

BUILDING-DEVELOPMENT COMMISSION
Minutes of April 21, 2009 Meeting

Jon Morris opened the Building-Development Commission (BDC) meeting at **3:07 p.m. on Tuesday, April 21, 2009** in Charlotte Conference Room located in the Hal Marshall Service Center, 700 North Tryon Street, Charlotte, North Carolina.

Present: Jon Morris, Barry Hanson, Wanda Towler, Charley Watts, Ed Horne, Harry Sherrill, David Shultz, Danny Phillips, Jon Wood, Elliot Mann, Trent Haston and William Caulder

Absent: Buford Lovett

Guest: Randy Turner (Charlotte Fire Department), Mark Baldwin (Home Builders' Association) and Ken Szymanski – Charlotte Apartment Association, Stacy Tripp – Regional Facilities Camden, Ray Case – Raymond R. Case – Architect, Ken Edwards – Edwards Architecture, Chet Helt – C.L. Helt Architect Inc. – Charlotte and Daniel Priest – Priest Architecture

1. APPROVAL OF THE MINUTES

The motion by Barry Hanson (seconded by Jon Wood) to approve the March 2009 meeting minutes (as amended) passed unanimously.

2. BDC MEMBER ISSUES AND COMMENTS

Ed Horne expressed concern regarding House Bill 1409. Charley Watts requested a meeting with the Department and the Charlotte Apartment Association regarding water heater replacements in Mecklenburg County.

No additional comments were offered.

3. PUBLIC ATTENDEE ISSUES AND COMMENTS

Ray Case and Chet Helt expressed concerns regarding the A/E Pass Rate Incentive Program and the Department's plan to eliminate the Gate.

Jim Bartl along with Willis Horton reiterated the Department's position. They agreed to continue to work with the community and outlined the efforts as well as forecasted outcomes. The changes are being developed to realign the Department's resources with the current economic state/work demand.

No additional comments were offered.

4. REQUEST FOR BOARD ACTION – FY10 BUDGET

Jim Bartl reviewed the budget strategy which proposed target fee increase and asked for BDC Representatives to participate with the Department to develop the board action to be considered by the Mecklenburg County Commissioners. The following members agreed to participate:

- Barry Hanson
- Elliot Mann (and Mark Baldwin)
- Harry Sherrill and/or Charley Watts
- Will Caulder

5. FIELD TECHNOLOGY REPORT

Jeff Griffin and Rob Drennan provided information on the latest generation of computer equipment being sought for field use. Mr. Bartl stated that purchasing a few units would not constitute overall department acceptance but simply a test of equipment that we would need in the future.

No objections were noted.

6. CFD ALARM/SPRINKLER SHOP DRAWING REVIEW

Randy Turner outlined the new changes and printed information was provided to the BDC for their consideration. He also explained how the new payment process would work. The BDC received the handout and accepted Mr. Turner’s report as information.

7. ISO REPORT

Geri Walton reported that the Department achieved a rating of (#1) for Commercial work and (#4) for Residential work. The Insurance Services Office (ISO) #1 rating is the highest score that can be achieved. FEMA uses this when assess damages after natural disasters. Also, high ISO ratings could potentially benefit customers through better insurance rates in flood zones.

8. BDC QUARTERLY BULLETIN EXERCISE

Mr. Bartl reviewed the components of the Quarterly Report, particularly, the Code Compliance Summary Reports. After discussion, the BDC requested that the following items be included as a part of the Quarterly Bulletin:

- Budget Impact on Customers
- Virtual Co-location
- Code Transition
- Gatekeeping Changes
- A/E Pass Rate Incentives
- ISO Rating

Elliot Mann asked for a report on the average number of website hits the BDC Quarterly Bulletin receives per quarter.

9. DEPARTMENT REPORT

A. STATISTICAL REPORTS

A-1. Permit Revenue

March - \$696,643 FY09 YTD is \$9,613,054
FY09 Projected in March - \$15,553,035; below projection by \$5,939,980 or 38.2%

A-2. Construction Value of Permits Issued

March total - \$148,652,203; FY09 YTD is \$2,175,951,677
FY08 Total at March – \$3,358,817,195; so FY09 total is down \$1.1828B or 35.22% from FY08

A-3. Permits Issued

	Feb 09	Mar 09	3 Month Trend
Residential	2546	2803	2595/2577/2546/2803
Commercial	1533	1583	1800/2076/1533/1583
Other (Fire/Zone)	421	417	317/339/421/417
Total	4500	4803	4712/4992/4500/4803

