



# CONSTRUCTION BOARD OF APPEALS

October 2, 2014

**CITY OF PORTAGE**  
**CONSTRUCTION BOARD OF APPEALS**

**A G E N D A**

**October 2, 2014**

The City of Portage Construction Board of Appeals will hold a meeting on October 2, 2014 at 5:00 PM in Conference Room Two, Portage City Hall, 7900 South Westnedge Avenue.

**APPROVAL OF MINUTES:**

\*August 14, 2014

**OLD BUSINESS:**

\*4721 West Milham Avenue – Show Cause Hearing

**NEW BUSINESS:**

\*4228 Monroe Avenue – Show Cause Hearing

\*4234 Monroe Avenue – Show Cause Hearing

**STATEMENT OF CITIZENS:**

**ADJOURNMENT:**

Material Transmitted

Star (\*) indicates printed material within the agenda packet.

CITY OF PORTAGE CONSTRUCTION BOARD OF APPEALS

Minutes of Meeting – August 14, 2014

A large, light-colored stamp with the word "DRAFT" in bold, slanted capital letters. To the left of the text is a small icon of a document with a pencil.

The City of Portage Construction Board of Appeals meeting of August 14, 2014 was called to order at 5:00 PM in Conference Room #1 of Portage City Hall, 7900 South Westnedge Avenue, Portage, Michigan.

MEMBERS PRESENT:

Gary Gilchrist, Barney Martlew, Peter Carlson; Lawrence Schmidt, George Theodoru

MEMBERS ABSENT:

None

MEMBERS EXCUSED:

William Leach

IN ATTENDANCE:

Terry Novak, Deputy Director of Building and Housing Services

APPROVAL OF MINUTES:

The minutes of September 26, 2013 were approved.

BOARD ACTION:

4721 West Milham Avenue – Show Cause Hearing

Michael Busche, property owner of 4721 West Milham Avenue was in attendance. Deputy Director Novak provided a brief history of the fire and related events associated with the property. Mr. Busche advised the Board of his desire to repair the house as it was his place of primary residence. Mr. Busche detailed the difficulties he was experiencing with his insurance company including the need for him to obtain the services of a private certified Michigan Public Adjuster. Mr. Busche indicated to the Board that a meeting between representatives for the insurance company and his attorney was scheduled for September 15, 2014. The Board inquired if the house was secured to casual entry and if Mr. Busche was providing oversight of the property to which Mr. Busche affirmed. Deputy Director Novak spoke regarding the process associated with a raze order. Chairman Schmidt cautioned that once a raze order is established the clock begins running.

After a brief discussion by the Board, Member Martlew made a motion to table the matter until October 2, 2014 in respect to the September 15, 2014 meeting scheduled between Mr. Busche and the insurance company. Mr. Marlew added that written information from the September 15, 2014 meeting should be provided to the Board from Mr. Busche at the October 2, 2014 meeting. Member Gilchrist seconded the motion and it passed unanimously.

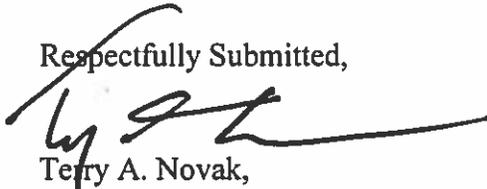
BOARD INFORMATION/FOLLOW UP:

Deputy Director Novak provided an update to the Board regarding the cleanup activity associated with the single family detached house at 2918 West Milham Avenue, including the amount of debris removed from the dwelling. Information was also provide in regards to the progress demonstrated by Kalamazoo Screw Products, 8830 Shaver Road to complete the required repairs on the building.

ADJOURNMENT:

The Board meeting adjourned at 6:00 PM

Respectfully Submitted,



Terry A. Novak,  
Deputy Director of Building and Housing Services

**TO:** Construction Board of Appeals  
**FROM:** Vicki Georgeau, <sup>VG</sup> Director of Community Development  
**DATE:** September 26, 2014  
**SUBJECT:** Show Cause Hearing – 4721 West Milham Avenue

**CODE SECTION:** Article 13, Section 42-1341 - Unsafe Structures, City of Portage Codified Ordinances

This communication is provided as an update to the August 8, 2014 Construction Board of Appeals recommendation (enclosed) and the subsequent August 14, 2014 Show Cause Hearing for 4721 West Milham Avenue. As the Board will recall, the item was tabled pending the property owner, Michael Busche meeting with his attorney and insurance company representatives.

Contact with Mr. Busche on September 25, 2014 indicates that he met with his attorney and insurance representatives on September 15, 2014 in an effort to resolve the matter and begin with the repair of the house. Unfortunately, according to Mr. Busche, the matter is still in review and a finalized decision has not been reached.

Staff is cognizant of Mr. Busche's dilemma but also recognizes that the fire occurred on February 10, 2014 and the house has still not been made habitable or safe in accordance with the provisions of the Codified Ordinances of the City of Portage. The condition of the house continues to deteriorate and represents an attractive nuisance with negative impacts on the surrounding neighborhood. Corrective action for the property is necessary for neighborhood protection purposes.

Consistent with the August 8, 2014 recommendation, it is proposed that the Construction Board order the house repaired or razed within 30-days. Failure to comply with the order will result in the matter being referred to City Council with a recommendation that the city be authorized to raze and remove the house. Any and all costs incurred for such action shall be due and payable as permitted in the City of Portage Unsafe Structure Ordinance.

**Attachments:** August 8, 2014 Recommendation for 4721 West Milham Avenue and Supplemental Material

**TO:** Construction Board of Appeals  
**FROM:** Vicki Georgeau, <sup>jk</sup> Director of Community Development  
**DATE:** August 8, 2014  
**SUBJECT:** Show Cause Hearing – 4721 West Milham Avenue

**CODE SECTION:** Article 13, Section 42-1341 - Unsafe Structures, City of Portage Codified Ordinances

The fire damaged house located at 4721 West Milham Avenue has not been made habitable or safe in accordance with the provisions of the Codified Ordinances of the City of Portage. As background information, the house was damaged as the result of a February 10, 2014 fire.

In compliance with the Unsafe Structure Ordinance, a February 12, 2014 Unsafe Structure notice was sent certified mail and posted on the house advising that the property owner had 30-days to bring the house into compliance or further enforcement action would be pursued.

The current condition of the fire damaged house includes:

1. Extensive fire, smoke and water damage.
2. Severely damaged and nonfunctional electrical, plumbing and mechanical components.

No progress has been demonstrated by the property owner to repair or remove the house. Because of the lack of action, a July 29, 2014 Show Cause Hearing notice was transmitted and posted on the site.

The condition of the house serves as an attractive nuisance that is continuing to decline and create a negative impact on the surrounding neighborhood. Because of this detrimental effect, and lack of response from the property owner, corrective action for the property is necessary for neighborhood protection purposes. In response to the Show Cause Hearing notice, the property owner did submit the attached letter indicating an unresolved, ongoing dispute with his insurance company.

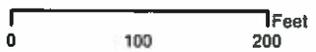
It is recommended that the Construction Board order the house repaired or razed within 30-days. Failure to comply with the order will result in the matter being referred to City Council with a recommendation that the city be authorized to raze and remove the house. Any and all costs incurred for such action shall be due and payable as permitted in the City of Portage Unsafe Structure Ordinance.

**Attachments:** Vicinity map of 4721 West Milham Avenue.  
Unsafe structure notification dated February 12, 2014.  
Show Cause Hearing notification dated July 29, 2014.  
Photographs of 4721 West Milham Avenue.  
August 1, 2014 letter from Michael Busche



**Subject Property**  
**4721 West Milham Avenue**

**Vicinity Map**  
**4721 West Milham Avenue**





Department of Community Development

February 12, 2014

Sent Certified Mail and Posted on Site

Michael Busche  
P.O. Box 20421  
Kalamazoo, MI 49019

Dear Mr. Busche:

RE: Unsafe Structure - Notice to Owner/Occupant – 4721 West Milham Avenue

On behalf of the Department of Community Development, I wish to convey condolences regarding the fire that severely damaged the house located at 4721 West Milham Avenue on February 10, 2014. For life-safety purposes, your efforts to keep the house secure from casual entry is necessary and appreciated.

As information for you, the City of Portage property maintenance regulations require that properties be maintained/repared in the interests of the neighborhood and to protect the public health, safety and welfare. Please be advised that the current condition of the damaged house is unsafe as defined in Section 42-1341 of the City of Portage Code of Ordinances. Your effort to initiate corrective action to have the house repaired or removed within thirty (30) days from the date of receipt of this notice is requested in an effort to avoid enforcement action.

