

CITY OF MUSKEGON

HOUSING BOARD OF APPEALS

MEETING

February 5, 2026 @ 5:30 PM

CITY OF MUSKEGON, ROOM 204

933 TERRACE STREET, MUSKEGON, MI 49440

CALL TO ORDER:

ROLL CALL:

APPROVAL OF MINUTES:

A. Approve Minutes Public Safety- Inspections

PUBLIC COMMENT:

OLD BUSINESS:

A. Case B - EN2304310 - 978 Pine Street Public Safety- Inspections

B. Case C - EN2304311 - 984 Pine Street Public Safety- Inspections

NEW BUSINESS:

A. Case A - EN2205110 - 1171 7th Street Public Safety- Inspections

ANY OTHER BUSINESS:

A. 2026 Meeting Dates Public Safety- Inspections

ADJOURNMENT:

AMERICAN DISABILITY ACT POLICY FOR ACCESS TO OPEN MEETINGS OF THE CITY OF MUSKEGON AND ANY OF ITS COMMITTEES OR SUBCOMMITTEES

To give comment on a live-streamed meeting the city will provide a call-in telephone number to the public to be able to call and give comment. For a public meeting that is not live-streamed, and which a citizen would like to watch and give comment, they must contact the City Clerk's Office with at least a two-business day notice. The participant will then receive a zoom link which will allow them to watch live and give comment. Contact information is below. For more details, please visit: www.shorelinecity.com

The City of Muskegon will provide necessary reasonable auxiliary aids and services, such

as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting, to individuals with disabilities who want to attend the meeting with twenty-four (24) hours' notice to the City of Muskegon. Individuals with disabilities requiring auxiliary aids or services should contact the City of Muskegon by writing or by calling the following:

Ann Marie Meisch, MMC. City Clerk. 933 Terrace St. Muskegon, MI 49440. (231)724-6705.
clerk@shorelinecity.com



Agenda Item Review Form

Muskegon Housing Board of Appeals

Commission Meeting Date: February 5, 2026	Title: Approve Minutes															
Submitted by: Kimberly Young, Administrative Assistant to the City Manager	Department: Public Safety- Inspections															
Brief Summary: Approve minutes of the October 2, 2025 Housing Board of Appeals Meeting.																
Detailed Summary & Background:																
Goal/Action Item:																
Is this a repeat item?: Explain what change has been made to justify bringing it back to Commission:																
Amount Requested:	Budgeted Item: <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%; text-align: center;">Yes</td> <td style="width: 10%;"></td> <td style="width: 25%; text-align: center;">No</td> <td style="width: 10%;"></td> <td style="width: 20%; text-align: center;">N/A</td> <td style="width: 10%;"></td> </tr> </table>	Yes		No		N/A										
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Recommended Motion: To approve the minutes.																
Approvals:	Name the Policy/Ordinance Followed:															
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CITY OF MUSKEGON
MUSKEGON HOUSING BOARD OF APPEALS
MINUTES

DATE OF MEETING: Thursday, October 2, 2025
TIME OF MEETING: 5:30 PM
PLACE OF MEETING: CITY HALL FIRST FLOOR COMMISSION CHAMBERS

CHAIR: Kim Burr called the meeting at 5:30PM

ATTENDANCE: Kim Burr, Edward Simmons, Steve Frantz, Jay Kilgo, Demario Phillips

STAFF: S. Kiaunis, Building Safety Department, Hilarey Travieso, Building Safety Department,
Timothy Kozal, Director of public safety.

ABSENT: J. Willis

*I. **Meeting Minutes:***

A motion to approve the regular meeting minutes from August 7, 2025 meeting was made by K. Burr and supported by all.

*II. **Old Business:***

A. EN1901937 – 1784 Smith Street – Shields Della Mae Estate – 1784 Smith Street, Muskegon, MI 49442

 Tabled – Minutes do not indicate how long or who made the motion

B. EN1715554 – 1874 Jarman Street – Love Jasper – 932 E Forest Avenue, Muskegon, MI 49442
 Declared for Demolition – Simmons/All

C. EN190877 – 835 W Forest Avenue – Padilla Jesus C – 835 W Forest Avenue Muskegon, MI 49441 - NO ACTION

*III. **New Business:***

D. EN2409307 – 185 W. Laketon Avenue – 145 & 185 West Laketon LLC – 2512 W. Grand BLVD #306, Detroit, MI 48205 – NO ACTION

*IV. **Other Business:***

A. EN2307310 – 978 Pine Street – Yarbrough Leon – 1431 Bemis St. SE Grand Rapids, MI 49506 – NO ACTION

*V. **ADJOURN:*** The meeting concluded without further discussion or action.



