



**BUILDING ADVISORY AND APPEALS BOARD**  
**CITY HALL - COUNCIL CHAMBERS, 300 W. MAIN STREET**  
**MONDAY, NOVEMBER 07, 2022 AT 6:00 PM**

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**AGENDA**

The meeting will be held at City Hall Council Chambers, 300 W. Main St, Grand Prairie, Texas. Some or all of the board members may participate remotely via video conference.

**CALL TO ORDER**

**EXECUTIVE SESSION**

*The Building Advisory and Appeals Board may conduct a closed session pursuant to Chapter 551, Subchapter D of the Government Code, V.T.C.A., to discuss Section 551.076 "Deliberations Regarding Security Devices or Security Audits." - Board Evacuation Plan*

**AGENDA ITEMS**

1. Approval of Minutes for August 1, 2022 BAAB
2. Discussion of compliance with prior Board Orders related to the following properties:
  - 4401 Sierra Dr., Grand Prairie, Texas
  - 1805 Willow Street, Grand Prairie, Texas
  - 602 NE 19<sup>th</sup> Street, Grand Prairie, Texas
3. Hearing concerning the alleged Substandard/Dangerous Structure located at 2110 Montana Trail
4. Hearing concerning the Nuisance Determination for the property located at 3644 Bluegrass Drive
5. Presentation: Open Meetings Act
6. Presentation: Nuisance Abatement Process

**CITIZEN COMMENTS**

*Citizens may speak during Citizen Comments for up to five minutes on any item not on the agenda by completing and submitting a speaker card.*

**ADJOURNMENT**

The Grand Prairie City Hall is accessible to people with disabilities. If you need assistance in participating in this meeting due to a disability as defined under the ADA, please call 972-237-8296 or email [kwilkinson@gptx.org](mailto:kwilkinson@gptx.org) at least three (3) business days prior to the scheduled meeting to request an accommodation.

*Certification*

*In accordance with Chapter 551, Subchapter C of the Government Code, V.T.C.A, the Building Advisory and Appeals Board agenda was prepared and posted prior to 11:00am prior to November 4, 2022.*

A handwritten signature in black ink that reads "Karen Wilkinson". The signature is written in a cursive style with a large initial "K".

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*Karen Wilkinson, Admin Supervisor*



**CITY OF GRAND PRAIRIE  
COMMUNICATION**

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**MEETING DATE:** 11/07/2022

**REQUESTER:** Karen Wilkinson, Administrative Supervisor, BAAB Liaison

**PRESENTER:** Allan Brown, Code Compliance Field Supervisor

**TITLE:** Approval of Minutes for August 1, 2022 BAAB

**RECOMMENDED ACTION:** Approve

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**BUILDING ADVISORY AND APPEALS BOARD**  
**CITY HALL - COUNCIL CHAMBERS, 300 W. MAIN STREET**  
**MONDAY, AUGUST 01, 2022 AT 6:00 PM**

## MINUTES

### CALL TO ORDER

*Chairperson Wendell Davison called meeting to order at 6:01pm*

#### PRESENT

*Steve Collins  
 Greg Wiggins  
 Janie Mendez-Adhikari  
 Robert Adame  
 Sharon Dehnert  
 Starling Oliver  
 Wendell Davidson  
 Valerie Hernandez*

### EXECUTIVE SESSION

*There was no Executive Session.*

### AGENDA ITEMS

1. Minutes of the Monday, February 7, 2022 BAAB

Motion made by Oliver, Seconded by Adame.

Voting Yea: Collins, Wiggins, Mendez-Adhikari, Adame, Dehnert, Oliver, Davidson, Hernandez

#### APPROVED

2. Hearing concerning the Nuisance Determination for the property located at 4401 Sierra Dr

*Code Field Supervisor Allan Brown begins the power point presentation for this property. Issues include: accumulation of rubbish, dilapidated fence, and outside storage.*

*Board Member Collins made the motion to repair or replace dilapidated fence within fourteen days but then withdrew his motion after further review.*

*Staff Recommendation Order includes the following: Abate the nuisance by removing or repairing the fence and removing all outside storage and accumulations of trash, rubbish, and debris from the property within thirty (30) days of the date of this Order in accordance with all applicable laws. Should the owner fail to comply with the Order and timely abate the nuisance as described above, the city is authorized, at its discretion and the owner's expense, to cause*

*the nuisance to be abated by city forces or private contract. The city is further authorized to recover expenses the city incurs while abating the nuisance through the placement of a lien in accordance with applicable law.*

*Motion made by Oliver, Seconded by Adame to adopt staff's recommended findings and order with the amendment that the time to comply be reduced to fourteen (14) days.*

*Voting Yea: Collins, Wiggins, Mendez-Adhikari, Adame, Dehnert, Oliver, Davidson, Hernandez*

**APPROVED**

3. Hearing concerning the Nuisance Determination for property located at 1805 Willow Street

*Code Field Supervisor Allan Brown begins the power point presentation for this property. Issues include: trash/debris and outside/open storage.*

