



**MINUTES**  
City of Dickinson  
**BUILDING STANDARDS COMMISSION**

**September 25, 2023**

The Dickinson Building Standards Commission met in a duly called and announced Regular Meeting on **Monday, September 25, 2023**, at **6:00 PM** in the Council Chamber located at 4403 Highway 3, Dickinson, Texas 77539 for the purpose of considering the following numbered items:

**ITEM 1.) CALL TO ORDER AND CERTIFICATION OF A QUORUM**

Chairperson Reggie Taylor called the meeting to order at **6:02 P.M.**

Yvonne Briscoe, Dickinson Senior Planner, called roll and a quorum was verified.

Commissioners present were as follows: Susan Wilcox, Garland Copelin, James Ayers, Reggie Taylor.

**ITEM 2.) ANNOUNCEMENTS AND PRESENTATIONS**

2.A Receive a report from City staff.

Ms. Yvonne Briscoe reported to the Commission about the following subjects:

- Recent Board of Adjustment and Building Standards Commission member update,
- Recent City Council actions,
- Recent Unified Land Development Code Update activities.

**ITEM 3.) PUBLIC COMMENTS**

Members of the public are invited to give comments at this time, lasting not longer than 3 minutes. Comments may be general in nature or may address a specific agenda item, and should be directed at the entire Commission, not individual members of the Commission or staff. Any speaker making personal attacks or using vulgar or profane language shall forfeit his/her remaining time and shall be seated. In compliance with the Texas Open Meetings Act, the Commission may not deliberate.

Chairperson Reggie Taylor read the procedures for public comments.

Mr. Wayne Dolcefino spoke providing an update to their investigation of Creekside. There was incorrect information provided.

Mr. Scott Schrader voiced concern about the transparency of the information being provided by the City, and the high turnover of City employees.

Mr. Victor Gonzales declined the opportunity to speak.

**ITEM 4.) CONSENT AGENDA**

The following items are considered routine and will be enacted by one motion. There will not be a separate discussion on these items unless a Commission member requests, in which event the item will be removed from the consent agenda and discussed after the consent agenda.

Commissioner Susan Wilcox requested item 4B to be removed from the consent agenda.

- 4.A Consideration and possible action on approving the minutes of the Building Standards Commission Meeting of **August 28, 2023**.

Garland Copelin motioned to Approve, and James Ayers seconded the motion.

**VOTE:**

4 AYES (Susan Wilcox, Garland Copelin, James Ayers, Reggie Taylor)

0 NAYS

**MOTION PASSED**

- 4.B Receive an update concerning **Order No. 2022-1221-003** and the property and structures located at **406 DEATS RD, DICKINSON, TX 77539** and legally described as **ABST 19 PERRY & AUSTIN SUR PT OF LOT 103 (0-2) DICKINSON ADDN D & LOTS 1 THRU 15,20,21 & PT OF LOTS 16,17 & 18 TALL TIMBERS SUB.**

Commissioner Susan Wilcox requested to table or abstain from any further business until Creekside legal concerns are resolved. The Building Standards Commission should not take any additional actions without additional information.

Commissioner Garland Copelin stated the actions taken by the Building Standards Commission have been completed. The Building Standards Commission is not part of enforcement. If an order needs to be enforced the required actions will reside with the City Council or Court.

**ITEM 5.) PUBLIC HEARING (S) AND ACTION ITEMS FROM PUBLIC HEARING(S)**

Chairperson Reggie Taylor read the procedures for public hearings.

- 5.A Conduct a public hearing concerning determination of substandard structure(s) for property located at **3415 Avenue H**, DICKINSON, TX 77539 and legally described as ABST 19 PERRY & AUSTIN SUR LOT 78 (78-1) CENTRAL PARK & MH 1975 14X74 GRN/WHT.

**PUBLIC HEARING:**

- Open Public Hearing
- Staff Presentation
- Property Owners or Designee Presentation
- Public Comments
- Property Owners or Designee Rebuttal
- Staff Rebuttal
- Adjourn Public Hearing

Chairperson Reggie Taylor opened the public hearing at **6:22 P.M.**

Mrs. Michelle Killebrew, BBG Consultant for the City, summarized the item. The property owner is in attendance tonight and has an active demolition permit.

Mr. Gonzales declined the opportunity to speak. There is no Property Owners or Designee Presentation.

Commissioner Garland Copelin requested staff's recommendation.

Mrs. Michelle Killebrew responded the City would like to give the property owner the time requested as he is making progress.

Chairperson Reggie Taylor adjourned the public hearing at **6:26 P.M.**

- 5.B Consideration and possible action approving a request concerning determination of substandard structure(s) for property located at **3415 Avenue H**, DICKINSON, TX 77539 and legally described as ABST 19 PERRY & AUSTIN SUR LOT 78 (78-1) CENTRAL PARK & MH 1975 14X74 GRN/WHT.

Susan Wilcox motioned to determine the structure substandard and allow the property owner 30 days to complete the demolition, and James Ayers seconded the motion.