If you have any questions or need further information or assistance in this matter, the Department of Community Development is readily available to assist you and can be contacted at 269-329-4466.

Sincerely,

A handwritten signature in cursive script that reads 'Vicki Georgeau'.

Vicki Georgeau, AICP  
Director

C. Robert Luders, Finance and Purchasing Director

cc: Terry A. Novak, Deputy Director of Building Services

T:\COMMDEV\2013-2014 Department Files\Address Files\MMilham, West\2014 02 11 VG 4721 West Milham (Fire).doc



Department of Community Development

July 29, 2014

Sent Certified Mail and Posted on Site

Michael Busche  
P.O. Box 20421  
Kalamazoo, MI 49019

Dear Mr. Busche:

RE: Notice of Show Cause Hearing – 4721 West Milham Avenue

The fire damaged house located at 4721 West Milham Avenue has not been made safe or repaired in accordance with the provisions of the Codified Ordinances of the City of Portage, Michigan. Severe damage was sustained to the structure including damage to the electrical, plumbing and mechanical components of the house as the result of the fire.

As a result of these continued violations, you are hereby notified that a hearing on the condition of the house will be held before the Construction Board of Appeals at 5:00 P.M. on August 14, 2014. The meeting will be held in Conference Room One of Portage City Hall, 7900 South Westnedge Avenue, Portage, Michigan. At this hearing, you will have the opportunity to show cause as to why the house should not be ordered demolished or otherwise made safe. The owner and any occupant of the house shall have the right at the hearing to cross-examine witnesses who testify against the owner's and/or occupant's interests and the right to produce witnesses on your own behalf, including the use of pictures, video tapes or other recording devices.

The decision of the Construction Board of Appeals may be appealed to City Council for review within ten (10) days after the decision of the Board and, after review by Council, may be appealed to the Kalamazoo County Circuit Court within twenty (20) days after the decision of the Council.

If you have any questions, please contact the Division of Building and Housing Services, Department of Development, 329-4477.

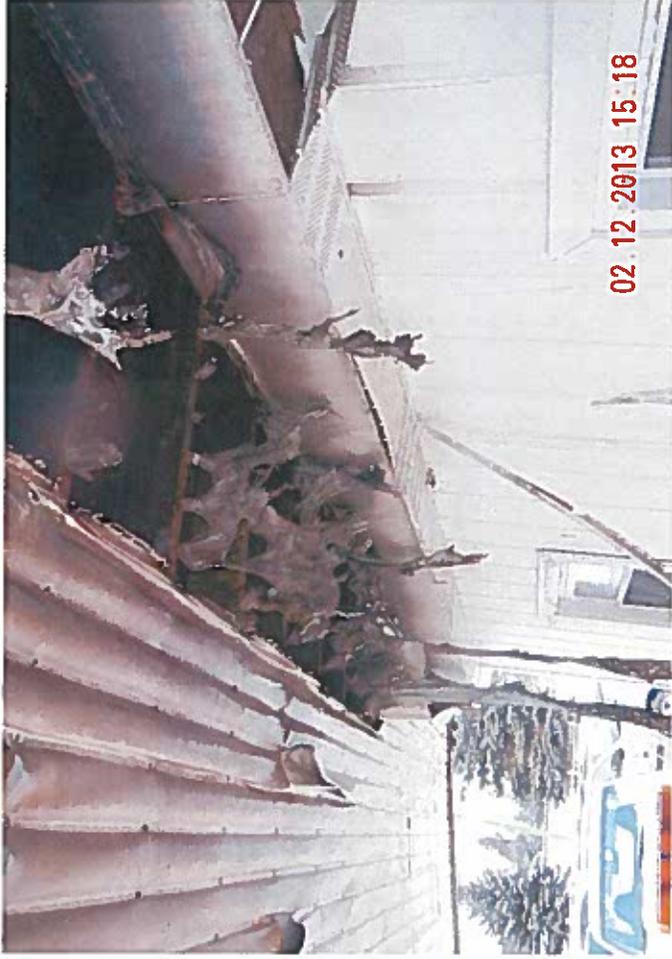
Sincerely,

Vicki Georgeau, AICP  
Director

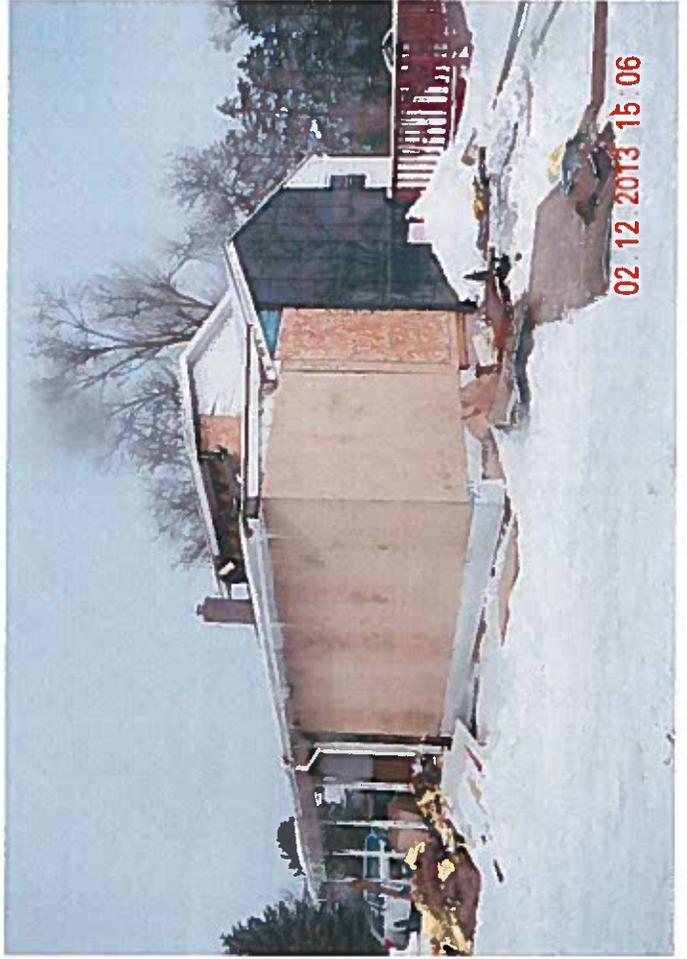
Attachment: Copy of February 12, 2014 Unsafe Structure Notice

cc: Terry A. Novak, Deputy Director of Building and Housing Services  
Christopher Forth, Deputy Director of Planning, Development and Neighborhood Services

