

COMMUNITY DEVELOPMENT DEPARTMENT

BUILDING PERMITTING AND CODE ENFORCEMENT

MARCH 14, 2017

2 OVERVIEW

- Where we've been
- Where we're going
 - Process improvements
 - Integrated Customer Service Goals across Divisions
 - Council Priorities for 2017 impact all 3 Divisions
- Specific objectives for Building Safety and Code Enforcement
- Innovations (and modernization)
- CDD is in transition



3 WHERE WE'VE BEEN

- 92 commercial building permits issued in 2016, valuation \$3,754,837.
- 570 residential building permits issued in 2016, valuation \$9,923,000.
- Residential permit turn-around times have reduced from 7 to 2 days (CDD review only)
- Over the counter permits began in November (re-roofs and window/doors)
- Streamlined windows and door permit review
- Created some flexibility for commercial signs under certain circumstances
- 334 code enforcement cases

4 WHERE WE'VE BEEN

- Building Community Outreach
 - Contractor Meetings - monthly
 - Homeowner DIY meetings - quarterly
 - Property Owners – to be determined
- Code Enforcement
 - Trailer enforcement
 - Vacant home database (clean and lien)



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WHERE WE'RE GOING - COUNCIL PRIORITY GOALS

- *Revitalize and eliminate blight in Los Alamos and White Rock*
- *Support development of affordable workforce housing*
- *Implement the Comprehensive Plan with an emphasis on neighborhoods and zoning.*
- *Promote the creation of a variety of housing options for all segments of the Los Alamos Community, including infill opportunities as appropriate.*
- *Simplify permit requirements and improve the overall development and building code processes to become easier to work with for all participants.*

6 BUILDING PERMITS

Simplify permit requirements and improve the overall development and building code processes to become easier to work with for all participants.

7 NEW PERMIT PROCESS IMPROVEMENT

- Siding / Stucco permits are counter permits and be issued the same day.
- Residential and Commercial construction seismic is changed from Seismic D to Seismic C.
- Extended office hours - open 7am to 5pm
- Eliminated limited walk-in times to meet with an inspector - during hours of operation there will be an inspector available.
- Inspection requests will be taken until 5pm for next business day inspections – previously 3pm.
- Discontinued inspection request voicemail line - you will now talk to a live person.
- 2 hour window request for inspections will be accepted via email if received the day of the needed inspection by 8:00am.
- Plan review turn-around goals

8 OTHER ACTIVITIES AND POLICIES

- Updating permit forms and creating policies and procedures for the Building Division.
- No longer requiring ice and water shield to be installed on metal roofs - metal shingles still require ice and water shield.
- Smoke Alarm requirement changes – Physical interconnection of smoke alarms shall not be required where UL listed wireless alarms are installed and all alarms sound upon activation of one alarm.
 - New home construction will have to be hardwired and interconnected.
- Eliminating drywall screw inspections on residential
- No longer require face nailing of batt insulation
- Window installation instructions and flashing details no longer have to be submitted for review with the permit application
 - but they will need to be on site for the inspections.
 - Window flashing and final done at the same time

9 BUILDING SAFETY AND PERMITTING GOALS FOR THIS YEAR

- Electronic plan review
- Further reduce plan review times
 - Consistent inspections and plan review
- Policies and procedures
- Start process on accreditation
- Public outreach on codes
- Citizen Self Service Portal
- Enhance Building website as a customer resource
- Chapter 10 Code Revision (adoption of 2015 IBC)
- Fillable Permit Applications
- Weekly meetings with other departments/divisions on plan review

10 ENERGOV PERMITTING SYSTEM CONTRACT RENEWAL

- \$724,561 (plus GRT) for continued subscription and associated training and support.
 - 5 year term
- Citizen Self Service
- Electronic plan submission
- On-line inspection scheduling, payments
- Plan review status and messaging
- Code case submittals and status reporting
- GIS functionality – case/permit lookup, etc.

II BUILDING WEBPAGE

- Citizen Self Service
 - On-line permit application submission
 - Real-time status and inspection request
 - Code Enforcement Complaints and status
 - Contractor resources
 - Fillable forms
- Project Templates – decks, garages, additions, etc.
- Resources for DIY – interactive interface
 - <http://www.cityofcarrollton.com/departments/departments-a-f/building-inspection/virtual-information-kiosk/residential-development-process>
- Commercial signage useful information
- Building codes clearinghouse

Dashboard

New ▾

View ▾

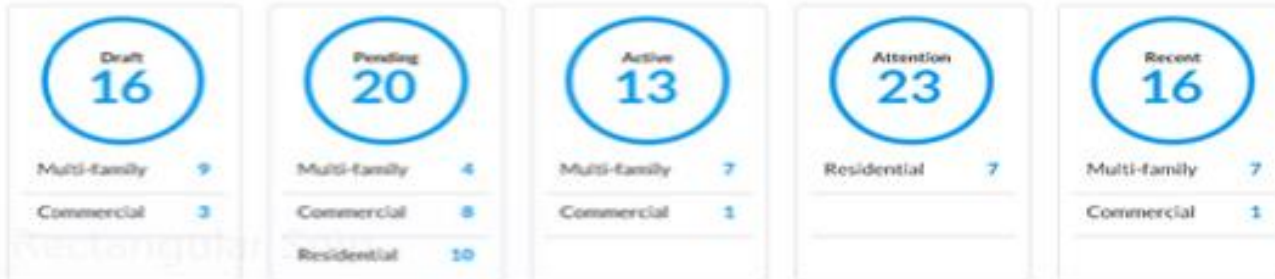
Map

Search



Permits

Show: All ▾



• View Full List

+ Request Inspection

+ New Permit

Inspections

Show: Recent ▾



• View Full List

✕ Cancel Requests

Invoices

Show: Recent ▾

Current	13	\$900.00	Add to Cart
Past Due	8	\$334.00	Add to Cart
Total	21	\$1234.00	Add to Cart

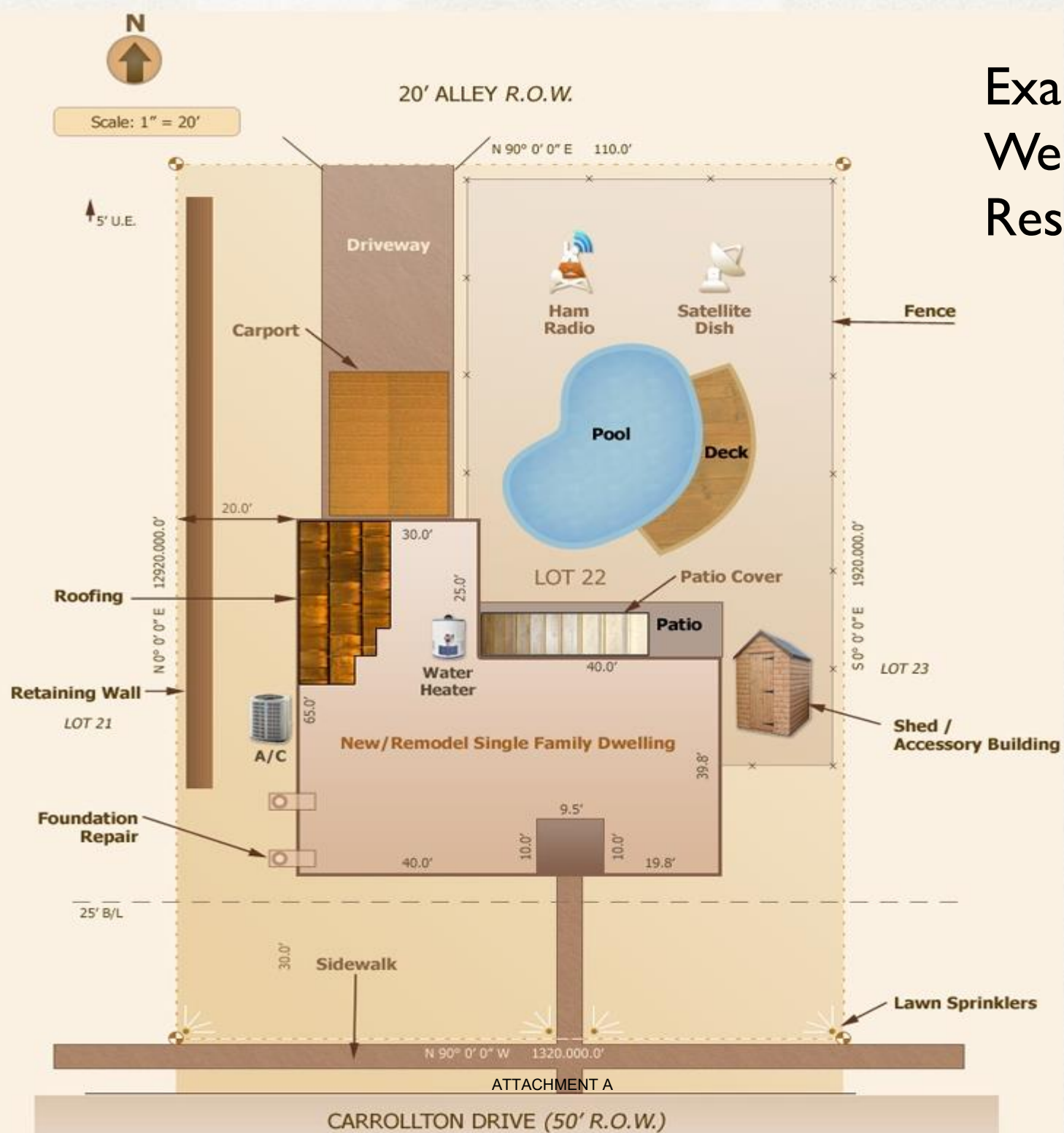
• View Full List

Licenses



• View All (7)

Citizen
Self
Service
(CSS)



14 CODE ENFORCEMENT

Revitalize and eliminate blight in Los Alamos and White Rock

15 CODE ENFORCEMENT

- Policies and Procedures Manual with Performance Measures
- Training curriculum for Compliance Officers
- Oversee the Clean and Lien program
- Monitor and update vacant house list as needed
- Expand the code to include all (or additional) of the ICC property maintenance standards
- Other Chapter 18 (Environment) updates
 - Approved parking surface
 - Chronic/repeat offenders policy
 - Outdoor Lighting
- Commercial properties and blight challenges – downtown area
- Sign code enforcement – chapter being re-written to comply with Supreme Court ruling
- 1,000 inspections per year per officer

16 CHRONIC/REPEAT OFFENDERS



- On-going or re-occurring, “x” offenses within a specific period of time
- Current code does not address this issue
- Can allow for different penalty/fine structure
- Some municipalities maintain a database of repeat violations per property
 - If no offenses within a period of time, then taken off
- Cases can be referred more directly to Court
- Can be tied to the Clean and Lien program
 - Highlighting when subsequent violations occur within one year that the County without further notice may correct the violation at the owners expense and assess the expense against the property

17 CLEAN AND LIEN

- Staff has developed a draft program strategy and ordinance
- County may perform work and charge expenses. The expenses incurred by the County pursuant to the correcting of conditions as set forth in this article, shall be assessed against the real estate on which the work is done or improvements made.
- Expenses of compliance. In the event that it becomes necessary for the County to go onto the following expenses shall be charged, levied, assessed and collected against such property:
 - Actual costs of necessary work;
 - \$X administrative fee; and
 - “X” percent interest per year.

18 CLEAN AND LIEN (DRAFT LANGUAGE)

- Assessments of expenses – after “x” days of non-payment for abatement work completed by the county, the County can file with the County Clerk of Los Alamos County a lien statement which describes the expenses the County has incurred.
- This lien is security for the expenditures made and interest occurring at the rate of “x” percent on the amount due from the date of payment by the County. This lien is inferior only to tax liens and liens for street improvements.

19 OUTDOOR LIGHTING/EXTERIOR GLARE

- Clarification – our code is vague on light pollution and from where to measure.

Potential new language/clarifications:

- Defining/clarifying what the nuisance is, e.g: Exterior lights placed or erected on private property shall be shielded, placed or erected so as not to create a traffic hazard or a public nuisance.
- Defining how and where the nuisance can be measured.

20 CHAPTER 18: PROPERTY MAINTENANCE STANDARDS

- Partially adopted in 2014 – expand to include the entire 2015 ICC Property Maintenance Code



- Add more tools to our current efforts

21 COMMERCIAL CODE ENFORCEMENT: *eliminate blight*

- Issues: vacant storefronts, dilapidated structures, signage, illegal or unsafe storage (interior and exterior), unsecured properties, graffiti, outdated signage, parking surfaces, assorted health and safety hazards.
- Commercial blight was a priority topic during Comp Plan downtown meetings
- Policy: proactive enforcement vs complaint driven
 - LA Lodge example
- Commercial sign code enforcement challenges



22 RECAP – BUILDING SAFETY AND CODE ENFORCEMENT

- Clean and Lien – with Budget Request
- Adoption of 2015 IBC Building Code
- Proposal to expand Property Maintenance Standards
- Citizen Self Service and new website content for customers
- Chronic Code Offenders policy and associated code language
- Other code updates, e.g. outdoor lighting, parking surfaces
- Continued outreach to customer bases
- Broadening of process improvements and enhancements
- Apply improved code enforcement procedures to commercial blight

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QUESTIONS
