



March 2018 Newsletter

Routt County Regional Building Department

March Permit Reports

The Routt County Building Department March 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>

Tiny Home's on the Horizon

Routt County Regional Building Department recently adopted Appendix Q from the 2018 International Residential Building Code on January 1st, of 2018 to help support those interested constructing Tiny Homes. The Building Department has yet to receive a Building Permit Application for a Tiny Home, however we are looking forward to some possible developments within Routt County. The Routt County Planning Department is currently reviewing an application for six potential lots within Milner that would allow Tiny Homes to be constructed upon them. The Building Department is here to support those interested in constructing Tiny Homes, please feel free to contact us directly for more information, or review the informational brochure on Appendix Q attached to the web link below.

<http://www.co.routt.co.us/DocumentCenter/View/7053>

Maximum Square Footage Allowed for Tiny Homes

- City of Steamboat Springs is 400 Square Feet
- Rural Routt County Areas is 400 Square Feet
- Town of Oak Creek is 500 Square Feet
- Town of Yampa is 500 Square Feet

Mud Season Tips & Site Management

Construction site management is always important throughout the year to respect both private and public properties throughout the duration of your project. Please take extra time during our spring season to ensure your construction site is well kept and maintained to avoid erosion and run-off issues.

Silt Fencing Tips

- Silt fence shall be installed prior to any grubbing or grading activity.
- Install silt fence along contours to avoid concentrated flows. Concentrated flows could cause silt fence failure.
- Along the toe of fills, install silt fence along a level contour and provide an area behind the fence for runoff to pond and sediment to settle. Silt fence should be installed approximately 5 feet away from the toe of the fill when feasible.
- Sediment shall be removed from behind the silt fence when it accumulates to one-half the exposed filter fabric height and shall be disposed of properly.
- Repair rips and tears.
- Maximum drainage area is one-quarter acre per 100 feet of silt fence length.
- Silt fence does not work well in rocky soils or where high winds are prevalent.
- Do not install across ditches or areas of concentrated flows.

Construction Site Management Tips

- Phase construction activities to minimize amount of soil exposed.
- Use redundant BMPs in series to minimize overloading and prevent potential failures.
- Limiting erosion reduces stress on sediment control BMPs.
- Use both erosion and sediment control measures on project to prevent sediment discharges.
- Stabilize disturbed areas as soon as practical.
- Erosion bales should be entrenched 4" minimum into the soil, tightly abutted with no gaps, staked down properly, and backfilled around entire perimeter.

Preliminary Plan Review Meetings

Routt County Building, Planning, Environmental Health, and Public Works Departments are available and offer Administrative Review Team meetings in advance of your application submittal. The goal of offering these meetings is to provide outreach and education, and answer any possible questions you may have in advance of moving forward with final design plans. The Building Department meets with Contractors and Consultants on a regular basis well in advance of application submittal to discuss a variety of Code related items. The outcome of these preliminary meetings is always positive for all parties involved, and helps streamline the review and permitting process at the time of application submittal. The preliminary Plan Review meetings may also help the private sector save time and money on design fees by catching any code related items well in advance, or possibly offering you a better solution or options to meet the intent of the Codes. Please feel free to contact the Building Department or the Planning Department in advance of your project submittal to set-up a time to meet with us to discuss your project.

Home Owner Projects

“Walk and Talk Inspections”

The Building Department is here to support our Home Owners who are taking on their own construction projects. The Building Department has found great success in our “Walk and Talk Inspections” with our weekend warriors taking on their own projects. Building Codes can be extremely challenging for those of us who do not deal with them on a regular basis, for small projects as well as large projects. So take advantage of our “Walk and Talk” inspections if you are thinking about performing work yourself on your personal property. Our Inspectors can meet you on-site to perform a preliminary inspection after your permit application has been approved. Our Inspectors will walk you through your project and discuss important Code related items that relate to your project that may not be shown on your plans or drawings. This will save you time and headaches and support forward progress on your projects. Take advantage of our “Walk and Talk Inspections” and call us in advance of starting work.

MINI RECAP SHEET

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

YEAR TO DATE 2018 CONSTRUCTION VALUATION	\$23,760,010.00
YEAR TO DATE 2017 CONSTRUCTION VALUATION	\$36,429,318.12

Current Month REVENUES: (USE TAX NOT INCLUDED)	\$80,215.68
Current month - 2017 REVENUES: (USE TAX NOT INCLUDED)	\$191,520.88