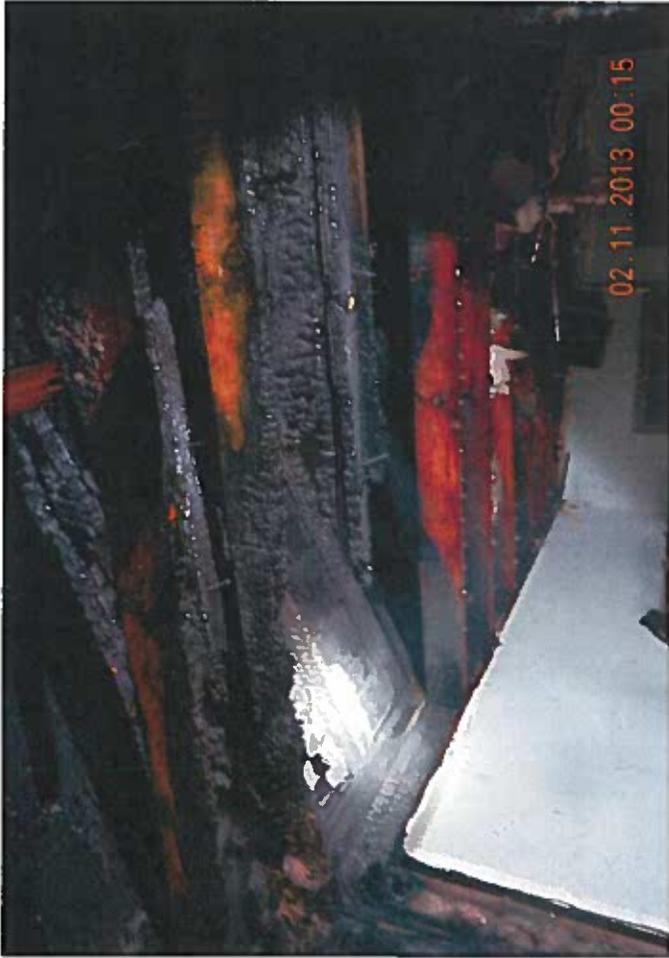
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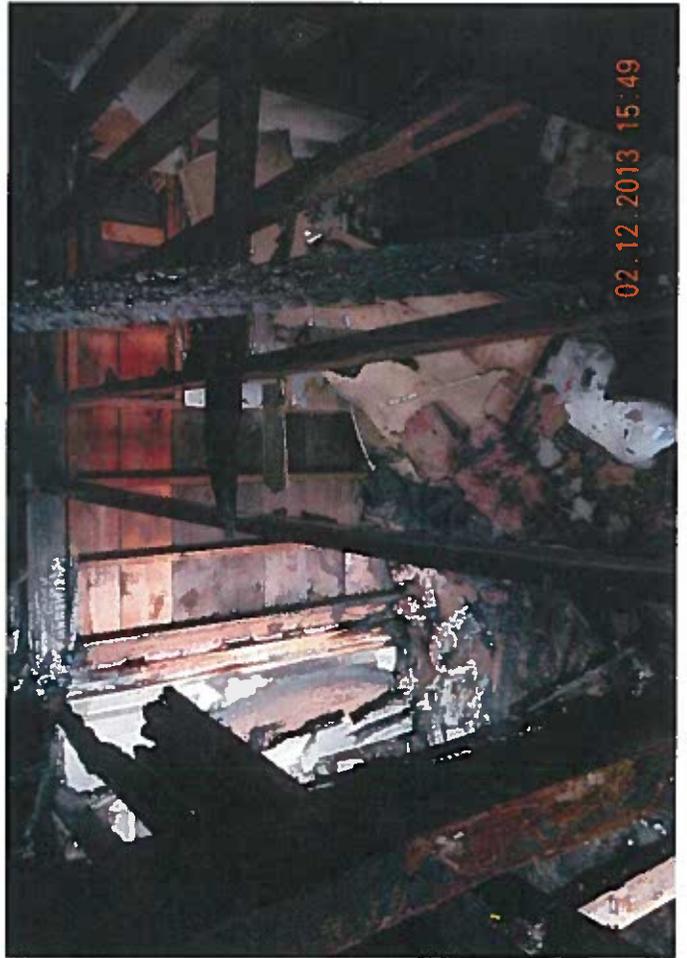
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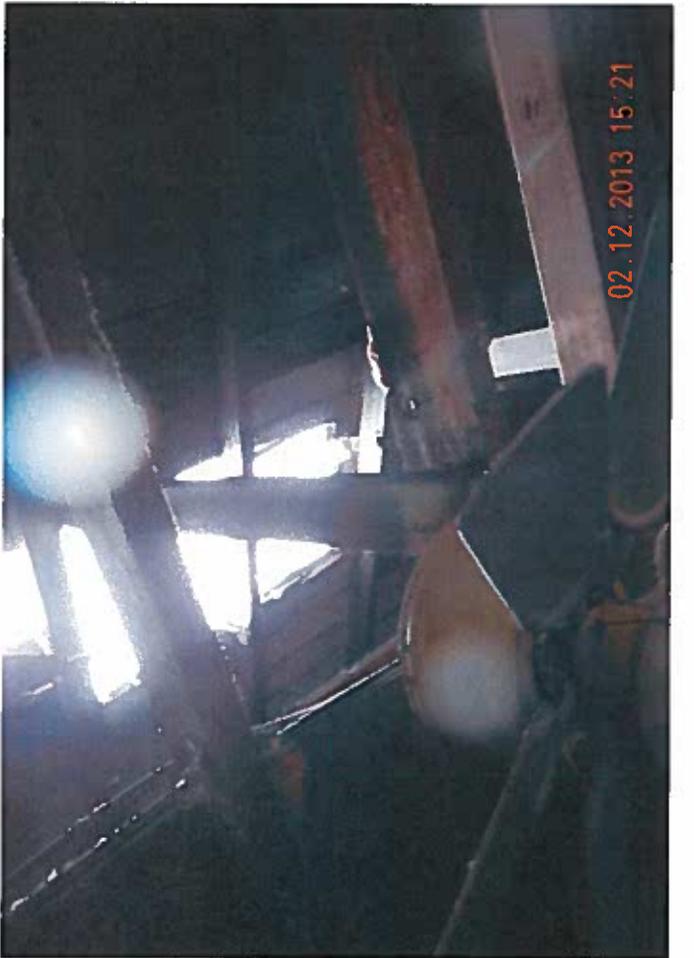
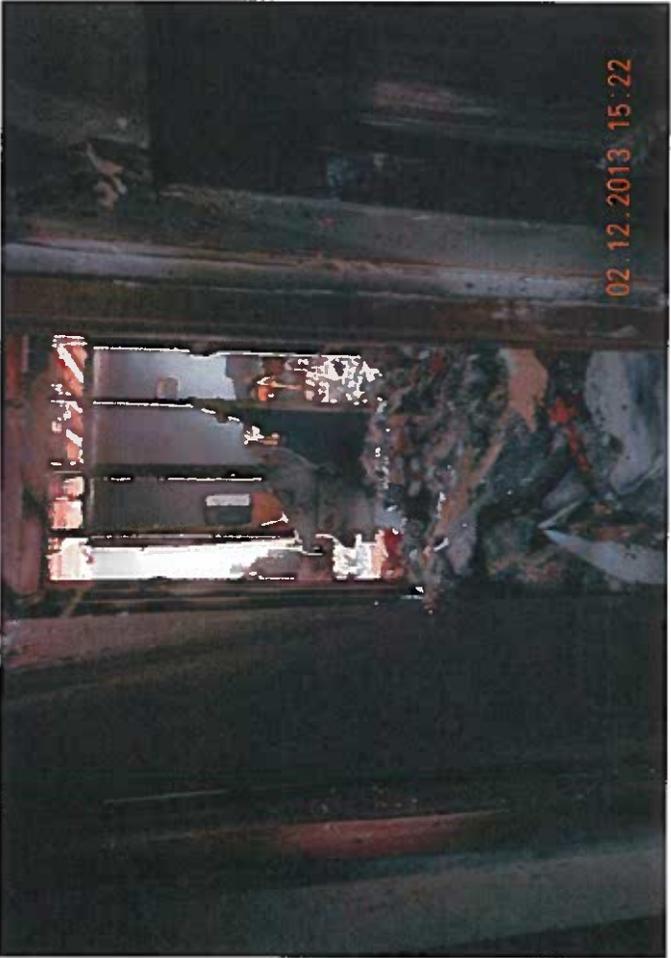
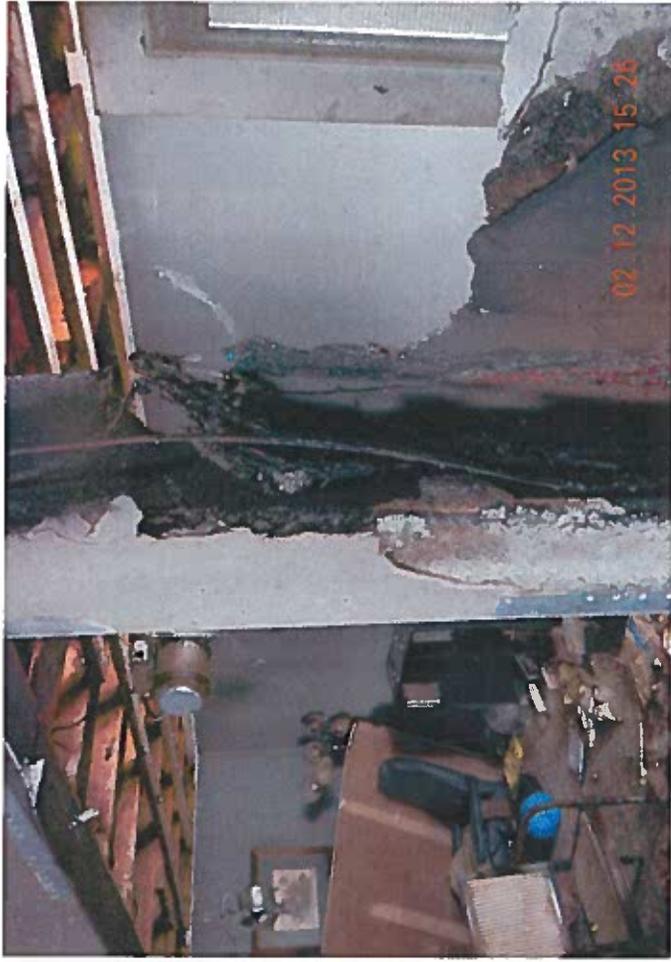
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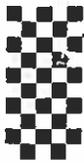


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August 1, 2014

Ms. Vicki Georgeau, AICP  
Director, Department of Community Development  
City of Portage  
7900 S. Westnedge Ave  
Portage, MI 49002  
FAX: 269-329-4506

Re: Response to Notice of Show Cause Hearing – 4721 West Milham Avenue

Dear Director Georgeau:

I would like to thank for your letter that I received today and dated July 29, 2014 regarding the Show Cause Hearing at 5 PM on August 14, 2014 for my property at 4721 West Milham Avenue, Portage, Michigan 490024.

