

**CITY OF STEVENS POINT
ADMINISTRATIVE APPEALS BOARD AGENDA**

**November 16, 2022 - 4:00 PM
City Conference Room - 1515 Strong's Avenue**

1. Roll Call.
2. Minutes of the August 17, 2022 meeting.
3. Appeal of notice/service charge for property maintenance violation:
 - a. 517 Union Street.
 - b. 1520 West Pearl.
4. Schedule date and time of the next meeting.
5. Adjournment.

RMC – Revised Municipal Code

Any person who has special needs while attending this meeting or needs agenda materials for this meeting should contact the City Clerk as soon as possible to ensure reasonable accommodations can be made. The City Clerk can be reached by telephone at (715) 346-1569 or by mail at 1515 Strong's Avenue, Stevens Point, WI 54481. Copies of ordinances, resolutions, reports and minutes of the committee meetings are on file at the office of the City Clerk for inspection during normal business hours from 7:30 A.M. to 4:00 P.M.

ADMINISTRATIVE APPEALS BOARD
August 17, 2022 - 4:00 PM
City Conference Room - 1515 Strongs Avenue

MINUTES

1. Roll Call.

Present: Ald. Keymer, Member Speckman, Member Tiffany.

Excused: Chair Fishler, Vice-Chair Shorr.

Others

Present: Clerk Yenter, Neighborhood Improvement Coordinator Kordus.

Ald. Keymer was selected as temporary chair for this meeting.

2. Minutes of the March 16, 2022 meeting.

Member Speckman moved, Member Tiffany seconded, to approve minutes of the March 16, 2022 meeting.

Call for the vote: ayes, all; nays, none; motion carried.

3. Appeal of notice/service charge for property maintenance violation:

a. 424 Maria Drive.

Neighborhood Improvement Coordinator Kordus gave an overview of the violation.

Member Speckman questioned the number of cars present.

Ald. Keymer asked if they were charged for each visit.

Neighborhood Improvement Coordinator Kordus confirmed that they were charged each time after the first notice.

Member Tiffany asked about when notices are sent out.

Neighborhood Improvement Coordinator Kordus spoke about the communication that had transpired.

Ald. Keymer asked if the notices were sent to the property owner's address or to the property address.

Neighborhood Improvement Coordinator Kordus confirmed that notices are sent to property owners.

Member Speckmann questioned whether the letters were returned.

Neighborhood Improvement Coordinator Kordus confirmed that no letters were returned.

Member Speckmann moved, Member Tiffany seconded, to deny the appeal.

Call for the vote: ayes, all; nays, none; motion carried.

b. 2000 McCulloch Street.

Neighborhood Improvement Coordinator Kordus gave an overview of the violation.

Appellant Jacob Patrick spoke about their neighbor placing furniture on their property and being unaware of what the pink tag meant.

The appellant's parents, Keith and Robin Patrick, said that since it wasn't the tenants' furniture, they shouldn't be responsible for the fine. They noted that the landlord passed the fine on to the tenants.

Neighborhood Improvement Coordinator Kordus clarified that the violation was sent to the property owner who is responsible for paying for it.

Member Tiffany asked when the tenant was alerted to the issue.

The appellant said the landlord notified his dad in person and stated that the money would be taken from the tenants' security deposit.

Ald. Keymer expressed her regret that the appellant was being charged by their landlord, but stated that the fine itself was still warranted.

Member Tiffany stated that a call to the authorities for illegal dumping would've been the best course of action from the tenants upon witnessing the furniture on their property.

Neighborhood Improvement Coordinator Kordus agreed that notifying authorities is the correct course of action when illegal dumping has occurred. He clarified that once a police report has been filed, the streets department would pick up the items and no fine would be issued to the property owner.

Ald. Keymer spoke about a free legal advisor on campus that could be helpful in regards to the lease agreement.

Member Speckmann moved, Ald. Keymer seconded to deny the appeal.

Call for the vote: ayes, all; nays, none; motion carried.

4. Schedule date and time of the next meeting.

No action at this time.

5. Adjournment.

Adjourned at 4:31 p.m.



