

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, September 25, 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, Commissioners Jason Stephens, George Torma, and Isaac Wynn.

Staff present: Planning Tech Susan Davis, City Manager Admin Casey DeBord, Fire Marshal Edward Clayton, and HPO/Admin Chasity Esparza.

Commissioners absent: Kurt Herrington, David Mattauer, and James Giles.

CALL TO ORDER

With a quorum present, Chair Mark Henderson called the meeting to order at 4:10 p.m.

PROPOSED CHANGES OF AGENDA ITEMS

None.

PUBLIC COMMENTS

None.

CONFLICT OF INTEREST DISCLOSURES

None.

DIRECTOR'S REPORT

Development Services monthly report will be included in the agenda packet.

APPROVAL OF MINUTES

Commissioner Torma made a motion, seconded by Commissioner Wynn, to approve minutes from the August 28, 2025. Upon vote, motion carried unanimously 4-0.

DISCUSSION AND ACTION ITEMS

1. Discussion and consideration concerning a vacant substandard structure located at 316 Callier Street.

Commissioner Stephens made a motion, seconded by Commissioner Torma to allow a 60-day extension for rehabilitation. Upon vote, the motion was unanimously approved 4-0.

2. Discussion and consideration concerning a vacant substandard structure located at 318 Callier Street.

Commissioner Stephens made a motion, seconded by Commissioner Wynn to allow a 60-day extension for rehabilitation. Upon vote, the motion was unanimously approved 4-0.

3. Discussion and consideration concerning a vacant substandard structure located at 105 Dogwood Street.

Planning Tech Davis presented a summary. Owner, Johnny Chambless, was in attendance and stated that the structure was inherited along with eleven other properties that need to be maintained, that the roof is in disrepair, there is mold and mildew inside, and several contractors agree that the best option is to demolish. A 90-day extension was requested to move furnishing out and try to sell to a developer who is interested in demo and dividing the property into two lots. Commissioner Wynn

made a motion, seconded by Commissioner Stephens to allow a 90-day extension. Upon vote, the motion was unanimously approved 4-0.

4. Discussion and consideration concerning a substandard structure located at 809 North Jackson Street.

Planning Tech Davis presented a summary including the issuance of a roofing permit but no work has been started, and the ownership history of the structure. Louis Giron was in attendance and stated that he no longer lives there, that items still in the house were offered to Cheri Godwin who purchased the property. Jessica Najera translated. HPO/Admin Esparza reported that Ms. Godwin called and reported that she is in the hospital outside of the country. Commissioner Wynn made a motion, seconded by Commissioner Stephens to allow a 30-day extension only but will vote to demolish next time brought before the commission. Upon vote, the motion was unanimously approved 4-0.

5. Discussion and consideration concerning a vacant substandard structure located at 413 Texas Avenue.

Planning Tech Davis presented a summary of the structure damaged by fire. Gerald Mims, the owner's son, attended meeting and stated that he is trying to get power of attorney from his mother so that he can demolish the structure, but that his mother thinks the house can be repaired. Commissioner Stephens made a motion, seconded by Commissioner Wynn to allow a 30-day extension to allow time to convince mother to proceed with demolition. Upon vote, the motion was unanimously approved 4-0.

6. Discussion and consideration concerning a vacant substandard structure located at 812 Louisiana Street.

Planning Tech provided a summary. HPO/Admin Esparza confirmed that she spoke with the owner by telephone and that he was aware of the meeting. Commissioner Wynn made a motion, seconded by Commissioner Stephens to bid the structure for demolition. Upon vote, the motion was unanimously approved 4-0.

7. Discussion and consideration concerning an incomplete substandard structure located at 108 Elmwood Court.

Planning Tech Davis provided a summary. Commissioner Stephens made a motion, seconded by Commissioner Torma to bid the structure for demolition. Upon vote, the motion was unanimously approved 4-0.

8. Discussion and consideration of the adoption of the 2021 International Building Code, 2021 International Fire Code, 2021 Existing Building Code, 2021 International Residential Code for One and Two-Family Dwellings, 2021 Mechanical Code, 2021 International Plumbing Code, 2021 International Property Maintenance Code, 2021 International Fuel Code, and the 2021 International Pool and Spa Code with proposed amendments.

A summary was provided on the current state of the fire code and relevant updates. Fire Marshal Edward Clayton recommended adoption of the 2021 International Fire Code (IFC) with amendments, noted that there are approximately eleven amendments in the IFC that would impact the International Building Code (IBC), and adoption of the IFC without the IBC would be impractical. Fire Marshal Clayton recommended repealing the 1995 Ordinance amendment concerning the Central Business District/Downtown Historic District that previously set minimum sprinkler requirements, written by stakeholders to establish minimum safety standards. Commissioner Wynn stressed that historic buildings should not receive special treatment or exemptions from fire code compliance. The

Commission discussed using 2024 as a transition year to review and implement necessary changes and amendments before full adoption.

Commissioner Torma made a motion, seconded by Commissioner Wynn to adopt the 2021 International Fire Code (IFC) with amendments and remove Ordinance O-13-95. Upon vote, the motion was unanimously approved 4-0.

Commissioner Stephens made a motion, seconded by Commissioner Wynn to table remaining codes for further review by staff. Upon vote, the motion was unanimously approved 4-0.

9. Discussion and consideration of amendments to the 2023 National Electric Code.

Commissioner Wynn made a motion, seconded by Commissioner Stephens to table remaining codes for further review by staff. Upon vote, the motion was unanimously approved 4-0.

10. Discussion and consideration of amending Chapter 22, Article III, Building and Building Codes, Electricity, related to license requirements and supervision.

Chair Henderson reported receiving information that some apprentices are operating work trucks independently, which is a violation of State law. It was noted that most municipalities require a minimum of a licensed journeyman to be present and responsible on job sites. Standard industry practice requires that an apprentice work under the direct supervision of a licensed journeyman or master. "Direct supervision" means on-site oversight, not merely remote approval such as sending a picture to a supervisor. The Commission discussed the need to clarify that only licensed journeymen or masters may legally operate work trucks or supervise jobs. Emphasis was placed on reinforcing compliance to protect public safety and uphold professional standards. Commissioner Wynn made a motion, seconded by Commissioner Stephens table the item for further discussion or review. Upon vote, the motion was unanimously approved 4-0.

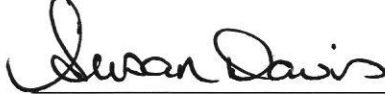
ADJOURN

With no other business to come before the Board, Commissioner Stephens made a motion, seconded by Commissioner Torma, to adjourn the meeting at 5:09 p.m., meeting was adjourned.

PASSED AND APPROVED THIS 23rd DAY OF OCTOBER 2025.


Mark Henderson, Chairman

ATTEST:


Susan Davis, Planning Tech