

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. The Building Inspection's Office has expanded its duties 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

	FY09 Actual	FY10 Budget	FY11 Budget	FY10 to FY11	FY12 Plan
Expenditures					
Personnel	\$ 1,402,632	\$ 1,491,991	\$ 1,280,610	(14.2%)	\$ 1,296,522
Operating	126,091	141,491	112,003	(20.8%)	113,123
Capital	33,335	-	-	0.0%	-
Total Expenditures	\$ 1,562,057	\$ 1,633,482	\$ 1,392,613	(14.7%)	\$ 1,409,645
Revenues					
Other Revenue	\$ 825,175	\$ 869,500	\$ 802,600	(7.7%)	\$ 825,700
General Fund Revenue	736,882	763,982	590,013	(22.8%)	583,945
Total Revenue	\$ 1,562,057	\$ 1,633,482	\$ 1,392,613	(14.7%)	\$ 1,409,645
Generated Revenue Percent	52.8%	53.2%	57.6%		58.6%
General Fund Percent	47.2%	46.8%	42.4%		41.4%
Full-time Positions	22	22	21	(4.5%)	21
Part-time Positions	2	2	-	(100.0%)	-
Full-time Equivalents	23.0	23.0	21.0	(8.7%)	21.0

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BUDGET HIGHLIGHTS

The fees charged by this function traditionally provide the funding for building inspection services. This budget included a vacant building inspector and plan review technician that are unfunded but

still authorized as well as a vacant plan examiner position that was unfunded and eliminated. Two customer service positions are being transferred to the Treasurer's Office.

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>FY09 Actual</u>	<u>FY10 Budget</u>	<u>FY10 Forecast</u>	<u>FY11 Budget</u>
Per capita cost of operating department	\$15.75	\$16.22	\$16.22	\$13.41
Commercial plan reviews:				
Number of plans reviewed	414	725	460	476
Average number of days to review	9	15	10	10
Pre-application plan reviews:				
Number of plans reviewed	15	90	40	4
Average number of days to review	41	40	40	40
Residential plan reviews:				
Number of plans reviewed	1,051	1,000	1,000	1,000
Average number of days to review	2.5	5.0	3.0	3.0
Inspections:				
Number of inspections per day	91	130	100	10
Number of inspections per inspector	11	14	12	14
Number of days from requested to completed inspection	1	1	1	1