
AGENDA ITEM SUMMARY**ITEM NO: 8.5****FLORENCE CITY COUNCIL**Meeting Date: Sept. 8, 2015
Dept: Planning & Building

ITEM TITLE: Monthly Report for Work Accomplished in July**PLANNING DEPARTMENT
DIVISION ACCOMPLISHMENTS:****Building**

Monthly Permit Activity Change Report Summary: income and number of permits for each category. Permit income last month was inflated due to the issuance of Peace Health's Emergency Room permits. Permit income this month is up from July 2014.

Overall Permit Activity		↓ 3%	Permit Income		54% ↓	Building		32% ↓
Electrical	9%	↑	Mechanical	14%	↓	Plumbing	83%	↑
						Signs	50%	↑

Below is an overview of additional staff activities. Please see Attachment 2 for detail on permit activity above.

- Spent over 30 hours on conversion from D14 Accela Building Permit Program to Updated Version of the Model Code.
- Prepared monthly Housing Census & McGraw Hill.
- Worked with Lane County Road Naming Committee: 3 new street names in Lane County.
- Performed 48 Level 3 records requests for building plans and permit information.
- Completed 4 PO's for payment.

Land Use**Current Planning**

There were eleven active land use applications in July. Three applications were received during the month of July and six were completed during the month. Please see **Attachment 1** for an overview and status update. In addition to these land use applications, staff also completed twelve site visits and coordinated several possible upcoming applications.

Long Range Planning

- Staff reviewed state's model code in planning for 2015 Code updates
- Staff reviewed state's updated legislation in preparation for code updates related to marijuana land use activities
- Staff awaited a TGM grant application for Transit Plan updates
- PD coordinated planning for a Housing Study which will take place later this year

Planning Commission See Boards and Commissions AIS for more information.

Code Enforcement

In July there were 66 new cases and 97 resolved cases.

Complaint/Violations	# Complaints	Resolved	Unresolved	Comments
Citations	11	11		10 parking, 1 dog at large
Storage on Streets	16	16		
Animal Issues	13	13		1 wounded cat, 2 dog bite
Illegal Camping	10	10		
Alarm Code Violation	1	1		
Vegetation Issues	25	25	5	grass mowing mostly
Sign Issues	3	3		too many signs, banner
Noise Complaints	2	2		
Building Codes	1	1		1 pending
Parking Complaints	1	1		
Found Bikes	5	5		
Nuisance	6	6		
Misc	3	3		

Solid Waste Management

See Environmental Management Advisory Committee in the Boards and Commissions AIS for more information.

Public Transit

See Transit Advisory Committee in the Boards and Commissions AIS for more information.

Training & Staffing not mentioned in other areas of the report

- Attended Executive Assistants, Safety Committee, and weekly staff meetings.
- PAA, PW and Finance coordinated Adopt-a-Park hours for July.
- PD coordinated and attended meeting with Board of Realtors.
- BT cross-trained PAA on building permit software system.
- PD and PWD met with GeoSolve.
- PD and CM met with County Planning Staff and County Commissioner.
- PD and AP coordinated with several upcoming applicants regarding nine possible projects.

- PD and AP coordinated with applicants regarding fourteen on-going & approved projects.
- PD attended Oregon Coast Military Museum Ribbon Cutting and Open House
- AP and BPT coordinated with State epermitting to implement new building permit program with Planning module
- AP coordinated for Ride with a Councilor event on the Rhody Express
- AP coordinated 4th of July Rhody Express park and ride service, PD put out signage day of.
- PD and AP coordinated with Stacy Burr regarding EOP mapping
- AP attended Emergency Operations Plan Meeting
- PD coordinated with Lane County Parks on their Parks Master Plan
- PD met with Siuslaw Watershed Outreach Planning Sub-Committee
- PD attended Economic Development Committee meeting
- PD attended FURA meeting

Attachments:

- 1 – Current Land Use Applications (current and recently approved applications)
- 2 – Building Permit Activity (number permits issued, permit income, and monthly report)