**VOTE:**

4 AYES (Susan Wilcox, Garland Copelin, James Ayers, Reggie Taylor)

0 NAYS

**MOTION PASSED**

- 5.C Conduct a public hearing concerning determination of substandard structure(s) for property located at **2701 48th St**, DICKINSON, TX 77539 and legally described as ABST 78 R HALL LOTS 19 TO 24 BLK 357 NICHOLSTONE.

PUBLIC HEARING:

- Open Public Hearing
- Staff Presentation
- Property Owners or Designee Presentation
- Public Comments
- Property Owners or Designee Rebuttal
- Staff Rebuttal
- Adjourn Public Hearing

Chairperson Reggie Taylor opened the public hearing at **6:29 P.M.**

Mrs. Michelle Killebrew, BBG Consultant for the City, summarized the item.

Commissioner James Ayers inquired what is shown posted on the property in the photos and if the property has a building permit.

Mrs. Michelle Killebrew responded that what is seen in the photos is the notice concerning possible substandard structures the City places at the property. Staff has received no response from this property owner.

Commissioner Garland Copelin inquired who has liens on the property and how long the liens have been in place.

Mrs. Michelle Killebrew stated City of Dickinson has liens totaling approx. \$700 from 2020. This total is for two liens, one approx. \$252 and the second approx. \$515.

There being no Property Owners or Designee in attendance, there is no Property Owners or Designee Presentation.

There being no public signed up to speak, there are no public comments.

There being no Property Owners or Designee in attendance, there is no Property Owners or Designee Rebuttal.

There being no Property Owners or Designee Rebuttal, there is no Staff Rebuttal.

Chairperson Reggie Taylor adjourned the public hearing at **6:35 P.M.**

- 5.D Consideration and possible action approving a request concerning determination of substandard structure(s) for property located at **2701 48th St**, DICKINSON, TX 77539 and legally described as ABST 78 R HALL LOTS 19 TO 24 BLK 357 NICHOLSTONE.

Susan Wilcox motioned to determine the structure substandard and allow the property owner 30 days to make a decision on the property, and Garland Copelin seconded the motion.

**VOTE:**

4 AYES (Susan Wilcox, Garland Copelin, James Ayers, Reggie Taylor)

0 NAYS

**MOTION PASSED**

- 5.E Conduct a public hearing concerning determination of substandard structure(s) for property located at **4908 E 31st Street**, DICKINSON, TX 77539 and legally described as ABST 78 ROBT HALL LOTS 4 THRU 6 BLK 248 NICHOLSTONE.

**PUBLIC HEARING:**

- Open Public Hearing
- Staff Presentation
- Property Owners or Designee Presentation
- Public Comments
- Property Owners or Designee Rebuttal
- Staff Rebuttal
- Adjourn Public Hearing

Chairperson Reggie Taylor opened the public hearing at **6:37 P.M.**

Mrs. Michelle Killebrew, BBG Consultant for the City, summarized the item. The City has not gotten a response from the property owners and would like the structure secured and maintained as soon as possible. The back taxes were recently paid and were as high as approx. \$6,000.

There being no Property Owners or Designee in attendance, there is no Property Owners or Designee Presentation.

There being no public signed up to speak, there are no public comments.

There being no Property Owners or Designee in attendance, there is no Property Owners or Designee Rebuttal.

There being no Property Owners or Designee Rebuttal, there is no Staff Rebuttal.

Chairperson Reggie Taylor adjourned the public hearing at **6:41 P.M.**

- 5.F Consideration and possible action approving a request concerning determination of substandard structure(s) for property located at **4908 E 31st Street**, DICKINSON, TX 77539 and legally described as ABST 78 ROBT HALL LOTS 4 THRU 6 BLK 248 NICHOLSTONE.

Garland Copelin motioned to determine the structure substandard and allow the property owner 30 days to complete the demolition, and Susan Wilcox seconded the motion.

**VOTE:**

4 AYES (Susan Wilcox, Garland Copelin, James Ayers, Reggie Taylor)

0 NAYS

**MOTION PASSED**

- 5.G Conduct a public hearing concerning determination of substandard structure(s) for property located at **2508 Ave F**, DICKINSON, TX 77539 and legally described as ABST 19 PERRY & AUSTIN LOT 10 BLK 156 MOORE ADDN.

**PUBLIC HEARING:**

- Open Public Hearing
- Staff Presentation
- Property Owners or Designee Presentation
- Public Comments
- Property Owners or Designee Rebuttal
- Staff Rebuttal
- Adjourn Public Hearing

Chairperson Reggie Taylor opened the public hearing at **6:11 P.M.**

Mrs. Michelle Killebrew, BBG Consultant for the City, summarized the item.

There being no Property Owners or Designee in attendance, there is no Property Owners or Designee Presentation.

There being no public signed up to speak, there are no public comments.

There being no Property Owners or Designee in attendance, there is no Property Owners or Designee Rebuttal.

There being no Property Owners or Designee Rebuttal, there is no Staff Rebuttal.

Chairperson Reggie Taylor adjourned the public hearing at **6:19 P.M.**

- 5.H Consideration and possible action approving a request concerning determination of substandard structure(s) for property located at **2508 Ave F**, DICKINSON, TX 77539 and legally described as ABST 19 PERRY & AUSTIN LOT 10 BLK 156 MOORE ADDN.