Deliver To:
 City Clerk's Office
 Attn: Administrative Appeals Board
 1515 Strongs Avenue
 Stevens Point, WI 54481

PROPERTY APPEAL FORM

or Email To:
 clerk@stevenspoint.com

Enclosed is a notice and/or service charge issued by the Inspection Department of the City of Stevens Point. To dispute or contest this notice and/or charge, a formal written letter must be submitted to the Administrative Appeals Board. This request must be in writing, in a manner which is legible, or typed and submitted (hard copy or electronically) to the City Clerk's Office. Under City Ordinance 3.56, any person aggrieved by a notice and/or charge issued in connection with any alleged violation may file a request for a hearing with the Administrative Appeals Board for review of the case.

The written or typed appeal must set forth the reasons for contesting the interpretation of City Code of Ordinances and/or the Notice of Noncompliance issued by the Inspection Department. The appeal must be submitted within 30 days after the date of issuance of the notice and/or charge. **While not mandatory, you are highly encouraged to attend the meeting.**

ALL INFORMATION BELOW IS REQUIRED FOR SUBMITTAL PRIOR TO A HEARING REVIEW

ADDRESS OF PROPERTY: 517 Union Street OWNER OF PROPERTY: Daniel Baillargeon
 INDIVIDUAL FILING APPEAL: Dan Baillargeon RELATION TO PROPERTY: owner
 CONTACT PHONE: 715 340 9412 EMAIL ADDRESS: /

ALLEGED VIOLATION: attached VIOLATION ID #: _____

HAVE YOU SPOKEN WITH THE ISSUING AGENT (REQUIRED): NO YES AGENT: Mark C.

RESULTS OF THAT DISCUSSION:

Sent me this form to fill out

PLEASE STATE THE SPECIFIC REASONS YOU BELIEVE THE ORDINANCE VIOLATION(S) WERE UNFOUNDED, INCORRECT, OR WITHOUT BASIS. PLEASE NOTE THAT YOU MAY ONLY APPEAL THE ORDINANCE DETERMINATION, ANY DISAGREEMENT WITH THE CHARGE AMOUNTS IS NOT A VALID REASON FOR APPEAL, AS THOSE ARE DETERMINED BY ORDINANCE. YOU MAY ATTACH ADDITIONAL SHEETS OR DOCUMENTS AS NEEDED.

The item in question was dumped in front of my property. I am a 100% Disabled Vietnam veteran. I can barely walk. I get out of the house once or twice a week. There is absolutely no reason for me to pay any fine for something not caused by me!

SIGNATURE OF APPELLANT: [Signature] DATE: 9-2-2022
 PRINT NAME: Daniel Baillargeon APPELLANT'S ADDRESS: 517 Union Street Stevens Point



CITY OF STEVENS POINT

1515 STRONGS AVENUE
STEVENS POINT, WI 54481
715-346-1567

INVOICE

Date	Invoice #	Page
08/12/2022	500034472	1

Bill To: DANIEL BAILLARGEON
517 UNION ST
STEVENS POINT WI 54481

Customer/Parcel No.: 240829300122

Parcel Address: 240829300122

DUE UPON RECEIPT

Description	Net Amount
SERVICE CHARGES: INSPECTION	50.00
NUISANCE ABATEMENT CHGS BY CONTRACTOR	65.62

* Effective November 1, 2005 - We reserve the right to process your check electronically. So, when paying by check, please be aware that you are authorizing us to use information on your check to make a one-time electronic charge to your account at the financial institution indicated on the check. This electronic debit will be for the amount of your check.

* Pay by e-check or credit card (fees apply) online at: StevensPoint.com/invoice

* Effective June 30, 2019, interest may be added to all accounts over 30 days past due at 1.5% monthly (18% annually).

Amount 115.62

Balance Due 115.62

Please Detach at Dashed Line and Return With Remittance

Make Checks Payable & Remit to:

Customer Name: BAILLARGEON, DANIEL

Customer/Parcel No.: 240829300122

Invoice: 500034472

City of Stevens Point
1515 Strong's Avenue
Stevens Point, WI 54481

Amount Paid: \$ _____



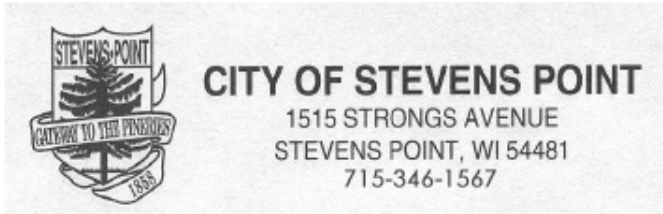
Memo

Mark Kordus
Neighborhood Improvement Coordinator
Community Development
City of Stevens Point
1515 Strongs Avenue
Stevens Point, WI 54481
Ph: (715) 346-1567 • Fax: (715) 346-1498
mkordus@stevenspoint.com