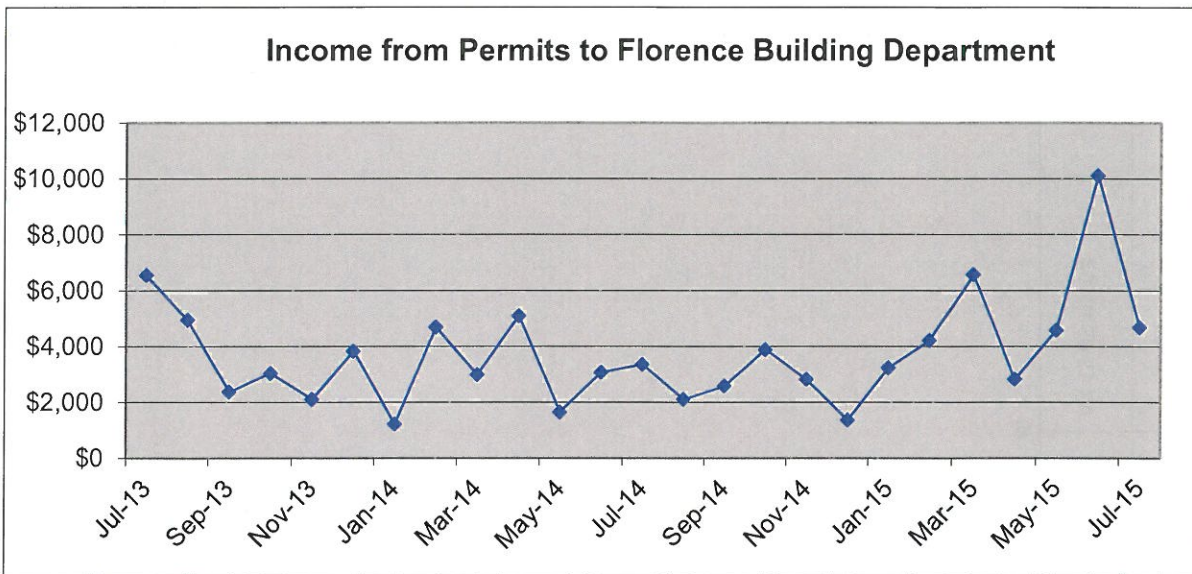
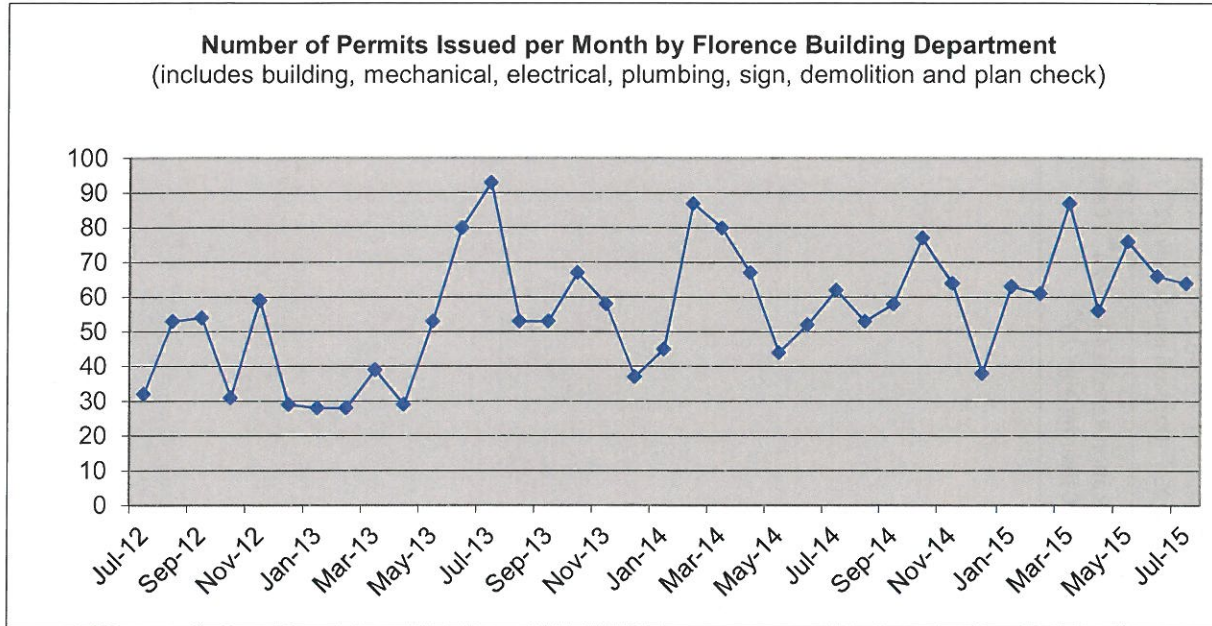
Current and Recently Approved Land Use Applications
July 2015

