

**CITY OF BRENHAM  
BUILDING AND STANDARDS COMMISSION MINUTES**

**August 21, 2025**

*The meeting minutes herein are a summarization of meeting procedures, not a verbatim transcription.*

A regular meeting of the Building and Standards Commission (BSC) was held on August 21, 2025, at 4:00 P.M. in the Brenham Municipal Building, City Council Chambers, at 200 West Vulcan Street, Brenham, Texas.

Commissioners present:

Arlen Thielemann, Chair  
Matthew Metzger, Vice Chair  
Marshall Bevers  
Walt Edmunds  
Richard Morris

Commissioners absent:

None

Staff present:

Stephanie Doland, Director of Development Services  
Allen Jacobs, Building Official  
Mark Pierce, Environmental Health Specialist  
Steven Loving, Fire Marshal  
Cary Bovey, City Attorney  
Megan Mainer, Assistant City Manager  
Sarah Hill, Permitting Coordinator

Citizens/others present:

Jason Vestuto

Media present:

None

**1. Call Meeting to Order**

Chair Thielemann called the meeting to order at 4:01 p.m. with a quorum of five (5) Commissioners present.

**2. Public Comments and Receipt of Petitions**

There were no public comments and/or receipt of petitions.

**3. Reports and Announcements**

- Allen Jacobs, Building Official, gave the Board an update on the status of various substandard building cases that are currently in process. Mr. Jacobs stated that in 2025, City staff has addressed six (6) properties having substandard buildings/conditions. Three of the cases are on the agenda today and courtesy notices have been sent to the other three (3) properties requesting voluntary compliance.

**4. Discuss and Possibly Act Upon Approval of the Minutes from the May 15, 2025, Building and Standards Commission meeting.**

Chairman Thielemann asked for any corrections or additions to the minutes. A motion was made by Commissioner Metzger and seconded by Commissioner Morris to approve the minutes from May 15, 2025, Building and Standards Commission meeting, as presented.

Chairman Thielemann called for a vote. The motion passed with the Commissioners voting as follows:

Thielemann	Yes
Metzger	Yes
Bevers	Yes
Edmunds	Yes
Morris	Yes

**5. Discuss and Possibly Act Upon Case Number 2025-01 regarding a request for an extension of time and associated matters related to the property located at 703 W. Main Street and further described as Lot 15 A of the West Main Street Addition aka DB Williams, Lot 3.**

Chair Thielemann administered the Oath of Office to persons who may be speaking on this item, including Allen Jacobs, Building Official, Stephanie Doland, Development Services Director, and Jason Vestuto, potential heir in Case Number 2025-01.

Allen Jacobs presented an update on Substandard Building Case No. 2025-01. He stated that this is for 703 W. Main Street. The Building and Standards Commission met on May 15, 2025 and gave three months for Mr. Jason Vestuto to finalize heirship of the property and to abate the substandard conditions. Unfortunately, the heirship determination case is taking longer than anticipated to complete. The heirship case has been moved from Washington County to Polk County. During this interim time, the potential heir/owner, Jason Vestuto, has been monitoring and maintaining the property. No complaints have been received since the last BSC meeting. Staff recommends authorizing an extension of ninety (90) days for the heirship determination to be completed and the substandard conditions to be abated.

Mr. Jason Vestuto, potential heir/owner of the property, stated the following:

- The heirship hearing was scheduled for the week after the last Building and Standards Commission meeting; however, documents were discovered showing that Ms. Ruth

Vestuto had residency in Polk County, therefore, the case was transferred to Polk County.

- Mr. Vestuto talked with the Polk County court and anticipates a court date on the heirship hearing within the next several weeks.
- During this interim time he has kept the property mowed and cleared some branches, secured the shed and garage entries, braced the garage to prevent further leaning, and secured the home.
- He has spoken with two realtors and has been given a fair market value for the property of \$70,000 to \$80,000, which is far below the tax appraisal value of \$110,000; however, the estimate cost to demo the existing structures is \$30,000 to \$50,000.
- Mr. Vestuto's plan is that once the heirship has been finalized, is to sell the property as is with the new owner's demolishing the structures and clearing the site as soon as possible.

