

CITY OF MUSKEGON

HOUSING BOARD OF APPEALS

MEETING

May 7, 2026 @ 5:30 PM
CITY OF MUSKEGON, ROOM 107
933 TERRACE STREET, MUSKEGON, MI 49440

MINUTES

CALL TO ORDER

The Housing Board of Appeals meeting was called to order at 5:30 PM.

ROLL CALL

Present: Johna Willis, Kim Burr, Demario Phillips, Benjamin Carson, Walt Kubanek, Willie German, Jr.

Staff Present: Steve Stout, Timothy Kozal, Gabbie Pulos

Absent: Kemmie Sargent

APPROVAL OF MINUTES

A. Approval of Minutes Public Safety

Motion by Demario Phillips, second by Walt Kubanek, to approve the minutes of the April 2, 2026, Housing Board of Appeals meeting.

ROLL VOTE: Ayes: Willis, Burr, Phillips, Carson, Kubanek, German

Nays: None

MOTION PASSES

PUBLIC COMMENT

OLD BUSINESS

A. Case A - EN2101928 - 1756 Elwood Street Public Safety

The property owner, Jose Gonzalez, was not present.

In November 2020, staff noted during a field inspection that the home was in dire condition and stated in the report that the house was "rotten." In June 2021, the home was sold to the current owner and staff provided them with time to address the issues that placed the home on the dangerous building list. A permit was pulled in July 2021 for a re-roof and re-side of the structure. A list of required inspections was provided at that time. Staff approved the demo, and ice and water inspections on the roof. In November 2021, the property received a stop work notice for performing work outside the scope of the permit. The permit for roof and siding expired in January 2022. The permit was closed due to inactivity. Staff sent multiple expired permit letters and eventually ticketed the address. In July 2022, the permit was closed due to inactivity. Staff has had no contact with the homeowners since. In September 2022, a dangerous building complaint letter was sent with no response. A notice of hearing was sent on March 24th, 2023.

Steve Stout addressed the board and provided an update regarding the subject property. Steve informed the board of a recent change in ownership, followed by a permit being obtained for siding and soffit repairs. The permit was pulled after the packet for this Housing Board of Appeals meeting was submitted. Due to the recent changes, Steve is requesting we alter the original recommended motion. To allow time for progress to be made on the permit, he requested the case be tabled for 90 days.

The board engaged in a discussion with the dangerous building inspector, Steve Stout.

Ben Carson inquired whether contact with the new owner had been initiated by Steve or by the owner. Steve clarified that the new owner received one of the mailed and posted notices and subsequently contacted him.

Johna Willis noted discrepancies between the findings listed in the official packet and those presented in the slides. She advised that all information included in future official packets be complete and accurate, as the packet serves as the official record.

Willie German requested clarification on whether the property had previously been included on the dangerous building list. Steve Stout stated that it had and noted the property had been in its current condition since 2020.

Ben Carson requested confirmation of Steve's previous report concerning a recently issued permit. Steve confirmed that a permit for siding and soffit work had been pulled within the past week.

Motion by Kim Burr, second by Demario Phillips, to table this item to the August 6, 2026, Housing Board of Appeals meeting to allow the new owner time to make progress on their recently obtained permit.

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

MOTION PASSES

B. Case B - EN2300356 - 1680 Dyson Street Public Safety

The property owner, West Lake LLC, was not present.

The residence was initially noted to staff in September 2022. The home was set to have its rental registration renewed. The initial inspection was canceled due to a "lockout", meaning no one was at the residence to meet with staff to certify the rental status at a mutually scheduled date and time. This went on into February 2023. On March 14th, 2023, a fire notification was sent by the Muskegon Fire Department. It was noted that the fire damage was kept to the main floor and the fire had burned through the floor, causing significant smoke damage. During efforts to put out the fire, the basement received some water damage and had a few inches of standing water. Staff sent a Fire Inspection notice on March 14th, 2023 and a Notice and Order the following day. The owner reached out to see what needed to be done to get the house off the dangerous building list. Staff instructed them to schedule an All Trades Inspection, and a list of deficiencies would be produced. That inspection was conducted the following day. A dangerous building inspection letter was sent to the homeowner on July 25th, 2023, with no contacts made, and no permits pulled. Staff sent a 10-day notice of hearing on July 25th, 2023. With no response or permits applied for, staff sent another 10-day notice of hearing on August 25th, 2023. To date, no further contact has been made.

Steve Stout addressed the board and provided an update regarding the subject property.

The board engaged in a discussion with the dangerous building inspector, Steve Stout.

Ben Carson asked for clarification regarding the HBA determination. Steve explained that the HBA determination indicates the case was reviewed by the HBA and that demolition of the property was recommended. He further noted that the determination had been issued some time ago, and the case was not

forwarded to the City Commission in a timely manner, thus the reoccurrence. Willie German asked about the outcome of the all-trades inspections. Steve stated that following a fire and subsequent extinguishment, the exterior of the structure was compromised, allowing inclement weather to enter, resulting in interior damage.

Willie German and Steve Stout confirmed that no successful contact has been made with the property owner despite multiple attempts, including certified mail and postings at the correct property address.

Johna Willis noted that the property is owned by an LLC based in Grand Rapids with no personal presence at the property or representation at the meeting. She expressed concern regarding the lack of owner engagement in addressing a dangerous condition within the community and referenced that property taxes are currently delinquent.

Ben Carson asked for confirmation of the date of ownership transfer. Steve Stout confirmed the current owner acquired the property last September.

Johna Willis reiterated her concern that the LLC likely had prior awareness of the property's condition before purchase.

Motion by Walt Kubanek, second by Demario Phillips, to declare 1680 Dyson Street as unsafe, substandard, a public nuisance and that the property be demolished.

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

MOTION PASSES

NEW BUSINESS

ANY OTHER BUSINESS

Johna Willis requested an update on 185 W Laketon Avenue, noting the matter was tabled for 30 days at the April 2, 2026, Housing Board of Appeals meeting per the minutes.

Steve Stout stated, "185 W Laketon, I sent out the certified mailing, registered mail, and also physically posted to the structure". He stated that he subsequently received a phone call from an individual associated with a nearby marijuana business who oversees related operations. Steve advised the caller that he was expecting a follow-up from the primary contact from prior communications in January. He further stated that the caller indicated the

original contact would reach out, however no additional communication has been received to date. Steve noted that he intends to bring the matter back before the Housing Board of Appeals at the next meeting.

Johna Willis requested that a new notice be issued requiring the responsible parties to appear at the next meeting, citing safety concerns and the need to prevent unauthorized access to the property.

Timothy Kozal, Director of Public Safety, reported that Steve Stout and Gabbie Pulos prepared a PowerPoint presentation for the May 12, 2026, City Commission meeting outlining the dangerous building process from initial complaint through resolution. He stated the presentation is intended to provide clarity for those unfamiliar with the process. He further noted that the structure at 779 Yuba Street is also scheduled for review at the May 12, 2026, City Commission meeting. He added that additional properties are being progressed toward demolition this year, with the goal of improving overall community safety and cleanup efforts.

Johna Willis expressed support for the proposed plan.

Walt Kubanek, Kim Burr, and Demario Phillips expressed appreciation for the updated PowerPoint presentation format, noting it was more streamlined and an effective use of materials.

Johna Willis reiterated the importance of ensuring that official meeting documents and presentation materials remain fully consistent to avoid discrepancies and confusion.

ADJOURNMENT

Motion to adjourn by Kim Burr, second by Demario Phillips.
The Housing Board of Appeals meeting adjourned at 5:49 p.m.

Respectfully Submitted,

Gabbie Pulos