

BUILDING STANDARDS COMMISSION MEETING

AUGUST 4, 2025

5:30 P.M.

COUNCIL CHAMBERS, 110 NORTH 8TH STREET,

GATESVILLE, TEXAS 76528

AN OPEN MEETING WAS HELD CONCERNING THE FOLLOWING SUBJECTS:

1) Call to order the Regular Building Standards Commission Meeting at 5:30 P.M. this 4th day of August 2025.

2) Quorum Check:

Commission Present: Chairman Teresa Johnson, Vice Chairman John Westbrook and Commissioners: Wyllis Ament, Charles Ament, Niki Foster, and Yvonne Williams.

City Staff Present: City Manager Brad Hunt, City Secretary Holly Owens, Building Official Miguel Gamez, and Code Enforcement Brooklyn Meza.

Others: Warren Ginther and Martha McCoy

3) Invocation: Board Member Westbrook and Pledge of Allegiance; Led by Board Member Yvonne Williams.

CITIZENS/PUBLIC COMMENTS FORUM: INDIVIDUALS WISHING TO ADDRESS THE GATESVILLE PLANNING & ZONING COMMISSION MAY DO SO DURING THIS SEGMENT. IF YOU INTEND TO COMMENT ON A SPECIFIC AGENDA ITEM, PLEASE INDICATE THE ITEM(S) ON THE SIGN IN SHEET BEFORE THE MEETING. EACH SPEAKER IS ALLOTTED A MAXIMUM OF 3 MINUTES FOR THEIR REMARKS, AND SPEAKERS ARE EXPECTED TO CONDUCT THEMSELVES IN A RESPECTFUL MANNER. IN ACCORDANCE WITH THE TEXAS OPEN MEETINGS ACT, THE CITY OF GATESVILLE PLANNING & ZONING COMMISSION CANNOT DELIBERATE OR ACT ON ITEMS NOT LISTED ON THE MEETING AGENDA.

There were no public/citizen comments.

4) Discussion and possible action regarding a substandard case located at 102 E Main Street.

Ms. Owens stated this case was closed and will need to be re-filed. The owner of the property became deceased a day before the hearing. The law requires the case to be closed and re-opened once the property moves through probate and an heir is named as the new owner. No action was taken.

5) Discussion and possible action regarding a substandard case located at 105 N 5th Street.

Warren Ginther, the property owner, came forward to request additional time. A permit was obtained in early June and is working to secure some help.

Board Member Foster stated Mr. Ginther obtained a permit for demolition and the Commission should honor that and give Mr. Ginther an extension.

The Commission agreed to give Mr. Ginther 30 days to make some progress. However, the Commission stated Mr. Ginther will need to come back on September 8th to the next meeting scheduled to prove progress has been made.

Charles Ament made a motion to extend Mr. Ginther 30 days and move the case located at 105 N 5th Street to September 8, 2025, meeting, seconded by John Westbrook. The motion passed unanimously, 6-0-0 (*Jones absent*).

6) Discussion and possible action regarding a substandard case located at 108 N 14th Street.

Martha McCoy, the property owner, came forward requesting additional time to be able to remove items from the house and to get bids for demolishing the house. Ms. McCoy agreed the house needed to be demolished but cannot afford it at this time.

Board Member Williams expressed concern that Ms. McCoy is physically unable to remove any items from the house because the house is unstable. Ms. McCoy agreed but again requested more time to get the help she needed.

Board Member Westbrook asked Ms. McCoy when the last time she entered the house located on 14th Street. Ms. McCoy stated it had been at least a year. Westbrook stated it was time to remove the items and demolish the house.

Brooklyn Meza came forward to explain to the Commission that the house is falling apart and could crumble at any time, it is also filled with stray animals and is a fire hazard. The quote received to demolish the structure also included removing the items from the house. The contractor agreed with Staff to work with Ms. McCoy to go through the items in the house so that they would not be fully discarded.

Yvonne Williams motioned to recommend approval to City Council the demolition of the substandard structure located at 108 N 14th Street and instruct Staff to seek the Council's approval, seconded by Niki Foster. The motion passed unanimously, 6-0-0 (*Jones absent*).

7) Discussion and possible action regarding a substandard case located at 606 Bridge Street.

Ms. Owens stated the owner of the property obtained a demolition permit and demolished the structure over the weekend. This case is closed. No action was taken.

8) Adjourn Meeting.

The meeting was adjourned at 6:20 p.m.



**BUILDING STANDARDS COMMISSION
MEMORANDUM FOR RESOLUTION RECOMMENDATION TO CITY COUNCIL**

To: Building Standards Commission

From: Brooklyn Meza, Code Enforcement

Agenda Item: Discussion and possible action regarding a substandard case located at 1500 Saint Louis Street.

Information:

The structure located at 1500 Saint Louis Street meets the definition of a substandard building according to *Sec. 10-163. – Substandard buildings defined.*

Sec. 10-166. – Pre-hearing notices; identification of owner, lienholder, and mortgagee requires the following steps:

- appropriate notification to all owners of record,
- notice placed on front door of structure
- file a notice with the Coryell County Clerk

This property currently has 11 liens filed on the property dating back to 2011 with a total amount due of \$2,100, not including the 10% annual interest. All liens are listed under the current owner Ellis Sylvester Sr. who lives in Victoria, Texas.

The requested demolition is for all structures located on the property which include:

- Main structure – 1,008 sq. ft. built in 1975
 - 2 open porches – 72 sq. ft.
 - 2 Storage – 112 sq. ft.
 - Carport = 264 sq. ft.

