



June 2018 Newsletter

Routt County Regional Building Department

June Permit Reports

The Building Department June Permit Reports are attached to this newsletter; you can also view our weekly permit reports and monthly reports online at <http://www.co.routt.co.us/606/Permit-Reports>

Inspection Tips & Topics

Foundation Wall Inspections: Please remember that RCRBD has an open wall inspection policy on foundation walls that exceed 5 feet in height. If you wall is taller than 5 feet in height please leave one side of the foundation wall open for our inspection staff to view the rebar installation. RCRBD will perform multiple foundation wall inspections to help keep your projects moving forward if needed to avoid delays, please feel free to call us as many times as needed to allow us to view the rebar installation on your projects.

Garage Floor Drains: RCRBD is responsible for inspecting garage floor drains, regardless if they are connected to an approved sanitation line or if they daylight, please remember to call for these inspections or have them under test and ready for inspection with all other Underground DWV line inspections.

Drywall Inspections on Fire Rated Assemblies: RCRBD requires drywall inspections to be performed prior to the application of any mud & tape on all fire rated drywall assemblies on residential and commercial construction projects. The purpose of this inspection is to verify the type and thickness of the sheetrock installed, the type of fasteners installed including the length and patterns of the fasteners. Please take time to call per layer of drywall for these inspections. If the drywall installation is not for a fire

rated assembly, then we do not need to be called prior to the drywall being mud, taped, and finished, we will simply inspect the drywall upon the Final Inspection.

Blower Door Testing Requirements: RCRBD would like to remind all contractors and property owners that Blower Door Testing on new single family homes is required only within the City of Steamboat Springs City limits through the adoption of the 2015 International Energy Conservation Code. Please take time to have your test done in advance of seeking your Certificate of Occupancy, and submit your testing results to RCRBD either by email to one of staff members, or simply upload the results and certificate into ViewPermit. Those 3rd Party services performing this test must be certified either by RESNET or BPI, see web link for more information:

<http://www.co.routt.co.us/DocumentCenter/View/6879/Blower-Door-Testing-Policy?bidId=>

Inspection Information: Please use the below link to read our Inspection Informational handout, as it will provide you with information on how to schedule inspections, and the type of inspections required per trade:

<http://www.co.routt.co.us/DocumentCenter/View/5857/required-inspections-2017?bidId=>

Partial Inspections: RCRBD will perform partial inspections across the board on your projects to help keep your projects moving forward without any delays and ensure all inspections are being done, please feel free to call and schedule partial inspections in all areas or trades if needed.

Routt County Regional Building Department

Permit and Plan Submittal Tips

Engineers/Architects: Electronic Stamp Signature

RCRBD began accepting electronic stamps and signatures from all Licensed Professional in October of 2017 to avoid Contractors or Applicants needing to take the RCRBD Record Set to the professional's office to be wet stamped. RCRBD would like to remind all Professional to apply your Electronic Stamp or Signature to your drawings prior to submitting them to us for review, this will expedite the review process and RCRBD can instantly upload the approved plans or addendums to ViewPermit upon completion and they will be ready for the contractor or applicant to print them out to maintain a copy on-site.

RCRBD will still honor the physical wet stamp from any Professional that does not use an Electronic Stamp or Signature on their drawings. Please make sure to inform the Contractor or Applicant your working with to stop by your office to allow you a chance to apply the wet stamp after RCRBD has approved and place our Record Set Stamp on the drawings.

Helical Submittal Information and Required Inspection Information on Installation:

PLAN REVIEW: All Licensed Professionals should provide RCRBD with the Helical Pile Cap number to be installed on the submitted drawings for Plan Review. Please work with your installer in advance to select the Helical Pile Cap to be used that meets the required KIPS per your design and calculations, and include this number on the drawings.

INSPECTION REPORT: RCRBD requires the Helical Pile Inspection Report to be submitted from the Licensed Professional of Record for the project, confirming the Helical Piles have been installed in accordance with the Professionals drawings and specifications.