I want to personally let you know that I will be there at the meeting to advise the Construction Board of Appeals that my insurance claim is pending and I am waiting for payment. At the present time my intent is to repair the house at 4721 West Milham Avenue, Portage, Michigan 49024.

If there is anything that you know or think might be helpful from either myself, my certified Michigan Public Adjuster (PA) or my attorney it would be appreciated if you would let me know. I can be reached by email at [mike\\_busche@yahoo.com](mailto:mike_busche@yahoo.com) or facsimile 1-443-460-6747 or by phone at 269-330-4927.

Sincerely,

Michael L. Busche  
P.O. Box 20421  
Kalamazoo, MI 49019  
Email: [mike\\_busche@yahoo.com](mailto:mike_busche@yahoo.com)  
Tel: 269-330-4927  
Fax: 1-443-460-6747

cc: James E. Kalka, Jr.  
Stuart A. Sklar, Esquire

RECEIVED

AUG 01 2014

COMMUNITY DEVELOPMENT

**TO:** Construction Board of Appeals  
**FROM:** Vicki Georgeau, <sup>VG</sup> Director of Community Development  
**DATE:** September 26, 2014  
**SUBJECT:** Show Cause Hearing – 4228 Monroe Avenue

**CODE SECTION:** Article 13, Section 42-1341 - Unsafe Structures, City of Portage Codified Ordinances

The dilapidated manufactured dwelling located at 4228 Monroe Avenue within Colonial Acres has not been made habitable or safe in accordance with the provisions of the Codified Ordinances of the City of Portage.

In compliance with the Unsafe Structure Ordinance, an August 7, 2014 Unsafe Structure notice was sent certified mail and posted at the site advising that the property owner had 30-days to bring the manufactured dwelling into compliance or further enforcement action would be pursued. No progress has been demonstrated by the property owner to repair or remove the dwelling. Because of the lack of action, a September 17, 2014 Show Cause Hearing notice was transmitted and posted on the site.

The condition of the manufactured dwelling serves as an attractive nuisance that is continuing to decline with a lack of maintenance and creates a negative impact on the surrounding neighborhood. Because of this detrimental effect, and lack of response from the property owner, corrective action for the property is necessary for neighborhood protection purposes. A September 25, 2014 email from Ms. Bridgette Warren, Colonial Acres Representative is attached indicating that it is the intent of Colonial Acres to begin demolition of the manufactured dwelling on November 1, 2014.

Respective of Ms. Warren's communication, it is recommended that the Construction Board order the manufactured dwelling repaired, or razed and removed from the site within 30-days. Failure to comply with the order will result in the matter being referred to City Council with a recommendation that the city be authorized to raze and remove the dwelling. Any and all costs incurred for such action shall be due and payable as permitted in the City of Portage Unsafe Structure Ordinance.

**Attachments:** Vicinity map of 4228 Monroe Avenue.  
Unsafe structure notification dated August 7, 2014.  
Show Cause Hearing notification dated September 17, 2014.  
Photographs of 4228 Monroe Avenue.  
September 25, 2014 email from Bridgette Warren, Colonial Acres Representative



**Vicinity Map**  
**4228 Monroe Avenue**

1 inch = 60 feet



Department of Community Development

August 7, 2014

Sent Certified Mail and Posted on Site

Colonial Acres Associates, L.L.C  
31200 Northwestern Highway  
Farmington, MI 48334

Dear Colonial Acres Associates:

RE: Unsafe/Unfit Structure - Notice to Owners/Occupants – 4228 Monroe Avenue

The City of Portage property maintenance regulations require that buildings and properties be maintained and repaired in the interests of protecting the health, safety and welfare of the occupants of the building and surrounding neighborhood. The current condition of the manufactured dwelling at 4228 Monroe is unsafe and unfit for human occupancy as defined in Section 42-1341 of the City of Portage Code of Ordinances. A recent inspection of the dwelling and property determined that the following items were in need of correction:

1. The roof of the dwelling is damaged and needs repair.
2. Portions of the interior floor of the dwelling have been removed and need to be repaired/replaced.
3. Electrical repairs for the dwelling are necessary. Electrical fixtures are also missing.
4. The door for the water heater needs to be replaced.
5. The dwelling skirting needs to be repaired/replaced.
6. The foundation for the front porch is failing/sinking.
7. The damaged storage shed needs to be removed from the site.

Your effort to have the above listed violations corrected within thirty (30) days from the date of receipt of this notice is necessary to avoid enforcement action. If corrective action is not initiated, the matter may be scheduled before the Construction Board of Appeals seeking an abatement and/or demolition order. The costs of the abatement or demolition order shall be due and payable by the property owner or as a lien placed against the property.

If you have any questions or need further information, please contact the Department of Community Development at 269-329-4466.

Sincerely,

  
Vicki Georgeau, AICP  
Director

C. Colonial Acres, 5374 Deadwood Drive W, Portage, MI 49002

Ec. Terry Novak, Deputy Director of Building and Housing Services

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September 17, 2014

Sent Certified Mail and Posted on Site

Colonial Acres Associates, LLC  
31200 Northwestern Highway  
Farmington, MI 48334

Dear Colonial Acres Associates:

RE: Notice of Show Cause Hearing – 4228 Monroe Avenue

The manufactured dwelling located at 4228 Monroe Avenue has not been made safe or repaired in accordance with the provisions of the Codified Ordinances of the City of Portage, Michigan. The current condition of the manufactured dwelling, as identified in the August 7, 2014 Unsafe Structure Notice, is unsafe and unfit for human occupancy as defined in Section 42-1341 of the City of Portage Code of Ordinances.

As a result of these continued violations, you are hereby notified that a hearing on the condition of the manufactured dwelling at 4228 Monroe Avenue will be held before the Construction Board of Appeals at 5:00 P.M. on October 2, 2014. The meeting will be held in Conference Room Two of Portage City Hall, 7900 South Westnedge Avenue, Portage, Michigan. At this hearing, you will have the opportunity to show cause as to why the manufactured dwelling should not be ordered demolished/removed from the site or otherwise made safe. The owner and any occupant of the manufactured dwelling shall have the right at the hearing to cross-examine witnesses who testify against the owner's and/or occupant's interests and the right to produce witnesses on your own behalf, including the use of pictures, video tapes or other recording devices.

The decision of the Construction Board of Appeals may be appealed to City Council for review within ten (10) days after the decision of the Board and, after review by Council, may be appealed to the Kalamazoo County Circuit Court within twenty (20) days after the decision of the Council.

If you have any questions, please contact the Division of Building and Housing Services, Department of Development, 329-4477.

