

BUILDING DEPARTMENT UPDATE: WORK SESSION AUGUST 12TH, 2019 AT 3:00 PM IN BCC ROOM

BUILDING CONSTRUCTION ADMINISTRATION AND PERMITTING

- June 2019 Permit Reports/Budget Attached:
- **Discussion Item 2020 Budget Update: Budget Complete and will provide update at meeting with County Overhead discussion item.**

PERMIT SOFTWARE PROJECT: LAND MANAGEMENT SOFTWARE CITY VIEW

- Project Management Roles and Responsibilities: The Routt County Team and the City of Steamboat Springs Teams have been selected, roles defined, and processes in place for our October 2019 Kick-Off meeting.
- See Attached Documents for review on project teams.

BUILDING CONSTRUCTION INSPECTION

- 1013 total inspections performed in July, with 4983 total inspections for the year.
- Staff has been managing workload extremely well, new processes of getting the public to schedule online also have allowed us to add an inspection or two per day into an 8-hour segment. Don Marchbanks starting his day off in Hayden and pre-organizing the inspection routes has also added efficiency to this process.
- Comp Time: This has been minimal so far, see below report. Keep in mind some Comp Time was accumulated with training, not due to regular workload.
Don Marchbanks: 27.5 hours of Comp Time earned on the books
Alex Ellsworth: 23 hours of Comp Time earned on the books
Ron Norton: 5 hours of Comp Time earned on the books
Jesse De Wolfe: 4 hours of Comp Time earned on the books

BUILDING CONSTRUCTION PLAN REVIEW

- Plan Review Update: 78 Building Permit Application under Review currently. 44 of these were submitted after July 1st, 2109, the remaining 34 are older submittals.
- We are meeting all expected Time-Frames for reviews, and are about 2 to 3 days ahead of our published time-frames currently.
- **Discussion Item on Grade and Fill Permits: Item for discussion on removing Plan Review Fees for Grade and Fill Permits**

CODE COMPLIANCE ENFORCEMENT

- Code Enforcement: No major problems or concerns with any properties, compliance is generally being met within about a two-month period after initial inspection, in smaller projects like decks or detached garages compliance is being met within a couple weeks. Un-Permitted Dwellings that emerge from Agricultural Barns are the challenging projects which take a lot of staff time, owner's time, and professional's time as well.
- **Discussion Item Code Enforcement Improvements: Working on setting up a Code Enforcement permit within View Permit, to improve our County-Wide process with all Community Development Departments involved in code compliant work. Planning / Building / Health / Public Works / GIS**

CONTRACTOR REGISTRATION AND LICENSING

- New Contractor Registration: Declined substantially in July

PUBLIC AND CONTRACOR EDUCATION AND OUTREACH

- Positive Feedback on recent updates in this month's newsletter on Construction Use Tax, and more specifically the Code Amendments specifically the Energy Code Amendment.
- Walk-n-Talk Inspections: These continue to get positive feedback through phone and email from contractors and home owners, regardless if its code enforcement work or permitted work the public really appreciates this level of service and it helps them through their projects and eliminate confusion or problems.
- Preliminary Plan Reviews: This service continues to benefit the public and our staff internally, my personal time ensuring we receive proper referrals from all Planning Departments, and time attending Planning Department meetings is critical, as other Departments time is as well. The Professionals/Developers/Owners will attest that Community Development Processes can be a very expensive, confusing, time-consuming, and an exhausting process, unless proper collaboration, communication, and outreach and education are provided at a round table with all Departments offering input together as a group.

BUILDING FUTURES/INTERNSHIP OPPORTUNITY

- Building Futures Career Day: September 4th, 2019 at Howelson Hill Olympian Hall

YAMPA VALLEY TRADES ASSOCIATION MEETING

- No Update