

Codes Office Activity Report - 1st Quarter 2010

To: Mayor Castaneda and the Board of Trustees

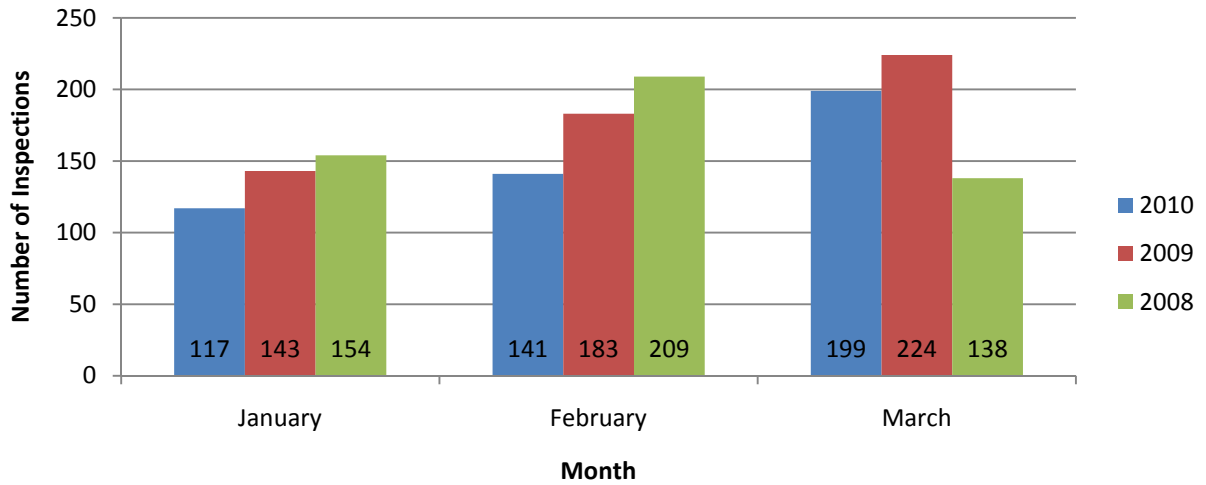
Cc: Assistant Codes Officer L. Vaughan, Village Clerk L. Morelli

Indicatively, the Codes Office is always full of activity despite the challenges winter presents. There is no palliation of energy expended by the Codes Office regardless of the time of year. The Village's characteristics, highlighted by our diminutive area and a population whose density fluctuates seasonally, make us very unique and beyond compare with other communities.

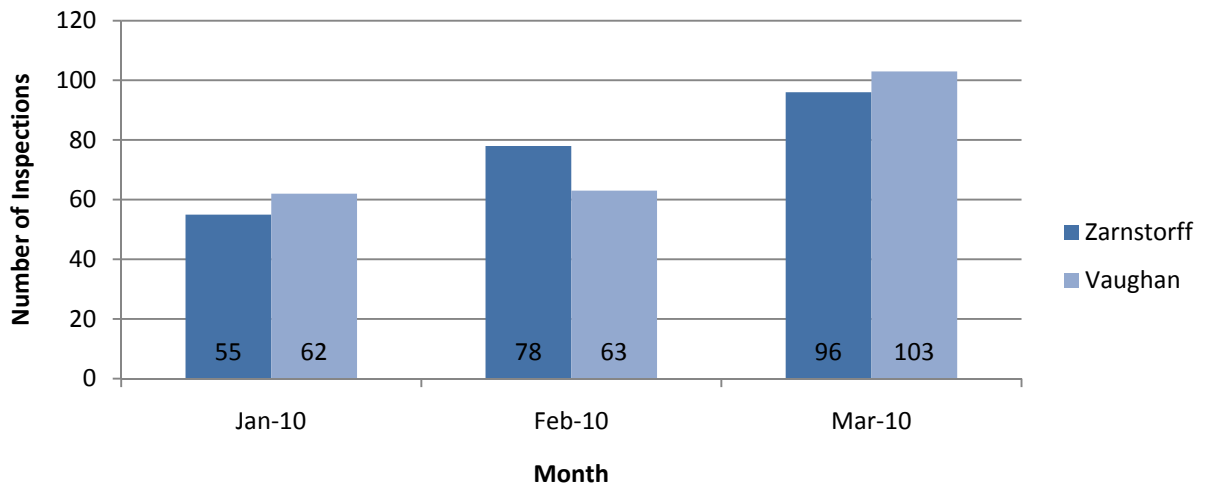
The Codes Office takes in 200-300 applications per year for anything from building permits and rental certificates of occupancy to Planning Board and Zoning Board of Appeals applications. While total application tallies for the first quarter are down some 28% from this time last year (20 fewer applications), the application fees are actually up more than 26% (+\$1300.00). But of real note is the value of construction for building permits, which soared a whopping 237% (+\$483,564.00) over the first quarter 2009. An increase in the value of construction is a positive thing to see. During first quarter 2010, we've issued building permits for residential repairs and remodels, commercial additions and renovations, and four brand new homes. New home construction is increasing as two of our three active residential subdivisions continue to attract new homebuyers to the Village. That is an inspiring indicator of our future, as well as an incentive to potential buyers to live in the Village because of who we are and what we offer in terms of services and amenities.