Sincerely,



Vicki Georgeau, AICP  
Director

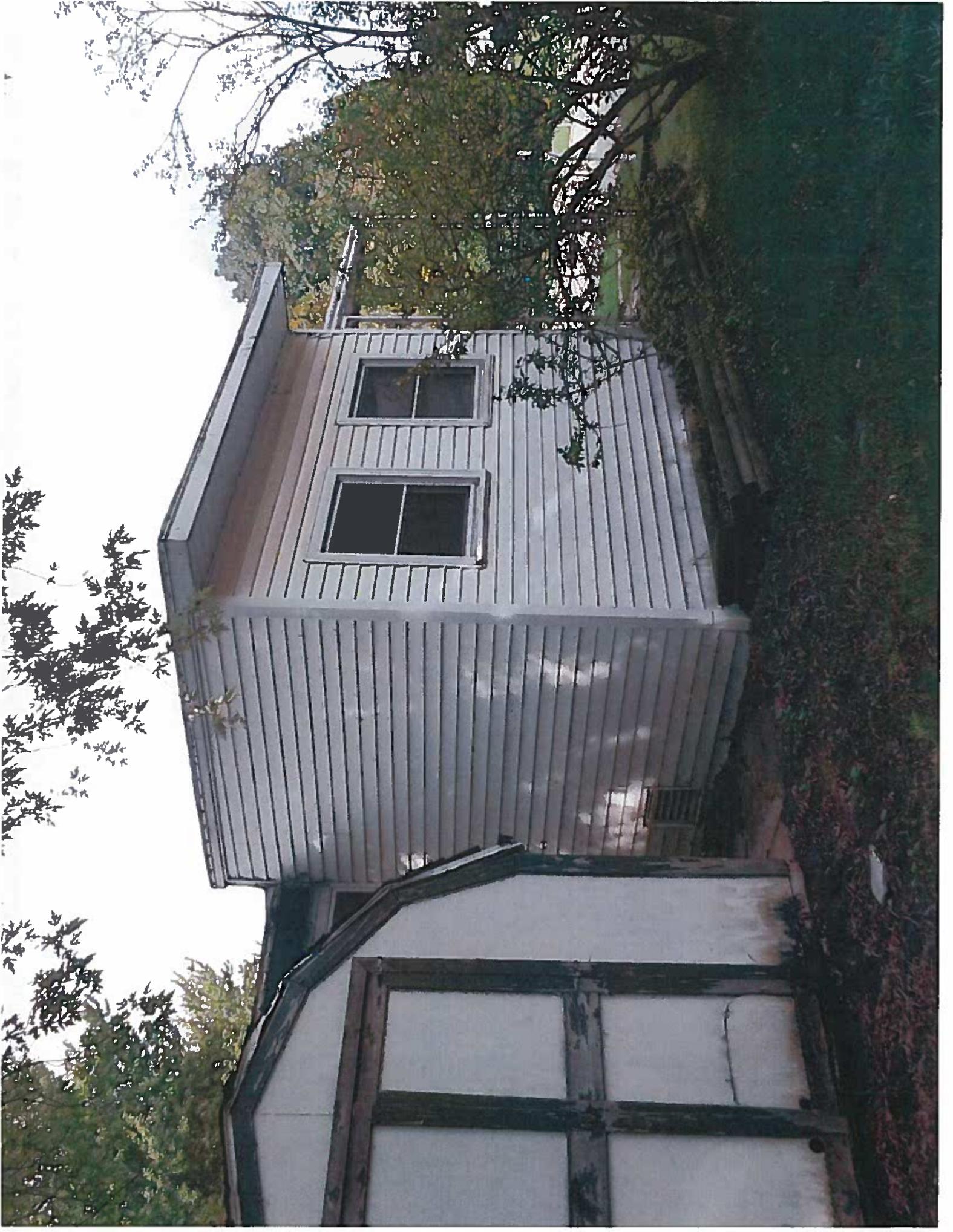
Attachment: Copy of August 7, 2014 Unsafe Structure Notice

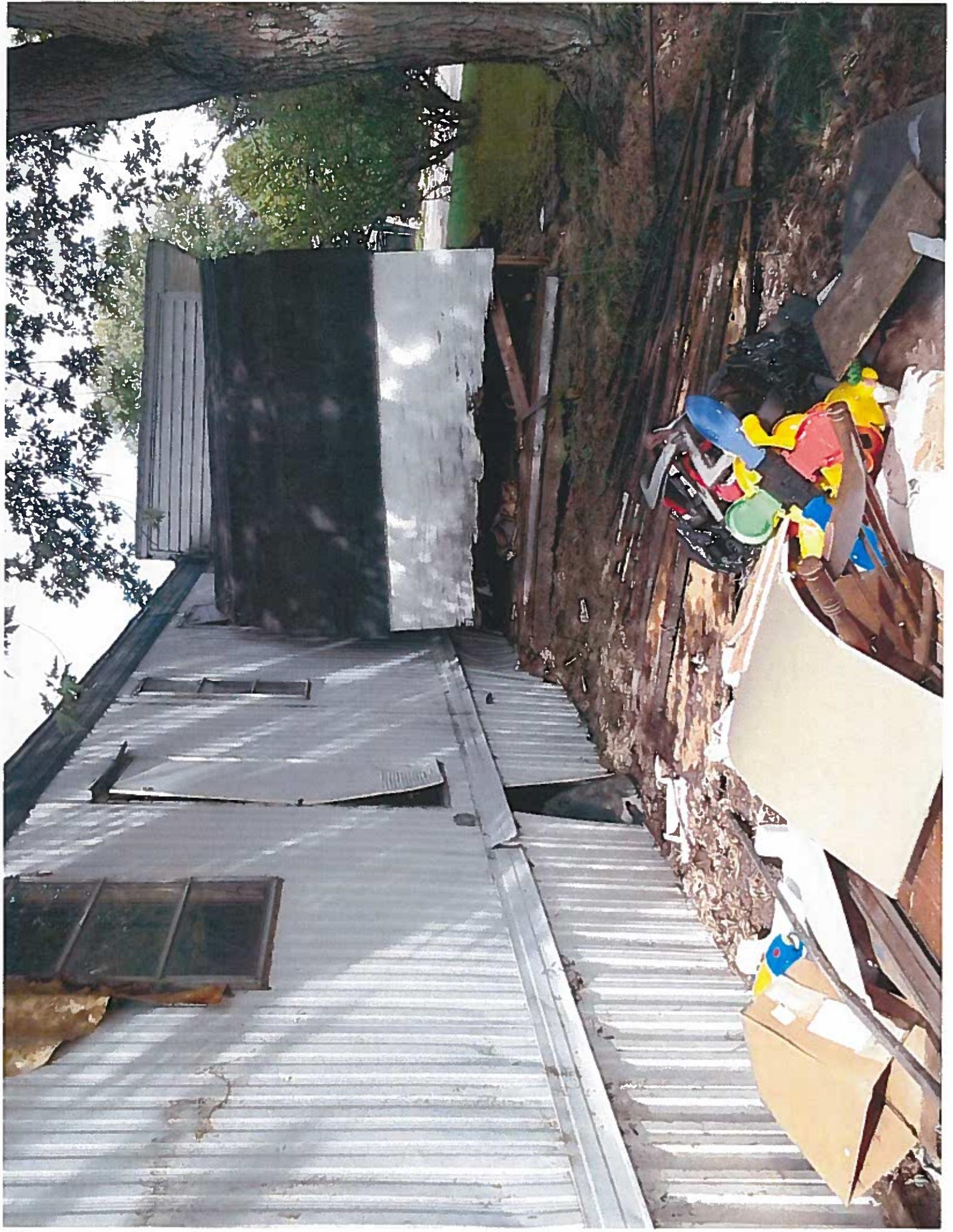
cc: Terry A. Novak, Deputy Director of Building and Housing Services  
Christopher Forth, Deputy Director of Planning, Development and Neighborhood Services

