

# **Pikes Peak Regional Building Department**

2880 International Circle  
Colorado Springs, Colorado 80910

## **MINUTES OF THE JOINT MEETING OF THE REGIONAL BUILDING COMMISSION AND THE ADVISORY BOARD**

July 25, 2012

12:30 p.m.

**MEMBERS PRESENT:** Chairman Sharon Brown, Fountain City Council  
Vice Chairman Dennis Hisey, El Paso County Commissioner  
Bernie Herpin, Colorado Springs City Council  
Mr. Rick Johnson, Citizen-at-Large  
Mr. Michael McShea, Engineer  
Mr. Larry Whittaker, Architect  
Mr. Johnny Garcia, Building A, B or C Contractor  
Mr. Mac Pitrone, Green Mountain Falls  
Ms. Coreen Toll, Manitou Springs  
Mr. Sam Heckman, Fountain  
Mr. Gail Drumm, Monument  
Mr. David Wilson, Palmer Lake

**MEMBERS ABSENT:** Mr. Frank Watson, Building A or B Contractor

**OTHERS PRESENT:** Mr. Henry Yankowski, Regional Building Official  
Mr. Todd Welch, Regional Building Counsel  
Mr. Bob Croft, Deputy Building Official/Development Coordinator  
Mr. Jim Vernon, Deputy Building Official/Small Business  
Development  
Mr. Roger Lovell, Deputy Building Official/Construction  
Mr. Jim Pepper, Deputy Building Official/Construction  
Mr. Dean Wemmer, Deputy Building Official/Electrical  
Mr. Jack Arrington, Chief Plumbing/Mechanical Inspector  
Mr. Jay Eenhuis, Chief Plans Examiner  
Mr. Keith Curtis, Floodplain Supervisor  
Ms. Mindy Stuemke, Permit Supervisor  
Mr. Terry Brunette, Special Investigator  
Ms. Linda Gardner, Executive Administrative Assistant

### **PROCEEDINGS:**

Chairman Sharon Brown called the meeting to order at 12:30 p.m.

Chairman Brown stated we will have a moment of silence for the shooting victims in Aurora, Colorado.

**1. CONSIDERATION OF BUILDING COMMISSION MINUTES OF MAY 23, 2012**

A motion was made by Dennis Hisey to **APPROVE** the Minutes of the May 23, 2012 Building Commission meeting as written, seconded by Bernie Herpin; the motion carried unanimously.

**2. CONSIDERATION OF THE ADVISORY BOARD MINUTES OF MAY 16, 2012**

A motion was made by Mac Pitrone to **APPROVE** the Minutes of the May 16, 2012 Advisory Board meeting as written, seconded by Sam Heckman; the motion carried unanimously.

**3. BUILDING OFFICIAL REPORTS**

a) Introduction of 2012 Summer Interns

Henry Yankowski stated this is the second year that RBD has had interns, and they have been the highlight of the year.

Pattie Bengier appeared and stated Noel Williams worked with her in the Licensing Department this summer. She said Noel was unable to attend the Joint Meeting today; she graduated from Rampart High School and is enrolled in the Nursing Program at the University of Wyoming. She said Noel assisted with a variety of clerical tasks this summer, and was a great asset to their department.

Charlotte Poirier appeared and stated Jessica Bangs has been working for RBD in the RBD's Finance Department for the past year. She said Jessica has been doing a great deal of clerical work and has been an asset to their department. Jessica Bangs stated she graduated from Peyton High School in the spring and will be going to Pikes Peak Community College in the fall majoring in Art. She said she has also been working at Grounds for Review in the atrium of the Regional Development Center as a barista this summer.

Mindy Stuemke stated this is Shelby Austin's second year at RBD; she was working on microfilm last summer, and this year she has assisted with various clerical duties, including the board packets, and most recently she has been working as a barista in Grounds for Review. Shelby Austin stated she graduated from Coronado High School this past spring, and will be attending Chadron State College in Nebraska in the fall on a volley ball scholarship.

