

Building Inspections

DESCRIPTION

The Building Inspection's Office is responsible for enforcement of the Virginia Uniform Statewide Building Code to protect the health, safety and welfare of the citizens of Hanover County. Traditionally this enforcement role has been focused on new construction and the renovation and rehabilitation of existing buildings. This past year the Building Inspection's Office has expanded that focus to include enforcement of the Property Maintenance Code in addition to its traditional role. This code, the Property Maintenance Code, provides the minimum standards for the maintenance of existing buildings and structures to promote their continued healthy use and usability. Additionally, the Building Inspection's Office enforces erosion and sediment control

regulations relating to residential construction and proffered conditions for residential construction. The Building Inspection's Office also provides a central payment center and cashiering services for the fees charged and collected by the community development departments. A continuing focus of the department is customer service and the use of new technologies, as evidenced by the expansion of the Interactive Voice response telephone system and the continuing development and implementation of online services such as online inspection scheduling and permit tracking. Permanent records of these activities are maintained and available in the Building Inspector's Office.

BUDGET SUMMARY

	FY06 Actual	FY07 Budget	FY08 Budget	FY07 to FY08	FY09 Plan
Expenditures					
Personnel	\$ 1,140,746	\$ 1,257,004	\$ 1,403,918	11.7%	\$ 1,497,808
Operating	126,030	148,482	154,065	3.8%	157,787
Capital	16,077	18,000	32,000	77.8%	36,500
Total Expenditures	\$ 1,282,853	\$ 1,423,486	\$ 1,589,983	11.7%	\$ 1,692,095
Revenues					
Other Revenue	\$ 1,064,117	\$ 1,261,000	\$ 1,288,000	2.1%	\$ 1,314,000
General Fund Revenue	218,737	162,486	301,983	85.9%	378,095
Total Revenue	\$ 1,282,853	\$ 1,423,486	\$ 1,589,983	11.7%	\$ 1,692,095
Generated Revenue Percent	82.9%	88.6%	81.0%		77.7%
General Fund Percent	17.1%	11.4%	19.0%		22.3%
Full-time Positions	21	21	22	4.8%	23
Part-time Positions	2	2	2	0.0%	2
Full-time Equivalents	22.0	22.0	23.0	4.5%	24.0

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BUDGET HIGHLIGHTS

In FY08, funding has been provided for the addition of a plan examiner position that is offset with additional revenue and \$32,000 for the replacement of two vehicles. The FY09 plan provides for an additional building inspector.

GOALS AND OBJECTIVES

- Continue cooperative training program within the region to promote enforcement uniformity and customer satisfaction;
- Process residential building permit applications within two weeks and commercial applications within 30 days;
- Utilize user fees to pay for departmental operating costs; and
- Continue our focus on customer service and new technology to better serve the needs of the community;

SERVICE LEVELS

	<u>FY06 Actual</u>	<u>FY07 Budget</u>	<u>FY07 Forecast</u>	<u>FY08 Budget</u>
Per capita cost of operating department	\$13.15	\$14.35	\$14.35	\$15.80
Commercial plan reviews:				
Number of plans reviewed	431	350	406	420
Average number of days to review	12	14	10	15
Pre-application plan reviews:				
Number of plans reviewed	17	50	40	70
Average number of days to review	26	15	30	25
Residential plan reviews:				
Number of plans reviewed	1796	1650	1700	1800
Average number of days to review	4	6.0	6	5
Inspections:				
Number of inspections per day	169	140	165	170
Number of inspections per inspector	17	14	18	19
Number of days from requested to completed inspection	1	1	1	1