CLASS and CERTIFIED MAIL, RETURN RECEIPT REQUESTED: 9589 0710 5270 1988 5407 45

Betty L Green & Tommie L 111

P.O Box 2812

Palestine, Tx 75802

Re: Case Number:33336; Notice of Substandard Building at 1011 Birch Street, Palestine Tx.
Parcel ID 18167; A0065 WELLS, SAMUEL G BLOKC 859 TRACT 47

Dear Property Owner:

The above referenced property was inspected and tagged on August 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 February 27, 2025, 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 "Chasity Esparza".

Chasity Esparza

9590 6710 5270 1988 5407 45

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Betty L Green & Tommy L III
P.O Box 2812
Palestine Tx 75801



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

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- 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:

Betty L Green & Tommy L III
P.O Box 2812
Palestine Tx 75801



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

Case # 33336

Bldg. Location: 1011 Birch St	LOCID/BLK/LOT: A0065 Wells, Samuel G blk 859 tract 42
Owner/Lienholder: Betty Green	Type Build: Residential Year Built: 1934
Address: 1011 Birch	Elec Meter #: N/A # of bedrooms: Unknown
City: Palestine	Appraised Value: \$26,925
State/Zip Code: TX, 75801	Length Vacant: 2014
Phone:	Checked ACAD: 8.14.2024 / 18167

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: Structure abandoned since 2014, Structure needs immediate repair or demo

Date of Inspection/tag 8.14.2024 Inspector:  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: 02/27/2025
To: Building and Standards Commission
From: Chasity Esparza, Administrative Assistant/Historic Preservation Officer
Agenda Item: Consider Substandard Structure located at 1207 E. Park Ave
Date Submitted: 02/21/2025

SUMMARY:

Discussion and consideration concerning a vacant substandard structure located at 1207 East Park Avenue, also known as Micheaux Park, Block 13, Lot 5 & 6, for rehabilitation or demolition. The record owner lives in San Antonio and uses this address as a rental property. On April 4, 2024, the house was significantly damaged by a fire. Ms. Harvey contacted Development Services, stating she would like to demolish the property.

RECOMMENDED ACTION:

For discussion and consideration.

CITY MANAGER APPROVAL:

Attachments

report
Photos
Notices



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

Bldg. Location: <u>1202 E Pack Ave</u>	LOCID/BLK/LOT: <u>Michener Park Blk 13 Lot 576</u>
Owner/Lienholder: <u>Harvey Nora A</u>	Type Build: <u>Residential</u> Year Built: <u>Unknown</u>
Address: <u>8610 Brattlecone St</u>	Elec Meter #: <u>N/A</u> # of bedrooms: <u>2</u>
City: <u>San Antonio</u>	Appraised Value: <u>\$69,022</u>
State/Zip Code: <u>TX, 78240</u>	Length Vacant: <u>3 months</u>
Phone:	Checked ACAD: <u>6-5-2025, 32668</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 is uninhabitable needs to be secured

Date of Inspection/tag 6-5-2024 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.