Jay Eenhuis stated Stephanie Bigelow has been working in the Plan Review Department this summer, assisting in the construction plan review process. Stephanie Bigelow stated she went to Air Academy High School, and she is currently at the University of Colorado at Boulder as an Architecture major.

Mr. Eenhuis stated Thomas Luckett has been working at RBD for the past two summers, assisting with the Mechanical Plan Reviews. Thomas Luckett appeared and stated he graduated from the Vanguard School this past spring, and will be attending the School of Mines in the fall to major in engineering. He said over the past two summers he has learned a great deal about the Mechanical Code and has been able to do mechanical plan reviews on a number of residential projects and has been shadowing the commercial plan reviews.

Kris Cooper, Colorado Springs Fire Department (“CSFD”), appeared and stated Kristin Starr has been working for CSFD this summer assisting with a variety of clerical tasks, and she has been a huge benefit to CSFD this summer. Kristen Starr stated she is going to be a junior at Palmer High School this fall. She said her plan in the future is to go to a musician’s institute to become a pianist.

*The following Item was heard out of order.*

## 5. **NEW BUSINESS**

### c) 2011 Audit Report – David Green

David Green appeared and gave a presentation regarding the 2011 Audit for the Pikes Peak Regional Building Department. He stated the unusual aspect with the 2011 audit was the transfer of all assets from the City of Colorado Springs to RBD when RBD made the transition away from the City at the end of 2011. He stated RBD did a great job in the transition. He stated the first item of business was making sure all of the funds taken away from the City and back to RBD were correct.

Mr. Green stated RBD ended the year on December 31, 2011 with revenues over expenses of \$7,385. He said the increase in revenues over the budgeted amount is primarily due to an increase in roof permits related to increased activity during the year. He said expenses were decreased as a result of a decrease in staff and other operating expenses.

Mr. Green stated RBD's final budget for expenditures was \$9,629,246 for the year ended December 31, 2011. He said actual expenditures were \$9,140,853. He said budgeted revenues for the year ended December 31, 2011 totaled \$9,724,713 with actual revenues totaling \$9,897,479.

Mr. Green stated RBD's investment in Capital Assets as of December 31, 2011 amounted to \$3,788,908 (net of accumulated depreciation). He said this investment in Capital Assets includes land, a building, furniture, equipment, and improvements to the current leased office space.

A motion was made by Dennis Hisey to **APPROVE** the 2011 Audit Report for the Pikes Peak Regional Building Department, seconded by Bernie Herpin; the motion carried unanimously.

### 3. **BUILDING OFFICIAL REPORTS**

#### c) Financial Statement for June 2012

Henry Yankowski presented the financial statement for the month of June, 2012. He said the current operating balance is \$5,079,415.55, with a budget of \$9,548,344.00. He said the cash balance is 53.20 as a percent of budget. Mr. Yankowski said the revenue was \$1,136,331.63, and total year-to-date revenue was \$5,196,022.47. He said the expenditures were \$673,655.10, which resulted in a net gain of \$462,676.53, for the month of June. Mr. Yankowski said the total year-to-date expenditures were \$4,532,032.80, which resulted in a total year-to-date gain of \$663,989.67.

#### e) Building Reports for June 2012

Mindy Stuemke presented the Building Report for the month of June, 2012. She said there were 217 detached house permits issued in June, which is an increase of 65.65 percent from last year. Ms. Stuemke said there were 15 townhouses permitted, which is an increase of 25.00 percent from last year. She said there were 232 single-family houses permitted, which is a 62.24 percent increase from this same time last year. She said there were 25 commercial building permits issued in June, which is an increase of 92.31 percent. Ms. Stuemke said the total valuation of permits issued was \$12,280,206, which is an increase of 242.83 percent. She said the total year-to-date valuation was \$820,742,638, which is a 49.26 percent increase. She said there are 146 single-family permits, and 16 building commercial permits to date in July. She said there was a large increase in commercial permits in June and almost 5,000 roofing permits.

g) Plan Report for June 2012

Henry Yankowski stated staff changes were necessary because of the Waldo Canyon fire; Roger Lovell is now Deputy Building Official/Construction, and Jay Eenhuis is now the Chief Plans Examiner. Jay Eenhuis presented the Plan Report for the month of June 2012.