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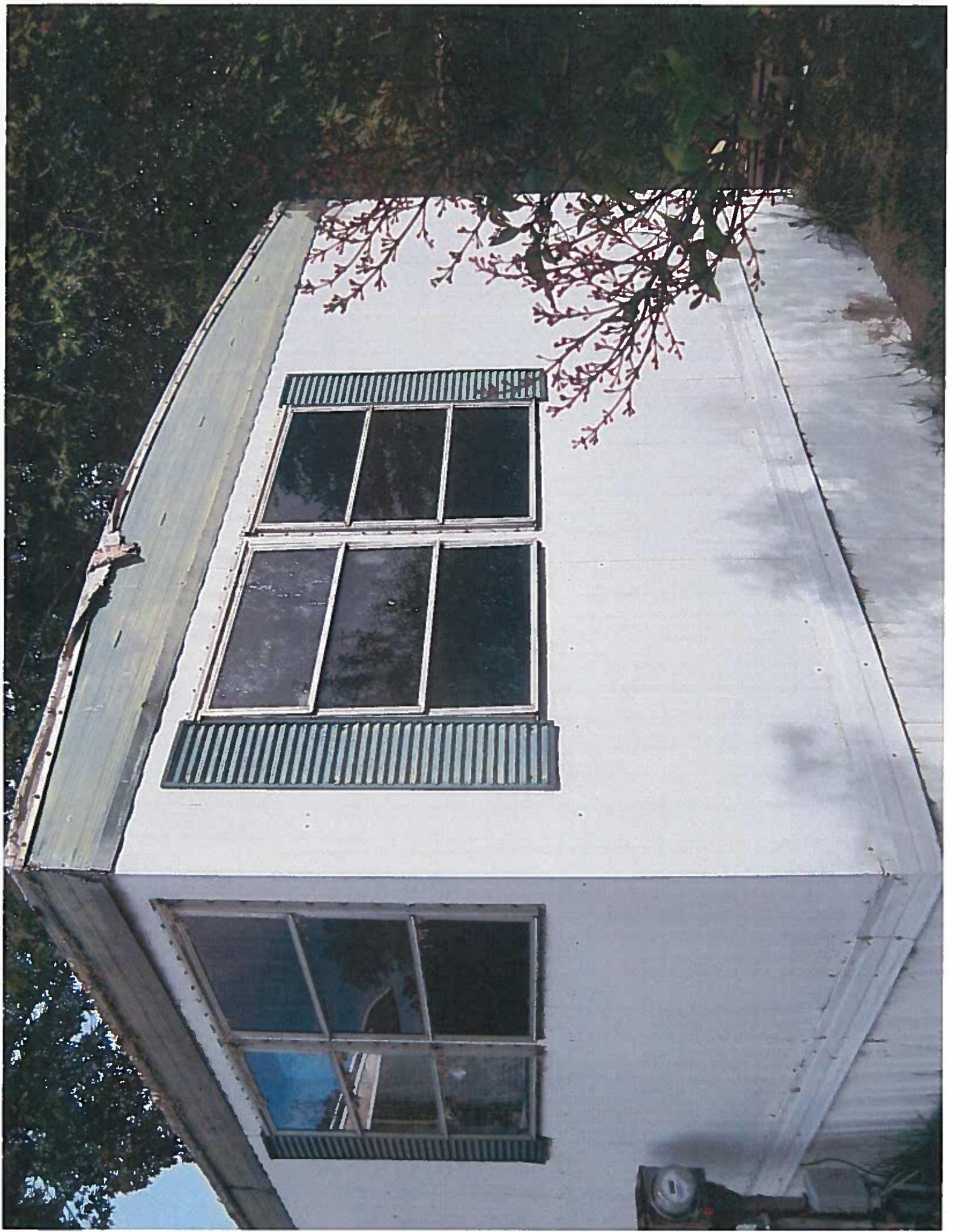


4228















## Terry Novak

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**From:** Bridgette Warren <bwarren@rhp-properties.com>  
**Sent:** Thursday, September 25, 2014 12:21 PM  
**To:** Terry Novak  
**Subject:** Colonial Acres Homes - Site #162 & #163

**Importance:** High

Terry,

Please be advised that I have been working with vendors to obtain estimates for the removal of sites #162 and #163 at Colonial Acres. They are now scheduled to be demolished starting on November 1<sup>st</sup>, 2014. Please let me know if you have any further questions.

Thanks,

Bridgette A. Warren [Regional Manager]

**RHP Properties, Inc. | America's Home**

31705 Northwood Dr.  
Farmington Hills, MI 48334  
(248) 675-0033 Main  
(513) 205-0785 Cell  
(248) 548-7744 Fax

[bwarren@rhp-properties.com](mailto:bwarren@rhp-properties.com)

[www.rhpproperties.com](http://www.rhpproperties.com)

**CONFIDENTIALITY NOTICE**

This e-mail and any files transmitted with it are confidential and intended only for the individual(s) named in the e-mail recipient. If you have received this transmission in error, please immediately notify the sender and delete this e-mail from your system.



**TO:** Construction Board of Appeals

**FROM:** Vicki Georgeau <sup>VJ</sup> Director of Community Development

**DATE:** September 26, 2014

**SUBJECT:** Show Cause Hearing – 4234 Monroe Avenue

**CODE SECTION:** Article 13, Section 42-1341 - Unsafe Structures, City of Portage Codified Ordinances

The dilapidated manufactured dwelling located at 4234 Monroe Avenue within Colonial Acres has not been made habitable or safe in accordance with the provisions of the Codified Ordinances of the City of Portage.

In compliance with the Unsafe Structure Ordinance, an August 7, 2014 Unsafe Structure notice was sent certified mail and posted at the site advising that the property owner had 30-days to bring the manufactured dwelling into compliance or further enforcement action would be pursued. No progress has been demonstrated by the property owner to repair or remove the dwelling. Because of the lack of action, a September 17, 2014 Show Cause Hearing notice was transmitted and posted on the site.

The condition of the manufactured dwelling serves as an attractive nuisance that is continuing to decline with a lack of maintenance and creates a negative impact on the surrounding neighborhood. Because of this detrimental effect, and lack of response from the property owner, corrective action for the property is necessary for neighborhood protection purposes. A September 25, 2014 email from Ms. Bridgette Warren, Colonial Acres Representative is attached indicating that it is the intent of Colonial Acres to begin demolition of the manufactured dwelling on November 1, 2014.

Respective of Ms. Warren's communication, it is recommended that the Construction Board order the manufactured dwelling repaired, or razed and removed from the site within 30-days. Failure to comply with the order will result in the matter being referred to City Council with a recommendation that the city be authorized to raze and remove the dwelling. Any and all costs incurred for such action shall be due and payable as permitted in the City of Portage Unsafe Structure Ordinance.

**Attachments:** Vicinity map of 4234 Monroe Avenue.  
Unsafe structure notification dated August 7, 2014.  
Show Cause Hearing notification dated September 17, 2014.  
Photographs of 4234 Monroe Avenue.  
September 25, 2014 email from Bridgette Warren, Colonial Acres Representative.



**Vicinity Map**  
**4234 Monroe Avenue**

1 inch = 60 feet



## Department of Community Development

August 7, 2014

Sent Certified Mail and Posted on Site

Colonial Acres Associates, LLC  
31200 Northwestern Highway  
Farmington, MI 48334

Dear Colonial Acres Associates:

RE: Unsafe/Unfit Structure - Notice to Owners/Occupants – 4234 Monroe Avenue

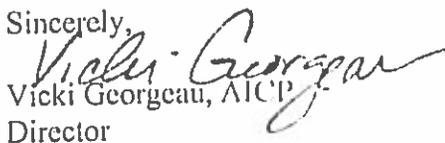
The City of Portage property maintenance regulations require that buildings and properties be maintained and repaired in the interests of protecting the health, safety and welfare of the occupants of the building and surrounding neighborhood. The current condition of the manufactured dwelling at 4234 Monroe is unsafe and unfit for human occupancy as defined in Section 42-1341 of the City of Portage Code of Ordinances. A recent inspection of the dwelling and property determined that the following items were in need of correction:

1. The roof of the dwelling is damaged and needs repair.
2. A portion of the ceiling in the dwelling has collapsed due to water damage.
3. Portions of the interior floor of the dwelling have been removed and need to be repaired/replaced.
4. Electrical repairs for the dwelling are necessary. Electrical wiring and/or fixtures are also missing.
5. The dwelling windows have been replaced without the proper reinstallation of siding.
6. The front deck is rotted and unsafe.
7. The dwelling skirting needs to be repaired/replaced.

Your effort to have the above listed violations corrected within thirty (30) days from the date of receipt of this notice is necessary to avoid enforcement action. If corrective action is not initiated, the matter may be scheduled before the Construction Board of Appeals seeking an abatement and/or demolition order. The costs of the abatement or demolition order shall be due and payable by the property owner or as a lien placed against the property.

If you have any questions or need further information, please contact the Department of Community Development at 269-329-4466.

Sincerely,

  
Vicki Georgeau, AICP  
Director

C. Colonial Acres, 5374 Deadwood Drive W, Portage, MI 49002

Ec.. Terry Novak, Deputy Director of Building and Housing Services

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September 17, 2014

Sent Certified Mail and Posted on Site

Colonial Acres Associates, LLC  
31200 Northwestern Highway  
Farmington, MI 48334

Dear Colonial Acres Associates:

RE: Notice of Show Cause Hearing – 4234 Monroe Avenue

The manufactured dwelling located at 4234 Monroe Avenue has not been made safe or repaired in accordance with the provisions of the Codified Ordinances of the City of Portage, Michigan. The current condition of the manufactured dwelling, as identified in the August 7, 2014 Unsafe Structure Notice, is unsafe and unfit for human occupancy as defined in Section 42-1341 of the City of Portage Code of Ordinances.