Agenda Item Review Form

Muskegon Housing Board of Appeals

Commission Meeting Date: February 5, 2026	Title: Case B - EN2304310 - 978 Pine Street									
Submitted by:	Department: Public Safety- Inspections									
Brief Summary: Housing Board of Appeals to review.										
Detailed Summary & Background: On or around 11-13-23, a structure fire occurred at this commercial building. The fire damaged adjoining buildings on both sides of the building. There was heavy fire damage to 978 Pine St. The roof was completely damaged. The second floor suffered fire, smoke damage, and water damage. The roof is now open and inclement weather goes straight to the basement. A Fire Inspection notice was sent on 11-14-23 to the owner. Scott Kiaunus (last building Inspector) has had limited contact with the owner. The owner says that he is going to fix the building. The owner got an engineer's report and got a demo permit, that has now expired. This has gone to the HBA previously. The case had been tabled. I have spoken to the owner's neighbor, Clare Standburg. Clare owns one of the buildings adjacent to 978 Pine. Clare has Damage to his building from the fire, he has fixed his building since the fire.										
Goal/Action Item:										
Is this a repeat item?: Explain what change has been made to justify bringing it back to Commission:										
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Yes	No	N/A								
Recommended Motion: To declare 978 Pine Street as substandard, a public nuisance, and dangerous building.										
Approvals:	Name the Policy/Ordinance Followed: Sec. 10-371 thru 10-382									
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Immediate Division Head										
Information Technology										
Other Division Heads										

Communication			
Legal Review			

Case

B

EN2304310 - 978 Pine St, Commercial Building

Owner Leon Yarbrough

1431 Bemis S/E

Grand Rapids Mi. 49506

INFORMATION:

On or around 11-13-23, a structure fire occurred at this commercial building. The fire damaged adjoining buildings on both sides of the building. There was heavy fire damage to 978 Pine St. The roof was completely damaged. The second floor suffered fire, smoke damage, and water damage. The roof is now open and inclement weather goes straight to the basement. A Fire Inspection notice was sent on 11-14-23 to the owner. Scott Kiaunus (last building Inspector) has had limited contact with the owner. The owner says that he is going to fix the building. The owner got an engineer's report and got a demo permit, that has now expired. This has gone to the HBA previously. The case had been tabled. I have spoken to the owner's neighbor, Clare Standburg. Clare owns one of the buildings adjacent to 978 Pine. Clare has Damage to his building from the fire, he has fixed his building since the fire.

COMPLAINT NOTICE:

On 11-14-24, A fire inspection notice was sent to the owner of 978 Pine st.

Notice & Order:

A Notice & Order was sent on 5-16-24. Was sent and posted.

On 9-18-24, A 10, day notice of hearing was sent and posted.

On 3-20-25, A Notice of the HBA was sent and posted.

On 7-24-25, An HBA notice of hearing was posted.

On 8-18-25 This case was tabled.

On 1-21-26, I posted and sent out a hearing letter for the HBA.

All Notices are sent via First Class and Certified Mail as well as posting on the property.

Contact with Owner, Leon Yarbrough. Scott has talked with the owner multiple times. The owner says enough to get things tabled for a bit. Nothing has been done to the property. I am not sure where Scott left off with this building, so I am sending this to the HBA.

Additional information:

-Square footage for this commercial property is 2,640.

-SEV & Taxable Value 17,700 & 8,041. Delinquent taxes 598.55 for 2024.

