

**HOUSING ADVISORY AND APPEALS BOARD**  
**City and County Building**  
**451 South State Street, Room 126**  
**POLICY MEETING**  
April 13, 2016

Chris Atkin, Marlene Jennings & John Morgan attended the on-site inspections to:

- 642 South University Street
- 1251 East Browning Avenue
- 1000 South Denver Street
- 672 North 200 West

The following members participated at the panel hearings: Chris Atkin, Marlene Jennings, John Morgan and Justin Neville

- ♦ Staff members: Katherine Lewis, Senior City Attorney; Randy Isbell, Civil Enforcement Manager; Scott Mikkelsen, Housing/Zoning Supervisor; Craig Weinheimer, Legal Investigator and Diana Hansen, Secretary

Chris Atkin, Vice Chair, opened the meeting at 12:58 p.m.

**Non-profit Fee Waiver Request - Case Number HAZ2016-00348 @ 535 South 200 East**

City Council District 2

Lisa Jones, property manager and Glenn Philipoom, contractor, were present representing Wasatch Manor Inc. The fee waiver was for \$15,515.20, to be waived for a multi-unit dwelling (market and very low income) anticipated construction to begin June 1, 2016 at 535 South 200 East.

Lisa Jones explained that the building is a multi-unit senior housing facility for market and very low income residents. The plan is to replace all the windows in the facility.

It was ascertained by the board that this project does meet the qualifications for the fee waiver request as advised by Katherine Lewis, Senior City Attorney.

John Morgan motioned to approve the fee waiver. Marlene Jennings seconded the motion and the motion passed. Marlene Jennings, John Morgan and Justin Neville voted in favor of the fee waiver.

**Approval of January 13<sup>th</sup> Minutes**

Marlene Jennings motioned to approve the minutes for January 13, 2016 with proposed changes. Justin Neville seconded the motion and the motion passed. Marlene Jennings, John Morgan and Justin Neville voted in favor of approval of the minutes with proposed changes.

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Chris Atkin, Vice Chair

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Diana Hansen, Secretary

**HOUSING ADVISORY AND APPEALS BOARD**  
**City and County Building**  
**451 South State Street, Room 126**  
**Appeals Hearing**  
April 13, 2016

Appeals Hearing of the Housing Advisory and Appeals Board, Salt Lake City, Utah was held on Wednesday, April 13, 2016, in Room 126 of the City and County Building.

Board members present: Chris Atkin, Marlene Jennings, John Morgan & Justin Neville

Staff members present: Katherine Lewis, Randy Isbell, Scott Mikkelsen, Craig Weinheimer and Diana Hansen

Chris Atkin, Vice Chair, opened the meeting at 1:09 p.m.

ITEMS DISCUSSED

ACTION TAKEN

**Case Number HAZ2015-03268 @ 642 South University Street**

Talley Lake, Housing/Zoning Officer

City Council District Four

Nici Jones, property administrator and Ashley Suttan were present representing the property. Ms. Jones stated that even though they have become a non-profit organization their operation and population are the same. She also advised that the Health Department does an annual safety inspection and has never mentioned the insufficient headroom height as being a problem.

Talley Lake, Housing/Zoning Officer for Salt Lake City was present.

A. The stairway leading to the lower level common kitchen area is insufficient in headroom height.

A. John Morgan motioned to approve the appeal for insufficient headroom height of the stairway leading to the lower level kitchen area. Marlene Jennings seconded the motion and the motion passed. Marlene Jennings, John Morgan and Justin Neville voted in favor of the appeal.

**Case Number HAZ2016-00049 @ 1251 East Browning Avenue**

Antonio Padilla, Housing/Zoning Officer

City Council District Five

John Nowoslawski, owner, was present representing the property. He stated that he and his father purchased the property a few months ago. Mr. Nowoslawski hired a contractor to ascertain how to repair the deficiency. The contractor advised that it would be extremely difficult to fix.

Antonio Padilla, Housing/Zoning Officer for Salt Lake City was present.

A. The passageway from the living room to the kitchen in Unit #4 is insufficient in width.

A. Marlene Jennings motioned to approve the appeal for insufficient width of the passageway from the living room to the kitchen in Unit #4. John Morgan seconded the motion and the motion passed. Marlene Jennings, John Morgan and Justin Neville voted in favor of the appeal.