HELICAL PILE INSTALLERS: Helical Pile Installers shall have their Equipment calibrated and tested on an annual basis and be able to provide the Licensed Professional with their Certificate of Calibration upon request to ensure all equipment being used to verify torque specifications is providing accurate information.

Energy Code Submittal Reminders:

Building Permit Plan Review Requirements:

- Red Line drawn on plans shown the conditioned space within the home.
- ResCheck Certificate or Document the Prescriptive Path to compliance is being met. Or provide information shown how your project meets the Simulated Performance Alternative method, or the Energy Rating Index method.

Mechanical Permit Plan Review Requirements:

- Heat Load Calculations
- Equipment Sizing
- Mechanical Ventilation: Submit system to be installed.
- Duct Testing and Insulation when duct work is outside the building envelope and conditioned space.
- Mechanical System Piping Insulation minimum of R-3 of carrying fluids above 105 Degrees F or below 55 Degrees F.

Expedited Over-the-Counter Building Permits

RCRBD implemented a new policy that removes all Plan Review Fees on expedited building permits we can issue over-the-counter. Residential roofing permits, residential window and door replacements, and residential siding replacement permits as well.

Routt County Regional Building Department

Town of Hayden Update

The Routt County Regional Building Department will begin to offer the Town of Hayden Building Department Services on July 23rd, 2018.

The Town of Hayden is currently under the 2009 ICC Building Codes and the 2017 National Electrical Code. RCRBD will continue to review all permit applications under the Town of Hayden's currently adopted Building Codes. RCRBD will create a separate web page for the Town of Hayden to provide the public with informational handouts specific to the 2009 ICC Building Codes along with the Town of Hayden's local amendments and deletions. We will also provide information related to the Permit Fees within the Town of Hayden to help Town Citizens and Contractors quickly estimate all permit fees.

The Building Department is available to provide the Town of Hayden Citizens, Contractors, or Professionals with information about our permitting and plan review processes in advance of us offering services to help ensure a smooth transition. We are looking forward to providing the Town of Hayden with our services, please feel free to contact us in advance with any questions.

Town of Hayden: View Permit Access

RCRBD utilizes View Permit software for all permit application submittals, all applications and plans are submitted electronically through this Permitting Software. RCRBD will provide the Town of Hayden with a computer kiosk for Town Citizens and Town Contractors to use which will be available at the Town Hall in Hayden. RCRBD has met with Town of Hayden staff to provide them with an introduction training on how to utilize the software, so they can also assist you with applying for permits at Town Hall. Our goal

in providing the Town of Hayden with a computer kiosk is to make the transition as smooth as possible and allow you to submit permit applications without making a trip to our RCRBD office.

Permit applicants can also access our permitting software from their desktop computers, I-Phone, or other electronic devices as well without making a trip to Town Hall or RCRBD.

On Monday July 23rd, 2018 the Town of Hayden will be available on View Permit and all Routt County Citizens will then be able to apply for Building, Electrical, Plumbing, Mechanical, Solar, Demolition, and Grade and Fill Permits online. RCRBD will work directly with all Town Departments and West Routt Fire District to provide them with the applicants submittal documents so they can perform the necessary plan review on your projects. RCRBD will manage this process for the applicant and the Town of Hayden, so that all approvals are met prior to the permit being issued. We will continue to manage the entire permitting process from start to finish in order to provide the applicant with a Certificate of Approval or Occupancy upon completion.

Inspections can be scheduled on-line through View Permit once you have established a Account an registered following the below instructions. You can also call our Inspection Hotline at 970-879-0013 24-hours a day. All inspections must be schedule 1-day in advance of the requested date and time.

The Link below will lead you directly to View Permit where you can set-up a User Name and Password to register yourself within our software. By doing this in advance you will be ready to apply for your first permit on July 23rd, 2018.

