



Office of the Town Manager
Frank Cassidy

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STAFF REPORT

LBBCA Meeting Date:	March 27, 2024
Agenda Title:	3 Hotel Street Appeal Hearing
Requested Action:	Conduct Appeal Hearing
Department / Agency Lead:	Community Development
Staff Lead:	Hunter Digges, Building Official

EXECUTIVE SUMMARY

A Notice of Violation (NOV) was issued to the property owner on December 8, 2023. Subsequently, the NOV was reformatted and issued to the property owner on March 11, 2024. The NOV outlined a number of property maintenance issues that need to be corrected at this time. The property owner appealed the NOV which is before you today.

BACKGROUND

As stated above, a NOV was issued for 3 Hotel Street on December 8, 2023 and subsequently updated and issued again on March 11, 2024.

STAFF RECOMMENDATION

Staff recommends the Local Board of Building Code Appeals (LBBCA) upholds the Building Official's Notice of Violation.

Service Level/Collaborative Impact

The Department of Community Development is charged with the enforcement of property maintenance as outlined in the State and Town Codes. There are a number of active cases in the Town of Warrenton that are currently ongoing.

Policy Direction/Warrenton Plan 2040

Town Council has stressed the importance of enforcement of State and Town Codes for the safety of citizens within the Town.

Fiscal Impact

A fiscal impact analysis has not been conducted.

Legal Impact

Should the LBBCA decide to uphold the Building Official's NOV, the appellant has the opportunity to appeal its decision to the State Board of Building Code Appeals. The Town is represented by the Town Attorney on this case.

ATTACHMENTS

1. NOV (Original and Revised)
2. Correspondence from the Appellant