

Pikes Peak Regional Building Department

2880 International Circle
Colorado Springs, Colorado 80910

ADVISORY BOARD MINUTES

August 19, 2020

12:30 p.m.

MEMBERS PRESENT: Chair Darin Tiffany, Engineer
Edward Pine, Building A, B or C Contractor
Christine Riggs, Architect
John Graham, City of Manitou Springs
Kelly Elliott, Town of Monument
Chris Quinn, Green Mountain Falls (joined the meeting late)

MEMBERS ABSENT: Jeff Finn, Citizen-at-Large
Vince Colarelli, Building A or B Contractor
Vice Chair Richard Applegate, City of Fountain
David Wilson, Town of Palmer Lake

OTHERS PRESENT: Roger Lovell, Regional Building Official
Virginia Koulchitzka, Regional Building Attorney
Jay Eenhuis, Deputy Building Official – Plans
John Welton, Deputy Building Official - Inspections
Ryan Johanson, Director of Finance
Matt Matzen, Permit Supervisor
Linda Gardner, Executive Administrative Assistant

The Advisory Board meeting was conducted virtually via a program called Microsoft Teams live events, which is accessible via Pikes Peak Regional Building Department's website Boards & Committees' page at: <https://www.pprbd.org/Information/Boards>.

1. CALL TO ORDER

Chair Darin Tiffany called the meeting to order at 12:30 p.m.

2. CONSIDERATION OF THE JULY 15, 2020 MINUTES

A motion was made by Chris Quinn to **APPROVE** the July 15, 2020 Advisory Board Meeting Minutes as written, seconded by Edward Pine; the motion carried unanimously.

3. CHANGES/POSTPONEMENTS/NOTICE OF NEXT MEETING

September Advisory Board meeting date and time: Wednesday, September 16, 2020, beginning at 12:30 p.m. The meeting will be conducted virtually. Sufficient and timely instructions for public participation will be made available at: <https://www.pprbd.org/Information/Boards>.

4. PUBLIC COMMENTS ON ITEMS NOT SCHEDULED ON THE AGENDA

Public comments on items not scheduled on the agenda shall be limited to three (3) minutes.

There were no public comments.

5. BUILDING OFFICIAL REPORTS/NON ACTION ITEMS

a) Financial Statement through July 31, 2020

Ryan Johanson presented the financial statement for the month of July 2020. He said the operating cash balance was \$11,234,197. He said the monthly revenue was \$1,494,463, which year-to-date is 58 percent of budget. Mr. Johanson stated the expenditures were \$1,222,312, and year-to-date expenses were at 49 percent of budget. The net income for July is \$272,151, and year-to-date net income is \$1,706,843. He stated overall, the Department remains sustainable and very busy.

b) Building Report through July 31, 2020

Matt Matzen presented the Building Report for the month of July 2020. He said there were 399 detached single-family houses permitted in July, which was 18.05 percent more than this time last year. He stated there were 33 commercial building permits, which was a zero percent difference from this time last year. Mr. Matzen said the total valuation of permits issued in July for residential homes was \$145,898,482, which was 14.90 percent more than this same time last year; and year-to-date the total valuation of residential permits was \$995,554,633, which was an increase of 15.16 percent from this same time last year. He stated the valuation of commercial permits issued in July was \$32,443,195, which was a decrease of 3.92 percent over this same time last year; and year-to-date the total valuation for commercial permits was \$644,742,247, which was an increase of 176.07 percent. Mr. Matzen stated the total valuation year-to-date across all permits was \$2,368,746,717, which is an increase of 3.52 percent. He said there were five permits with a valuation over \$3 million in July.

c) Plan Report through July 31, 2020

Jay Eenhuis presented the Plan Review Report for the month of July 2020. There were 516 single family plans, which was an increase of 62 percent compared to July of the previous year; 96 new commercial plans, which was an increase of 317 percent; and a total of 1,857 plans for the month of July, which was an increase of 100 percent compared to July 2019. Mr. Eenhuis stated there were 375 commercial plans submitted electronically in July 2020, or a 407 percent increase compared to July 2019; and 1,130 residential plans submitted electronically, which was an increase of 690 percent; for a total of 1,857 e-plans in July 2020, a 369 percent increase from July 2019. Mr. Eenhuis

stated the Plan Review Department performed 4,966 solo reviews in July, and zero walk-through reviews (as RBD staff has continued to work remotely during the month of July), for a total of 4,966 logged reviews for July 2020, which was an increase of 6 percent from the previous year. He stated the Plan Review Department is averaging 200 plan submittals per day.

d) Inspection Report through July 31, 2020

John Welton presented the Inspection Report for the month of July 2020. He said the inspectors in all departments did a total of 30,370 inspections in July, with a total of 62 field inspectors. He said each inspector averaged 23 inspections per day, and the average available time per inspection was 15.8 minutes. Mr. Welton stated during the first seven months of 2020, there were 5,600 more inspections performed than during the same time period in 2019.