View Permit Link Below:

<https://www.viewmypermitct.org/PreLoginViews/LoginPage.aspx?tid=53>

MINI RECAP SHEET

The following is the June 2018 report for the Routt County Regional Building Department with all the statistics, financial and expense activity.

YEAR TO DATE 2018 CONSTRUCTION VALUATION	\$91,260,859.00
YEAR TO DATE 2017 CONSTRUCTION VALUATION	\$80,086,256.12

Current Month REVENUES: (USE TAX NOT INCLUDED)	\$186,598.71
Current month - 2017 REVENUES: (USE TAX NOT INCLUDED)	\$149,191.16

YEAR TO DATE - 2018 REVENUES	\$761,556.75
YEAR TO DATE - 2017 REVENUES	\$727,202.34

Any questions regarding these reports should be directed to Malea Michael-Ferrier at mmichael-ferrier@co.routt.co.us

EXPENDITURES	BUDGET AMOUNT 2018	ACTUAL USED												AMOUNT USED	BUDGET BALANCE	% USED
		1st quarter			2nd quarter			3rd quarter			4th quarter					
		JAN	FEB	MARCH	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC			
PERSONNEL																
ADMIN SALARY	104,330.00	8,707.05	8,844.52	8,844.52	8,844.51	8,844.52	8,844.52							52,929.64	51,400.36	50.7%
STAFF SALARIES	502,770.00	41,624.15	41,507.89	41,755.36	41,819.68	41,985.12	41,972.03							250,664.23	252,105.77	49.9%
PART TIME SALARY	0.00	0.00	0.00	0.00	0.00	0.00	0.00							0.00	0.00	0.0%
Payout	0.00	0.00	0.00	0.00	0.00	0.00	0.00							0.00	0.00	0.0%
OVERTME	2,500.00	0.00	128.30	0.00	0.00	0.00	0.00							128.30	2,371.70	5.1%
MEDICAL INS	141,470.00	11,788.84	11,788.84	11,788.84	11,788.84	11,788.84	11,788.84							70,733.04	70,736.96	50.0%
FICA	46,630.00	3,664.76	3,671.09	3,331.59	2,986.97	3,697.71	3,696.69							21,048.81	25,581.19	45.1%
LIFE/DISABILITY	2,700.00	221.80	221.80	221.80	221.80	221.80	221.80							1,330.80	1,369.20	49.3%
RETIREMENT	21,800.00	1,596.73	1,725.06	1,735.98	1,735.98	1,735.98	1,735.98							10,265.71	11,534.29	47.1%
WORKERS COMP	350.00	350.00	0.00	0.00	0.00	0.00	0.00							350.00	0.00	100.0%
TOTAL PERSONNEL	822,550.00	67,953.33	67,887.50	67,678.09	67,397.78	68,273.97	68,259.86	0.00	0.00	0.00	0.00	0.00	0.00	407,450.53	415,099.47	49.5%
OPERATING																
ADVERTISING	800.00	0.00	0.00	0.00	0.00	0.00	0.00							0.00	800.00	0.0%
CONTINUED EDU	10,000.00	1,704.10	0.00	1,514.10	0.00	69.00	0.00							3,287.20	6,712.80	32.9%
DUES & MEMB	1,600.00	0.00	0.00	135.00	0.00	270.00	36.05							441.05	1,158.95	27.6%
POSTAGE/SHIPPING	600.00	0.00	0.00	0.00	0.00	36.90	78.98							115.88	484.12	19.3%
PRINTING	1,000.00	110.74	0.00	141.01	0.00	0.00	0.00							251.75	748.25	25.2%
PUBLICATIONS	8,000.00	440.87	740.95	250.80	108.95	115.26	30.00							1,686.83	6,313.17	21.1%
MOTOR POOL	35,280.00	2,940.00	2,940.00	2,940.00	2,940.00	2,940.00	2,940.00							17,640.00	17,640.00	50.0%
TRAVEL - LODGING	3,000.00	3,024.00	0.00	0.00	0.00	0.00	87.77							3,111.77	-111.77	103.7%
TRAVEL - MEALS	1,500.00	953.40	0.00	0.00	37.60	0.00	0.00							991.00	509.00	66.1%
TRAVEL - TRANSP	1,000.00	0.00	0.00	10.00	0.00	0.00	0.00							10.00	990.00	1.0%
PHONE - BASIC	1,200.00	70.57	69.76	69.27	68.07	68.53	68.13							414.33	785.67	34.5%
PHONE - CELL	4,000.00	0.00	0.00	200.05	120.00	0.00	0.00							320.05	3,679.95	8.0%
SUPPLIES	3,500.00	300.61	12.61	0.00	411.59	115.26	0.00							840.07	2,659.93	24.0%
PROF SERVICES	20,000.00	0.00	0.00	0.00	0.00	0.00	140.00							140.00	19,860.00	0.7%
CAPP INSURANCE	4,860.00	4,993.00	0.00	0.00	0.00	0.00	0.00							4,993.00	-133.00	102.7%
Desktops	4,000.00	0.00	0.00	0.00	0.00	0.00	0.00							0.00	4,000.00	0.0%
MFG Home Insignia	0.00	0.00	0.00	0.00	0.00	0.00	0.00							0.00	0.00	0.0%
OVERHEAD	314,785.00	26,232.00	26,232.00	26,232.00	26,232.00	26,232.00	26,232.00							157,392.00	157,393.00	50.0%
TOTAL OPERATING	415,125.00	40,769.29	29,995.32	31,492.23	29,918.21	29,846.95	29,612.93	0.00	0.00	0.00	0.00	0.00	0.00	191,634.93	223,490.07	46.2%
BUDGETED EXPENDITURES	1,237,675.00	108,722.62	97,882.82	99,170.32	97,315.99	98,120.92	97,872.79	0.00	0.00	0.00	0.00	0.00	0.00	599,085.46	638,589.54	48.4%

