



**MEETING MINUTES
PROPERTY STANDARDS AND APPEALS BOARD
CITY OF LANCASTER, TX
REGULAR MEETING
PUMP STATION
1999 N. JEFFERSON
WEDNESDAY, AUGUST 1, 2012, 5:30 P.M.**



**Staff Present: Jim Brewer, Asst. Director of Public Works and Development Svcs.
Larry King, Building Official
Delilah Mendoza, Office Manager
Marisa Coddington, Permit Technician
Ricky Mendez, Building Inspector**

Present: Cassandra Andrews, Richard Wilson, Sue Wyrick, Mark Larson and Carolyn Morris

Absent: Carlon Terry

The meeting was called to order by Chair Andrews at 5:36 p.m.

CONSENT AGENDA

MARISA CODDINGTON ADMINISTERED THE OATH OF OFFICE FOR THE PRESENT BOARD MEMBERS.

A MOTION WAS MADE BY CASSONDRA ANDREWS, SECONDED BY SUE WRYICK TO ELECT CASSONDRA ANDREWS AS CHAIR.

MOTION PASSED 5-0

A MOTION WAS MADE BY SUE WYRICK, SECONDED BY CASSONDRA ANDREWS TO ELECT RICHARD WILSON AS VICE-CHAIR.

MOTION PASSED 5-0

A MOTION WAS MADE BY SUE WYRICK, SECONDED BY MARK LARSON TO APPROVE THE SEPTEMBER 8, 2010, MINUTES AS PRESENTED.

MOTION PASSED 4-0 CAROLYN MORRIS ABSTAINED

A MOTION WAS MADE BY MARK LARSON, SECONDED BY SUE WYRICK TO APPROVE THE JUNE 1, 2011, MINUTES AS PRESENTED.

MOTION PASSED 4-0 CAROLYN MORRIS ABSTAINED

PUBLIC HEARING

08-01-2012-01 Conduct a Public Hearing and Consider a recommendation to issue an order of demolition of all structures located at 4383 Percy St.

**Building Official Larry King presented background information on the case.
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A MOTION WAS MADE BY MARK LARSON SECONDED BY CAROLYN MORRIS TO CLOSE THE PUBLIC HEARING.

MOTION PASSED, 5-0.

A MOTION WAS MADE BY CAROLYN MORRIS SECONDED BY RICHARD WILSON TO AFFIRM THE ORDER FOR DEMOLITION.

MOTION PASSED, 5-0.

08-01-2012-02 Conduct a public hearing and consider a recommendation to issue an order of demolition of all structures located 1314 Roan Dr.

Building Official Larry King presented background information on the case.

A MOTION WAS MADE BY CAROLYN MORRIS, SECONDED BY SUE WYRICK TO CLOSE THE PUBLIC HEARING.

MOTION PASSED, 5-0.

A MOTION WAS MADE BY MARK LARSON, SECONDED BY RICHARD WILSON TO AFFIRM THE ORDER FOR DEMOLITION.

MOTION PASSED, 5-0

Discuss and consider changing the meeting time for the Property Standards and Appeals Board.

A MOTION WAS MADE MY MARK LARSON, SECONDED BY CAROLYN MORRIS TO CHANGE THE MEETING TIME TO 6:00 PM ON THE FIRST WEDNESDAY OF THE MONTH.

MOTION PASSED 5-0.

ADJOURNMENT

A MOTION WAS MADE BY SUE WYRICK SECONDED BY CASSONDRA ANDREWS TO ADJOURN THE MEETING AT 6:17 P.M.

MOTION PASSED, 5-0

APPROVED:

ATTEST:

Cassandra Andrews, Chair

Delilah Mendoza, Board Secretary