Chairman Thielemann asked Mr. Vestuto if he had received an answer on his previous question regarding the mowing costs/liens. Mr. Vestuto replied that he had spoken with the City and that 1/3 – 1/2 of the mowing costs have been filed as liens. Once the amounts have been paid, the City of Brenham could release those liens. The company that Washington County has handling the tax sale has not released the case yet even though the delinquent property taxes have been paid due to the pending mowing liens; however, Mr. Vestuto was directed as to who to contact once the heirship has been finalized.

The following comments/questions were clarified:

- The City's preference is to have the property abated by the owner after heirship has been established.
- Cary Bovey, City Attorney, reminded the Board that if the property were to sell prior to the substandard building abatement, the new owner would be subject to the Building and Standards Commission order and requirements to abate the substandard structures. The initial order has been recorded at the Washington County Courthouse and any subsequent orders will be recorded as well.
- Mr. Vestuto stated that his plan is to sell the property after the heirship/ownership has been finalized.
- Mr. Bovey informed the Board that if the property is not abated by the owner (current, presumed or new owner) within the specified time frame, the City of Brenham has the right to enter the property and abate the substandard structures then file a lien on the property.

A motion was made by Commissioner Morris and seconded by Commissioner Edmunds to grant an extension of time for an additional ninety (90) days for heirship determination and dwelling structure remediation plans. The original Building and Standards Commission decision was issued on May 15, 2025, and extended the review and reconsideration of said remediation plans until August 7, 2025. This Building and Standards Commission decision as issued on August 21, 2025, extends the remediation period of the substandard condition until November 27, 2025. The decision shall not prevent the owner from demolishing the dwelling structure prior to November 27, 2025.

Chairman Thielemann called for a vote. The motion passed with the Commissioners voting as follows:

Thielemann	Yes
Metzger	Yes
Bevers	Yes
Edmunds	Yes
Morris	Yes

6. **Conduct a hearing regarding Case Number 2025-02 regarding the property located at 1306 Bridge Street and further described as Lot 5A of the N. J. Carlton Addition, which has been determined by the Building Official to be a substandard building.**

Chair Thielemann opened the Public Hearing on Case Number 2025-01 at 4:18 pm.

Allen Jacobs presented the Findings on Substandard Building Case No. 2025-02.

Allen Jacobs, Building Official, stated that Case No. 2025-02 is for 1306 Bridge Street and he presented the following findings.

#### **Recap – Brief Timeline**

- March 2014: The Building and Standards Commission issued an order for the substandard structure(s) to be remediated.
- February 8, 2015: A demolition permit was issued; however, the substandard structure was boarded up and the accessory building was demolished but no other action was taken; therefore, the substandard building continued to deteriorate.
- Sporadic communication with the owner suggested that corrective action would be forthcoming; however, nothing progressed.
- September 6, 2024; A courtesy letter was sent to the owner of record.
- November 2024: A formal notice was sent to the owner of record.
- June 25, 2025: The City of Brenham exercises a premises search warrant and inspection reports are completed by the Building Official and the Fire Marshal. The reports showed this property had a remodel/addition started that was never finished which led to excessive deterioration to the structure including holes in the roof, deteriorate eaves, floors, walls, building open and not secured, junk on the back porch. The report recommended that the structure be demolished.
- August 2025: The owner applied for and received a demolition permit to demolish the structure(s).
- As of today, 1306 Bridge Street just has a pile of rubble and debris left.

#### **Staff Analysis and Findings**

- The Building Official recommendation is that the dwelling be demolished and the site be cleaned up within 60 days.
- The owner was unable to attend the meeting tonight; however, when Mr. Jacobs spoke with the owner earlier today, he apologized for the delay and said that his plans are to have it completed within the next week or two. There was nobody in attendance to speak regarding this case.

The Buildings and Standards Commission nor the Building Official or City staff did not have any further questions.

There were no Persons of Interest in attendance for this hearing.

There was no rebuttal from the Building Official.

Chair Thielemann stated as Chairman of the Building and Standards Commission, I hereby incorporate into the record of this hearing and testimony, documents, records, and additional evidence presented by the Building Official and other City representatives, the Property Owner(s), Person(s) of Interest and any other persons who testified with no exceptions of evidence.

Chair Thielemann closed the Public Hearing on Case Number 2025-02 at 4:27 pm.

**7. Discuss and Possibly Act Upon Case Number 2025-02 regarding the property located at 1306 Bridge Street and further described as Lot 5A of the N. J. Carlton Addition, which has been determined by the Building Official to be a substandard building.**

The Board deliberated the evidence presented for this case.