-Year Built is 1979

-Staff estimated cost for interior and exterior



24-205-216-0003-00

12/30/2024



Agenda Item Review Form

Muskegon Housing Board of Appeals

Commission Meeting Date: February 5, 2026	Title: Case C - EN2304311 - 984 Pine Street							
Submitted by: Kimberly Young, Administrative Assistant to the City Manager	Department: Public Safety- Inspections							
Brief Summary: Housing Board of Appeals to Review.								
<p>Detailed Summary & Background:</p> <p>On November 13, 2023, The Muskegon Fire Department responded to a Structure fire. The home was fully engulfed in flames. Despite aggressive suppression efforts, the building sustained fire, smoke, and water damage. Originally interconnected with five adjoining structures. The property lost its entire roof to direct fire exposure. It suffered major destruction of the main floor and accumulated several feet of water in the basement.</p> <p>The fire is believed to have originated from the unpermitted heat treatment on the roof. Due to the scale of the damage and lack of response from the owner, Staff consulted with structural engineers already working at a neighboring site. It was determined that any future demolition would require additional engineering to prevent destabilizing the adjoining buildings.</p> <p>In January 2024, Contact was made with the owner, Staff was granted access to perform an All-Trades Fire Inspection. At That time, the structure was determined to be unsafe for an interior inspection, as only the exterior walls remained. The owner also disclosed that the building was uninsurable prior to the fire due to its deteriorated condition. Based on Staff observations and the engineering input, the structure was deemed a total loss.</p> <p>Staff advised that Immediate action was necessary to avoid City-Initiated demolition, particularly since the structure had already resulted in a four-month road closure. A partial demolition permit was issued on January 31st, 2024, allowing removal of the remaining second story on the neighboring property to reopen the street. That work was completed and inspected by February 27, 2024. However, no demolition work has been completed on this structure to date. All subsequent discussions have focused solely on remediation of the neighboring building.</p> <p>Recommendation: Due to prolonged inaction and repeated failure to meet agreed timelines, Staff Recommend Proceeding with demolition of the structures.</p>								
Goal/Action Item:								
Is this a repeat item?: Explain what change has been made to justify bringing it back to Commission:								
Amount Requested:	Budgeted Item:							
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Yes		No		N/A				

Fund(s) or Account(s):	Budget Amendment Needed:					
	Yes		No		N/A	

Recommended Motion:

To declare 984 Pine Street as substandard, a public nuisance, and dangerous building.

Approvals:

Immediate Division Head		
Information Technology		
Other Division Heads		
Communication		
Legal Review		

Name the Policy/Ordinance Followed:

Sec. 10-371 thru 10-382

CASE **EN2304311-984 Pine st**
C **Blackfoot Investment Company LLC**
1431 Bemis S/E
Grand Rapids, Mi. 49506

Information:

On November 13, 2023, The Muskegon Fire Department responded to a Structure fire. The home was fully engulfed in flames. Despite aggressive suppression efforts, the building sustained fire, smoke, and water damage. Originally interconnected with five adjoining structures. The property lost its entire roof to direct fire exposure. It suffered major destruction of the main floor and accumulated several feet of water in the basement.

The fire is believed to have originated from the unpermitted heat treatment on the roof. Due to the scale of the damage and lack of response from the owner, Staff consulted with structural engineers already working at a neighboring site. It was determined that any future demolition would require additional engineering to prevent destabilizing the adjoining buildings.

In January 2024, Contact was made with the owner, Staff was granted access to perform an All-Trades Fire Inspection. At That time, the structure was determined to be unsafe for an interior inspection, as only the exterior walls remained. The owner also disclosed that the building was uninsurable prior to the fire due to its deteriorated condition. Based on Staff observations and the engineering input, the structure was deemed a total loss.

Staff advised that Immediate action was necessary to avoid City-Initiated demolition, particularly since the structure had already resulted in a four-month road closure. A partial demolition permit was issued on January 31st, 2024, allowing removal of the remaining second story on the neighboring property to reopen the street. That work was completed and inspected by February 27, 2024. However, no demolition work has been completed on this structure to date. All subsequent discussions have focused solely on remediation of the neighboring building.

RECOMENDATION:

Due to prolonged inaction and repeated failure to meet agreed timelines, Staff Recommend Proceeding with demolition of the structures.

Complaint Notice:

A dangerous building fire letter was sent on November 14th, 2023.

Notice & Order:

On November 14th, 2023, a fire inspection notice was sent.

On May 16th, 2024, a notice and order as sent and posted.

