

Pikes Peak Regional Building Department

2880 International Circle
Colorado Springs, Colorado 80910

ADVISORY BOARD MINUTES

March 20, 2019

12:30 p.m.

MEMBERS PRESENT: Chairman Darin Tiffany, Engineer
Vince Colarelli, Citizen-at-Large
Edward Pine, Building A, B or C Contractor
Tom McDonald, Building A or B Contractor
Jim Nakai, Architect
Richard Applegate, City of Fountain
Chris Quinn, Town of Green Mountain Falls
David Wilson, Town of Palmer Lake

MEMBERS ABSENT: Robert Todd, City of Manitou Springs
Kelly Elliott, Town of Monument

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

PROCEEDINGS:

Chairman Darin Tiffany called the meeting to order at 12:35 p.m.

1. CONSIDERATION OF THE JANUARY 23, 2019 MINUTES

A motion was made by Vince Colarelli to **APPROVE** the January 23, 2019 Advisory Board Minutes as written, seconded by Tom McDonald; the motion carried unanimously.

2. 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 on items not scheduled on the Agenda.

3. UNFINISHED BUSINESS

a) Sunshine Act Requirement

To be read on the record, except the text in bold which requires the person making the motion to state his/her name, and the same of the person who seconds the motion.

Pursuant to the Colorado Sunshine Act, I, Edward Pine, move that the Advisory Board meeting be held on the third Wednesday of each month at 12:30 p.m. at the Pikes Peak Regional Development Center, 2880 International Circle, Colorado Springs, Colorado 80910, Room 100-14, that the Advisory Board Meeting Agendas and Minutes for each meeting be posted on the website of the Pikes Peak Regional Building Department at www.pprbd.org, and that the meeting Agendas and Minutes be maintained by the Executive Administrative Assistant in the records of the Pikes Peak Regional Building Department, seconded David Wilson; the motion carried unanimously.

4. BUILDING OFFICIAL REPORTS

a) Financial Statement through February 28, 2019

Ryan Johanson presented the financial statement for the month of February 2019. He said the operating cash balance was \$12,394,807. He said the cash balance was 69% as a percent of budget. Mr. Johanson said the monthly revenue was \$1,163,713. He said the expenditures were \$1,034,607, which resulted in a gain of \$129,106 for the month of February. He stated year-to-date, the Department had a net loss of \$234,492, which was a decrease of \$59,379 from the previous year. Mr. Johanson stated \$159,160 had been discounted in February 2019 through the Permit Fee Discount and Licensing Reward Programs.

b) Building Report through February 28, 2019

Matt Matzen presented the Building Report for the month of February 2019. He said there were 293 single-family houses permitted in February, which was 11.48 percent less than this time last year; and 17 commercial building permits. Mr. Matzen said the total valuation of permits issued in February was \$193,784,079, which was 13.37 percent less than this same time last year; and the total valuation of permits issued in 2019 was \$397,183,179, which was a decrease of 2.88 percent over this same time last year. He said there were two permits with a valuation over \$3 million in February. Mr. Matzen stated the front counter was averaging 390 phone calls per day and 109 walk-in customers per day.

Vince Colarelli left the meeting at 12:47 p.m., and a quorum was maintained.

c) Plan Report through February 28, 2019

Jay Eenhuis presented the Plan Review Report for the month of February 2019. He said in February 2019, there were 325 single family plans, which was an increase of 2 percent over the previous year; 55 new commercial plans, which was an increase of 112 percent; and a total of 842 plans for the month of February, which was an increase of 20 percent compared to February 2018. Year to date, 1,550 plans were submitted, an increase of 7 percent from 2018. He stated there were 108 Commercial Plans submitted electronically in February 2019, or an 89 percent increase compared to February 2018; and 140 Residential Plans submitted electronically, which was an increase of 56 percent; for a total of 405 E-Plans in February 2019, a 15 percent increase from February 2018. Year to date, approximately 52 percent of all plans submitted had been submitted electronically. Mr. Eenhuis stated the Plan Review Department performed 1,532 solo reviews in February, and 2,395 walk-through reviews, for a total of 3,927 logged reviews for February 2019, and 7,957 logged reviews year-to-date, which was an increase of 28 percent from the previous year. Roger Lovell stated RBD projected 4,000 single family permits for each 2018 and 2019. He stated there were many contractors that pulled permits prior to the Code change last year.

d) Inspection Report through February 28, 2019

John Welton presented the Inspection Report for the month of February 2019. He said the inspectors in all departments did a total of 21,722 inspections in February, with a total of 63 field inspectors. He said each inspector averaged 18.9 inspections per day, and the average available time per inspection was 18.6 minutes. He stated RBD has hired two new roofing inspectors to help with the backlog of roofing inspections.

5. NEW BUSINESS

Roger Lovell stated the staff at RBD would like to thank Tom McDonald for his time and dedication as a Committee member for the past ten years, and he presented RBD's plaque of appreciation to Mr. McDonald.

6. EXECUTIVE SESSION REQUESTS

There were no Executive Session Requests.

7. **ADJOURN**

The meeting adjourned at 12:55 p.m.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Roger N. Lovell".

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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