To: Public Protection Committee
From: Mark Kordus
CC: Ryan Kernosky & Andrew Beveridge
Date: 11/1/22
Subject: 517 Union St. - Case RAC-2022-00833

On 7/27/22 I observed an entertainment center on the curb and sidewalk in front of 517 Union St. The item was tagged. A re-inspection occurred on 7/29/22 and the tagged item was still present and an abatement order was sent to the city contractor. The city contractor picked the item up on 8/2/22, five days after it was initially tagged. No one contacted our office regarding this item during those 5 days.





CITY OF STEVENS POINT
 1515 STRONGS AVENUE
 STEVENS POINT, WI 54481
 715-346-1567

INVOICE

Date	Invoice #	Page
08/12/2022	500034472	1

Bill To: DANIEL BAILLARGEON
 517 UNION ST
 STEVENS POINT WI 54481

Customer/Parcel No.: 240829300122
Parcel Address: 240829300122

DUE UPON RECEIPT

Description	Net Amount
SERVICE CHARGES: INSPECTION	50.00
NUISANCE ABATEMENT CHGS BY CONTRACTOR	65.62

* Effective November 1, 2005 - We reserve the right to process your check electronically. So, when paying by check, please be aware that you are authorizing us to use information on your check to make a one-time electronic charge to your account at the financial institution indicated on the check. This electronic debit will be for the amount of your check.
 * Pay by e-check or credit card (fees apply) online at: StevensPoint.com/invoice
 * Effective June 30, 2019, interest may be added to all accounts over 30 days past due at 1.5% monthly (18% annually).

Amount	115.62
Balance Due	<u>115.62</u>

Please Detach at Dashed Line and Return With Remittance

Make Checks Payable & Remit to:

Customer Name: BAILLARGEON, DANIEL

City of Stevens Point
 1515 Strong's Avenue
 Stevens Point, WI 54481

Customer/Parcel No.: 240829300122

Invoice: 500034472

Amount Paid: \$ _____



Deliver To:
 City Clerk's Office
 Attn: Administrative Appeals Board
 1515 Strongs Avenue
 Stevens Point, WI 54481

or Email To:
 clerk@stevenspoint.com

PROPERTY APPEAL FORM

RECEIVED
 OCT 19 2022
 CITY CLERKS
 OFFICE

Enclosed is a notice and/or service charge issued by the Inspection Department of the City of Stevens Point. To dispute or contest this notice and/or charge, a formal written letter must be submitted to the Administrative Appeals Board. This request must be in writing, in a manner which is legible, or typed and submitted (hard copy or electronically) to the City Clerk's Office. Under City Ordinance 3.56, any person aggrieved by a notice and/or charge issued in connection with any alleged violation may file a request for a hearing with the Administrative Appeals Board for review of the case.

The written or typed appeal must set forth the reasons for contesting the interpretation of City Code of Ordinances and/or the Notice of Noncompliance issued by the Inspection Department. The appeal must be submitted within 30 days after the date of issuance of the notice and/or charge. **While not mandatory, you are highly encouraged to attend the meeting.**

 ALL INFORMATION BELOW IS REQUIRED FOR SUBMITTAL PRIOR TO A HEARING REVIEW

ADDRESS OF PROPERTY: 1520 W Pearl OWNER OF PROPERTY: Michael Young
 INDIVIDUAL FILING APPEAL: Michael Young (same) RELATION TO PROPERTY: owner
 CONTACT PHONE: 715 252 4016 EMAIL ADDRESS: MY9146@gmail.com

ALLEGED VIOLATION: No parking on Grass VIOLATION ID #: _____
 HAVE YOU SPOKEN WITH THE ISSUING AGENT (REQUIRED): NO YES AGENT: _____

RESULTS OF THAT DISCUSSION:
 I explained my situation and he gave me until the end of October to take care of it, which I have 1 1/2 weeks ahead of our plan

PLEASE STATE THE SPECIFIC REASONS YOU BELIEVE THE ORDINANCE VIOLATION(S) WERE UNFOUNDED, INCORRECT, OR WITHOUT BASIS. PLEASE NOTE THAT YOU MAY ONLY APPEAL THE ORDINANCE DETERMINATION, ANY DISAGREEMENT WITH THE CHARGE AMOUNTS IS NOT A VALID REASON FOR APPEAL, AS THOSE ARE DETERMINED BY ORDINANCE. YOU MAY ATTACH ADDITIONAL SHEETS OR DOCUMENTS AS NEEDED.

