

# Pikes Peak Regional Building Department

2880 International Circle  
Colorado Springs, Colorado 80910

## ADVISORY BOARD MINUTES

May 20, 2020

12:30 p.m.

**MEMBERS PRESENT:** Chair Darin Tiffany, Engineer  
Jeff Finn, Citizen-at-Large  
Vince Colarelli, Building A or B Contractor  
Edward Pine, Building A, B or C Contractor  
Christine Riggs, Architect  
John Graham, City of Manitou Springs  
Kelly Elliott, Town of Monument

**MEMBERS ABSENT:** Vice Chair Richard Applegate, City of Fountain  
Christopher Quinn, Town of Green Mountain Falls  
David Wilson, Town of Palmer Lake

**OTHERS PRESENT:** Roger Lovell, Regional Building Official  
Virginia Koulchitzka, Regional Building Counsel  
Jay Eenhuis, Deputy Building Official – Plans  
John Welton, Deputy Building Official - Inspections  
Ryan Johanson, Director of Finance  
Matt Matzen, Permit Supervisor  
Linda Gardner, Executive Administrative Assistant

The Advisory Board meeting was conducted virtually via a program called Microsoft Teams live events, which was accessible via Pikes Peak Regional Building Department's website Boards & Committees' page at: <https://www.pprbd.org/Information/Boards>, under Advisory Board, Upcoming Meeting Date: 5/20/2020 @ 12:30 p.m. (Online meeting link here):

Before the meeting, general comments for items not on the agenda or comments regarding agenda items could be sent to: [linda@pprbd.org](mailto:linda@pprbd.org). During the meeting, those who wished to comment should submit their name, telephone number, and the topic or agenda item for comment via the live event Q&A, which Department staff monitored and would answer, as applicable.

### 1. CALL TO ORDER

Chair Darin Tiffany called the meeting to order at 12:36 p.m.

### 2. CONSIDERATION OF THE APRIL 15, 2020 MINUTES

A motion was made by Edward Pine to **APPROVE** the April 15, 2020 Advisory Board Meeting Minutes as written, seconded by Vince Colarelli; the motion carried unanimously.

3. **NEW BUSINESS**

a) Colorado Springs Chamber & EDC Presentation by Dirk Draper

Dirk Draper appeared and gave a brief overview of new initiatives that the Chamber and EDC have been working on to help businesses in this community recover from the COVID-19 pandemic. He stated on May 15, 2020, the U. S. Air Force announced that Colorado Springs will be the provisional headquarters for the U.S. Space Command for up to six years. This will bring 1,400 direct jobs to our community.

4. **CHANGES/POSTPONEMENTS/NOTICE OF NEXT MEETING**

June Advisory Board meeting date and time: Wednesday, June 17, 2020, beginning at 12:30 p.m. The meeting will be conducted virtually. Sufficient and timely instructions for public participation will be made available at: <https://www.pprbd.org/Information/Boards>.

5. **PUBLIC COMMENTS ON ITEMS NOT SCHEDULED ON THE AGENDA**

**Public comments on items not scheduled on the agenda shall be limited to three (3) minutes.**

There were no public comments.

6. **BUILDING OFFICIAL REPORTS/NON ACTION ITEMS**

a) Financial Statement through April 30, 2020

Ryan Johanson presented the financial statement for the month of April 2020. He said the operating cash balance was \$14,185,575. He said the monthly revenue was \$1,400,014; he noted year-to-date that gives the Department 32 percent of the Budget. Mr. Johanson stated the expenditures were \$1,948,465, which included the annual rent payment in the amount of \$580,560. This resulted in a loss of \$548,451 for the month of April; and a year-to-date a gain of \$550,027.

b) Building Report through April 30, 2020

Matt Matzen presented the Building Report for the month of April 2020. He said there were 374 detached single-family houses permitted in April, which was 1.58 percent less than this time last year. He stated there were 32 commercial building permits, which was 6.67 percent more than this time last year. Mr. Matzen said the total valuation of permits issued in April for residential homes was \$141,190,217, which was 1.82 percent more than this same time last year; and the total valuation of commercial permits issued was \$31,439,536, which was an increase of 1.52 percent over this same time last year. Mr.

Matzen stated that the total valuation year-to-date across all permits was \$1,565,698,238, which is an increase of 67.74 percent. He said there were seven permits with a valuation over \$3 million in April.

c) Plan Report through April 30, 2020

Jay Eenhuis presented the Plan Review Report for the month of April 2020. There were 395 single family plans, which was an increase of 4 percent compared to April of the previous year; 94 new commercial plans, which was an increase of 176 percent; and a total of 1,355 plans for the month of April, which was an increase of 41 percent compared to April 2019. Mr. Eenhuis stated there were 347 commercial plans submitted electronically in April 2020, or a 339 percent increase compared to April 2019; and 734 residential plans submitted electronically, which was an increase of 393 percent; for a total of 1,355 e-plans in April 2020, a 223 percent increase from April 2019. He stated in April 100 percent of the plans were submitted electronically, noting that the Department has been physically closed to the public since March 16, 2020, so all plans have been submitted electronically since that time. In addition, year-to-date 74 percent of all plans have been submitted electronically. Mr. Eenhuis stated the Plan Review Department performed 4,277 solo reviews in April, and zero walk-through reviews (as RBD staff has been working remotely during the month of April), for a total of 4,277 logged reviews for April 2020, and 16,532 logged reviews year-to-date, which was a decrease of 3 percent from the previous year.

d) Inspection Report through April 30, 2020

John Welton presented the Inspection Report for the month of April 2020. He said the inspectors in all departments did a total of 25,783 inspections in April, with a total of 69 field inspectors. He said each inspector averaged 17.6 inspections per day, and the average available time per inspection was 20.5 minutes. Mr. Welton stated the inspectors are following social distancing guidelines on jobsites and wearing personal protective equipment. The inspectors were able to complete 25.8 percent of all inspections electronically through technological advances.

**7. UNFINISHED BUSINESS**

There was no unfinished business.

**8. EXECUTIVE SESSION REQUEST(S)**

There were no Executive Session Requests.

**9. BOARD REPORT(S) OR COMMENT(S)**

There were no Board report(s) or comment(s).

**10. FUTURE AGENDA ITEM REQUESTS**

There were no future agenda item requests.

**11. ADJOURN**

The meeting adjourned at 1:26 p.m.

Respectfully submitted,

A handwritten signature in blue ink that reads "Roger N. Lovell". The signature is written in a cursive style with a large initial "R".

Roger N. Lovell  
Regional Building Official  
RNL/lfg

Accommodations for the hearing impaired can be made upon request with forty-eight (48) hours' notice. Please call (719) 327-2989.

Pikes Peak Regional Building Department (PPRBD) meeting agendas and minutes, as well as archived records, are available free of charge on PPRBD's website at <https://www.pprbd.org/Information/Boards>. Audio copies of the record may be purchased by contacting PPRBD at (719) 327-2989.