On September 18th, 2024, a 10-day notice of hearing was sent and posted.

On March 20th, 2025, a 10-day notice of hearing was sent and posted.

On July 28th, 2025, a 10-day notice of hearing was sent and posted.

On 2-21-2025, a 10-day notice of hearing was sent and posted.

On 7-21-25, a 10-day notice of hearing was sent and posted.

On 8-18-25 The case was tabled.

On 1-21-26, I sent and posted a 10-day notice of hearing.

All notices are sent, First Class Mail, Certified Mail, and posted to the structure.

CONTACT WITH OWNER:

Contact was made with the owner in May of 2025, regarding



g the demolition of the structure. Staff asked if contact information could be shared with the potential buyer. No contact has been made with staff by the current or potential owners since the conversation.

ADDITIONAL INFORMATION:

- This is a 1,496 square foot commercial improved structure.
- SEV & Taxable value: \$6,000 & \$6,000.
- Built in N/A Approx. Rebuilt in 1979, address noted in fire records from the 1891 Pine st fire.
- Current Property taxes due: \$69.79
- Staff estimates cost for interior/exterior repairs in excess of \$350,000.
- The structure is in Angel Neighborhood.



Agenda Item Review Form

Muskegon Housing Board of Appeals

Commission Meeting Date: February 5, 2026	Title: Case A - EN2205110 - 1171 7th Street						
Submitted by: Kimberly Young, Administrative Assistant to the City Manager	Department: Public Safety- Inspections						
Brief Summary: To be reviewed by the Housing Board of Appeals.							
Detailed Summary & Background: On 12-9-2022, A Dangerous Building complaint was opened on this location (1171 7th st). We originally received a complaint that there are certain Unsatisfactory conditions at 1171 7th st. The house is in an advanced state of disrepair. This has gotten worse since the original date of report. The house does not appear to have utilities. The Rear portion of the house/Shed has collapsed. The owner was given a date of 12-23-22 to provide a plan of abatement. On 2-9-23, The homeowner was sent a letter that the home was a substandard and a dangerous and constitutes a nuisance in violation of City Ordinance. We were to have contact with the homeowner by 2-23-23, who was to provide a plan of abatement to resolve the issues. We requested to conduct a Trades Inspection also to come up with a complete list of problems. After that the homeowner would obtain permits to resolve the issues. On 2-10-23, The Homeowner was sent a Dangerous Building Inspection Report. In this report the deficiencies are listed. The roof structure has significant damage. There are existing holes continuing to deteriorate the roof as well as the interior of the home. The Roof Structure, roof decking and shingles will need to be replaced. There is excessive humidity , has begun to rot the plaster on the walls, ceiling. The studs will need to be removed to evaluate the water damage. Water Damn on the roof has caused water to enter the wall on the east side of the home and has rotted visibly 10' of interior and exterior wall. Roof leaks caused basement window frames to rot. Will need to replace windows and headers in the lower level. The Foundation blocks have started to crack, due to the water damage. This is separating the wall from the floor joists. This will require a certified foundation expert to evaluate the damage and provide a plan of action to fix the foundation. There is a second large hole on the roof that has caused significant damage to the floor. The floor will need to be removed and damaged floor joists will also need to be replaced. As well as the damage to the west wall. This has been going on for many years with no plan of action and no repairs taken place.							
<u>Goal/Action Item:</u>							
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Yes		No		N/A			
Fund(s) or Account(s):	Budget Amendment Needed:						

Yes		No		N/A	
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Recommended Motion:

To table this item to the May 7, 2026 Meeting to allow the property owners an opportunity to apply for permits and begin rehabilitation.

