

**DEPARTMENT OF COMMUNITY PLANNING, HOUSING AND DEVELOPMENT
INSPECTION SERVICES DIVISION**

CODE COMPLIANCE SECTION

PROGRAM MISSION: The Code Compliance Section safeguards public health, safety, and welfare by enforcing State-mandated construction codes by inspecting buildings under construction.

Inspectors from the Code Compliance Section perform inspections to assess compliance with various model codes adopted by the Commonwealth of Virginia to achieve minimum safety requirements. These model codes include Building, Plumbing, Fuel Gas, Mechanical, Electrical, Energy, Elevator, Backwater Sanitation, as well as The One and Two-Family Dwelling Code. In addition to the model codes, the State adopts amendments that must also be enforced, and includes material standards. The Code Compliance Section is responsible for monitoring the progress of new construction throughout the County according to these codes and standards. Often, aspects of construction cause conflict with meeting the strict requirements of these codes and standards. In these cases, the inspectors must evaluate alternative materials and methods of construction. Staff also investigates complaints of non-compliance and acts of illegal construction projects, and assists the Community Code Enforcement Section with full code inspections and blighted properties. Lastly, staff coordinates with the Zoning Administration and the Department of Environmental Services on Final Inspections and Certificate of Occupancy Inspections.

Code Compliance Section				
	FY 2004	FY 2005	FY 2006	% Change:
	<u>Actual</u>	<u>Adopted</u>	<u>Proposed</u>	<u>'05 to '06</u>
Personnel	\$1,611,000	\$1,850,741	\$1,927,651	4%
Non-Personnel	157,860	169,105	182,352	8%
Total Expenditures	1,768,860	2,019,846	2,110,003	4%
Fees	1,768,860	2,019,846	2,110,003	4%
Grants	-	-	-	-
Total Revenues	\$1,768,860	\$2,019,846	\$2,110,003	4%
Net Tax Support	-	-	-	-
Authorized FTEs	23.0	24.0	24.0	
Funded FTEs	23.0	24.0	24.0	

SIGNIFICANT BUDGET HIGHLIGHTS:

- ↑ An increase in personnel costs (\$76,910) reflects normal salary and benefits adjustments.
- ↑ An increase in non-personnel costs (\$13,247) reflects increased costs for rental and maintenance of County vehicles assigned to the Division (\$11,545) and the reallocation of funds (\$1,702) within the Division's budget.
- ❖ Division-wide revenues for FY 2004, FY 2005 and FY 2006 have been allocated to show full cost recovery in the Code Compliance and Plan Review Sections, with the remaining excess revenues allocated to the Permit Processing Section.

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PERFORMANCE MEASURES:

	FY 2002 <u>Actual</u>	FY 2003 <u>Actual</u>	FY 2004 <u>Actual</u>	FY 2005 <u>Estimate</u>	FY 2006 <u>Estimate</u>	FY 2006 <u>Goal</u>
<i><u>Mission Outcome Measures</u></i>						
Percent of all inspections completed within 24 hours of request	N/A	75%	82%	85%	85%	90%
<i><u>Customer Measures</u></i>						
Percent of customers satisfied with the inspection process	N/A	N/A	N/A	95%	95%	95%
Inspections approved	N/A	N/A	95%	95%	95%	98%
<i><u>Workload Measures</u></i>						
Total inspections conducted	37,612	40,193	42,490	43,000	44,000	44,000
Inspections per inspector per day	11.4	11.7	11.9	12.2	12.5	12.5

FUTURE BUDGET CONSIDERATIONS:

- ❖ The amount of highrise construction activity and residential renovation has increased the daily average number of inspections from 180 per day to 200 in the fourth quarter of FY 2004. Additional staff resources will be needed to fulfill requests within the 24-hour goal.
- ❖ Mobile data entry terminals will enhance customer service by enabling inspectors to obtain inspection and permit history, and enter inspection results directly into the system while in the field. Funds for hardware and software, as well as a means to connect to the permitting system (i.e. wireless network) will need to be identified.
- ❖ Adoption of the 2003 Codes (which is scheduled for adoption by the State in 2005) will require ongoing training for technical staff charged with enforcing those Codes.
- ❖ The amount of illegal construction projects and community complaints is on the rise. Field Inspectors, with full daily schedules, are pulled from assignments to investigate complaints on a daily basis. Often these are complex and require more time than a regular site visit or trades inspection. Additional staff resources will be needed to create a Non-Compliance Investigations section to help bring these projects into compliance with the State and County construction codes as the County continues to grow.