A motion was made by Commissioner Morris and seconded by Commissioner Metzger to find that the dwelling structure at 1306 Bridge Street is a substandard building, and to **order** that the structure is demolished and removed within 60 days.

Chairman Thielemann called for a vote. The motion passed with the Commissioners voting as follows:

Thielemann	Yes
Metzger	Yes
Bevers	Yes
Edmunds	Yes
Morris	Yes

**8. Conduct a hearing regarding Case Number 2025-03 regarding the property located at 1308 Bridge Street and further described as Lot 5 of the N. J. Carlton Addition, which has been determined by the Building Official to be a substandard building.**

Chair Thielemann opened the Public Hearing on Case Number 2025-03 at 4:30 pm.

Allen Jacobs presented the Findings on Substandard Building Case No. 2025-03.

Allen Jacobs, Building Official, stated that Case No. 2025-03 is for 1308 Bridge Street and is very similar to the case for 1306 Bridge Street. Mr. Jacobs presented the following findings.

**Recap – Brief Timeline**

- March 2014: The Building and Standards Commission issued an order for the substandard structure(s) to be remediated.

- February 8, 2015: A demolition permit was issued; however, the substandard structure was boarded up and the accessory building was demolished but no other action was taken; therefore, the substandard building continued to deteriorate.
- Sporadic communication with the owner suggested that corrective action would be forthcoming; however, nothing progressed.
- September 6, 2024; A courtesy letter was sent to the owner of record.
- November 2024: A formal notice was sent to the owner of record.
- June 25, 2025: The City of Brenham exercises a premises search warrant and inspection reports are completed by the Building Official and the Fire Marshal. The reports showed this property had a remodel/addition that was started that was never finished which led to excessive deterioration to the structure including an exterior wall falling and becoming unstable, exterior of the building open to the elements, no electrical to the building for approximately 15 years, unstable front porch, building open and not secured, junk and debris in several of the rooms. The report recommended that the structure be demolished.
- August 2025: The owner applied for and received a demolition permit to demolish the structure(s).
- As of today, 1308 Bridge Street just has a pile of rubble and debris left.

#### **Staff Analysis and Findings**

- The Building Official recommendation is that the dwelling be demolished and the site be cleaned up within 60 days.
- The owner was unable to attend the meeting tonight; however, when Mr. Jacobs spoke with the owner earlier today, he apologized for the delay and said that his plans are to have it completed within the next week or two. There was nobody in attendance to speak regarding this case.

The Buildings and Standards Commission nor the Building Official or City staff did not have any further questions.

There were no Persons of Interest in attendance for this hearing.

There was no rebuttal from the Building Official.

Chair Thielemann stated as Chairman of the Building and Standards Commission, I hereby incorporate into the record of this hearing and testimony, documents, records, and additional evidence presented by the Building Official and other City representatives, the Property Owner(s), Person(s) of Interest and any other persons who testified with no exceptions of evidence.

Chair Thielemann closed the Public Hearing on Case Number 2025-03 at 4:34 pm.

- 9. Discuss and Possibly Act Upon Case Number 2025-03 regarding the property located at 1308 Bridge Street and further described as Lot 5 of the N. J. Carlton Addition, which has been determined by the Building Official to be a substandard building.**

The Board deliberated the evidence presented for this case.

A motion was made by Commissioner Metzger and seconded by Commissioner Bevers to find that the dwelling structure at 1308 Bridge Street is a substandard building, and to **order** that the structure is demolished and removed within 60 days.

Chairman Thielemann called for a vote. The motion passed with the Commissioners voting as follows:

Thielemann	Yes
Metzger	Yes
Bervers	Yes
Edmunds	Yes
Morris	Yes

## 10. Adjourn

A motion was made by Commissioner Metzger and seconded by Commissioner Bevers to adjourn the meeting at 4:35 pm. The motion carried unanimously.

*The City of Brenham appreciates the participation of our citizens, and the role of the Building and Standards Commissioners in this decision-making process.*

*Certification of Meeting Minutes:*

*Walt Edmunds*  
Building & Standards Commission

Walt Edmunds  
Acting Chair

November 20, 2025  
Meeting Date

*Kim Hodde*  
Attest

Kim Hodde  
Staff Secretary

November 20, 2025  
Meeting Date