See Att. Sheet

SIGNATURE OF APPELLANT: Michael Young DATE: 10-15-22
 PRINT NAME: Michael Young APPELLANT'S ADDRESS: 1520 W. PEARL ST.

I would like to start out with my Sincere Apology. for not taking care of this problem in a timely fashion. I was placed in the hospital At the end of July to the end of August for 3 1/2 weeks. I had a bladder infection that turned into bacteria in my blood, and had to have an emergency blood transfusion. When I got out of the hospital I was very weak and could not finish all of the jobs quickly. I have since gotten them all taken care of and cleaned up the yard



Memo

Mark Kordus
Neighborhood Improvement Coordinator
Community Development
City of Stevens Point
1515 Strongs Avenue
Stevens Point, WI 54481
Ph: (715) 346-1567 • Fax: (715) 346-1498
mkordus@stevenspoint.com

To: Public Protection Committee
From: Mark Kordus
CC: Ryan Kernosky & Andrew Beveridge
Date: 11/1/22
Subject: 1520 West Pearl St. - Case RAC-2022-00833

On 8/17/22 at 2:29 PM Mark Kordus observed 2 vehicles parked on the grass at 1520 West Pearl St. A notice of noncompliance was sent out that same day with a compliance date of 9/2/22. A reinspection occurred on 9/2/22 and one vehicle had been removed from the front yard, but the other one was still parked on the grass next to the garage. A second notice of non-compliance was sent with a \$100 service fee with a due date of 9/16/22. A third inspection occurred on 9/16/22 and the vehicle next to the garage was still present, another \$100 service fee was generated with a due date of 10/3/22. The owner stopped in the office on 9/22/22 and asked for more time to comply. The due date was mutually agreed upon and revised to 10/31/22. A final inspection occurred on 11/1/22 and the property was found to be in compliance and the case was closed.







Wednesday, August 17, 2022

ID#: RAC-2022-00833

MICHAEL J. YOUNG
1520 WEST PEARL ST
STEVENS POINT, WI 54481

**NONCOMPLIANCE NOTICE:
VEHICLE PARKED ON GRASS AT 1520 WEST PEARL ST**

Dear Michael J. Young,

An inspection of the property located at 1520 WEST PEARL ST was made on 08/17/2022. As a result of this inspection, the condition below was observed:

Condition:

- Vehicles licensed for use on a public roadway must be parked on an approved hard surface they cannot be parked in the grass or lawn please correct prior to the due date. Must be corrected by: 09/02/2022 parking / driveway surfaces required 23.01(14)(e)(2)(h): 23.01(15)(e)(2)(h) Surfacing Required. Except as provided below, where parking facilities or any other vehicular use area is provided, they shall be surfaced with asphalt bituminous, concrete or dustless material approved by the Administrator, and shall be maintained in a smooth, well-graded condition.



The condition described above is not in compliance with the referenced Municipal Code, WI Admin Code, & WI Statutes, which states, 'the provisions of these codes shall apply to all existing premises and constitute the minimum requirements and standards for property conditions'. **Case details may be requested at communitydevelopment@stevenspoint.com.**

This is your official notice that you will need to bring the property into compliance by properly abating such conditions within the timeline indicated. A re-inspection will occur to verify if the condition(s) is abated prior to **09/02/2022**. Please contact the issuing inspector if this date needs to be adjusted before the scheduled re-inspection. Grants or low interest loans may be available to local homeowners, to verify funding availability please visit stevenspoint.com/595/Homeowner-Help

Failure to correct the condition(s) described above will result in the issuance of a \$100.00 service charge, as well as, enforcing the penalty provisions described in the Stevens Point Municipal Code, with the any unpaid charges

assessed against the real estate as a special charge.

Please note that if work is being performed, or slated to be performed, it may require a building permit. Inquire with our office to verify if a building permit is needed. If you require assistance or have any additional questions regarding this matter, please contact the issuing inspector.

Sincerely,

A handwritten signature in black ink that reads "Mark Kordus". The signature is written in a cursive, flowing style.

