

# **Pikes Peak Regional Building Department**

2880 International Circle  
Colorado Springs, Colorado 80910

## **ADVISORY BOARD MINUTES**

November 20, 2019

12:30 p.m.

**MEMBERS PRESENT:** Chairman Darin Tiffany, Engineer  
Vice Chairman Richard Applegate, City of Fountain  
Vince Colarelli, Building A or B Contractor  
Jeff Finn, Citizen-at-Large  
Edward Pine, Building A, B or C Contractor  
Robert Todd, City of Manitou Springs

**MEMBERS ABSENT:** Kelly Elliott, Town of Monument  
David Wilson, Town of Palmer Lake  
Chris Quinn, Town of Green Mountain Falls

**OTHERS PRESENT:** Roger Lovell, Regional Building Official  
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

### **1. CALL TO ORDER**

Chairman Darin Tiffany called the meeting to order at 12:46 p.m.

### **2. CONSIDERATION OF THE OCTOBER 16, 2019 MINUTES**

A motion was made by Edward Pine to **APPROVE** the October 16, 2019 Advisory Board Minutes as written, seconded by Vince Colarelli; the motion carried unanimously.

### **3. CHANGES/POSTPONEMENTS/NOTICE OF NEXT MEETING**

December Advisory Board meeting date and time: Wednesday, December 18, 2019, beginning at 12:30 p.m. at the Pikes Peak Regional Development Center, 2880 International Circle, Colorado Springs, Colorado 80910, Room 100-14.

### **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 on items not scheduled on the Agenda.

## 5. BUILDING OFFICIAL REPORTS/NON ACTION ITEMS

### a) Financial Statement through October 31, 2019

Mr. Johanson presented the financial statement for the month of October 2019. He said the operating cash balance was \$13,582,929. Mr. Johanson said the monthly revenue was \$1,491,719. He said the expenditures were \$1,425,013, which resulted in a gain of \$66,706 for the month of October. He stated year-to-date, the Department had a net gain of \$1,172,538.

### b) Building Report through October 31, 2019

Matt Matzen presented the Building Report for the month of October 2019. He said there were 382 single-family houses permitted in October, which was 46.36 percent more than this time last year, and 20 commercial building permits. Mr. Matzen said the total valuation of permits issued in October for residential homes was \$145,642,244, which was 44.68 percent more than this same time last year; and the total valuation of commercial permits issued was \$37,983,477, which was an increase of 69.65 percent over this same time last year. Mr. Matzen stated that the total valuation year-to-date across all permits was \$3,243,364,976, which is an increase of 17.47 percent. He said there were 4 permits with a valuation over \$3 million in October. Mr. Matzen stated the front counter was averaging 352 phone calls per day and 108 walk-in customers per day.

### c) Plan Report through October 31, 2019

Jay Eenhuis presented the Plan Review Report for the month of October 2019. There were 380 single family plans, which was an increase of 31 percent over the previous year; 43 new commercial plans, which was an increase of zero percent; and a total of 1,124 plans for the month of October, which was an increase of 27 percent compared to October 2018. Year-to-date, 9,199 plans were submitted, an increase of 4 percent from 2018. Mr. Eenhuis stated there were 137 commercial plans submitted electronically in October 2019, or a 69 percent increase compared to October 2018; and 179 residential plans submitted electronically, which was an increase of 10 percent; for a total of 525 e-plans in October 2019, a 25 percent increase from October 2018. Year-to-date, approximately 45 percent of all plans submitted had been submitted electronically. Mr. Eenhuis stated the Plan Review Department performed 1,697 solo reviews in October, and 2,884 walk-through reviews, for a total of 4,581 logged reviews for October 2019, and 44,750 logged reviews year-to-date, which was an increase of 18 percent from the previous year.

d) Inspection Report through October 31, 2019

John Welton presented the Inspection Report for the month of October 2019. He said the inspectors in all departments did a total of 27,619 inspections in October, with a total of 66 field inspectors. He said each inspector averaged 19.8 inspections per day, and the average available time per inspection was 18.6 minutes.

**6. UNFINISHED BUSINESS**

Roger Lovell stated the Department did get final approval on the 2020 Budget from the City of Colorado Springs and the El Paso County Board of County Commissioners.

**7. NEW BUSINESS**

a) 2020 Advisory Board Calendar

The proposed 2020 Advisory Board Calendar was discussed and agreed to by the board members.

**8. EXECUTIVE SESSION REQUEST(S)**

There were no executive session request(s).

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

Richard Applegate was reappointed to the Fountain City Council, and will be able to remain as the representative for the City of Fountain on the Department's Advisory Board.

**10. FUTURE AGENDA ITEM REQUESTS**

There were no future agenda item requests.

**11. ADJOURN**

The meeting adjourned at 1:10 p.m.

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Respectfully submitted,



Roger N. Lovell  
Regional Building Official  
RNL/lfg

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