A. STATISTICAL REPORTS... continued

A-4. Inspection Activity - Inspections Performed

Insp. Req.	Feb	March	Insp. Perf.	Feb	March	% Change
Bldg.	4988	5102	Bldg.	4932	5073	-+5.47%
Elec.	5586	5299	Elec.	5608	5316	+4.3%
Mech.	2965	2896	Mech.	2953	2887	+2.4%
Plbg.	2751	2341	Plbg.	2749	2319	+11.6%
Total	16,290	15,638	Total	16,242	15,595	-4%

- Inspection requests down 4%; inspection performed down 4%; performed = 99.7% of requests
- FY09 YTD inspections performed total 178,704 or 73.8% of FY08 March YD total (242,040)

A-4. Inspection Activity - Inspections Response Times

Insp. Resp. Time	OnTime %		Total % After 24 Hrs. Late		Total % After 48 Hrs. Late		Average Resp. in Days	
	Feb	Mar	Feb	Mar	Feb	Mar	Feb	Mar
Bldg.	98.6	98.8	98.8	99.0	99.7	99.3	1.04	1.04
Elec.	95.5	97.3	95.8	97.6	99.5	98.7	1.10	1.07
Mech.	99.5	99.3	99.6	99.4	99.9	99.7	1.01	1.02
Plbg.	99.6	99.2	99.6	99.2	100	99.8	1.01	1.03
Total	97.9	98.4	98.0	98.6	99.7	99.2	1.05	1.04

A-5. Inspection Failure Rates:

OVERALL MONTHLY AV'G @ 86.33%, improved from 86.7%, in February

<u>Bldg:</u>	February – 79.83%	<u>Elec:</u>	February – 88.2%
	March – 82.88%		March – 86.77%
<u>Mech:</u>	February – 87.84%	<u>Plbg:</u>	February – 92.79%
	March – 85.32%		March – 92.37%

A. STATISTICAL REPORTS... continued

A-6. ONSCHEDULE & CTAC NUMBERS

CTAC:

- 108 first reviews
- Projects approval rate (pass/fail) - 77%
- CTAC was 43% of OnSchedule first review volume (108/108 + 143 = 251) = 43%

OnSchedule:

- January, 2008: 148 1st review projects; on time/early – 94.7% all trades, 94.9% B/E/M/P only
- February, 2008: 176 1st review projects; on time/early – 89.6% all trades, 89.2% B/E/M/P only
- March, 2008: 176 1st review projects; on time/early – 91.4% all trades, 89.9% B/E/M/P only
- April, 2008: 167 1st review projects; on time/early – 92.9 % all trades, 91.3% B/E/M/P only
- May, 2008: 169 1st review projects; on time/early – 96.3 % all trades, 96.1% B/E/M/P only
- June, 2008: 184 1st review projects; on time/early – 92.2 % all trades, 91.5% B/E/M/P only
- July, 2008: 158 1st review projects; on time/early – 91.8 % all trades, 91.8% B/E/M/P only
- August, 2008: 165 1st review projects; on time/early – 92.4 % all trades, 93.4% B/E/M/P only
- September, 2008: 174 1st review projects; on time/early – 89.6 % all trades, 90% B/E/M/P only
- October, 2008: 173 1st review projects; on time/early – 95.2% all trades, 95.6% B/E/M/P only
- November, 2008: 134 1st review projects; on time/early – 93.4% all trades, 92.9% B/E/M/P only
- December, 2008: 154 1st review projects; on time/early – 85.3% all trades, 81.5% B/E/M/P only
- January, 2009: 132 1st review projects; on time/early – 92.8% all trades, 91.4% B/E/M/P only
- February, 2009: 142 1st review projects; on time/early – 93.2% all trades, 91.7% B/E/M/P only
- March, 2009: 143 1st review projects; on time/early – 90% all trades, 89% B/E/M/P only

Booking Lead Times

- OnSchedule Projects: **for reporting chart posted on line**, on March 30, 2009, showed
 - 1-2 hour projects; at 1 work day booking lead time, across the board
 - 3-4 hour projects; at 2-3 work days booking lead time, except 5 days for City Fire
 - 5-8 hour projects; at 3-6 work days booking lead time except;
 - 10 days for building reviews, 8 days for M/P reviews and 17 days for City Fire reviews
- CTAC-BEMPFp running 2 work days on plan review turn around time, across the board
- Express Review – booking lead time was; 5 work days for small projects, 5 work days for large

B. UPDATE ON DEPARTMENT INITIATIVES

B-1. Fee Ordinance Change

- The BOCC's April 14 public policy meeting agenda included the Departments Fee Ordinance change summary; no objections were noted. The proposal excludes the Change of Contractor auto charge.
- The Department will prepare an RFBA incorporating changes in the LUESA Fee Ordinance for final vote by the BDC in the May 19 meeting.