A major portion of the overall activity that impacts the Codes Office is Code Enforcement – trash and trash container issues, unlicensed vehicles, parking issues and parking tickets, safety hazards, and the like. Based on years of data, the number of Code Enforcement stops annually runs into the thousands. Unfortunately, there is an inherent disproportion between the Code Enforcement services provided and the compensation returned. On average, each CE stop costs between \$35 and \$40. That's staff time to physically check the violation, make a field log notation, write up and leave a notice, attempt contact with a resident and/or property owner (either in person or via phone or email), prepare inspection logs and reports, enter computer data, fuel and automobile costs, any necessary follow up, and so forth. Approximately two-thirds of the CE stops are at residential rental properties alone, which equates to a cost of about \$4,000 in the first quarter of 2010. Out of that \$35 – \$40 per stop, we are able to recoup very little money, if any. The Codes Office staff has implemented new procedures and is always looking for ways to tighten up and streamline in an effort to keep these costs in check. Also, some would say the issuance of Appearance Tickets and the subsequent fines and penalties collected would offset the costs of our CE stops. The fact is the fines and penalties are largely consumed by our efforts to get the violation(s) abated, as compliance is our preeminent goal. In addition, we have a very high rate of tenant/property owner cooperation from the first one or two CE stops we make. The overwhelming majority of cases never escalate to a level severe enough to warrant an Appearance Ticket and the time-consuming labor that is entailed in the preparation and processing of it. Code Enforcement is a service the Village provides that is funded, for the most part, by taxpayer dollars. We are proud to offer that service. 4/15/10

Codes Office Inspection Summary First Quarter



Inspections by Inspector First Quarter 2010



CODES OFFICE ACTIVITY	2005	2006	2007	2008	2009	2010
						as of 1st Q
Building Permits - Issued	53	50	75	65	63	14
Building Permits - Fees	\$5,624.00	\$5,653.00	\$9,103.00	\$7,894.00	\$10,991.00	\$3,555.00
Rental Certificate of Occupancy - Issued	125	68	96	63	132	24
Rental Certificate of Occupancy - Fees	\$7,895.00	\$4,525.00	\$6,890.00	\$5,250.00	\$11,660.00	\$2,225.00
Planning Board - Applications	18	17	15	20	11	3
Planning Board - Application Fees	\$9,950.00	\$900.00	\$645.00	\$1,130.00	\$640.00	\$140.00
Zoning Board of Appeals - Applications	11	3	5	9	6	1
Zoning Board of Appeals - Application Fees	\$1,850.00	\$450.00	\$900.00	\$1,225.00	\$850.00	\$25.00
Other (signs, demos, licenses) - Applications	14	12	14	8	19	4
Other (signs, demos, licenses) - Application Fees	\$590.00	\$205.00	\$335.00	\$230.00	\$385.00	\$100.00
TOTAL FEES COLLECTED	\$25,909.00	\$11,528.00	\$17,873.00	\$15,729.00	\$24,526.00	\$6,045.00
						as of 1st Q
Notice & Order				49	71	3
--progressed to Appearance Ticket					7	
--fines collected from App. Tickets					~ \$5,600.00	

Codes Office Inspection Summary 2010

Inspections	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
By Larry Vaughan	62	63	103										228
By Scott Zarnstorff	55	78	96										229
Monthly Totals	117	141	199										457
Running Total for 2010	117	258	457										(↓17% from 2009, ↓9% from 2008)
<i>Running Total for 2009</i>	<i>143</i>	<i>326</i>	<i>550</i>	<i>822</i>	<i>1150</i>	<i>1382</i>	<i>1563</i>	<i>1719</i>	<i>1895</i>	<i>2149</i>	<i>2249</i>	<i>2374</i>	
<i>Running Total for 2008</i>	<i>154</i>	<i>363</i>	<i>501</i>	<i>792</i>	<i>1097</i>	<i>1286</i>	<i>1504</i>	<i>1869</i>	<i>2129</i>	<i>2402</i>	<i>2584</i>	<i>2737</i>	

2010 Inspection Types

Periodic Inspections (residential)	14
Periodic Inspections (commercial)	8
PI Reinspections (residential)	12
PI Reinspections (commercial)	13
Building Inspections (building permits)	129
BI Reinspections	13
Code Compliance*	153
CC Reinspections	78
Other Inspections	5
Assist Police Department	0
Assist Fire Department	31
Assist Others	1

* CC Issues

Trash	27	Exterior use of Furniture	7
Trash Containers	58	Safety/Hazard	14
Unlicensed Vehicles	15	No Permit	1
Property Maintenance	1	Signs	2
Brush	0	High Grass	0
House Numbers	8	Revelry/Gathering	0
Parking/Parking Tickets	19	Occupancy checks	1