



AGENDA

Building Standards Commission

Tuesday, September 2, 2025

6:00 pm Regular Meeting

Sunnyvale Town Hall

127 N Collins Rd.

Sunnyvale, TX 75182

A. Call Meeting to Order

B. Consent Agenda Items

1. Consider and act upon the August 4, 2025, meeting minutes.
[Meeting Minutes August 4, 2025](#)

C. Adjourn

NOTE: The Building Standards Commission reserves the right to meet in Executive Session closed to the public at any time in the course of this meeting to discuss matters listed on the agenda, as authorized by the Texas Open Meetings Act, Texas Government Code, Chapter 551, including §551.071 (private consultation with the attorney for the Town). Any decision held on such matters will be taken or conducted in Open Session following the conclusion of the Executive Session.

The Town of Sunnyvale is committed to compliance with the Americans with Disabilities Act (ADA). Reasonable accommodations and equal access to communications will be provided to those who provide notice to the Town Secretary at 972-226-7177 at least 48 hours prior to the meeting.

Notice is hereby given that the Sunnyvale Building Standards Commission will conduct its Regular Meeting on Tuesday, September 2, 2025, at the Sunnyvale Town Hall. The public is encouraged to attend the meeting.

Email comments may also be submitted to cj.jarecki@townofsunnyvale.org by 3 p.m. the day of the meeting. The link to the live stream of the meeting will be posted on Sunnyvale's Facebook page Town of Sunnyvale – Government.

I hereby certify that the foregoing notice was posted at Town Hall, 127 N. Collins Rd., Sunnyvale, Texas and remained so posted continuously for at least 72 hours preceding the scheduled time of said meeting:

Rachel Ramsey, Director of Administration/Town Secretary

Date Posted: 08/26/2025

Time Posted: 2 p.m.

Date Removed from Bulletin Board: _____

Removed By: _____



MINUTES

Building Standards Commission

Monday, August 4, 2025

6:00 pm Regular Meeting

Sunnyvale Town Hall
127 N Collins Rd.
Sunnyvale, TX 75182

A. Call Meeting to Order

Chairman Jim Wade called the meeting to order at 6:03 p.m. with the following Members and Staff present: Chair Jim Wade, Vice Chair Jordan Lewis, Member Ryan McCaig, Member Jeba Pandian, Alternate Robin Raju, Alternate Cody Quinney, Director of Planning and Development Surupa Sen, Building Official C.J. Jarecki, Senior Planner Laura Evans, and Town Attorney Heather Shankle

Member Ancy Samuel was absent.

B. Public Comment

Chairman Wade opened the floor to public comments.

With no one coming forward, he closed the floor to public comments.

C. Public Hearing Items

1. [Hold a public hearing, discuss, consider, and act upon a request from the Town to determine whether the building complies with the standards set out in section 4.15.003 Substandard or Unsafe Buildings, Standards, for a property located at 3839 N. Belt Line Rd, which is zoned Local Retail \(LR\).](#)

Chairman Jim Wade opened the public hearing at 6:04 p.m.

C.J. Jarecki, Building Official, presented the item and was available for questions.

Thuy Kieu, 3839 N Belt Line Rd, owner of the property, spoke regarding having the structure demolished by the party buying the property.

Daniel Shin, 2828 E Trinity Mills Rd #304, Carrollton, listing broker of the property, spoke regarding having the structure demolished by the party buying the property.

Robert Kim, 2858 Walnut Hill Ln Dallas, architect, spoke regarding the proposed design for the new structure after the current structure is demolished.

Md Mozharul Islam, 327 Maple St Richardson, civil engineer, spoke regarding the proposed design for the new structure after the current structure is demolished.

David Han, 2858 Walnut Hill Ln Dallas, architect, spoke regarding the proposed design for the new structure after the current structure is demolished.

Chairman Jim Wade closed the public hearing at 6:24 p.m.

Jim Wade made a motion to approve as amended below, Jordan Lewis seconded the motion.

- The structure located at the subject property is substandard and unsafe, as defined within Article 4.15 of the Town Code of Ordinances.
- The owner or owner's representative shall be responsible for the demolition of the substandard structure.
- The following timeline has been set for the property:
 - Prior to Thursday, September 4, 2025 (30 days), the property shall be secured from unauthorized entry utilizing a perimeter fence. The fence shall comply with fire department access standards.
 - Prior to Thursday, September 4, 2025 (30 days), a demolition plan and schedule of demolition for the substandard structure shall be provided to the Chief Building Official.
 - Prior to Monday, November 3, 2025 (90 days), demolition of the substandard and unsafe structure shall be completed.
- Failure to comply with any of the previous stipulations will result in the Town initiating the demolition process and imposing a lien on the property.

Ayes: Jim Wade, Jordan Lewis, Ryan McCaig, Jeba Pandian, and Robin Raju

Absent: Ancy Samuel

Motion Passed Unanimously 5- 0 on a recorded vote

D. Adjourn

Jim Wade made a motion to adjourn the meeting at 7:05 p.m., Jeba Pandian seconded the motion.

Ayes: Jim Wade, Jordan Lewis, Ryan McCaig, Jeba Pandian, and Robin Raju

Absent: Ancy Samuel

Motion Passed Unanimously 5- 0 on a recorded vote

The undersigned presiding officer certifies that this is a true and correct record of the proceedings.

Attest:

Jim Wade, Chair

Surupa Sen, Director of Planning and Development