James Ayers motioned to determine the structure substandard and allow the property owner 90 days to complete the demolition, and Susan Wilcox seconded the motion.

**VOTE:**

4 AYES (Susan Wilcox, Garland Copelin, James Ayers, Reggie Taylor)

0 NAYS

**MOTION PASSED**

- 5.I Conduct a public hearing concerning determination of substandard structure(s) for property located at **2515 26th Street**, DICKINSON, TX 77539 and legally described as ABST 19 PERRY & AUSTIN LOT 7 BLK 156 MOORE ADDN & IMPS.

**PUBLIC HEARING:**

- Open Public Hearing
- Staff Presentation
- Property Owners or Designee Presentation
- Public Comments
- Property Owners or Designee Rebuttal
- Staff Rebuttal
- Adjourn Public Hearing

Chairperson Reggie Taylor opened the public hearing at **6:52 P.M.**

Mrs. Michelle Killebrew, BBG Consultant for the City, summarized the item.

Commissioner Susan Wilcox inquired if the property is occupied.

Mrs. Michelle Killebrew responded the property is being mowed but is not occupied.

Mr. Justin Pruitt inquired if the structure has 50% damage.

Mrs. Michelle Killebrew responded the structure does has 50% damage. The significant damage makes repair of the structure not feasible.

Commissioner James Ayers stated it appears to have a new sidewalk and driveway.

Commissioner Susan Wilcox inquired if the owner has been contacted.

Mrs. Michelle Killebrew responded all owners are deceased. The property will not have a clear title until probate is completed.

Mr. Justin Pruitt recommended not allowing over 90 days as it changes some legal requirements.

There being no Property Owners or Designee in attendance, there is no Property Owners or Designee Presentation.

There being no public signed up to speak, there are no public comments.

There being no Property Owners or Designee in attendance, there is no Property Owners or Designee Rebuttal.

There being no Property Owners or Designee Rebuttal, there is no Staff Rebuttal.

Chairperson Reggie Taylor adjourned the public hearing at **7:01 P.M.**

- 5.J Consideration and possible action approving a request concerning determination of substandard structure(s) for property located at **2515 26th Street**, DICKINSON, TX 77539 and legally described as ABST 19 PERRY & AUSTIN LOT 7 BLK 156 MOORE ADDN & IMPS.

Susan Wilcox motioned to determine the structure substandard and allow the property owner 90 days to make a decision on the property, and Garland Copelin seconded the motion.

**VOTE:**

4 AYES (Susan Wilcox, Garland Copelin, James Ayers, Reggie Taylor)

0 NAYS

**MOTION PASSED**

- 5.K Conduct a public hearing concerning determination of substandard structure(s) for property located at **3705 Venze St**, DICKINSON, TX 77539 and legally described as ABST 19 PERRY & AUSTIN SUR LOTS 9 & 10 BLK 2 FRANK IMITE SUB.

**PUBLIC HEARING:**

- Open Public Hearing
- Staff Presentation
- Property Owners or Designee Presentation
- Public Comments
- Property Owners or Designee Rebuttal
- Staff Rebuttal
- Adjourn Public Hearing

Chairperson Reggie Taylor opened the public hearing at **7:04 P.M.**



Mrs. Michelle Killebrew, BBG Consultant for the City, summarized the item.

There being no Property Owners or Designee in attendance, there is no Property Owners or Designee Presentation.

There being no public signed up to speak, there are no public comments.

There being no Property Owners or Designee in attendance, there is no Property Owners or Designee Rebuttal.

There being no Property Owners or Designee Rebuttal, there is no Staff Rebuttal.

Chairperson Reggie Taylor adjourned the public hearing at **7:08 P.M.**

- 5.L Consideration and possible action approving a request concerning determination of substandard structure(s) for property located at **3705 Venze St, DICKINSON, TX 77539** and legally described as **ABST 19 PERRY & AUSTIN SUR LOTS 9 & 10 BLK 2 FRANK IMITE SUB.**

Susan Wilcox motioned to determine structure substandard and allow the property owner 30 days to make a decision on the property, and James Ayers seconded the motion.

**VOTE:**

4 AYES (Susan Wilcox, Garland Copelin, James Ayers, Reggie Taylor)

0 NAYS

**MOTION PASSED**

**ITEM 6.) ACTION ITEMS FOR CONSIDERATION**

**ITEM 7.) ADJOURNMENT**

James Ayers motioned to Adjourn, and Susan Wilcox seconded the motion.

**VOTE:**

4 AYES (Susan Wilcox, Garland Copelin, James Ayers, Reggie Taylor)

0 NAYS

**MOTION PASSED**

Chairperson Reggie Taylor adjourned the meeting at **7:11 P.M.**

**PASSED APPROVED, AND ADOPTED** this **23RD** DAY OF **OCTOBER 2023**.

*Travis Magliolo*

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BUILDING STANDARDS COMMISSION,  
Chairperson

**ATTEST:**

*Todd Sukup*

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TODD SUKUP,  
Community Development Director