SINCE THE MONTH END REPORT IS DONE BEFORE ACCOUNTING CLOSES THEIR BOOKS FOR THE MONTH, THE CURRENT MONTHS EXPENSES ARE APPROXIMATE.
THE PREVIOUS MONTHS EXPENSES ARE FINALIZED AT THE END OF THE NEXT MONTH: IE FEB REPORT WILL HAVE FINALIZED JAN EXPENSES & APPROXIMATE FEB FIGURES

ROUTT COUNTY REGIONAL BUILDING DEPARTMENT FINANCIAL REPORT

ALL FIGURES ARE ACCUMULATED TO-DATE AMOUNTS

TOTAL REVENUES (YTD)	\$761,556.75
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TOTAL BUDGET EXPENDITURES	\$599,085.46
PERCENTAGE OF BUDGET USED	48.4%

COUNTY USE TAX COLLECTIONS	\$300,286.05
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CITY USE TAX COLLECTIONS (YTD)	\$841,573.19
CITY SCHOOL TAX COLLECTIONS (YTD)	\$105,196.66
CITY EXCISE TAX COLLECTIONS (YTD)	\$508,099.59
CITY PERMIT REVIEW FEE (YTD)	\$107,770.03
FIRE DEPARTMENT FEE COLLECTIONS (YTD)	\$6,275.00

THIS PAGE WILL CHANGE MONTHLY AS FIGURES ARE YEAR TO DATE

MONTHLY REVENUES

June 2018

ACCOUNT	Current Month	YEAR TO DATE TOTAL
BUILDING PERMIT FEES	112,161.53	449,627.91
PLAN REVIEW FEES	72,752.18	299,236.73
MECHANICAL PERMIT FEES	521.00	3,079.50
PLUMBING PERMIT FEES	367.00	895.00
ELECTRICAL PERMIT FEES	797.00	7,138.00
CODE BOOK SALES	0.00	1,579.61
TOTAL COUNTY FEES	\$186,598.71	\$761,556.75