Date: 10-11-2024

Ranking Sheet

Priority: High

Total Score: 112

Structure location 1207 E Park

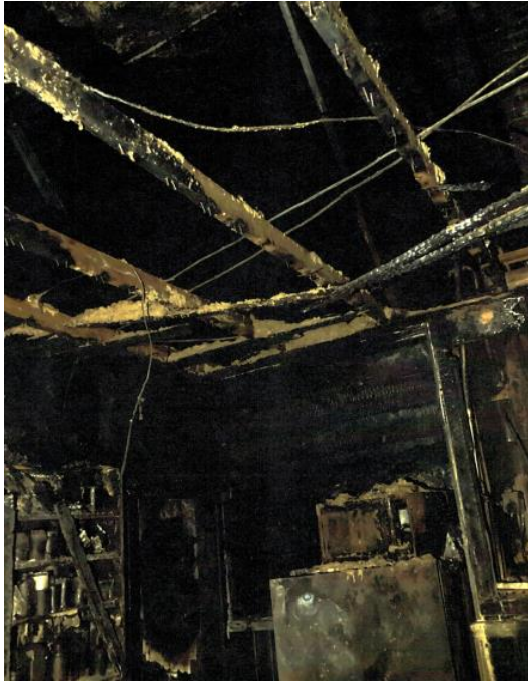
- ☒ 20 Harbor for vagrants, criminals or immoral persons, or evidence of occupation by vagrants, criminals or immoral persons, or found unsecured from unwanted entry
- ☐ 10 Portion of the building has collapsed
- ☒ 10 Major structure fire
- ☐ 10 Reported by law enforcement agency, utility company, etc.
- ☒ 10 In high traffic area or near school
- ☒ 10 Damage to exterior electrical service equipment and with power.
- ☒ 8 Supporting members more than 33% damaged or deteriorated
- ☐ 8 Exterior walls or vertical structural members are listing/leaning/buckled
- ☐ 8 Roof has holes
- ☐ 8 Detached, dislodged or collapsed ceiling beams/wall studs/structural members
- ☒ 8 Evidence of leaking roof
- ☒ 7 Fire damage exterior or interior that has gone un repaired
- ☒ 7 Roof is sagging
- ☐ 7 Vandalism / Graffiti (attractive nuisance to children)
- ☒ 7 Window glass missing/broken
- ☐ 6 Holes in exterior walls, siding missing, broken, damaged, etc
- ☒ 6 Foundation cracked, warped, settled, etc.
- ☐ 6 Vacant and electric still connected
- ☒ 5 More than 2 complaints
- ☒ 5 Doors missing/broken
- ☐ 5 Detached, unanchored, rotten, or unfastened exterior appurtenances, or ornamentation
- ☐ 5 Mold
- ☐ 5 Stair, step, balcony or porch railings missing, cracked, defective, etc.
- ☐ 5 Damage to interior or exterior electrical equipment or devices
- ☒ 5 Damage to exterior or interior plumbing equipment, devices, piping, or fixtures.
- ☐ 4 Rotted/rotting eaves, soffets, etc.
- ☐ 3 Storage in building and not approved for storage use
- ☐ 3 Trash, rubbish, sewage, waste, etc.
- ☒ 2 Floors are warped, worn, loose, torn or otherwise unsafe
- ☐ 2 Window frames missing, cracked, broken, etc.
- ☒ 1 Evidence of animal/pest infestation
- ☒ 1 Needs exterior paint to protect from elements

Score ≥ 85 = High Priority

Score 41 to 84 = Medium Priority

Score ≤ 40 = Low Priority





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

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

January 22, 2025

VIA FIRST CLASS and CERTIFIED MAIL, RETURN RECEIPT 1

Nora A. Harvey
8610 Bristlecone St.
San Antonio, Tx 78240

Re: Case Number:33337; Notice of Substandard Building
Parcel ID 32668; Micheaux Park Block 13 Lot 5&6.

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Postage \$
Total \$
Sent to: Nora A Harvey
8610 Bristlecone St.
San Antonio TX 78240
City:
State:
Zip:
PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions

PALESTINE TX 75802
Postmark Here
24
2025

9589 0710 5270 1988 5407 69

Dear Property Owner:

The above referenced property was inspected and tagged on June 5, 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 February 27, 2025, 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,


Chasity Esparza

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

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

February 5, 2025

2nd Notice

VIA FIRST CLASS and CERTIFIED MAIL, RETURN RECEIPT R

Nora A. Harvey
8610 Bristlecone St.
San Antonio, Tx 78240

Re: Case Number:33337; Notice of Substandard Building at 1207 East Park Avenue, Palestine Tx.
Parcel ID 32668; Micheaux Park Block 13 Lot 5&6.

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: February 27, 2025
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 1988 5408 75

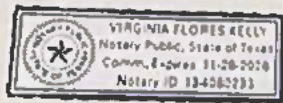
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PALESTINE, TX
FEB 6 2025
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USPS 75601-9998

2/7/2025
I, Noen A Harvey authorize
Norma Bryant to get a demolition
permit for my house on
1207 E. Park Ave, Palestine, Texas
Any questions please call me
at 210-288-3558

NORA A HARVEY

N A Harvey



Virginia Flores Kelly
2-7-2025

