

# **Pikes Peak Regional Building Department**

2880 International Circle  
Colorado Springs, Colorado 80910

## **ADVISORY BOARD MINUTES**

July 15, 2020

12:30 p.m.

**MEMBERS PRESENT:** Chair Darin Tiffany, Engineer  
Vice Chair Richard Applegate, City of Fountain  
Jeff Finn, Citizen-at-Large  
Vince Colarelli, Building A or B Contractor  
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:** 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 JUNE 17, 2020 MINUTES**

A motion was made by Vince Colarelli to **APPROVE** the June 17, 2020 Advisory Board Minutes as written, seconded by Edward Pine; the motion carried unanimously.

3. **NEW BUSINESS**

a) 2019 Audit Report

Steve Hochstetter and Courtney Vance with Stockman Cast & Ryan appeared and presented the 2019 Audit Report for the Pikes Peak Regional Building Department. Mr. Hochstetter stated in his opinion, the financial statements for the Department present fairly, in all material respects, the financial position of the Department as of December 31, 2019, and the changes in its final position and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States.

4. **CHANGES/POSTPONEMENTS/NOTICE OF NEXT MEETING**

August Advisory Board meeting date and time: Wednesday, August 19, 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>.

5. **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.

6. **BUILDING OFFICIAL REPORTS/NON ACTION ITEMS**

a) Ryan Johanson presented the financial statement for the month of June 2020. He said the operating cash balance was \$15,408,787. He said the monthly revenue was \$1,940,812; and year-to-date revenue is up \$1,252,970 (13%) over last year due to permitting a number of large commercial projects. Mr. Johanson stated the expenditures were \$1,266,068; and year-to-date expenses were \$7,882,781, which was an increase of 5 percent (\$376,695) from 2019 due to increased staffing costs. He stated overall, the Department remains sustainable and very busy.

b) Building Report through June 30, 2020

Matt Matzen presented the Building Report for the month of June 2020. He said there were 374 detached single-family houses permitted in June, which was 4.83 percent less than this time last year. He stated there were 25 commercial building permits, which was 16.67 percent less than this time last year. Mr. Matzen said the total valuation of permits issued in June for residential homes was \$134,119,556, which was 4.67 percent less than this same time last year; and year-to-date the total valuation of residential permits was \$849,656,151, which was an increase of 15.21 percent from this same time last year. He

stated the valuation of commercial permits issued in June was \$24,994,091, which was a decrease of 69.84 percent over this same time last year; and year-to-date the total valuation for commercial permits was \$612,299,052, which was an increase of 206.49 percent. Mr. Matzen stated that the total valuation year-to-date across all permits was \$2,094,677,292, which is an increase of 21.25 percent. He said there were two permits with a valuation over \$3 million in June. He stated there were 6,494 residential alteration permits in June compared to 1,129 from the previous month.

c) Plan Report through June 30, 2020

Jay Eenhuis presented the Plan Review Report for the month of June 2020. There were 473 single family plans, which was an increase of 30 percent compared to June of the previous year; 96 new commercial plans, which was an increase of 405 percent; and a total of 1,699 plans for the month of June, which was an increase of 96 percent compared to June 2019. Mr. Eenhuis stated there were 378 commercial plans submitted electronically in June 2020, or a 378 percent increase compared to June 2019; and 1,001 residential plans submitted electronically, which was an increase of 610 percent; for a total of 1,699 e-plans in June 2020, a 314 percent increase from June 2019. Mr. Eenhuis stated the Plan Review Department performed 4,070 solo reviews in June, and zero walk-through reviews (as RBD staff has continued to work remotely during the month of June), for a total of 4,070 logged reviews for June 2020, and 24,724 logged reviews year-to-date, which was a decrease of 6 percent from the previous year.

d) Inspection Report through June 30, 2020

John Welton presented the Inspection Report for the month of June 2020. He said the inspectors in all departments did a total of 30,199 inspections in June, with a total of 65 field inspectors. He said each inspector averaged 20.8 inspections per day, and the average available time per inspection was 17.7 minutes.

**7. UNFINISHED BUSINESS**

There was no Unfinished Business.

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

There were no Executive Session Request(s).

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

Christine Riggs appeared and gave a presentation regarding the AIA Colorado Recent Events and Efforts.

**10. FUTURE AGENDA ITEM REQUESTS**

There were no Future Agenda Item Requests.

**11. ADJOURN**

The meeting adjourned at 1:28 p.m.

Respectfully submitted,



Roger N. Lovell  
Regional Building Official  
RNL/lfg

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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