YEAR TO DATE - 2018 REVENUES	\$191,510.09
YEAR TO DATE - 2017 REVENUES	\$302,747.98

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										26,396.09	77,933.91	25.3%
STAFF SALARIES	502,770.00	41,624.15	41,507.89	41,755.36										124,887.40	377,882.60	24.8%
PART TIME SALARY	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	0.0%
OVERTME	2,500.00	0.00	128.30	0.00										128.30	2,371.70	5.1%
MEDICAL INS	141,470.00	11,788.84	11,788.84	11,788.84										35,366.52	106,103.48	25.0%
FICA	46,630.00	3,664.76	3,671.09	3,331.59										10,667.44	35,962.56	22.9%
LIFE/DISABILITY	2,700.00	221.80	221.80	127.82										571.42	2,128.58	21.2%
RETIREMENT	21,800.00	1,596.73	1,725.06	1,735.98										5,057.77	16,742.23	23.2%
WORKERS COMP	350.00	350.00	0.00	0.00										350.00	0.00	100.0%
TOTAL PERSONNEL	822,550.00	67,953.33	67,887.50	67,584.11	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	203,424.94	619,125.06	24.7%
OPERATING																
ADVERTISING	800.00	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										3,218.20	6,781.80	32.2%
DUES & MEMB	1,600.00	0.00	0.00	135.00										135.00	1,465.00	8.4%
POSTAGE/SHIPPING	600.00	0.00	0.00	0.00										0.00	600.00	0.0%
PRINTING	1,000.00	110.74	0.00	141.01										251.75	748.25	25.2%
PUBLICATIONS	8,000.00	440.87	740.95	250.80										1,432.62	6,567.38	17.9%
MOTOR POOL	35,280.00	2,940.00	2,940.00	2,940.00										8,820.00	26,460.00	25.0%
TRAVEL - LODGING	3,000.00	3,024.00	0.00	0.00										3,024.00	-24.00	100.8%
TRAVEL - MEALS	1,500.00	953.40	0.00	0.00										953.40	546.60	63.6%
TRAVEL - TRANSP	1,000.00	0.00	0.00	10.00										10.00	990.00	1.0%
PHONE - BASIC	1,200.00	0.00	69.76	1.27										71.03	1,128.97	5.9%
PHONE - CELL	4,000.00	0.00	0.00	200.05										200.05	3,799.95	5.0%
SUPPLIES	3,500.00	300.61	12.61	0.00										313.22	3,186.78	8.9%
PROF SERVICES	20,000.00	0.00	0.00	0.00										0.00	20,000.00	0.0%
CAPP INSURANCE	4,860.00	4,993.00	0.00	0.00										4,993.00	-133.00	102.7%
Desktops	4,000.00	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	0.0%
OVERHEAD	314,785.00	26,232.00	26,232.00	26,232.00										78,696.00	236,089.00	25.0%
TOTAL OPERATING	415,125.00	40,698.72	29,995.32	31,424.23	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	102,118.27	313,006.73	24.6%
BUDGETED EXPENDITURES	1,237,675.00	108,652.05	97,882.82	99,008.34	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	305,543.21	932,131.79	24.7%

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)	\$191,510.09
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TOTAL BUDGET EXPENDITURES	\$305,543.21
PERCENTAGE OF BUDGET USED	24.7%

COUNTY USE TAX COLLECTIONS	\$77,051.80
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CITY USE TAX COLLECTIONS (YTD)	\$179,028.37
CITY SCHOOL TAX COLLECTIONS (YTD)	\$22,378.56
CITY EXCISE TAX COLLECTIONS (YTD)	\$107,417.01
CITY PERMIT REVIEW FEE (YTD)	\$20,063.00
FIRE DEPARTMENT FEE COLLECTIONS (YTD)	\$1,675.00

THIS PAGE WILL CHANGE MONTHLY AS FIGURES ARE YEAR TO DATE

MONTHLY REVENUES

MARCH

ACCOUNT	Current Month	YEAR TO DATE TOTAL
BUILDING PERMIT FEES	33,775.26	96,478.90
PLAN REVIEW FEES	42,442.57	87,444.79
MECHANICAL PERMIT FEES	577.00	1,476.00
PLUMBING PERMIT FEES	170.00	299.00
ELECTRICAL PERMIT FEES	2,945.00	4,384.00
CODE BOOK SALES	305.85	1,427.40
TOTAL COUNTY FEES	\$80,215.68	\$191,510.09

PLANNING DEPT. REVIEW FEES	450.00	1,500.00
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INSPECTIONS

Inspection Type	March		YTD TOTAL
	CITY SBS	COUNTY	
BUILDING	185	68	639
PLUMBING	51	27	204
MECHANICAL	74	48	298
ELECTRICAL	64	28	257
TOTAL Inspections	374	171	1398

