

# **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**

### **MINUTES**

#### **CALL TO ORDER**

The Housing Board of Appeals meeting was called to order at about 5:45 PM.

#### **ROLL CALL**

Present: Johna Willis, Kim Burr, Demario Phillips, Walt Kubanek  
Staff Present: Steve Stout, Hilarey Travieso, Kim Young, Gabbie Pulos  
Absent/Excused: Willie German, Jr., Kemmie Sargent, Director Kozal

#### **APPROVAL OF MINUTES**

##### **A. Approve Minutes Public Safety- Inspections**

**Motion by Kim Burr, second by Demario Phillips, to not approve minutes of the October 2, 2025, corrections needed.**

**ROLL VOTE: Ayes: Willis, Burr, Phillips, Kubanek**  
**Nays: None**

**MOTION PASSES**

#### **AMEND AGENDA & ELECT CHAIR**

##### **A. Amend Agenda & Elect Chair Public Safety**

**Motion by Burr, second by Phillips, to amend the agenda and to elect Johna Willis as chair.**

**ROLL VOTE: Ayes: Burr, Phillips, Kubanek, Willis**

**Nays: None**

**MOTION PASSED**

**PUBLIC COMMENT**

Steve Frantz acknowledged the passing of Ed Simmons, a moment of silence was observed.

**OLD BUSINESS**

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

Property owner, Leon Yarbrough, was not present.

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.

Public Comments Received as follows:

Tom DePung addressed the board stating concerns regarding the length of time it is taking to address this property. He stated the board ups are falling down and continuing to get worse, and further damage is happening to neighboring buildings.

Clare Strandberg, owner of 974 and 976 Pine St, addressed the board stating concerns about damage to the brick on the second story of his building. He is more concerned about damage to the first floor when the demolition takes place as his insurance has already compensated him for prior claims related to this property.

**Motion by Burr, second by Phillips, to declare 978 Pine Street as substandard, a public nuisance, and dangerous building.**

**ROLL VOTE: Ayes: Phillips, Kubanek, Willis, Burr**  
**Nays: None**

**MOTION PASSED**

**B. Case C - EN2304311 - 984 Pine Street** Public Safety- Inspections  
Property owner, Blackfoot Investment Company LLC, was not present.

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 31<sup>st</sup>, 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.

Recommendation: Due to prolonged inaction and repeated failure to meet agreed timelines, staff recommend proceeding with demolition of the structures.

**Motion by Burr, second by Phillips, to declare 984 Pine Street as substandard, a**

**public nuisance, and dangerous building.**

**ROLL VOTE: Ayes: Kubanek, Willis, Burr, Phillips**

**Nays: None**

**MOTION PASSED**

**NEW BUSINESS**

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

Property owners, Andre and Shalonda Hicks, were not present.

On 12-9-2022, a Dangerous Building complaint was filed for 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 the 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 stating that the home was substandard and dangerous and constitutes a nuisance in violation of the 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, which has begun to rot the plaster on the walls and ceiling. The studs will need to be removed to evaluate the water damage. A water dam on the roof has caused water to enter the wall on the east side of the home and has visibly rotted 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 in 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 have taken place.

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

**Motion by Burr, second by Phillips, to table this item to the May 7, 2026, meeting to allow the property owners an opportunity to apply for permits and begin rehabilitation.**

**ROLL VOTE: Ayes: Kubanek, Willis, Burr, Phillips  
Nays: None**

**MOTION PASSED**

**ANY OTHER BUSINESS**

**A. 2026 Meeting Dates Public Safety- Inspections**

**Motion by Phillips, second by Kubanek, to set the Housing Board of Appeals meetings dates as presented.**

**ROLL VOTE: Ayes: Kubanek, Willis, Burr, Phillips  
Nays: None**

**MOTION PASSED**

**ADJOURNMENT**

Meeting adjourned at 6:25 PM.

Respectfully Submitted,

Ann Marie Meisch, MMC City Clerk