ATTACHMENT 1

APPLICATION NAME	APPLICATION #	LOCATION	STATUS
Legislative Applications (City Council Decision)			
None			
Quasi-Judicial Applications (Planning Commission Decision)			
C.R.O.W. Children's Theater	PC 15 11 CUP 06	3120 Hwy 101	Application received April 24 th . Deemed complete June 20 th . PC approved July 14 th .
FAHS Thrift Store Storage Container	PC 15 12 CUP 07	1193 Bay Street	Application received June 1 st . Deemed complete June 24 th . PC approved July 14 th .
Class Act Theatre	PC 15 13 CUP 08	509 Kingwood Street	Application received June 2 nd . Deemed complete June 24 th . PC approved July 14 th .
CLPUD Temp. Building Extension	PC 15 15 EAP 01	966 Highway 101	Application received June 12 th . Deemed complete July 7 th . PC approved July 28 th .
Clawson Partition	PC 15 14 PT 01	935 Rhododendron Drive	Application received June 16 th . Deemed complete July 7 th . PC approved July 28 th .
Porter Boatlift	PC 15 16 CUP 09	100 Rhododendron Drive	Application received July 10 th . Scheduled for PC hearing Aug. 25 th .
Fairway Estates Phase I	PC 15 17 PUD 01	(Sandpines West Shore – Rhododendron Dr.)	Application received July 22 nd . Scheduled for PC hearing Sept. 9 th .
Sandpines Eastbank	PC 15 18 PUD 02	Nandina Drive	Application received July 29 th . Scheduled for PC hearing Sept. 22 nd .
Administrative Applications (Staff Decision)			
CLPUD Kingwood Substation Building	AR 15 02 DR 02	18-12-22-13 TL 01800	Application received April 16 th . Application deemed complete May 15 th . Staff decision issued June 23 rd . Appeal period ended Jul. 6 th .

APPLICATION NAME	APPLICATION #	LOCATION	STATUS
Stamp and Coin Shop Storage	AR 15 04 DR 03	493 Highway 101	Application received June 16 th . Application deemed complete on June 25 th . Decision issued July 22 nd .
Stillwater Condominiums Ext. Modifications	AR 15 05 DR 04	1220 Bay Street	Application Received June 24 th . Referred to PC Aug. 5 th . Scheduled for PC hearing Aug. 25 th .

Attachment 2 – Building Permit Activity



“Income from Permits...” graph above represents the City’s monthly income (25%) from permit revenue since January 2013. Prior to that date, city staff conducted most of the inspections, vice contracting, and thus retained a larger amount of the permit revenue. Graphs from staff reports prior to April 2014 included months prior to December 2012 which have been removed from this graph to eliminate the distortion created by the change in service provision.

MONTHLY REPORT FOR JULY 2015

PERMIT TYPE	# of PERMITS	# of HOUSING UNITS	CONSTRUCTION BID VALUATION
SINGLE-FAMILY DETACHED		1	\$121,058.00
SINGLE-FAMILY ATTACHED (TOWNHOMES)		0	\$0.00
MANUFACTURED DWELLING		0	\$0.00
ADDITIONS	0		\$0.00
ALTERATIONS / REMODELS	2		\$500.00
ACCESSORY STRUCTURES	1		\$77,834.70
DUPLEXES		0	\$0.00
TRIPLEXES OR FOURPLEXES		0	\$0.00
APARTMENTS (5 OR MORE UNITS)		0	\$0.00
CONDOMINIUMS		0	\$0.00
COMMERCIAL NEW CONSTRUCTION	1		\$81,211.00
COMMERCIAL ADDITIONS	2		\$74,922.80
COMMERCIAL ALTERATIONS / REMODELS	1		\$9,800.00
AIRPORT HANGARS	0		\$0.00
CONSTRUCTION BID VALUATION TOTAL			\$365,326.50
PERMIT FEES SHOWING SPLIT WITH THE BUILD, DEPT. LLC			
SIGN PERMITS	3	\$300.00	BUILDING DEPARTMENT LLC 75%
RESIDENTIAL BUILDING PERMIT FEES	3	\$1,621.25	CITY'S 25%
COMMERCIAL BUILDING PERMIT FEES	4	\$1,699.39	\$405.31
MANUFACTURED HOME PLACEMENT FEES	0	\$0.00	\$424.85
BUILDING PLAN CHECK FEES	8	\$2,350.77	\$0.00
RESIDENTIAL PLUMBING PERMIT FEES	6	\$1,385.80	\$1,763.08
COMMERCIAL PLUMBING PERMIT FEES	3	\$4,033.90	\$1,039.35
COMMERCIAL PLUMBING PLAN REVIEW FEE	2	\$895.85	\$3,025.43
MECHANICAL PERMIT FEES	9	\$1,609.75	\$671.89
MECHANICAL PLAN CHECK FEES	3	\$282.43	\$1,207.31
ALL DEMOLITIONS	0	\$0.00	\$211.82
CITY ELECTRICAL PERMIT FEES	23	\$4,773.50	\$0.00
TOTAL # OF PERMITS	64		\$3,580.13
TOTAL ALL FEES		\$18,952.64	\$13,989.48
NO. OF BUILDING, PLUMBING & MECHANICAL INSPECTIONS		0	\$10,409.36
NO. OF CITY ELECTRICAL INSPECTIONS		0	\$3,580.13
TOTAL FOR ALL INSPECTIONS		0	\$13,989.48
			BULD TOTAL
			ELECT TOTAL
			TOTAL FEES