He said there were 193 single family plans, which is an increase of 22.15 percent over this same time last year; 33 residential alterations plans, which is a decrease of 34.00 percent; 33 new commercial plans, which is an increase of 94.12 percent; 87 commercial alterations plans, which is a decrease of 22.32 percent; and 11 all other plans, which is an increase of 450 percent over this same time last year. Mr. Eenhuis presented a valuation chart for the Committee members' review, and stated there have been 8 plans since last month where valuations have exceeded \$3 million.

Bob Croft stated RBD will not charge plan review fees, flood plain fees or enumeration fees for the fire victims that are using their existing plans. Roger Lovell stated if their previous plans had shake shingles, the Colorado Springs Fire Department will prohibit the use of shake shingles when rebuilding their new homes.

- h) Terry Brunette presented the Code Compliance Activity Report for the month of June, 2012. He said since the last Advisory Board meeting, there have been 64 building, 8 plumbing, 10 electrical, and 10 mechanical stop work orders issued, for a total of 92. He said currently there are 157 complaints in the system, we have closed 118 complaints in the past 30 days, and we have recorded 12 Certificates of Noncompliance. Mr. Brunette stated RBD filed a Dangerous Building Notice for 4268 Marlow Circle, but the property is being torn down and a new house erected by the new owner.

**4. UNFINISHED BUSINESS**

There was no Unfinished Business to discuss.

**5. NEW BUSINESS**

- a) Critical Operations Facilities – Dean Wemmer

Dean Wemmer stated there is a new article in the National Electrical Code that deals with “critical operations powers systems”, i.e. homeland security, 911 centers, etc. He said the Code lets the jurisdictions decide on what entities will fall under this requirement. He said the State is not currently looking at any system within the State and requiring that they comply with these new requirements; the State is waiting for the jurisdictions to give it this information. Mr. Wemmer said it could be an existing building or new construction. He said it is requirements for commercial power. He said initially this was prompted by 9-11,

and then Hurricane Katrina. Henry Yankowski stated RBD wanted to present this to the Committee members so the Committee representatives for the smaller jurisdictions could pass this information to their City entities, i.e. police departments, etc. Mr. Wemmer stated part of the development of this type of power system is risk assessment, testing and maintenance, and the specifics for the wiring systems. Mr. Yankowski stated all documentation coming into RBD is scanned into our computer system, and most of this documentation is available to the public. Bob Croft stated there is documentation pertaining to government or national security entities that is confidential and is not accessible by the public.

Break from 1:50 p.m. to 2:06 p.m.

b) Waldo Canyon Fire Reports

- Organization Changes Made to Respond Effectively to Emergency – Henry Yankowski

Henry Yankowski stated early in June there was a hail storm that has created a great number of roofing permits, which necessitates the need for additional inspectors. He stated RBD has added four building inspectors, one mechanical inspector, one electrical inspector, and one plan reviewer. He said due to the additional personnel, RBD will be amending the 2012 budget to cover the costs for the additional personnel.

Mr. Yankowski said in addition, RBD has set up a satellite office in the Mountain Shadows area to assist the fire victims with their rebuilding process. He said Jim Pepper will be assisting the public at that location. He said Roger Lovell is now the Deputy Building Official/Construction, and Jay Eenhuis is now the Chief Plans Examiner. Mr. Yankowski said these new positions were put into place primarily due to the Waldo Canyon Fire Rebuilding Project. He said there will be issues with the rebuild because homeowners will be using their old plans to rebuild that do not comply with current Codes. Todd Welch stated RBD is trying to be proactive instead of reactive in this situation.

