

Bristol Tennessee Better Property Board
Meeting Minutes
August 25, 2022
5:00 PM

Municipal Annex Building
104 8th St.

Members Present:

Pamela Offield, Chairwoman
Randall Cook, Vice-Chairman
Lonnie Barrett, Secretary
Pamela Ley
John Taylor

Staff Present:

Cherith Young, Director of Community Development
and Planning
Cari Seaton, Staff Attorney
Karl Cooler, Code Administrator
Bretta Morenings, Secretary

I. CALL TO ORDER

Pamela Offield called the Bristol Tennessee Better Property Board meeting to order at 5:00 PM Thursday, August 25, 2022. A roll call was performed and a quorum was declared.

II. APPROVAL OF MINUTES

Mrs. Offield questioned the “rescind the complaint” terminology used in last month’s minutes as related to the property located at 112 Ruth Street and requested “close the file due to completion of work” be used moving forward to maintain consistency with the documentation and terminology used in prior years.

Lonnie Barrett motioned to approve minutes from the July 28, 2022 meeting provided Mrs. Offield’s aforementioned amendments were upheld. John Taylor seconded the motion. The vote in favor was unanimous.

III. PRELIMINARY INVESTIGATIONS

813 Leona Street

Mr. Cooler presented images of the dilapidated property and stated it went through several tax sales during the last six years but received no bids. After it failed to sell, it was purchased by a neighbor approximately two years ago but no apparent repairs were made. Staff requested that a public hearing be held during next month’s meeting. Mrs. Offield questioned the property taxes - they were in the \$200 range until 2016 when they decreased to the \$60s. Mr. Cooler stated the tax assessment decreased as the property was vacant and then dilapidated. Randall Cook motioned to have a public hearing next month due to unsafe structure, conditions, collapsed roof, etc. John Taylor seconded the motion. The vote in favor was unanimous.

IV. PUBLIC HEARING

Mr. Cooler advised the board that several hearings were pending litigation but would be resurfacing soon.

V. TRASH AND DEBRIS

A. None

VI. OLD BUSINESS

A. None

VII. PROGRESS REPORT

A. 1133 Anderson St

James Mottern, the contractor representing the property, discussed the challenges he encountered with the property owner, as well as nationwide shortages of windows. Mr. Mottern stated he and the property owner agreed on heating/cooling units (one 2.5-ton unit and two mini-split units) versus the owner's desired window units. He anticipates the installation process to commence the week of 8/29/22. Mr. Mottern stated the property owner agreed to remove a dead tree at the back left of his property that was in danger of falling on the neighbor's house. Mr. Mottern also confirmed the windows had been replaced.

Mr. Cooler asked Mr. Mottern to estimate a completion date for the exterior of the home. Mr. Mottern approximated 2 - 2.5 weeks. Mr. Cooler presented images of the property and informed the board that Kim Lester typically takes photographs the day of/before the meeting so the board has the most current imagery of the properties discussed. The photos presented during the meeting were taken last week and did not reflect the current condition of the property. Mr. Mottern stated the property/supplies were cleaner than what was depicted in the photographs.

Mrs. Offield asked if the property would be converted back into apartments. Mr. Mottern replied it would be converted into 3 units for an Airbnb. Mr. Cooler advised Mr. Mottern that the property was zoned R2 (long-term occupancy) and an Airbnb was similar to a hotel. He stated the property owner must speak with Codes Enforcement and Planning before moving forward due to zoning restrictions and additional regulations that accompany short-term occupancy.

Ms. Offield questioned if the property owner had the financial means to back this project. Mr. Mottern stated that finances were not an issue and reiterated the exterior of the property would be completed in two weeks. Mr. Cooler asked Mr. Mottern if he would like to wrap up the project and submit a final progress report/close the case in September versus October. Mr. Mottern said it was up to the City.

John Taylor motioned to have the progress report submitted for the September 22, 2022 meeting due to the completion of work on the exterior of the property. Pamela Ley seconded the motion. The vote in favor was unanimous.

B. 124 16th St.

Mr. Cooler stated Staff continues to work with the new owner. The exterior is completed and well maintained. The interior is progressing well. Permitting is good. He stated every time Staff performs a successful inspection, it extends the permit expiration by 180 days. He advised the board they could close the file if they deemed it appropriate to do so based on the information he presented.

Pamela Ley motioned to close the file due to the completion of work on the exterior of the property at 124 16th St. Randall Cook seconded the motion. The vote in favor was unanimous.

C. 1200 Broad St.

Mr. Cooler reiterated the photos presented were taken the previous week and the project is progressing well. He suggested closing this file unless the board wanted to wait until there was straw/seed and grass present.

Lonnie Barrett motioned to close the file due to the completion of the demolition of the structure. John Taylor seconded the motion. The vote in favor was unanimous.

D. 514 Queen St.

Mrs. Offield inquired about the birds nesting inside the property preventing progress from being made to the exterior. Mr. Cooler was not aware of the situation and stated Staff was not able to maintain active contact with the owner. He then presented Kim Lester's notes that stated if the work was not completed by 8/25/22 Staff would incentivize the schedule with a \$50/day fine through the court system. He then suggested the board reassess the property in 90 days to allow the court to make a judgment. Ideally, a progress report will be submitted by the 12/1/22 meeting.

Randall Cook motioned to have a progress report due to the board during the December 1, 2022 meeting due to the property owner not completing the work as requested by the city and to allow for additional time for the court process to take effect. Lonnie Barrett seconded the motion. The vote in favor was unanimous.

Randall Cook motioned to cancel the scheduled meetings in the fourth week of November and December due to the holidays in favor of a combined meeting to be held on December 1, 2022. John Taylor seconded the motion. The vote in favor was unanimous.

VIII. FUTURE PROGRESS REPORT

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| A. 1215 5 th St. | 9/22/22 |
| B. 102 E Cedar St. | 9/22/22 |
| C. 1105 Broad St | 9/22/22 |
| D. 310 Morris Street | 9/22/22 |
| E. 515.5 Queen Street | 9/22/22 |
| F. 902 Windsor Ave | 10/27/22 |
| G. 1300 Anderson St. | TBD Structure Fire |
| H. 2089 King College Rd. | TBD Litigation |

IX. ADJOURNMENT

Pamela Offield adjourned the meeting at 5:25 PM.


Chairwoman, Pamela Offield