**Case Number HAZ2015-03231 @ 1768 South 400 East**

Antonio Padilla, Housing/Zoning Officer  
City Council District Five  
Postponed by appellant

**Case Number HAZ2016-00024 @ 1000 South Denver Street**

Antonio Padilla, Housing/Zoning Officer  
City Council District Five  
Paul Watson, owner of Pro Renter Property Management, was present representing the property owner. Mr. Watson stated that although the building was erected in 1919 without exhaust fans in the bathrooms of Units #1 & #2, there haven't been any problems with moisture.

A. The bathrooms in Units #1 & #2 lack a source of ventilation.

A. Marlene Jennings motioned to approve the appeal for insufficient ventilation of the bathrooms in Units #1 & #2. John Morgan seconded the motion and the motion passed. Marlene Jennings, John Morgan and Justin Neville voted in favor of the appeal.

**Case Number HAZ2015-00881 @ 672 North 200 West**

Dan Maughan, Housing/Zoning Officer  
City Council District Three  
Scott Hurst was present, representing the owner. Mr. Hurst stated the owner is willing to do whatever needs to be done to make sure the property is safe and well taken care of.

A. The headroom for the doorway leading into the northwest bedroom is deficient in height.

A. Marlene Jennings motioned to approve the appeal for insufficient headroom height of the doorway leading into the northwest bedroom. John Morgan seconded the motion and the motion passed. Marlene Jennings, John Morgan and Justin Neville voted in favor of the appeal.

B. The emergency egress window located in the downstairs northwest bedroom is deficient in dimension and net openable area.

B. John Morgan motioned to deny the appeal for insufficient dimension and net openable area of the emergency egress window in the northwest bedroom. Marlene Jennings advised that the problem would be resolved by replacing the window with one solid, openable window. John Morgan seconded the motion and the motion passed. Marlene Jennings, John Morgan and Justin Neville voted in favor of the appeal.

C. The emergency egress window located in the downstairs southwest bedroom is deficient in dimension and net openable area.

C. John Morgan motioned to deny the appeal for insufficient dimension and net openable area of the southwest bedroom emergency egress window. Marlene advised that the problem would be resolved by replacing the window with one solid, openable window. John Morgan seconded the motion and the motion passed.

D. The sill for the downstairs northwest bedroom window is excessive in height.

E. The sill for the downstairs southwest bedroom window is excessive in height.

Marlene Jennings, John Morgan and Justin Neville voted in favor of the appeal.

D. John Morgan motioned to approve the appeal for excessive window sill height of the downstairs, northwest bedroom window, provided a permanent step or ladder is installed below the window and hardwired smoke detectors are installed in the room. Justin Neville seconded the motion and the motion passed. Marlene Jennings, John Morgan and Justin Neville voted in favor of the appeal.

E. John Morgan motioned to approve the appeal for excessive window sill height of the downstairs, southwest bedroom window, provided a permanent step or ladder is installed below the window and hardwired smoke detectors are installed in the room. Justin Neville seconded the motion and the motion passed. Marlene Jennings, John Morgan and Justin Neville voted in favor of the appeal.

## **OTHER BUSINESS**

### **Further discussion on proposed amendments to City Code, Chapter 18.97**

Marlene Jennings introduced an amendment to the proposal to Ordinance 18.97 for review, which will omit Section C of the ordinance as it stands. The first proposal submitted by the board and drawn up by Katherine Lewis, Senior City Attorney has already been submitted to City Council and is scheduled to be heard next week at the City Council meeting. The board was advised by Ms. Lewis that the new proposal can be presented at the City Council meeting, either as a board submitting the new proposal or Ms. Jennings as an individual. Ms. Lewis commented that it may be possible to talk to a City Council staffer and see if Ms. Jennings' new proposal could be submitted as an attachment or let them know that one of the members of the HAAB will be attending the City Council meeting next week. Justin Neville felt the graduated flat fee schedule may be a good idea to introduce to the City Council.

The on-site committee for May 11, 2016 will be: Marlene Jennings, Justin Neville and possibly Chris Atkin

As there wasn't any further business to be brought before the Board, Marlene Jennings motioned to adjourn the meeting at 1:40 p.m. Justin Neville seconded the motion and the motion passed. Marlene Jennings, John Morgan and Justin Neville voted in favor of adjournment.

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Chris Atkin, Vice Chair

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Diana Hansen, Secretary