- Damage Assessment Activities – Jim Pepper

Jim Pepper stated immediately after the fire RBD went out to the Mountain Shadows subdivision to do an assessment, and RBD had five teams of building inspectors out there on the Thursday and Friday after the fire. He said RBD did inspections on 2,016 houses in Mountain Shadows within a two-day period of time. He stated all of the information from the inspections was compiled into a report by Bob Croft the weekend after the fire, and immediately forwarded electronically to the appropriate entities. Mr. Pepper stated the Monday and Tuesday after the fire RBD had four teams of inspectors

in the Mountain Shadows Subdivision doing additional inspections with the FEMA inspectors.

- Disaster Damage Reports – Bob Croft

Bob Croft presented a map of the Mountain Shadows Subdivision compiled by RBD which shows the structures that were damaged by the fire. He stated Jim Pepper, Roger Lovell and Terry Brunette walked the subdivision for two days to compile the information for the map. He said there are four categories, i.e. destroyed, non-livable, partially livable, and no damage. Mr. Croft stated Jim Pepper and Terry Brunette placed placards on the doors of those structures that were not safe to enter. He stated in many cases, RBD has the plans in our archives for the houses that were lost in the fire.

Sam Heckman left the meeting at 2:37 p.m. and a quorum was maintained.

- EPC Disaster Recovery Center Participation – Mindy Stuemke

Mindy Stuemke stated RBD staff participated in the setting up of El Paso County's Disaster Recovery Center, and RBD had staff at the facility to answer questions seven days a week. She said the RBD staff had laptops at the facility so they were able to check RBD's computer system to access plans, etc. for the homeowners. She said during the time period the Center was open, 1,100 people came in for help and information.

- Flood Plain Issues – Keith Curtis

Keith Curtis appeared and stated he attended several meetings to discuss flood plain issues and answer homeowner questions. He said he was able to answer questions regarding their flood plain insurance issues. He said RBD sent a flood plain mailer out to 14,000 homes, with the assistance of the City.

David Wilson left the meeting at 2:57 p.m. and a quorum was maintained.

- Rebuild – Plan Submittal Activities – Roger Lovell

Roger Lovell stated RBD outlined several scenarios on its website, i.e. rebuilding with the original plans and using the existing foundation; non-use of existing foundation, same house; building new home (different from original) at existing location; and repair existing structure due to fire damage. He said RBD's goal is to get the homeowners back in their homes as quickly as possible. He said there are many factors involved, i.e. insurance requirements, whether they want to rebuild or sell the lot, etc. Henry

Yankowski stated in most jurisdictions around the country, it is very unusual for plans to be kept for this length of time and available to homeowners that built their homes in the 1980's. Mr. Lovell stated a demo permit has to be issued to clean up the debris, but this does not include the foundation. He stated a wrecking permit is required to demo the foundation and start the rebuilding process. He stated because of the age of the structures, asbestos and lead based paint are not a concern with these homes.

- Rebuild – Field Activities – Jim Pepper

Jim Pepper stated the Wednesday after the fire RBD started organizing the installation of a field trailer in the Mountain Shadows area. He stated in the first three days he talked to over 100 people. He stated he was asked to move the trailer that Friday morning, and he just received approval to relocate the trailer to 1472 Garden of the Gods Road. He stated in many cases people are asking for direction on how to commence the entire process.

Bob Croft gave a presentation regarding the information available on RBD's website. He said he would like to encourage people to go to RBD's website, and they will find a wealth of information available to help with a large variety of issues.

Bernie Herpin stated there is concern by residents in the fire area that the homes that are being rebuilt comply with the HOA covenants for the area. Mr. Yankowski suggested they look at the plans on RBD's website to see if the plans will meet their covenants.

The meeting adjourned at 3:38 p.m.

Respectfully submitted,

Henry W. Yankowski  
Regional Building Official

HWY/llg