PLANNING DEPT. REVIEW FEES	1,650.00	4,750.00
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INSPECTIONS

Inspection Type	June		YTD TOTAL
	CITY SBS	COUNTY	
BUILDING	329	142	1750
PLUMBING	83	27	496
MECHANICAL	90	42	636
ELECTRICAL	73	31	534
TOTAL Inspections	575	242	3416

MISC PERMITS ISSUED

PERMIT TYPE	June	YTD TOTAL
PLUMBING	30	128
MECHANICAL	38	214
ELECTRICAL	43	189
TOTAL	111	531

TYPE OF BUILDING PERMITS ISSUED

STEAMBOAT SPRINGS

NATURE OF BUILDING PERMITS

# of Permits	Jun-18		# of UNITS	TOTAL FEES	VALUATION	YTD # OF PERMITS	YTD # of UNITS	YTD FEES	YTD VALUATION
NEW CONSTRUCTION									
7	SINGLE FAMILY		7	38,510.37	4,328,135.00	34	34	205,187.00	24,102,328.00
1	SECONDARY UNIT		1	2,723.13	250,000.00	2	2	6,313.74	733,333.00
0	TINY HOMES		0	0.00	0.00	0	0	0.00	0.00
2	MANUFACTURED HOMES		2	2,480.85	412,139.00	3	3	2,993.17	474,727.00
0	LIVE/WORK UNITS		0	0.00	0.00	2	2	9,495.49	1,002,000.00
2	DUPLEX		2	7,159.35	705,000.00	6	6	33,429.87	3,705,000.00
0	MULTI-FAMILY		0	0.00	0.00	0	0	0.00	0.00
1	RESIDENTIAL GARAGE		1	3,970.53	400,000.00	2	2	4,239.69	410,000.00
2	COMMERCIAL (new)		2	97,412.37	16,874,380.00	2	2	97,412.37	16,874,380.00
2	INDUSTRIAL (new)		2	6,361.02	610,000.00	3	3	12,575.55	1,310,000.00
1	DEMOLITION		1	30.00	0.00	14	8	420.00	25,000.00
1	SOLAR		1	370.00	21,000.00	2	2	1,240.00	93,000.00
1	CELLULAR		1	477.06	20,000.00	1	1	477.06	20,000.00
5	GRADE & FILL		0	2,794.84	851,029.00	9	0	4,536.59	1,251,029.00
ALTERATIONS/ADDITIONS									
18	RESIDENTIAL		18	9,857.19	501,698.00	74	70	51,339.97	3,140,803.00
9	ALL OTHER		9	11,667.68	901,774.00	35	35	102,599.14	12,311,085.00
52	TOTALS		47	183,814.39	25,875,155.00	189	170	532,259.64	65,452,685.00
TOTALS FOR LAST MONTH		51	49	117,797.64	11,964,221.00				
THIS MONTH TO DATE 2018		189	170	532,259.64	65,452,685.00				
THIS MONTH TO DATE 2017		136	130	459,386.99	60,385,707.12				
THIS MONTH TO DATE 2016		145	145	298,168.92	30,829,984.25				

TYPE OF BUILDING PERMITS ISSUED
ROUTT COUNTY (incl. Yampa & Oak Creek)