Mark Kordus
Neighborhood Improvement Coordinator
mkordus@stevenspoint.com
715-346-1567



Wednesday, September 7, 2022

ID#: RAC-2022-00833
INVOICE:500034517

MICHAEL J. YOUNG
1520 WEST PEARL ST
STEVENS POINT, WI 54481

**NONCOMPLIANCE NOTICE:
VEHICLE PARKED ON GRASS AT 1520 WEST PEARL ST**

Dear Michael J. Young,

An inspection of the property located at 1520 WEST PEARL ST was made on 09/02/2022. As a result of this inspection, the condition below was observed:

Condition:

- Vehicles licensed for use on a public roadway must be parked on an approved hard surface they cannot be parked in the grass or lawn please correct prior to the due date. Must be corrected by: 09/16/2022 parking / driveway surfaces required 23.01(14)(e)(2)(h): 23.01(15)(e)(2)(h) Surfacing Required. Except as provided below, where parking facilities or any other vehicular use area is provided, they shall be surfaced with asphalt bituminous, concrete or dustless material approved by the Administrator, and shall be maintained in a smooth, well-graded condition.



The condition described above is not in compliance with the referenced Municipal Code, WI Admin Code, & WI Statutes, which states, 'the provisions of these codes shall apply to all existing premises and constitute the minimum requirements and standards for property conditions'. **Case details may be requested at communitydevelopment@stevenspoint.com.**

This is your official notice that you will need to bring the property into compliance by properly abating such conditions within the timeline indicated. A re-inspection will occur to verify if the condition(s) is abated prior to **09/16/2022**. Please contact the issuing inspector if this date needs to be adjusted before the scheduled re-inspection. Grants or low interest loans may be available to local homeowners, to verify funding availability please visit stevenspoint.com/595/Homeowner-Help

Failure to correct the condition(s) described above will result in the issuance of a \$100.00 service charge, as well as, enforcing the penalty provisions described in the Stevens Point Municipal Code, with the any unpaid charges

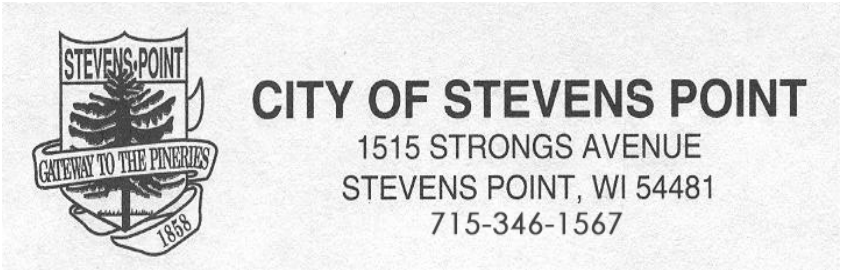
assessed against the real estate as a special charge.

Please note that if work is being performed, or slated to be performed, it may require a building permit. Inquire with our office to verify if a building permit is needed. If you require assistance or have any additional questions regarding this matter, please contact the issuing inspector.

Sincerely,

A handwritten signature in black ink that reads "Mark Kordus". The signature is written in a cursive, flowing style.

Mark Kordus
Neighborhood Improvement Coordinator
mkordus@stevenspoint.com
715-346-1567



INVOICE

Date	Invoice #	Page
09/07/2022	500034517	1

Bill To: MICHAEL J YOUNG
 1520 WEST PEARL ST
 STEVENS POINT WI 54481

Customer/Parcel No.: 240831400422
Parcel Address: 1520 West Pearl St
DUE UPON RECEIPT

Description	Net Amount
SERVICE CHARGES: INSPECTION	100.00

* Effective November 1, 2005 - We reserve the right to process your check electronically. So, when paying by check, please be aware that you are authorizing us to use information on your check to make a one-time electronic charge to your account at the financial institution indicated on the check. This electronic debit will be for the amount of your check.

* Pay by e-check or credit card (fees apply) online at: StevensPoint.com/invoice

* Effective June 30, 2019, interest may be added to all accounts over 30 days past due at 1.5% monthly (18% annually).

