

Minutes of Meeting
Newton Building Trades Board
Public Works Conference Room
1700 North 4th Avenue West
Newton, IA 50208

July 1, 2021

ROLL CALL

COMMISSIONERS PRESENT: Yeager, Topp, Otto, Decker

COMMISSIONERS NOT PRESENT: DePenning

STAFF AND OTHERS PRESENT: Erin Chambers, Community Development Director
Mel Duncan, Building Official
Brian Dunkelberger, City Planner
Jason Van Ausdall, Iowa Inspections
Cade Farver
Graham Sullivan
Allison Christy

An electronic meeting was held because a meeting in person is impossible or impractical due to concerns for health and safety of commission members, staff and the public due to Covid-19. A quorum being present meeting was called to by Board Chair Otto at 12:00 pm.

Review of Minutes from Previous Meeting

Previous meeting minutes, Mach 24, 2021, were reviewed and approved unanimously. **Motion** by Topp, **second** by Yeager, 4-0.

Rental Housing Appeal: 502 East 12th Street South

Dunkelberger reviewed role of the Building Trades Board on the matter of rental appeals.

Chair Otto ask Van Ausdall to review his findings on the property. Van Ausdall reviewed the memorandum prepared by Iowa Inspections and provided in the packet. Van Ausdall noted the subject property is a good property generally speaking.

Yeager asked for further discussion of item #5 in the memorandum. Cole Farver, property owner, interjected. He noted is concern that he received the list of issues by a note from his tenant with the rent check. He also noted concern that a it is too difficult for a landlord to ensure the tub is well draining all of the time.

Otto asked how the tub drain was tested. Van Ausdall stated all fixtures are tested and called this one out as a slow drain and noted the fixture (drain) needs to operate as it should.

Dunkelberger requested Van Ausdall to explain when a 2nd inspection is necessitated. Van Ausdall stated that if there are just a couple items that are not life safety, he accepts pictures sent (via text or email). When more than 3 issues are found, typically triggers reinspection.

There was continued discussion regarding the issues found during the inspection including issues found with Unit B, which was not supposed to be part of the inspection. Farver (landlord) was not present for the inspection. Neither the inspector or the tenant knew that Unit B was not to be inspected.

Otto summarized:

- On the matter of the 1st objection, the siding is taken care of.
- On the matter of 2 and 4, they need not apply to today's meeting as they are part of Unit B.
- Items 1, 3, and 5 are applicable to today's discussion.

Motion by Decker, **Seconded** by Yeager to deny the appeal request, but to not require a reinspection noting that issues 2, 3, and 4 are not applicable.

There was discussion by the board regarding a timeline. Topp suggested October 15th as a amendment to the motion.

Decker and Yeager agreed to the following amended motion:

Motion by Decker, **Seconded** by Yeager to deny the appeal request, but not to require a reinspection noting that issues 2, 3, and 4 are not applicable; and requiring landlord to resolve the matters identified in 1, 3, and 5 by October 15, 2021, **unanimous approval**.

D&D 2.0 Grant: 512 East 19th Street South

Chambers reviewed the purpose of the D&D 2.0 program and the goal of elevating the degree or level improvements to be made by the private sector.

Sullivan, applicant, reviewed the project and estimated project costs. She noted that she wasn't sure which elements belonged with what program areas.

There was discussion among the board, and it was determined that the proposal needed some revision and clarifications.

Motion by Yeager to request the applicant to revise the proposal and resubmit, **Seconded** by Topp, **unanimous approval**.

[Decker leaves the meeting at 12:52 pm]

D&D 2.0 Grant Review: 500 1st Avenue West

Christy, applicant, reviewed the submitted materials for the rehabilitation of the four-plex conversion at 500 1st Avenue West. Topp noted the historic nature of the property. Christy discussed the desire to maintain the historic nature of the property and that they want to do repair and rehabilitate the existing siding and paint.

The board and applicant discussed the carriage house. The applicant has no plans regarding the carriage house at this time. Topp noted that there is a lot of work and not much requested in terms of grant funds, particularly noting cabinetry, interior finishes and millwork.

Christy noted that they are phasing the rehabilitation of the whole project and thus they are phasing their grant requests.

Yeager asked for more clarity on the HVAC sytem.

Christ stated that she was confident with the roofing and exterior treatment grant requests.

Motion by Topp to approve the proposal for exterior treatment, roofing, windows and plumbing with all other project areas to be submitted and reviewed at a later date, **Seconded** by Yeager, **unanimous approval**.

Meeting Adjourned at 1:21 pm.