Financial Impact:

\$6,000- \$10,000

Staff Recommendation:

The staff's recommendation is to approve the demolition of the substandard structure located at 1500 Saint Louis Street and instruct staff to seek the Council's approval.

Motion:

Motion to recommend approval to City Council for the demolition of the substandard structure located at 1500 Saint Louis Street.

Attachments:

- Letter to owner
- Public notice filed with Coryell County Clerk
- Pictures

Code Enforcement Warning

City of Gatesville

803 E Main Street

Gatesville, TX 76528

254-865-8951 ext. 112

www.gatesvilletx.com



Date: 08/07/2025

Owner: ELLIS SYLVESTER SR ETAL

Owner Address: 3302 SEA GULL DRIVE

Owner City, State, Zip: VICTORIA, TX 77901

Address: 1500 ST LOUIS

The City of Gatesville is seeking your help in improving the quality of life in Gatesville by asking that you correct the following issues:

Defective Doors/Openings**Defective Roofing****Garbage and Trash**

All residential households will make mandatory use of one way containers (either plastic bags, boxes or plastic bags in cans); brush and carpet will be picked up as a part of the normal service if it is bundled in lengths not greater than four feet (4'), such bundles will be tied sufficiently so that the bundle can be lifted by the ties into the contractor's trucks. 10-3

High Grass/Weeds

All varieties of grasses that have grown to a height of more than 12 inches for properties two (2) acres or less. For properties in excess of two acres, grass shall be cut or shredded so as not to exceed 12 inches maximum for a minimum of 25 feet adjacent to a public street or any occupied property.

Substandard Building

In any case where a "substandard building" is fifty percent (50%) damaged or decayed, or deteriorated from its original value or structure, it shall be demolished.

Notes/Instructions:

THE OWNER, LIENHOLDER, OR MORTGAGEE AS APPLICABLE, WILL BE REQUIRED TO SUBMIT AT THE HEARING PROOF OF THE SCOPE OF ANY WORK THAT MAY BE REQUIRED TO COMPLY WITH THE CITY'S MINIMUM BUILDING STANDARDS AND THE AMOUNT OF TIME IT WILL TAKE TO REASONABLY PERFORM SUCH WORK. HEARING DATE: 9/8//2025 TIME:5:30PM LOCATION:110 N 8TH ST, GATESVILLE, TX 76528

We hope that you will join us in our efforts to improve the aesthetics of our city and create a safe environment. Failure to address the above ordinance violation(s) within 10 days, will result in further action being taken. If you have any questions concerning this matter, please call Code Enforcement at City Hall at 254-865-8951 ext. 112.

Sincerely,

Brooklyn Meza
Code Enforcement

9589 0710 5270 0089 7534 43

U.S. Postal Service™
CERTIFIED MAIL® RECEIPT
Domestic Mail Only

For delivery information, visit our website at www.usps.com®.

Certified Mail Fee

\$

Extra Services & Fees (check box, add fee as appropriate)

- | | | |
|--------------------------------------------------------------|----|--|
| <input type="checkbox"/> Return Receipt (hardcopy) | \$ | |
| <input type="checkbox"/> Return Receipt (electronic) | \$ | |
| <input type="checkbox"/> Certified Mail Restricted Delivery | \$ | |
| <input type="checkbox"/> Adult Signature Required | \$ | |
| <input type="checkbox"/> Adult Signature Restricted Delivery | \$ | |

Postage

\$

Total Postage and Fees

\$

Sent to

Street and Apt. No. or P.O. Box

City, State, and ZIP+4®

1500 St
LOUIS ST
Postmark Here
Elliis Sylvester SR
3302 Sea Gull Dr
Victoria, TX 77901

PS Form 3800, January 2023 PSN 7530-02-000-9047

See Reverse for Instructions

AT 3:12 FILED
O'CLOCK P M

AUG 27 2025



CITY OF GATESVILLE, TEXAS

PUBLIC NOTICE OF SUBSTANDARD STRUCTURE HEARING

DATE OF NOTICE: AUGUST 11, 2025

TO WHOM IT MAY CONCERN:

Notice is hereby given that the City of Gatesville acting through its Code Enforcement Department, has determined that the structure located at:

PROPERTY ADDRESS: 1500 Saint Louis Street, Gatesville, Tx 76528

LEGAL DESCRIPTION: Rachel Dodd Addn; Block 1, Lot 20 W ½ & PT 22-24, Acres .207 is substandard in accordance with the criteria set forth in Chapter 10, Ordinance 2025-09 of the City of Gatesville, TX Code of Ordinances and Texas Local Government Code §214.001.

NATURE OF VIOLATIONS:

The structure is considered substandard due to one or more of the following conditions:

- Dilapidation or deterioration to the extent that the structure is unfit for human habitation or use.
- Structural instability.
- Fire hazard or other safety hazards.
- Inadequate sanitation or utilities

HEARING INFORMATION:

A public hearing will be held to determine whether the structure should be repaired, vacated, secured, or demolished.

DATE OF HEARING: September 8, 2025

TIME: 5:30 PM

LOCATION: 110 N 8th Street, Gatesville, TX 76528

All interested persons, including the property owner, lienholders, and mortgagees, are invited to attend the hearing and will be given an opportunity to speak or present evidence. Failure to appear may result in a decision being made in your absence, and the City may proceed with any necessary abatement, including demolition.

PROPERTY OWNER OF RECORD:

Ellis Sylvester Sr Etal

CITY CONTACT:

If you have any questions or wish to discuss this matter, please contact:

Holly Owens

City Secretary

City of Gatesville, TX

Phone: 254-865-8951, ext. 105

Email: howens@gatesville.tx.com

Issued this 11th of August, 2025.