MISC PERMITS ISSUED

PERMIT TYPE	March	YTD TOTAL
PLUMBING	23	58
MECHANICAL	37	103
ELECTRICAL	21	64
TOTAL	81	225

TYPE OF BUILDING PERMITS ISSUED

STEAMBOAT SPRINGS

NATURE OF BUILDING PERMITS

# of Permits	Mar-18		# of UNITS	TOTAL FEES	VALUATION	YTD # OF PERMITS	YTD # of UNITS	YTD FEES	YTD VALUATION
NEW CONSTRUCTION									
6	SINGLE FAMILY		6	49,275.98	6,222,710.00	10	10	80,407.97	10,200,546.00
0	SECONDARY UNIT		0	0.00	0.00	1	1	3,590.61	483,333.00
0	TINY HOMES		0	0.00	0.00	0	0	0.00	0.00
0	MANUFACTURED HOMES		0	0.00	0.00	0	0	0.00	0.00
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
0	RESIDENTIAL GARAGE		0	0.00	0.00	1	1	269.16	10,000.00
0	COMMERCIAL (new)		0	0.00	0.00	0	0	0.00	0.00
0	INDUSTRIAL (new)		0	0.00	0.00	0	0	0.00	0.00
1	DEMOLITION		1	30.00	0.00	4	4	120.00	0.00
0	SOLAR		0	0.00	0.00	1	1	870.00	72,000.00
0	CELLULAR		0	0.00	0.00	0	0	0.00	0.00
1	GRADE & FILL		0	76.50	40,000.00	1	0	76.50	40,000.00
ALTERATIONS/ADDITIONS									
6	RESIDENTIAL		2	6,035.82	485,466.00	21	17	19,397.71	1,304,453.00
3	ALL OTHER		3	2,496.38	162,915.00	6	6	10,266.56	956,965.00
17	TOTALS		12	57,914.68	6,911,091.00	45	40	114,998.51	13,067,297.00
TOTALS FOR LAST MONTH		20	20	31,607.74	3,099,206.00				
THIS MONTH TO DATE 2018		45	40	114,998.51	13,067,297.00				
THIS MONTH TO DATE 2017		28	25	211,443.19	34,401,852.12				
THIS MONTH TO DATE 2016		36	36	94,535.98	10,771,701.78				

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

NATURE OF BUILDING PERMITS

# of Permits	Mar-18		# of UNITS	TOTAL FEES	VALUATION	YTD # OF PERMITS	YTD # of UNITS	YTD FEES	YTD VALUATION
NEW CONSTRUCTION									
4	SINGLE FAMILY		4	27,740.30	3,535,948.00	9	9	57,627.42	7,210,948.00
0	SECONDARY UNIT		0	0.00	0.00	4	4	4,437.21	325,000.00
0	TINY HOMES		0	0.00	0.00	0	0	0.00	0.00
0	MANUFACTURED HOMES		0	0.00	0.00	0	0	0.00	0.00
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	3,626.02	252,000.00	6	6	7,525.14	500,650.00
0	COMMERCIAL (new)		0	0.00	0.00	0	0	0.00	0.00
0	INDUSTRIAL (new)		0	0.00	0.00	0	0	0.00	0.00
0	DEMOLITION		0	0.00	0.00	2	2	60.00	0.00
2	SOLAR		2	38,000.00	740.00	4	4	38,556.00	46,740.00
0	CELLULAR		0	0.00	0.00	0	0	0.00	0.00
0	GRADE & FILL		0	0.00	0.00	0	0	0.00	0.00
ALTERATIONS/ADDITIONS									
2	RESIDENTIAL		2	2,761.22	181,264.00	17	17	27,469.32	2,341,125.00
0	ALL OTHER		0	0.00	0.00	4	4	3,739.93	268,250.00
11	TOTALS		11	72,127.54	3,969,952.00	46	46	139,415.02	10,692,713.00
TOTALS FOR LAST MONTH		18	18	37,941.90	4,020,011.00				
THIS MONTH TO DATE 2018		46	46	139,415.02	10,692,713.00				
THIS MONTH TO DATE 2017		21	21	25,271.31	2,027,466.00				
THIS MONTH TO DATE 2016		36	36	94,535.98	10,771,701.78				

**PERMIT STATS FOR OAK CREEK AND YAMPA
FEBRUARY 2018**

OAK CREEK						
# OF PERMITS	TYPE	FEES	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
1	SOLAR	\$370.00	\$15,000.00	1	\$370.00	\$15,000.00
0	COMM/IND	\$0.00	\$0.00	0	\$0.00	\$0.00
0	DEMO	\$0.00	\$0.00	0	\$0.00	\$0.00
0	GARAGE	\$0.00	\$0.00	0	\$0.00	\$0.00
ADDITIONS/ALTERATIONS						
1	DWELLINGS	\$144.42	\$4,000.00	1	\$144.42	\$4,000.00
1	OTHER	\$84.81	\$1,600.00	1	\$84.81	\$1,600.00

YAMPA						
# OF PERMITS	TYPE	FEES	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
1	GARAGE	\$1,508.99	\$103,450.00	1	\$1,508.99	\$103,450.00
ADDITIONS/ALTERATIONS						
0	DWELLINGS	\$0.00	\$0.00	0	\$0.00	\$0.00
1	OTHER	\$2,190.90	\$185,650.00	1	\$2,190.90	\$185,650.00

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