As a result of these continued violations, you are hereby notified that a hearing on the condition of the manufactured dwelling at 4234 Monroe Avenue will be held before the Construction Board of Appeals at 5:00 P.M. on October 2, 2014. The meeting will be held in Conference Room Two of Portage City Hall, 7900 South Westnedge Avenue, Portage, Michigan. At this hearing, you will have the opportunity to show cause as to why the manufactured dwelling should not be ordered demolished/removed from the site or otherwise made safe. The owner and any occupant of the manufactured dwelling shall have the right at the hearing to cross-examine witnesses who testify against the owner's and/or occupant's interests and the right to produce witnesses on your own behalf, including the use of pictures, video tapes or other recording devices.

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If you have any questions, please contact the Division of Building and Housing Services, Department of Development, 329-4477.

Sincerely,



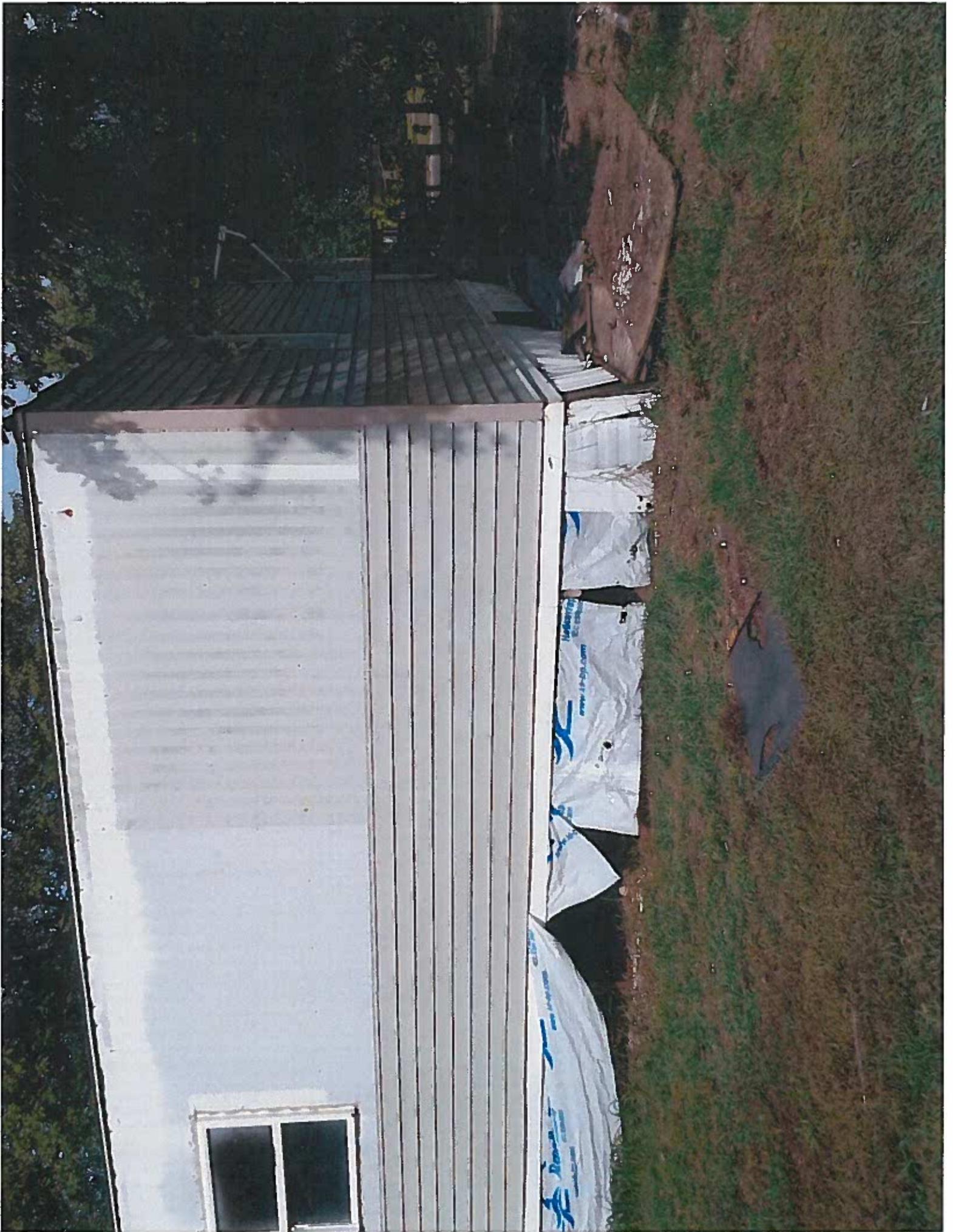
Vicki Georgeau, AICP  
Director

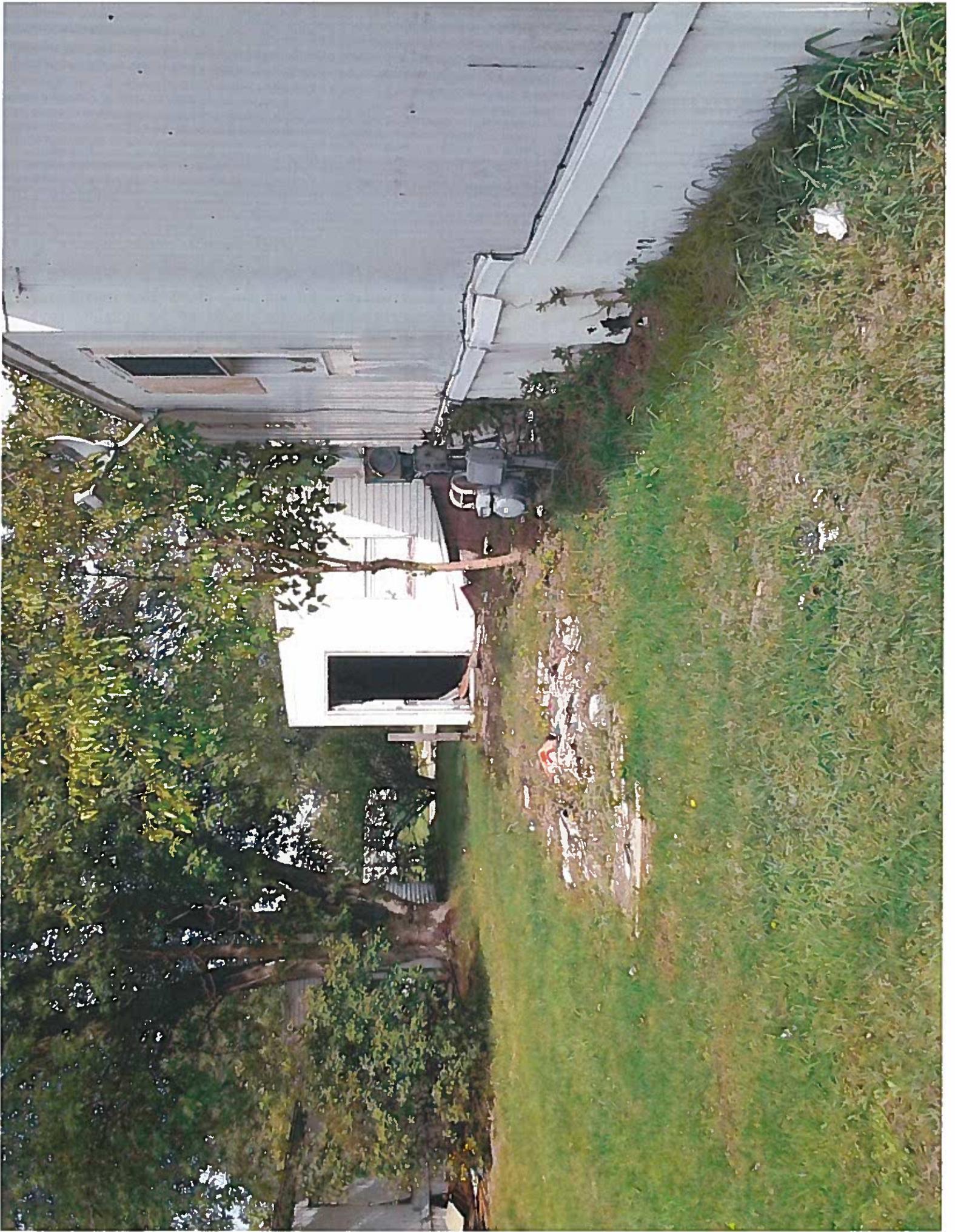
Attachment: Copy of August 7, 2014 Unsafe Structure Notice

cc: Terry A. Novak, Deputy Director of Building and Housing Services  
Christopher Forth, Deputy Director of Planning, Development and Neighborhood Services

