

# **Pikes Peak Regional Building Department**

2880 International Circle  
Colorado Springs, Colorado 80910

## **REGIONAL BUILDING COMMISSION MINUTES**

March 22, 2017

3:00 p.m.

**MEMBERS PRESENT:** Chairman Tyler Stevens, Green Mountain Falls Mayor Pro Tem  
Larry Bagley, Colorado Springs City Council  
Mark Waller, El Paso County Commissioner

**MEMBERS ABSENT:**

**OTHERS PRESENT:** Roger Lovell, Regional Building Official  
Todd Welch, Regional Building Counsel  
Jay Eenhuis, Chief Plans Examiner  
John Welton, Chief Building Inspector  
Mindy Stuemke, Front Counter Supervisor  
Linda Gardner, Executive Administrative Assistant

**PROCEEDINGS:**

Chairman Tyler Stevens called the meeting to order at 3:03 p.m.

### **1. RECEPTION FOR BUILDING COMMISSIONER LARRY BAGLEY**

Jeff Greene, City of Colorado Springs, appeared and stated Larry Bagley has been an instrumental part of the accomplishments of the City for the past two years, and thanked him for representing the City of Colorado Springs on RBD's Building Commission.

Henry Yankowski, El Paso County, appeared and stated he worked with Larry Bagley while still a Building Official for RBD, and thanked him for his time and dedication to both RBD and the community in Colorado Springs.

Roger Lovell appeared and stated the staff at RBD would like to thank Larry Bagley for his time and dedication to the Building Commission for the past two years, and presented RBD's appreciation plaque to Building Commissioner Bagley.

Mark Long, HBA, appeared and thanked Larry Bagley for his support to the HBA and this community over the past few years.

Break from 3:11 p.m. to 3:25 p.m.

## 2. UNFINISHED BUSINESS

### a) Funding Approval for the Enhanced Mechanical IV Training by Don Piano

Roger Lovell stated RBD has funding in place to continue the Enhanced Mechanical IV Training, and Mr. Piano is here today to give the Building Commission an update on how that funding will be utilized. Don Piano appeared and stated the Pikes Peak Mechanical Contractors Association (PPMCA) is very appreciative of the support of the Pikes Peak Regional Building Department over the past three years for this program. He stated the PPMCA has been able to put 171 Mechanic IV's through the Enhanced Mechanical IV Training Program, and educate them on carbon monoxide safety and source investigation, how it is produced, and how to find it, because of RBD's financial support. He stated they have moved the classes to the Johnstone Supply facility for their Mechanical IV Training Program, and currently there are 670 graduates of the course. He stated they are the recipient of the Carbon Monoxide Safety Community Guardian Award, and RBD received the same award. Mr. Piano demonstrated the carbon monoxide detector for the Commission. He stated the teardrop carbon monoxide detectors are substantially more sensitive to carbon monoxide than those that are sold in retail stores for consumer use in their homes. Roger Lovell stated the funding for this program was part of RBD's 2017 Budget.

## 3. CONSIDERATION OF FEBRUARY 22, 2017 MINUTES

A motion was made by Mark Waller to **APPROVE** the February 22, 2017 Building Commission Minutes as written, seconded by Larry Bagley; the motion carried unanimously.

## 4. PUBLIC COMMENT

There were no Public Comments.

## 5. ADVISORY BOARD REPORT

Todd Welch appeared and presented the Advisory Board Report.

## 6. BUILDING OFFICIAL REPORTS

### a) Financial Statement

Roger Lovell presented the financial statement for the month of February 2017. He said the current operating balance is \$9,810,987, with a budget of \$13,507,129. He said the cash balance is 72.6 as a percent of budget. Mr. Lovell said the current month revenue was \$1,497,870, and the year-to-date revenue was \$2,816,425. He said the expenditures were

\$992,291, which resulted in a gain of \$505,579, for the month of February; and expenditures year-to-date were \$2,192,460, which resulted in a gain of \$623,965 for the year. Mr. Lovell said the Special Account Revenues for the month of February were \$23,456; and \$45,440 year-to-date.

b) Building Report

Mindy Stuemke presented the Building Report for the month of February 2017. She said there were 266 single-family houses permitted in February, which is a decrease of 2.21 percent over this same time last year; and 29 commercial building permits, which is 52.63 percent more than the previous year. She said the total valuation of permits issued in February was \$24,568,554, which is 5.87 percent more than this same time last year; and the total valuation of permits issued to date in 2017 is \$435,104,414, which is an increase of 38.80 percent over this same time last year. Ms. Stuemke said there were three permits in February with a valuation over \$3 million. She said the Front Counter is averaging 525 phone calls per day; and Licensing is averaging 75 phone calls per day. She said the staff at the Front Counter is averaging 120 people per day; and Licensing is averaging 30 people per day. Ms. Stuemke said there have been 241 single family home permits to date in March.

c) Plan Review Report

Jay Eenhuis presented the Plan Report for the month of February 2017. He said there were 287 single family plans, which is an increase of 2 percent over this same time last year; 34 new commercial plans, which is an increase of 100 percent; and a total of 677 plans, which is an increase of 24 percent over this same time last year. He stated there were 99 Commercial Plans submitted electronically in February 2017, or a 330 percent increase from last February; 82 Residential Plans submitted electronically, which is an increase of 71 percent compared to last year at this time; and 127 Site Plans submitted electronically, or 17 percent more than February 2016, for a total of 308 E-Plans in February 2017, or 45 percent of all plans are being submitted electronically. Mr. Eenhuis stated the Plan Review Department saw 651 Solo Reviews in February, and 1984 Walk-through reviews, for a total of 2635 logged reviews for February 2017, and 5107 total reviews year-to-date, which is an increase of 12 percent from the previous year.

d) Inspection Report

John Welton presented the Inspection Report for the month of February 2017. He said the inspectors in all departments did a total of 21,159 inspections in February, with a total of 48 inspectors. He said each inspector averaged 22.8 inspections per day, and the average time per inspection was 14.5 minutes. Mr. Welton stated on the day after President's Day, the total number of inspections performed that day was 1604, which was a record number of inspections performed in one day by RBD inspectors. He stated on March 1<sup>st</sup>, RBD implemented a new policy, wherein plans are no longer required to be onsite for 434 Coded

projects, i.e. residential alterations, such as basement finishes and decks.

## 7. **NEW BUSINESS**

### a) Temporary Fee Reduction

Roger Lovell stated the IGA requires that the cash as a percent of budget must remain between 25 to 50 percent. He stated this is for the purpose of economic downturns. He stated the hailstorm in 2016 created excess revenues for RBD due to reroofing permits. Mr. Lovell stated he is proposing that fees for valuation based permits be reduced by 20 percent to bring the cash as a percent of budget back into that required by the IGA, and this fee reduction is just for the year 2017, which will be effective as of April 1, 2017. Todd Welch stated the Advisory Board has approved this Temporary Fee Reduction; and Mark Long with HBA stated the HBA would like to express their appreciation for the Temporary Fee Reduction. A motion was made by Mark Waller to **APPROVE** a Temporary Fee Reduction of 20 percent for valuation based permits through the end of 2017, sunseting on December 31, 2017 at 11:59 p.m., seconded by Larry Bagley; the motion carried unanimously.

### b) Carbon Monoxide Detector Program

Roger Lovell stated he would like to expand this program by getting more of the personal detectors out into the community. He stated RBD can purchase 150 of these units for \$211 each, or a total of \$31,738. He stated the greatest need is in the lower income families. Mr. Lovell stated 150 of the detectors would go to the Department of Human Services. A motion was made by Larry Bagley to **APPROVE** the purchase of 150 personal carbon monoxide detectors for a total of \$31,738, for the Carbon Monoxide Detector Program, seconded by Mark Waller; the motion carried unanimously.

### c) Sunshine Act Requirement

Pursuant to the Colorado Sunshine Act, I, Larry Bagley, move that the Building Commission meeting be held on the fourth Wednesday of each month at 3:00 p.m. at the Pikes Peak Regional Development Center, 2880 International Circle, Colorado Springs, Colorado 80910, Room 100-14, that the Building Commission Meeting Agendas and Minutes for each meeting will be posted on the website of the Pikes Peak Regional Building Department at [www.pprbd.org](http://www.pprbd.org), and the meeting Agendas and Minutes will be maintained by the Executive Administrative Assistant, in the records of the Pikes Peak Regional Building Department, seconded by Mark Waller; the motion carried unanimously.

**8. FUTURE AGENDA ITEM REQUESTS**

There were no Future Agenda Item Requests.

**9. EXECUTIVE SESSION REQUESTS**

The Regional Building Commission moved into Executive Session at 4:16 p.m. pursuant to C.R.S. §24-6-402(3)(V) to discuss personnel matters.

After moving into General Session at 4:54 p.m., Mark Waller noted that no decisions were made during the Executive Session.

The meeting adjourned at 4:55 p.m.

Respectfully submitted,

Roger N. Lovell  
Regional Building Official

RNL/lfg