

# Pikes Peak Regional Building Department

2880 International Circle  
Colorado Springs, Colorado 80910

## ADVISORY BOARD MINUTES

May 15, 2024 – Wednesday – 12:30 p.m.

**MEMBERS PRESENT:** Chair Vince Colarelli, Building Contractor A or B  
Loren Moreland, Building Contractor A, B or C  
Chris Freer, Engineer  
Dennis Stern, Town of Palmer Lake  
Sana Abbott, Town of Monument (*Appeared Virtually*)  
Cory Applegate, City of Fountain

**MEMBERS ABSENT:** Vice Chair Jeff Finn, Citizen-at-Large  
John Graham, City of Manitou Springs

**PPRBD STAFF:** Virginia Koulchitzka, Regional Building Attorney  
John Welton, Deputy Regional Building Official – Inspections  
Matt Matzen, Permit Supervisor  
Gina LaCascia, Executive Administrative Assistant

### PROCEEDINGS:

The Advisory Board meeting was conducted in a hybrid forum, allowing Board members, Department staff, and the public to attend in person at the Pikes Peak Regional Development Center, 2880 International Circle, Colorado Springs, Colorado 80910, Room 100-14, or virtually through Microsoft Teams Town Hall. Sufficient and timely access to the public to observe the meeting was made available at: <https://www.pprbd.org/Information/Boards>.

#### 1. **CALL TO ORDER: DETERMINATION OF A QUORUM**

Chair Vince Colarelli called the Advisory Board meeting to order at 12:30 p.m.

#### 2. **CONSIDERATION OF THE APRIL 17, 2024 ADVISORY BOARD MEETING MINUTES**

A motion was made by Loren Moreland to **APPROVE** the April 17, 2024 Advisory Board Meeting Minutes as written; seconded by Dennis Stern; the motion carried unanimously.

#### 3. **NEW BUSINESS**

There was no New Business to discuss.

**4. PUBLIC COMMENTS ON ITEMS NOT SCHEDULED ON THE AGENDA**

There were no public comments.

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

The next Advisory Board meeting date and time: Wednesday, June 19, 2024, beginning at 12:30 p.m. The meeting will be conducted in a hybrid forum: In person at the Pikes Peak Regional Development Center, 2880 International Circle, Colorado Springs, Colorado 80910, Room 100-14, and virtually. Sufficient and timely access to the public to observe the meeting will be made available at: <https://www.pprbd.org/Information/Boards>.

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

a) Financial Statement through April 30, 2024

Matt Matzen presented the Financial Statement for the month of April 2024. The operating cash balance ended at \$15,222,366 with a cash as a percentage of budget at 71 percent. The revenue for April was \$1,813,357, an increase of 13 percent over April of 2023. The revenue for building permits were up 22 percent over the same time frame in 2023.

Expenditures for the month of April 2024 were \$1,690,498, which is down \$406, 919, or 6 percent over the first four months of 2023. Services are down from April 2023 due to the completion of the Department's GIS project. At 33 percent through this year, revenue and expenses are both at 32 percent of budget.

b) Building Report through April 30, 2024

Matt Matzen presented the Building Report for the month of April 2024. There were 324 single-family home permits issued, an increase of 24.14 percent from the same time period in 2023, with an overall valuation of \$181,077,890, up 77.18 percent over last year. A total of 13 new commercial permits were issued in April, a decrease of 58.06 percent compared to last year. Total commercial valuation was \$27,116,189, a decrease of 79.22 percent. The total valuation year-to-date for all permits was \$1,267,774,510, an increase of 12.37 percent for the year.

There were 4 projects in April with valuations over \$3,000,000; the largest being a new multifamily project at \$14.1 million.

c) Plan Report through April 30, 2024

John Welton presented the Plan Report for the month of April 2024. There were 344 single-family plans submitted, an increase of 24 percent compared to April of 2023.

Year-to-date single-family plans were a total of 1,137, an increase of 35 percent compared to the first four months of last year. New commercial and multifamily plans received totaled 19, a decrease of 30 percent compared to April of last year. Year-to-date, there have been 107 new commercial and multifamily plans submitted, a decrease of 11 percent compared to the same time period in 2023.

The total number of plans submitted in April was 1,279, which is even compared to last April, with a total of 4,210 plans submitted year-to-date, a decrease of 4 percent compared to the first four months of 2023.

Plan Review staff logged 4,026 solo reviews in April, a decrease of 6 percent compared to last April. There were 934 walk-through reviews performed, both on the commercial and residential side, an increase of 31 percent compared to last April. Year-to-date walk-throughs total 3,434. Total reviews performed for the month of April was 4,960, even compared to the same time period of last year. Year-to-date, there were 17,233 reviews, an 8 percent decrease compared to last year.

d) Inspection Report through April 30, 2024

John Welton presented the Inspection Report for the month of April 2024; there were 26,726 inspections performed by 65 fulltime field inspectors with an average daily work load of 26.4 inspections per day, per inspector, with an available amount of time of 17.1 minutes per inspection.

**7. UNFINISHED BUSINESS**

There was no Unfinished Business to discuss.

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

There were no Executive Session Request(s).

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

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

**10. FUTURE AGENDA ITEM REQUESTS**

Chair Vince Colarelli requested a presentation update from the Housing and Building Association of Colorado Springs regarding Careers in Construction Colorado as a future agenda item.

## 11. ADJOURNMENT

The Advisory Board meeting adjourned at 12:56 p.m.

Respectfully submitted,

A handwritten signature in blue ink that reads "Roger N. Lovell". The signature is written in a cursive style.

Roger N. Lovell  
Regional Building Official

RNL/gml

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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