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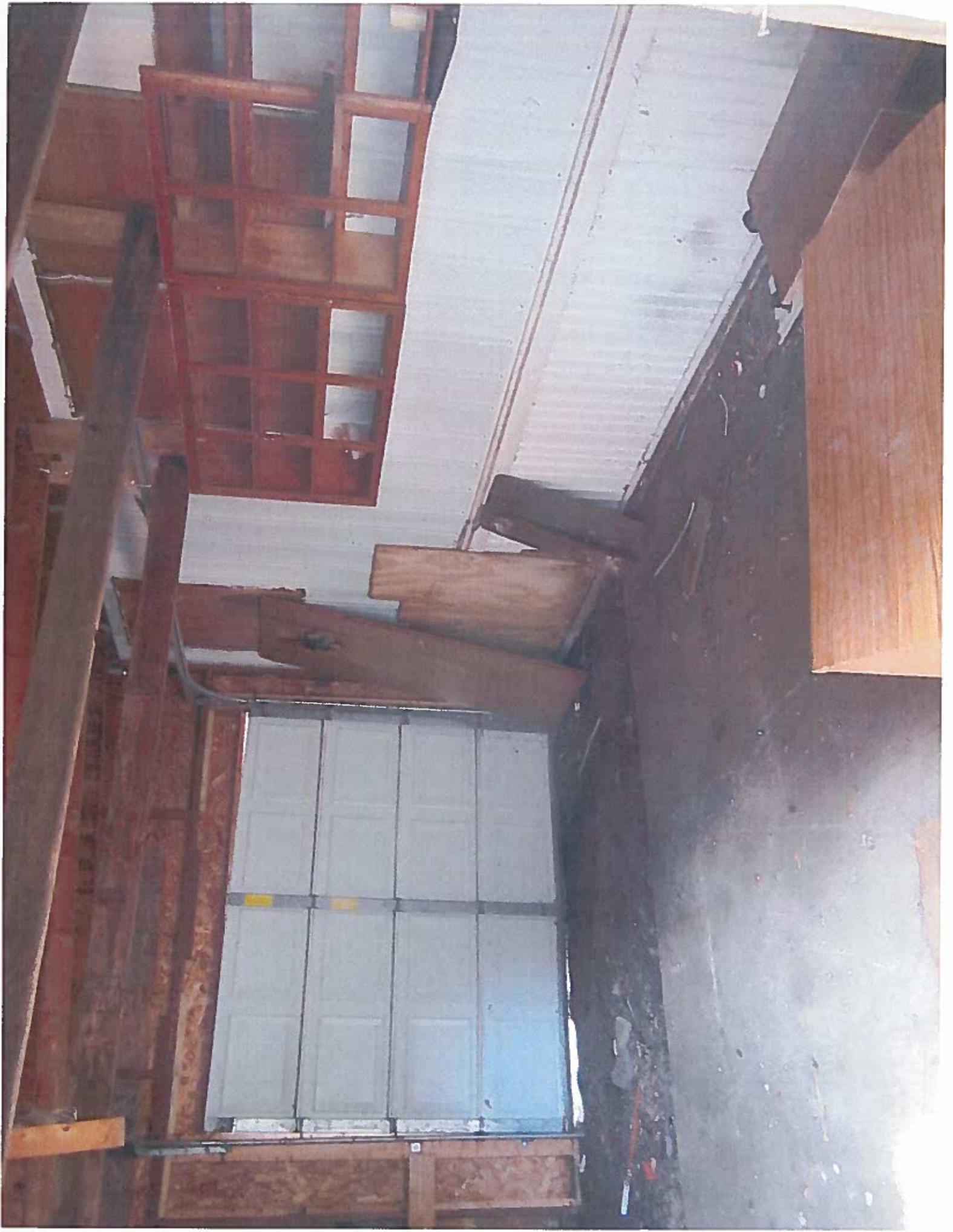


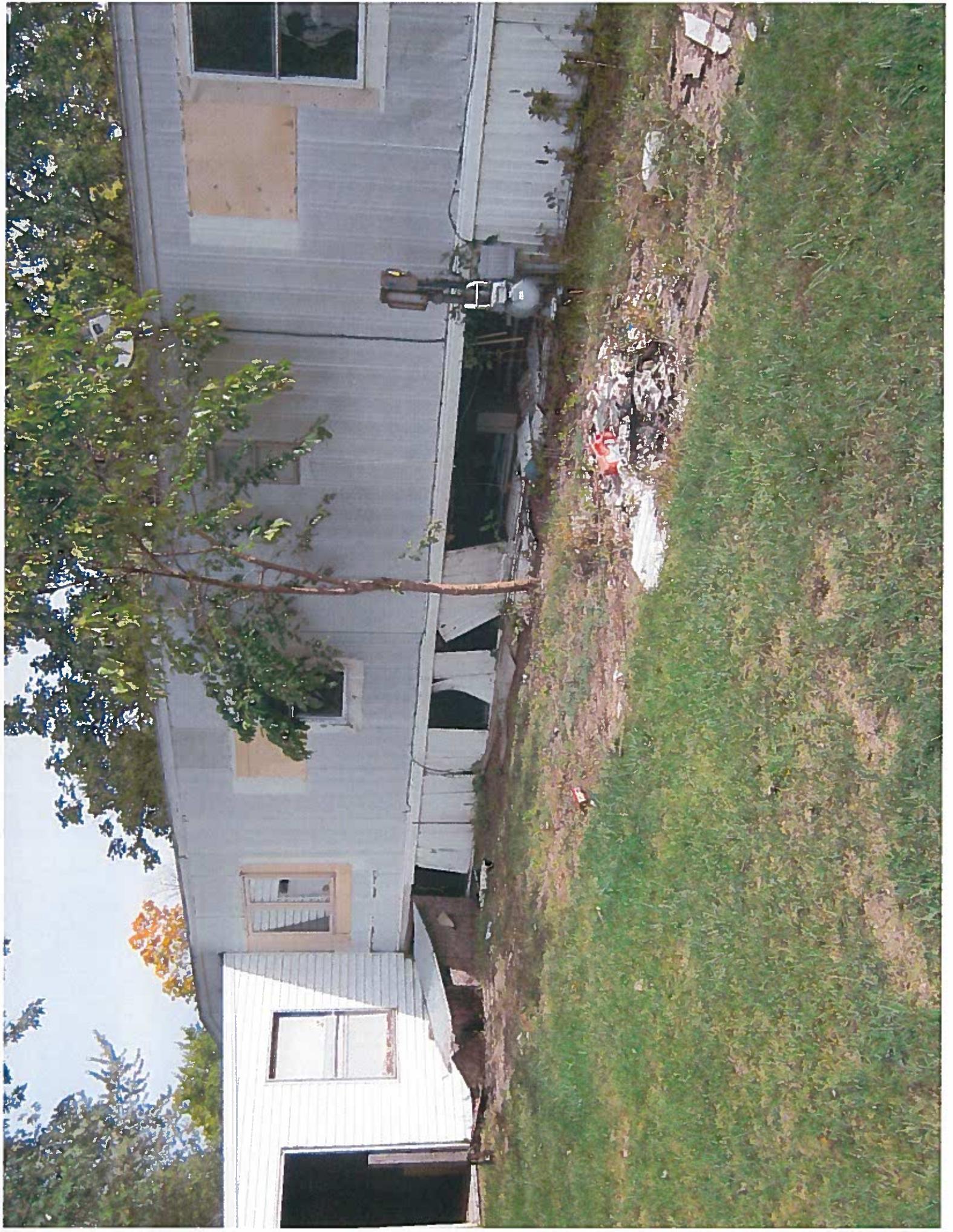














## Terry Novak

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**From:** Bridgette Warren <bwarren@rhp-properties.com>  
**Sent:** Thursday, September 25, 2014 12:21 PM  
**To:** Terry Novak  
**Subject:** Colonial Acres Homes - Site #162 & #163

**Importance:** High

Terry,

Please be advised that I have been working with vendors to obtain estimates for the removal of sites #162 and #163 at Colonial Acres. They are now scheduled to be demolished starting on November 1<sup>st</sup>, 2014. Please let me know if you have any further questions.

Thanks,

Bridgette A. Warren | Regional Manager

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