Growth & Environmental Management

Building Inspection

Organizational Code: 120-220-524

Mission Statement

This mission of the Division of Building Inspection is to ensure a safely built environment for the public within the unincorporated area of Leon County. Building Inspection effectively and efficiently obtains compliance with appropriate construction codes through permit issuance, plans review, inspections, use of automation technologies and training; all to be performed in a customer and staff sensitive manner. The division also provides staff support for the County's Contractor Licensing and Code Enforcement Boards and the Board of Adjustment and Appeals.

Advisory Board

County's Contractor Licensing Board; Code Enforcement Board; Board of Adjustment and Appeals

Summary of Services Provided

1. Review of plans prior to issuance of permits to ensure structures are designed in accordance with applicable codes through plans review.
2. Ensure structures are constructed in accordance with approved plans and applicable codes through onsite inspections.
3. Provide staff support to the Contractors Licensing Board to ensure contractors' performance complies with State and local requirements.
4. Review new construction products, methods and materials prior to use in Leon County.
5. Provide staff support to the Board of Adjustment and Appeals and the Code Enforcement Board.

Accomplishments

1. Implemented the new State mandated Florida Product Approval system.
2. Implemented the new State mandated Notice of Commencement, notification requirements.
3. Provided assistance to the Florida Association of Counties and the Building Officials Association of Florida during the Legislative Session regarding local impacts of the proposed construction related Legislation.
4. Inspections up 8.6% from last fiscal year, due primarily to the 14.6% increase in permits issued.
5. Assisted in statewide interpretation of the Florida Building Code.
6. Assisted in the development of the National Swimming Pool Code.

Current Year Notes

This program is recommended at an increased funding level. These recommendations include:
1. Routine salary, wage and benefit adjustments.
2. In accordance with the recommendations from Human Resource's market salary study, funding is provided in the amount of $4,551.
3. Funding is provided for a New Plans Examiner to assist with increased regulations of the 2004 Building Code and increased permit activity. Fiscal impact is $71,406.

Out-Year Notes

The following Budget Issues have been requested for FY2007 thru FY2010:
1. FY06/07 Request for New Building Inspector to assist with increased regulations of the 2004 Building Code and increase permit activity - $102,069

Note: Although outyear requests are reflected the 5 year plan, actual funding will be reviewed as part of the annual budget process.

Objectives / Performance Measures	Indicator	Units	FY 2004 Actual	FY 2005 Budget	FY 2006 Budget
120-220-524 Building Inspection					
• Respond to 99% of building inspections in one day	Input	%	100	100	97
• Annual number of environmental inspections performed.	Input	#	30,798	31,414	32,042
• Plans to be reviewed within statutory requirement of 30 work days of submittal for 99% of applications received	Input	%	100	100	100
• Revenues generated to exceed budgeted expenditures 100% of the time. Expressed as percent of revenues collected verses expenditures encumbered	Input	%	-7	-14	-5
• Complete state, local, and federal reports within 10 days of the ending of each review period with minimum 95% accuracy rate	Input	%	95	95	95

Building Inspection

Organizational Code: 120-220-524

Budgetary Costs	**FY 2004 Actual**	**FY 2005 Adopted**	**FY 2006 Continuation**	**FY 2006 Issues**	**FY 2006 Budget**	**FY 2007 Budget**
Personal Services	1,013,625	993,916	1,065,972	56,553	1,122,525	1,251,933
Operating	98,434	135,878	125,388	11,454	136,842	150,444
Capital Outlay	0	0	0	7,950	7,950	36,050
Total Budgetary Costs	1,112,059	1,129,794	1,191,360	75,957	1,267,317	1,438,427

Funding Sources	**FY 2004 Actual**	**FY 2005 Adopted**	**FY 2006 Budget**	**FY 2007 Budget**
120 Building Inspection	1,112,059	1,129,794	1,267,317	1,438,427
Total Revenues	1,112,059	1,129,794	1,267,317	1,438,427

Staffing Summary	**FY 2004 Actual**	**FY 2005 Adopted**	**FY 2006 Continuation**	**FY 2006 Issues**	**FY 2006 Budget**	**FY 2007 Budget**
Administrative Associate II	0.39	0.39	0.39	0.00	0.39	0.39
Administrative Associate III	0.39	0.39	0.39	0.00	0.39	0.39
Administrative Associate IV	1.78	1.78	1.78	0.00	1.78	1.78
Administrative Associate V	0.78	0.78	0.78	0.00	0.78	0.78
Asst to the GEM Director	0.25	0.25	0.25	0.00	0.25	0.25
Building Inspection Supervisor	1.00	1.00	1.00	0.00	1.00	1.00
Combination Inspector	7.00	7.00	7.00	0.00	7.00	8.00
Deputy Building Official	1.00	1.00	1.00	0.00	1.00	1.00
Dir of Bldg. Inspection	1.00	1.00	1.00	0.00	1.00	1.00
Director of Growth & Env Mgmt	0.05	0.05	0.05	0.00	0.05	0.05
Growth Mgmt. Support Svc. Dir.	0.25	0.25	0.25	0.00	0.25	0.25
Permit Processing Supervisor	0.39	0.39	0.39	0.00	0.39	0.39
Permit Technician	1.17	1.17	1.17	0.00	1.17	1.17
Plans Examiner	2.00	2.00	2.00	1.00	3.00	3.00
Records Manager	0.39	0.39	0.39	0.00	0.39	0.39
Records Technician	0.39	0.39	0.39	0.00	0.39	0.39
Sr. Administrative Associate	0.05	0.05	0.05	0.00	0.05	0.05
Total Full-Time Equivalents (FTE)	18.28	18.28	18.28	1.00	19.28	20.28