

# **BUILDING STANDARDS BOARD MINUTES**

**PANEL A  
Thursday, October 5, 2023**

The Building Standards Board Panel A convened in a regular meeting on Thursday, October 5, 2023, at the One Stop Center, located at 1901 S. Alamo Street, San Antonio, TX 78204.

Chairman Ms. Brown called the meeting to order at 9:14 a.m.

Board Members Present: Ms. Brown, Chair; David Garza; Paul Hernandez; Robert Tapia; Fred Andis (Panel B Board Member)

Staff Support: Jenny Ramirez, Code Enforcement Manager, Development Services Department, Code Enforcement Section; Judy Croom, Sr. Administrative Assistant, Development Services Department, Code Enforcement Section; Jennifer Martinez, Administrative Assistant II, Development Services Department, Code Enforcement Section; Esther Ortiz, Development Services Specialist I, Development Services Department, Code Enforcement Section

Legal Representation: Eric Burns

Worldwide Languages Representatives: Dina Perez and Erika Montero

## **Approval of Minutes**

The minutes from the meeting of September 7, 2023 were approved by Fred Andis. David Garza seconded the motion. The minutes were approved.  
4-0-1 vote. (Abstain: Ms. Brown)

***Item #2 – Emergency Demolition #INV-DPE-INV23-2910000386                      464 E. Mitchell St.  
Owner: KKN Residential Real Estate Holdings LLC.***

464 E. Mitchell St., Emergency Demolition was read into the record. Jenny Ramirez, Code Enforcement Manager, presented to the board.

***Item #3 – Emergency Demolition #INV-DPE-INV23-2910000405                      811 Creighton Ave.  
Owner: Martinez Francisco & Petra***

811 Creighton Ave., Emergency Demolition was read into the record. Jenny Ramirez, Code Enforcement Manager, presented to the board.

***Item #4 – Dilapidated Structure Case #INV-DPI-23-2890000109                      7462 Timbercreek Dr.  
Owner: Furlong, Margaret W.***

7462 Timbercreek Dr. is a residential single-family structure. Bexar County Appraisal District shows that Furlong, Margaret W. is the title owner. The owner was not present to provide testimony. SAPD Officer, Garret Maurice, provided testimony. Oluwatoyin Alale, with Neighborhood and Housing Services Department, provided testimony. Khrystal Towne,

Dangerous Premises Officer, with the City of San Antonio Code Enforcement Section found that the property is a public nuisance meeting the definitions of a dangerous building found in City Code Article VIII, Section 6-157, for the main structure, sub-sections 1, 2, 8, 11, 12, 15, 17, and 18. All notices were issued as required with the first notice issued on May 12, 2023. Staff recommends demolition.

The Board found the property to be a public nuisance. A motion was made by Robert Tapia to demolish the main structure within 30 days. It is also ordered that the property be vacated and secured. It is further ordered that the property be free of trash and debris. It is further ordered that the utilities be disconnected. David Garza seconds the motion.

5-0-0 vote.

**Motion carries.**

***Item #5 – Dilapidated Structure Case #INV-BSB-INV-22-2900000912      134 Oklahoma St.  
Owner: Gutierrez, Encarnacion C. & Gloria C. Est. of c/o Juan G. Gutierrez Etal.***

134 Oklahoma St. is a residential single-family structure. Bexar County Appraisal District shows that Gutierrez, Encarnacion C. & Gloria C. Est. of c/o Juan G. Gutierrez Etal. is the title owner. The owner was not present to provide testimony. John Garza, Dangerous Premises Officer, with the City of San Antonio Code Enforcement Section found that the property is a public nuisance meeting the definitions of a dangerous building found in City Code Article VIII, Section 6-157, for the main structure, sub-sections 2, 5, 7, 8, 12, 15, and 17; for the accessory structure, sub-sections 2, 5, 7, 8, 12, 15, and 17. All notices were issued as required with the first notice issued on June 5, 2023. Staff recommends demolition.

The Board found the property to be a public nuisance. A motion was made by Paul Hernandez to demolish the main and accessory structure within 30 days. It is also ordered that the property be vacated and secured. It is further ordered that the utilities be disconnected. Fred Andis seconds the motion.

5-0-0 vote.

**Motion carries.**

***BSB Guidelines, Policies and Procedures  
Administrative Items***

Judy Croom, BSB Liaison, Development Services Department, updated the board on the BSB Membership Breakdown. Panel A members, Jesse Zuniga was re-appointed to the BSB on August 3<sup>rd</sup>. Paul Hernandez was appointed on August 31<sup>st</sup> and represents District 7. The following panel B members have been re-appointed, Dr. Erlinda Lopez-Rodriguez was re-appointed on May 18<sup>th</sup>. Kayla Miranda was re-appointed on August 3<sup>rd</sup>. Dewayne Nelson and Fred Andis were both re-appointed on August 31<sup>st</sup>. Joel Solis was appointed on August 3<sup>rd</sup> and represents District 10. The BSB has one vacancy, which is the At-Large position. We have been working City Clerk's for the vacancy and we currently have a press release on social platforms seeking applicants for that position. If you do know anybody in the community that would like to apply for the BSB, please point them to the social platforms, LinkedIn, Facebook, or also the City Clerk's Office webpage.

Fred Andis asked if a CPS representative will be present at the full board meeting.

Jenny Ramirez, Code Enforcement Manager, responded that she will reach out to CPS but, she cannot guarantee that a CPS representative will be present at the full board meeting since they are not a city department.

**The board is adjourned by unanimous consent.**

**Meeting Adjourned at 10:23 a.m.**