6. UNFINISHED BUSINESS

There was no unfinished business.

7. NEW BUSINESS

a) Introduction and Presentation of the 2021 Budget (*non-action item; the 2021 Budget will be presented for a vote and a recommendation for approval during the September 16, 2020 meeting*).

Roger Lovell gave a presentation regarding the Department's 2021 Budget. He stated the 2020 fiscal year started off with an astounding 1,151 single family permits issued in the first quarter of 2020, an increase of more than 50 percent over the first quarter of 2019. On March 15, 2020, the Department implemented remote operations in an effort to limit the spread and minimize the impact of COVID-19 on Department staff and the construction industry. The proactive steps taken by the Department resulted in no disruption of service levels and minimal impact to the industry. As of July 31, 2020, the Department has issued 2,647 permits for new single family homes, an increase of 14.4 percent over the same time period in 2019. As of July 31, 2020, the valuation for single family construction stands at \$995,554,633 representing an increase of 15.2 percent over the same time period in 2019. Through July 31, 2020, total valuation for new commercial construction stands at \$775,468,451, an increase of more than 100 percent over the same time period in 2019. New commercial construction remains strong.

Mr. Lovell stated the Department had a goal this past year of getting 50 percent of all plans submitted electronically, which was accomplished early in 2020. He stated with the remote operations implemented on March 15, 2020 due to COVID-19, 100 percent of all plans have been submitted electronically, and as of July 31, 2020, a total of 7,365 plans have been submitted electronically. Mr. Lovell stated online services have been

instrumental in the operations of the Department for plan reviews, license applications, and permit submittals. He stated throughout the pandemic, the Department has continued to do same day inspections, conducting a total of 290,302 inspections, which is an increase of 3.52 percent more than during the same time period in 2019. Mr. Lovell stated continued support of attainable housing through Floodplain Map Revisions for Cheyenne Creek LOMR and Sutherland Creek Hydrology, which was beneficial in removing approximately 109 commercial and residential structures from the floodplain area. He stated the Department offered Contractor 101 instructions to contractors and property owners to educate them on electronic plan submittal(s) and review(s).

Mr. Lovell stated the strategic goals for the Department in 2021 are: Website enhancements to make it easier to use and provide more resources on the website; technology enhancements to build on our efficiencies and inspection processes; construction of a satellite location to serve the growing community on the north end of Colorado Springs; continued support of attainable housing through floodplain map revisions; code development; and future planning and sustainability.

Mr. Lovell stated the 2021 Budget does not propose any fee increases. He said the Department continues to maintain the lowest fees in the State of Colorado for single family housing, and second lowest in the State for new commercial projects. He stated the 2021 Budget extends for the fifth consecutive year the Department's Licensing Reward program for contractors that have been licensed with the Department for at least 3 years, remain in good standing, and have no "administratively closed" status permits at the time of renewal of their license. If such criteria are met, the qualifying contractors may renew their license/registration at no cost. Those fees range from \$75-200 per contractor.

Ryan Johanson stated the 2021 Budget anticipates \$19,952,190 in revenue, an increase of 3.59 percent over the 2020 Budget. This Budget also anticipates \$19,952,190 in expenses, an increase of 3.59 percent over the 2020 Budget. He stated the Department is projecting an increase in salary and benefits, for health and dental insurance, and a modest cost of living increase.

Mr. Lovell stated this Budget provides for a sustainable Building Department, increased public access and service, expansion of core Department services, and increased efficiency with no increase in fees providing a positive impact on the construction industry and communities served by the Department.

8. EXECUTIVE SESSION REQUEST(S)

There were no Executive Session Requests.

9. BOARD REPORT(S) OR COMMENT(S)

There were no Board Report(s) or Comment(s).

10. FUTURE AGENDA ITEM REQUESTS

There were no future agenda item requests, except as mentioned above.

11. ADJOURN

The meeting adjourned at 1:11 p.m.

Respectfully submitted,



Roger N. Lovell
Regional Building Official
RNL/llg

Accommodations for the hearing impaired can be made upon request with forty-eight (48) hours' notice. Please call (719) 327-2989.

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