NATURE OF BUILDING PERMITS

# of Permits	Jun-18		# of UNITS	TOTAL FEES	VALUATION	YTD # OF PERMITS	YTD # of UNITS	YTD FEES	YTD VALUATION
NEW CONSTRUCTION									
9	SINGLE FAMILY		9	29,475.04	2,898,073.00	25	25	145,404.40	16,399,329.00
0	SECONDARY UNIT		0	0.00	0.00	5	5	5,937.89	427,960.00
0	TINY HOMES		0	0.00	0.00	0	0	0.00	0.00
3	MANUFACTURED HOMES		3	4,589.34	645,200.00	4	4	5,805.19	939,200.00
0	LIVE/WORK UNITS		0	0.00	0.00	0	0	0.00	0.00
0	DUPLEX		0	0.00	0.00	0	0	0.00	0.00
0	MULTI-FAMILY		0	0.00	0.00	0	0	0.00	0.00
3	RESIDENTIAL GARAGE		3	4,156.17	315,000.00	11	11	15,439.32	1,121,279.00
0	COMMERCIAL (new)		0	0.00	0.00	0	0	0.00	0.00
0	INDUSTRIAL (new)		0	0.00	0.00	1	1	1,163.88	70,000.00
2	DEMOLITION		2	60.00	0.00	10	7	300.00	41,000.00
2	SOLAR		2	514.42	17,900.00	9	9	40,058.79	143,240.00
0	CELLULAR		0	0.00	0.00	2	2	621.48	23,500.00
0	GRADE & FILL		0	0.00	0.00	0	0	0.00	0.00
ALTERATIONS/ADDITIONS									
21	RESIDENTIAL		21	16,057.41	1,149,133.00	48	48	48,176.99	3,779,416.00
2	ALL OTHER		2	14,956.36	2,130,000.00	8	8	23,747.54	2,863,250.00
42	TOTALS		42	69,808.74	7,155,306.00	123	120	286,655.48	25,808,174.00
TOTALS FOR LAST MONTH		24	21	58,625.63	6,112,718.00				
THIS MONTH TO DATE 2018		123	120	286,655.48	25,808,174.00				
THIS MONTH TO DATE 2017		78	77	180,929.22	19,700,549.00				
THIS MONTH TO DATE 2016		87	87	86,440.76	19,183,545.70				

PERMIT STATS FOR OAK CREEK AND YAMPA
June 2018

OAK CREEK						
# OF PERMITS	TYPE	FEEES	VALUATION	YTD PERMITS	YTD FEES	YEAR TO DATE VALUATION
NEW CONSTRUCTION						
1	SINGLE FAMILY	\$2,847.87	\$264,227.00	1	\$2,847.87	\$264,227.00
0	DUPLEX	\$0.00	\$0.00	0	\$0.00	\$0.00
0	TINY HOME	\$0.00	\$0.00	0	\$0.00	\$0.00
0	SOLAR	\$0.00	\$0.00	1	\$370.00	\$15,000.00
0	COMM/IND	\$0.00	\$0.00	0	\$0.00	\$0.00
0	DEMO	\$0.00	\$0.00	2	\$30.00	\$0.00
0	GARAGE	\$0.00	\$0.00	0	\$0.00	\$0.00
ADDITIONS/ALTERATIONS						
2	DWELLINGS	\$247.26	\$4,825.00	3	\$391.68	\$8,825.00
0	OTHER	\$0.00	\$0.00	1	\$84.81	\$1,600.00

YAMPA						
# OF PERMITS	TYPE	FEEES	VALUATION	YTD PERMITS	YTD FEES	YEAR TO DATE VALUATION
NEW CONSTRUCTION						
0	SINGLE FAMILY	\$0.00	\$0.00	0	\$0.00	\$0.00
0	DUPLEX	\$0.00	\$0.00	0	\$0.00	\$0.00
0	TINY HOME	\$0.00	\$0.00	0	\$0.00	\$0.00
0	SOLAR					
0	COMM/IND	\$0.00	\$0.00	0	\$0.00	\$0.00
0	DEMO	\$0.00	\$0.00	0	\$0.00	\$0.00
0	GARAGE	\$0.00	\$0.00	1	\$1,508.99	\$103,450.00
ADDITIONS/ALTERATIONS						
0	DWELLINGS	\$0.00	\$0.00	0	\$0.00	\$0.00
1	OTHER	\$656.01	\$30,000.00	2	\$2,846.91	\$215,650.00

**This page will change monthly with no separate page for each month, only current month and year to date figures*