B. UPDATE ON DEPARTMENT INITIATIVES... continued

B-2. Customer Public Information Sessions – FY10 Budget Impact

- Public information strategy described in the BDC meeting as follows:
 - a) Draft of letter to customers for use in e-mail and other broadcast.
 - b) Presentation outline for business groups and brown bag lunches; schedule BDC member critique session to polish the edges and confirm handouts
 - c) Approach customer groups (including; HBA, AGC, AIA, PENC, the Chamber) requesting the opportunity to present.
 - d) Brown bag lunches tentatively set for May 20, 2009 and June 11, 2009 from 11:30 a.m. to 1:00 pm at Hal Marshall Center.

B-3. CC/CO/TCO details and other Documents work

- **Project Permit Master Plan Details (PPMP)**: There are currently 21 master plans and 2 preliminary master plan projects. They are all active projects. The preliminary projects are either in the review stage or on hold due to economic downturn.
- **Expungement of Records Project**: The expungement process is complete for all trades and projects that meet the document retention schedule. We have successfully deleted over 1.2mm records from the database and during the course of 2009 we expect to expunge approximately 175K permits from calendar year 2003. Automation to run the weekly process of expunging documents is now stable.
- **Green Permit Rebate Program (GPR)**: We have 20 applications in the program, representing \$175K in rebates pending. We are currently processing one completed project for rebate payment. Our current focus is analyzing a various residential certification programs which may prove beneficial to home builders. We continue working on the program reporting capability.

B-4. Commercial Plan Review Strategy

- The Plan Review Task Force (PRTF) and A/E Subcommittee will jointly meet on April 23 to update on project development status, including review of the startup schedule, detail work and initiative development work remaining.
 - **Tentative schedule moving forward:**
 - Tech support is in place, going through final testing in the next 45 days.
 - Begin A/E & public notification period on February 18 thru June 30, 2009. Tools to include:
 - Series of further 3 Brown Bag Lunches with A/E's
 - Introductory announcement/memo to all A/E's in the e-mail system
 - Place notices with AIA and PENC
 - Post on meckpermit.com under "what's new-coming soon"
 - Customer interaction electronic or manual handouts pointing out;
 - If they passed, emphasizing how the superior category works
 - If they fail, pointing out how average and poor category works

B-5. CFD Proposal to Review all Single Family Plans

- BDC and industry members met with CFD on February 26, 2009 and March 13, 2009 and agreed to the following:
 - CFD will have a formal review role in CMPC site plan review or re-review and secure BDC support
 - CFD will review 1 story SF greater than 3500 square feet and 2 story structures greater than 5000 square feet, including additions
 - CFD reviews will not delay the Department's 24 hour permit turnaround goal
 - CFD will work to develop an automated net/approval tool to further expedite reviews
- Program Start Date: July 1, 2009
- The Department will develop automation plan within first six months of FY10.

B. UPDATE ON DEPARTMENT INITIATIVES... continued

B-6. Utility Transformer Issue

- Jim Bartl reviewed the Utility Transformer Issue and outlined the Department's strategy which included the following steps:
 - a) Continue meeting with concerned parties; listen to their perspective and note related issues and problems
 - b) Continue seeking clarity from NCDOT on statewide criteria for separation standards
 - c) Continue to monitor and support the Building Code Council effort to develop a statewide standard on this issue
- **Additional information** on the issue is available on a Utility Transformer focused Dept webpage:
<http://www.charmeck.org/Departments/LUESA/CodeEnforcement/Electrical/Outdoor+Utility+Transformer.htm>

B-7. Single Portal Website

- On March 24, 2009, the Department met with City of Charlotte representative to review technology modules developed jointly by Raleigh-Mecklenburg, with an eye towards their use in advancing the Single Portal Project.
- City Representatives will attend joint technology meeting on April 22, 2009 in Greensboro, which will include Sages presentation on project development to date, followed by further discussion of possible use of these tools in the Single Portal Project.
- The project schedule remains:
 - Project requirements defined by May 2009
 - Project completion tentatively set for summer 2010

B-8. CPM Comments

- No comments were offered.

10. ADJOURNMENT

The April 21, 2009 Building Development Commission meeting adjourned at 5:19 p.m.

NOTE: The **next BDC Meeting** is scheduled for **3:00 p.m. on Tuesday, May 19, 2009** in the Charlotte Conference Room of the Hal Marshall Service Center.