Approvals:

Immediate Division Head		
Information Technology		
Other Division Heads		
Communication		
Legal Review		

Name the Policy/Ordinance Followed:

Sec 10-371 thru 10-382

CASE

A

EN2205110 -OWNER IS: **1171 7th st**

ANDRE AND SHALONDA HICKS

715 MIDWAY AVE

CANTON GEORGIA, 30114

INFORMATION:

On 12-9-2022, A Dangerous Building complaint was opened on this location (1171 7th st). We originally received a complaint that there are certain Unsatisfactory conditions at 1171 7th st. The house is in an advanced state of disrepair. This has gotten worse since the original date of report. The house does not appear to have utilities. The Rear portion of the house/Shed has collapsed. The owner was given a date of 12-23-22 to provide a plan of abatement. On 2-9-23, The homeowner was sent a letter that the home was a substandard and a dangerous and constitutes a nuisance in violation of City Ordinance. We were to have contact with the homeowner by 2-23-23, who was to provide a plan of abatement to resolve the issues. We requested to conduct a Trades Inspection also to come up with a complete list of problems. After that the homeowner would obtain permits to resolve the issues. On 2-10-23, The Homeowner was sent a Dangerous Building Inspection Report. In this report the deficiencies are listed. The roof structure has significant damage. There are existing holes continuing to deteriorate the roof as well as the interior of the home. The Roof Structure, roof decking and shingles will need to be replaced. There is excessive humidity , has begun to rot the plaster on the walls, ceiling. The studs will need to be removed to evaluate the water damage. Water Damn on the roof has caused water to enter the wall on the east side of the home and has rotted visibly 10' of interior and exterior wall. Roof leaks caused basement window frames to rot. Will need to replace windows and headers in the lower level. The Foundation blocks have started to crack, due to the water damage. This is separating the wall from the floor joists. This will require a certified foundation expert to evaluate the damage and provide a plan of action to fix the foundation. There is a second large hole on the roof that has caused significant damage to the floor. The floor will need to be removed and damaged floor joists will also need to be replaced. As well as the damage to the west wall. This has been going on for many years with no plan of action and no repairs taken place.

OTHER INFORMATON/INSPECTOR NOTES:

COMPLAINT NOTICE:

A Dangerous building letter was originally sent on 12-9-2-22.

On 2-10-23 a DB Inspection was done.

NOTICE & ORDER:

On 2-9-23 a Notice & Order was sent and posted.

On 5-23-24 an HBA Notice of Hearing was sent and posted.

On 1-8-26, I completed another HBA notice of Hearing and sent and posted.

All notices are sent First Class mail, Certified Mail, and posted to the structure.

CONTACT WITH OWNER:

I have not had contact with the owners.

ADDITIONAL INFORMATION:

This is a single story home, 720 square feet house with crawl space.

SEV & Taxable value 33,400, 28,352. There are no delinquent taxes due.

Built in 1902.

Staff estimates cost for interior and exterior repairs 72,000.

The home is in the Nelson Neighborhood.













<https://bsacloudhost.bsacloud.com/FileStore/GetFile?token=akpCVDRYbIZWcXhsbi9HZHdFSk5RV3E3Q0g3UEtja1lrbc9qQk9pbk4M1ZZdk500W>



Agenda Item Review Form

Muskegon Housing Board of Appeals

Commission Meeting Date: February 5, 2026	Title: 2026 Meeting Dates															
Submitted by:	Department: Public Safety- Inspections															
Brief Summary:																
Detailed Summary & Background:																
<u>Goal/Action Item:</u>																
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WATCH MUSKEGON

Agenda Item Review Form Housing Board of Appeals

HBA Meeting Date: February 5, 2026	Title: 2026 Housing Board of Appeals Meeting Dates
Submitted By: Kimberly Young	Department: City Manager's Office
Brief Summary: To set the meeting dates for the Housing Code Board of Appeals for 2026. For 2026 the meeting dates are: <ul style="list-style-type: none">• January 1, 2026 (cancelled, City Hall Closed)• February 5, 2026• March 5, 2026• April 2, 2026• May 7, 2026• June 4, 2026• July 2, 2026 (cancel, City Hall Closed)• August 6, 2026• September 3, 2026• October 1, 2026• November 5, 2026• December 3, 2026	
Detailed Summary & Background: The Housing Code Board of Appeals will meet on the above dates in 2026. Meetings are scheduled for the first Thursday of the month at 5:30 PM in the Commission Chambers	
Goal/Focus Area/Action Item Addressed:	
Amount Requested: n/a	Budgeted Item: n/a
Fund(s) or Account(s): n/a	Budget Amendment Needed: n/a
Recommended Motion: To set the Housing Board of Appeals Meeting Dates as presented.	
Approvals:	Guest(s) Invited / Presenting: