

BUILDING-DEVELOPMENT COMMISSION
Minutes of August 19, 2008 Meeting

Elliot Mann opened the Building-Development Commission (BDC) meeting at **3:03 p.m. on Tuesday, August 19, 2008** in Charlotte Conference located in the Hal Marshall Service Center, 700 North Tryon Street, Charlotte, North Carolina.

Present: Elliot Mann, Charley Watts, Ed Horne, Harry Sherrill, Wanda Towler, David Shultz, Danny Phillips, Jon Wood and Buford Lovett

Absent: William Caulder, Jon Morris, Trent Haston and Barry Hanson

Guest: Mark Baldwin (Home Builders' Association), Jon Leonard (Charlotte Fire Department), Rob Kinniburgh (Charlotte Fire Department), Nan Peterson (City of Charlotte), Laura Brewer (City of Charlotte), Heidi Pruess (LUESA), Kenneth Kelly (HBA Member), Bill Warren (County Manager's Office)

1. APPROVAL OF THE MINUTES

The motion by David Shultz (seconded by Harry Sherrill) to approve the July 2008 meeting minutes passed unanimously.

2. BDC MEMBER ISSUES AND COMMENTS

No comments were offered.

3. PUBLIC ATTENDEE ISSUES AND COMMENTS

Kenneth Kelly (Member of the Home Builders' Association of Charlotte) stated that HBA Executive Director, Mark Baldwin, suggested that he express some of the challenges his company is experiencing as a result of the recent Residential Code changes. Mr. Kelly builds townhouse style condominiums without land for sale. He indicated that the recent changes have caused approximately an extra six to nine thousand dollar increase in upgrades to the builder. Mr. Kelly provided a written copy of his concerns. Jon Leonard (Charlotte Fire Department) Patrick Granson and Mr. Kelly agreed to meet to work on an amicable, Code compliant solution and follow-up with the BDC at its September 2008 meeting.

4. HAIL AND FAREWELL – (Jon Wood replaces Brian Sigmon)

Elliot Mann announced that Jonathan "Jon" Wood replaced Brian Sigmon as representative for the Charlotte Chapter of the American Society of Landscape Architects. Brian Sigmon served in this capacity on the BDC beginning on February 5, 2002 through July 15, 2008. Mr. Wood is employed by HadenStanziale, PA as a Landscape Architect. His appointment to the BDC became effective July 1, 2008.

Mr. Mann thanked Mr. Sigmon for his service and wished him luck in his future endeavors.

5. BDC REPRESENTATIVE TO THE EPCC

Geri Walton stated that as Brian Sigmon's replacement that Mr. Wood should also consider serving as the BDC Representative to the Environmental Policy Coordinating Council (EPCC). Brian Sigmon filled this position in lieu of the BDC Chair. Ms. Walton announced that information on the EPCC was included in the August meeting packet and that Heidi Pruess (LUESA – Environmental Policy Administrator) was present to provide additional information or to answer questions on the EPCC's charge and meeting schedule. Jon Wood agreed to contact Ms. Pruess after the meeting.

6. POSSIBLE CFD REPORTS TO THE BDC

Jon Leonard (CFD) asked the BDC if there was any particular information/data/statistics that the CFD could present as a regular part of the Department's reporting structure. Elliot Mann thanked Mr. Leonard for attending today's meeting and acknowledged that there has been regular representation from the CFD and City Zoning at the BDC meetings.

6. POSSIBLE CFD REPORTS TO THE BDC (continued)

After discussion, the BDC requested that CFD consider providing the following information:

- Written updates on field and plan review requirements
- Upcoming legislative & Code changes
- List of Top Failures (Plan Review and Field)
- Staff Levels vs. Performance

Mr. Leonard stated that they are not able to track inspection response times; however, inspections are usually scheduled according to the customer's request. Mr. Mann asked that staff assist with developing and providing the reports beginning at the September 2008 BDC meeting.

7. SEPTEMBER 2008 BDC MEETING START TIME

Geri Walton reminded the BDC of the upcoming International Code Council (ICC) Final Action Hearings scheduled in September 2008. She stated that a large number of the management team will be in Minneapolis attending these hearings to include the Director of Code Enforcement. She asked that the members consider moving the meeting time to 2:00 p.m. (EST) in order for Mr. Bartl to participate via conference call. She also stated that BDC Chair (Jon Morris) supported the move. By consensus, the members agreed to start the September 2008 BDC meeting at 2:00 p.m. (EST). Elliot Mann asked Ms. Walton to proceed with the public notice and reminders to the Department and BDC members regarding this change.

8. DEPARTMENT REPORT

Wanda Towler noted that although the increase is very slight, inspection response times seem to be longer especially within the electrical discipline. Eddie Prince explained that the inspection response times are at an all time high and consistently above the BDC goal of 90% in all areas. He noted the slight increases and stated that it could be due to various reasons; however, the Department has made a conscious effort to focus on maintaining the BDC goal of 90%. He stated that the Department is addressing this by using overtime as the budget allows. The following information was reported:

A. STATISTICAL REPORTS

A-1. Permit Revenue

July Total: \$1,286,621; FY09 YTD = same

FY09 Projected in July- \$1,728,115 below projection by \$441,494 or 25.55% short

A-2. Construction Value of Permits Issued

July Total - \$276,864,398; FY09 YTD = same

FY08 Total at July – \$364,877,482; so FY09 total is down \$88M or 24.12%

A-3. Permits Issued

	June 08	July 08	3 Month Trend
Residential	4226	4077	3617/4037/4226/4077
Commercial	2986	2413	3049/3610/2986/2413
Other (Fire/Zone)	560	520	611/568/560/520
Total	7772	7010	7234/8125/7772/7010

- For July; residential down 3.5%, commercial down 19.2%; total down 10.29%

A-6. ONSCHEDULE & CTAC NUMBERS

CTAC:

- 143 first reviews
- Projects approval rate (pass/fail) - 65%
- CTAC was 41% of OnSchedule first review volume (143/143 + 158 = 301) = 48%)

OnSchedule:

- July, 07: 154 1st review projects; on time/early – 95.0% all trades, 93.6% B/E/M/P only
- August, 07: 165 1st review projects; on time/early – 92.1% all trades, 92.5% B/E/M/P only
- Sept., 07: 146 1st review projects; on time/early – 91.7% all trades, 93.8% B/E/M/P only
- October 07: 146 1st review projects; on time/early – 92.7% all trades, 91.6% B/E/M/P only
- November 07: 174 1st review projects; on time/early – 89.1% all trades, 87.8% B/E/M/P only
- December 07: 140 1st review projects; on time/early – 92.4% all trades, 93% B/E/M/P only
- January 08: 148 1st review projects; on time/early – 94.7% all trades, 94.9% B/E/M/P only
- February 08: 176 1st review projects; on time/early – 89.6% all trades, 89.2% B/E/M/P only
- March 08: 176 1st review projects; on time/early – 91.4% all trades, 89.9% B/E/M/P only
- April 08: 167 1st review projects; on time/early – 92.9 % all trades, 91.3% B/E/M/P only
- May 08: 169 1st review projects; on time/early – 96.3 % all trades, 96.1% B/E/M/P only
- June 08: 184 1st review projects; on time/early – 92.2 % all trades, 91.5% B/E/M/P only
- July 08: 158 1st review projects; on time/early – 91.8 % all trades, 91.8% B/E/M/P only

Booking Lead Times

- OnSchedule Projects: see new reporting chart posted on line, on May 31, showed
 - 1-2 hour projects; at 1-4 work days booking lead time; w/ building at 4 WD
 - 3-4 hour projects; at 1-8 work days booking lead time; w/ building at 8 WD
 - 5-8 hour projects; at 2-13 work days booking lead time, w/building at 13 WD
- CTAC-BEMPFp running 2-3 work days on plan review turn around time, with Zoning at 5WD
- Express Review – booking lead time was; 6 work days for small projects, 13 work days for large
- NC Rehab Preliminary Review – booking lead time was 2 work days.

B. UPDATE ON DEPARTMENT INITIATIVES

B-1. CO/CC/TCO Follow-up Work

Wendell Dixon stated that 19 projects are in the Master Plan Program and currently they are trying to engage additional city agency participation. He announced that staff has scheduled the one year anniversary meeting to review the results of the Expired Permits Program sometime in September 2008.

B-2. Commercial Plan Review Strategy Update

Patrick Granson noted that the last vacant Building Reviewer position was filled and the Interactive Review Program is scheduled to begin on September 2, 2008. The three vacancies remaining are frozen as a part of the FY08 Budget Strategy. Willis Horton noted that there are 2 projects that have been included in the new “Mega” Projects stream. The team members are meeting to ensure that the process for handling these and future projects are sound.

B-3. CPM Comments

No comments were offered.

B. UPDATE ON DEPARTMENT INITIATIVES (continued)

B-4. Other

Eddie Prince stated that Wendell Dixon's group (Documents and Inspections) is the last of the "large" units to complete the move to begin utilizing the modular furniture. He asked the BDC members to stop and look at the new furniture that staff will be testing as a part of the HMC Renovations. The furniture is the same as what will be used at the new Freedom Drive location. Mr. Prince noted that the move to Freedom Drive is tentatively set for January 2011. He announced that the 2nd Annual United Way Code Seminar registration has exceeded the amount collected last year and he thanked the Residential Inspectors for their hard work on the Extreme Makeover Home Edition Project. He acknowledged that the Extreme Makeover project is destined to be a positive addition to the City of Charlotte and Mecklenburg County.

9. ADJOURNMENT

The August 19, 2008 Building Development Commission meeting adjourned at 4:03 p.m.

NOTE: The next BDC Meeting is scheduled for **3:00 p.m. on Tuesday, September 16, 2008 in the Charlotte Conference Room** of the Hal Marshall Service Center.