*Staff Recommendation Order includes the following: Abate the nuisance by removing all accumulation of trash, rubbish, brush, or debris and outside storage from the property within Ten (10) days of the date of this Order in accordance with all applicant laws. Should the owner fail to comply with the Order and timely abate the nuisance as described above, the city is authorized, at its discretion and the owner's expense, to cause the nuisance to be abated by city forces or private contract. The city is further authorized to recover expenses the city incurs while abating the nuisance through the placement of a lien in accordance with applicable law.*

*Motion made by Collins, Seconded by Adame to adopt staff's recommended findings and order.*

*Voting Yea: Collins, Wiggins, Mendez-Adhikari, Adame, Dehnert, Oliver, Davidson, Hernandez*

**APPROVED**

4. Hearing concerning the Nuisance Determination for property located at 602 NE 19<sup>th</sup> Street

*Code Field Supervisor Allan Brown begins the power point presentation for this property. Issues include: accumulation of trash and debris, outside/open stored items and sight obstruction.*

*Staff Recommendation Order includes the following: Abate the nuisance by removing all outside storage and accumulation of trash, rubbish, and debris from the property and removing the shrubbery creating a sight obstruction or trimming it to a height of no more than 30 inches within Ten (10) days of the date of this Order in accordance with all applicable laws. Should the owner fail to comply with the Order and timely abate the nuisance as described above, the city is authorized, at its discretion and the owner's expense, to cause the nuisance to be abated by city forces or private contract. The city is further authorized to recover expenses the city incurs while abating the nuisance through the placement of a lien in accordance with applicable law.*

*Motion made by Oliver, Seconded by Hernandez to adopt staff's recommended findings and order.*

*Voting Yea: Collins, Wiggins, Mendez-Adhikari, Adame, Dehnert, Oliver, Davidson, Hernandez*

**APPROVED**

**CITIZEN COMMENTS**

*There were no citizen comments.*

*Assistant City Attorney Tiffany Bull announced the departure of Assistant City Attorney Patrick Wilson and introduced Assistant City Attorney Akeem Ayinde.*

**ADJOURNMENT**

*Vice-Chairperson Janie Mendez-Adhikari adjourned the meeting at 6:48 p.m.*

*The foregoing minutes were approved at the November 7, 2022, Building Advisory & Appeals Board Meeting.*

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*Wendell Davidson, Chairperson*



**CITY OF GRAND PRAIRIE  
COMMUNICATION**

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**MEETING DATE:** 11/07/2022

**REQUESTER:** Karen Wilkinson, Administrative Supervisor, BAAB Liaison

**PRESENTER:** Allan Brown, Code Compliance Field Supervisor

**TITLE:** Discussion of compliance with prior Board Orders related to the following properties:

- 4401 Sierra Dr., Grand Prairie, Texas
- 1805 Willow Street, Grand Prairie, Texas
- 602 NE 19<sup>th</sup> Street, Grand Prairie, Texas

**RECOMMENDED ACTION:** None

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**SUMMARY:**  
Staff will be providing update on compliance with prior Board orders related to the listed properties. This is for discussion only. If the board wishes to take action in relation to a particular property, the Board may direct staff to notify the interested parties and place the property on a future agenda as an action item.



## CITY OF GRAND PRAIRIE COMMUNICATION

**MEETING DATE:** 11/07/2022

**PRESENTER:** Allan Brown, Code Enforcement Supervisor

**TITLE:** Hearing concerning the alleged Substandard/Dangerous Structure located at 2110 Montana Trail

**RECOMMENDED ACTION:** Adopt Staff's Recommended Findings and Orders

### SUMMARY:

On September 30, 2022, Code Officers conducted an inspection of 2110 Montana Trail, Grand Prairie, TX 75052 and found the property had trash, debris, litter, and rubbish scattered about the property. A rear window at the property was broken and covered with a board. The garage door on the attached garage was broken and stuck in the upright position and not secured. After notice was given to the tenants concerning the trash and debris in the yard, the outside of the premises was cleaned up and the tenants have vacated the property. A violation letter was mailed to the owner of the property directing the owner to repair the broken window and to secure and repair the garage door on June 30, 2022. An extension request was submitted by the owner on July 7, 2022 and was granted by the code officer to complete repairs by August 15, 2022.

To this date the property remains in the same condition and none of the repairs have been made and the garage door remains unsecured.

### ENFORCEMENT HISTORY:

- A violation letter was mailed to the property owner requiring repair of the broken window and garage door on June 30, 2022.
- An extension request was granted on July 7, 2022.

### CONCERNS:

- Broken rear window
- Broken garage door stuck in the upright position and not secured



**STAFF'S RECOMMENDED FINDINGS:**

- In accordance with applicable law, notice of this hearing was given to the owner of the property located at 2110 Montana Trail, (the "Property").
- The house located on the Property ("the Structure") is dilapidated.
- The Structure has a broken rear window and the garage door on the attached garage is broken and not secured.
- The owner was previously given notice to repair the window and garage door and has failed to do so.
- The Structure is a substandard structure as that term is defined in Grand Prairie Code of Ordinances Section 29-18 (7.b and 16.d).
- The Structure is a dangerous structure as that term is defined in Grand Prairie Code of Ordinances Section 29-28 (17)

**STAFF'S RECOMMENDED ORDERS:**

- Owner shall ensure the Structure is repaired, removed, or demolished, in accordance with applicable law, within thirty (30) days of the date of this order.
- Owner shall keep the Structure secure from entry until the Structure is in compliance with applicable law.
- Any person having an interest in the Structure may repair, remove, or demolish the Structure at such person's own risk to prevent the acquiring of a lien against the land upon which the Structure stands.
- Should the Owner fail to comply with the order, the City is authorized, at its discretion, to repair, remove, or demolish the structure and any accessory required to be demolished at the owner's expense or, in the alternative, assess a civil penalty in the amount of one thousand dollars (\$1,000) per day for each day that the structure continues to be in violation.
- Any expenses owed to the City by the Owner will be billed to the Owner. Failure to pay the charges will result in a lien placed on the property. Such costs, penalties, or expenses shall accrue interest at a rate of ten percent (10%) per annum. The City shall have all remedies provided by law to recover money owed the City, including the right to place a lien on the property, unless it is a homestead protected by the Texas Constitution.
- Any subsequent purchaser of the property is required to comply with this order.

**INTERESTED PARTIES:**

Freda Deknight Wilson  
 5707 Alicante Drive  
 Arlington, TX 76017



## CITY OF GRAND PRAIRIE COMMUNICATION

**MEETING DATE:** 11/07/2022

**PRESENTER:** Allan Brown, Supervisor, Code Compliance

**TITLE:** Hearing concerning the Nuisance Determination for the property located at 3644 Bluegrass Drive

**RECOMMENDED ACTION:** Adopt Staff's Recommended Findings and Orders

### SUMMARY:

The owner of this property, a vacant lot, at 3644 Bluegrass Drive purchased the lot in June of 2022 and began clearing the lot of trees and began to bring in fill dirt. The owner had intended to build on the lot but began the clearing and fill without obtaining any necessary permits, so a "Stop Work" order was issued. Since that time, the owner has not taken any action. On September 13, 2022, Code Officer James Simmons inspected the property and found the owner was allowing the accumulation of trash, rubbish, debris, and brush upon the property in violation of Section 29-73 of the Grand Prairie Code of Ordinances. The owner was directed to clean the property and remove the brush and other items by September 27, 2022 and he has failed to do so. The City has received a citizen complaint concerning the trash, rubbish, and debris.

### ENFORCEMENT HISTORY:

- A violation letter was mailed to the property owner on September 13, 2022.

### CONCERNS:

- Accumulation of trash, rubbish, debris, and brush

### STAFF'S RECOMMENDED FINDINGS:

- The owner of the property located at 3644 Bluegrass Drive, ("the Property") was given notice of this hearing in accordance with applicable law.
- The owner is allowing accumulations of trash, rubbish, and debris in the front portion of the Property;
- The owner was previously given notice to remove all accumulation of trash, rubbish, brush, and debris from the Property;
- The owner has failed to remove all accumulation of trash, rubbish, brush, and debris from the Property;
- The presence of the trash, rubbish, brush, and debris upon the Property is a nuisance and violation of Sections 29-73 and 29-68 of the Grand Prairie Code of Ordinances.

### STAFF'S RECOMMENDED ORDERS:

- Abate the nuisance by removing all outside storage and accumulations of trash, rubbish, and debris from the Property within TEN (10) days of the date of this Order in accordance with all applicable laws.
- Should the Owner fail to comply with the order and timely abate the nuisance as described in this Order, the City is authorized, at Its discretion and the Owner's expense, to cause the nuisance to be abated by City forces or private contract.
- The City is further authorized to recover expenses the City incurs while abating the Nuisance through the placement of a lien on the Property in accordance with applicable law.

**INTERESTED PARTIES:**

Refugio Salazar  
1917 Hughes Avenue  
Fort Worth, TX 76105



**CITY OF GRAND PRAIRIE  
COMMUNICATION**

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**MEETING DATE:** 11/07/2022

**PRESENTER:** Tiffany Bull, Assistant City Attorney

**TITLE:** Presentation: Open Meetings Act

**RECOMMENDED ACTION:** None

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**CITY OF GRAND PRAIRIE  
COMMUNICATION**

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**MEETING DATE:** 11/07/2022

**PRESENTER:** Chad McGowan, Code Manager/Tiffany Bull, Assistant City Attorney

**TITLE:** Presentation: Nuisance Abatement Process

**RECOMMENDED ACTION:** None

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