Amount	100.00
Balance Due	<u>100.00</u>

Please Detach at Dashed Line and Return With Remittance

Make Checks Payable & Remit to:

Customer Name: YOUNG, MICHAEL J

Customer/Parcel No.: 240831400422

Invoice: 500034517

City of Stevens Point
 1515 Strongs Avenue
 Stevens Point, WI 54481

Amount Paid: \$ _____



Tuesday, September 20, 2022

ID#: RAC-2022-00833

INVOICE: 500034535

MICHAEL J. YOUNG
1520 WEST PEARL ST
STEVENS POINT, WI 54481

**NONCOMPLIANCE NOTICE:
VEHICLE PARKED ON GRASS AT 1520 WEST PEARL ST**

Dear Michael J. Young,

An inspection of the property located at 1520 WEST PEARL ST was made on 09/16/2022. As a result of this inspection, the condition below was observed:

Condition:

- Vehicles licensed for use on a public roadway must be parked on an approved hard surface they cannot be parked in the grass or lawn please correct prior to the due date. Must be corrected by: 10/03/2022 parking / driveway surfaces required 23.01(14)(e)(2)(h): 23.01(15)(e)(2)(h) Surfacing Required. Except as provided below, where parking facilities or any other vehicular use area is provided, they shall be surfaced with asphalt bituminous, concrete or dustless material approved by the Administrator, and shall be maintained in a smooth, well-graded condition.



The condition described above is not in compliance with the referenced Municipal Code, WI Admin Code, & WI Statutes, which states, 'the provisions of these codes shall apply to all existing premises and constitute the minimum requirements and standards for property conditions'. **Case details may be requested at communitydevelopment@stevenspoint.com.**

This is your official notice that you will need to bring the property into compliance by properly abating such conditions within the timeline indicated. A re-inspection will occur to verify if the condition(s) is abated prior to **10/03/2022**. Please contact the issuing inspector if this date needs to be adjusted before the scheduled re-inspection. Grants or low interest loans may be available to local homeowners, to verify funding availability please visit stevenspoint.com/595/Homeowner-Help

Failure to correct the condition(s) described above will result in the issuance of a \$100.00 service charge, as well as, enforcing the penalty provisions described in the Stevens Point Municipal Code, with the any unpaid charges

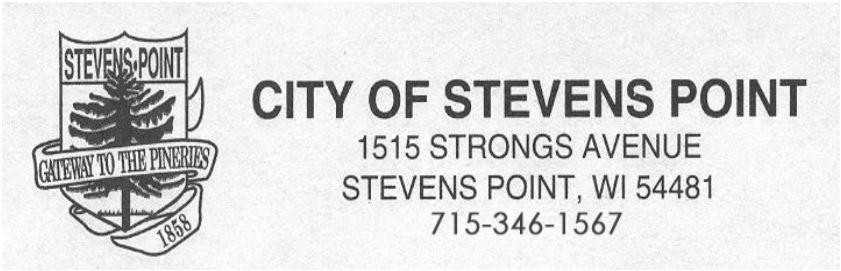
assessed against the real estate as a special charge.

Please note that if work is being performed, or slated to be performed, it may require a building permit. Inquire with our office to verify if a building permit is needed. If you require assistance or have any additional questions regarding this matter, please contact the issuing inspector.

Sincerely,

A handwritten signature in black ink that reads "Mark Kordus". The signature is written in a cursive style with a horizontal line underneath the name.

Mark Kordus
Neighborhood Improvement Coordinator
mkordus@stevenspoint.com
715-346-1567



INVOICE

Date	Invoice #	Page
09/20/2022	500034535	1

Bill To: MICHAEL J YOUNG
 1520 WEST PEARL ST
 STEVENS POINT WI 54481

Customer/Parcel No.: 240831400422
Parcel Address: 1520 West Pearl St
DUE UPON RECEIPT

Description	Net Amount
SERVICE CHARGES: INSPECTION	100.00

* Effective November 1, 2005 - We reserve the right to process your check electronically. So, when paying by check, please be aware that you are authorizing us to use information on your check to make a one-time electronic charge to your account at the financial institution indicated on the check. This electronic debit will be for the amount of your check.

* Pay by e-check or credit card (fees apply) online at: StevensPoint.com/invoice

* Effective June 30, 2019, interest may be added to all accounts over 30 days past due at 1.5% monthly (18% annually).

Amount	100.00
Balance Due	<u>100.00</u>

Please Detach at Dashed Line and Return With Remittance

Make Checks Payable & Remit to:

Customer Name: YOUNG, MICHAEL J
 Customer/Parcel No.: 240831400422
 Invoice: 500034535

City of Stevens Point
 1515 Strongs Avenue
 Stevens Point, WI 54481

Amount Paid: \$ _____