

**Teller County Board of Review
September 10, 2008
Minutes**

Chairman Dave Dernbach called the meeting to order at 2:01 p.m. Those answering roll call were:

Carl Andersen
Ed Williams
Jared Bischoff
Bert West
Sonny Strobl
Dave Dernbach

Staff: Chris Brandt
Allan Chamberlin
Lynda Morgan

Dave Dernbach welcomed the new Board members to the meeting and thanked them for their time, interest and service.

Dave Dernbach stated that the Board of Review meetings are public and anyone wishing to speak must first address the Chairman

Dave Dernbach appointed alternate member Ed Williams as a voting member for today's meeting. At 2:02 p.m. regular member Bert West arrived at the meeting.

**Review and Approve Minutes
From the July 9, 2008
Meeting**

Bert West moved to approve the July 9, 2008 meeting minutes as presented. Sonny Strobl seconded. Four yes votes, Jared Bischoff abstained. Motion carries.

**Review and Approve Minutes
From the August 6, 2008
Meeting**

Sonny Strobl moved to approve the August 6, 2008 meeting minutes as presented. Bert West seconded. All yes votes. Motion carries.

**Contractor Licenses
Mass Construction Incorporated
Joseph Massaro
Class C**

Mr. Massaro present. Mr. Massaro gave a brief overview of his work history and building experience, which included but were not limited to the following:

Been in the building industry since 1997
Worked for Hallmark Builders on the Forest Edge project in Woodland Park for three years as project and safety manager and also trained all employees, left the company in 2003
Worked for BMC in sales and lumber supplies then started his own company in 2006
Has been licensed in El Paso County for 2 years

Requesting a Class C License as he has received several referrals in Teller County for basement finish and interior remodel type projects

At 2:06 p.m. regular member Jeff Smith arrived at the meeting.

Has some experience with limited commercial type projects such as tenant finishes and interior remodels
Built 1,600 square foot addition and did a 3,100 square foot interior remodel
Caisson and pier type structural work
On site project manager for 500-600 homes for Hallmark Builders

The Board reviewed the Letters of Reference submitted by Mr. Massaro and clarified the scope and range of work referenced. Chris Brandt indicated everything was in order with the Secretary of State.

Dave Dernbach opened this matter up for public comment. No public comment. Close public comment.

Bert West moved to grant Mass Construction Incorporated with Joseph Massaro as examinee, a Class C License. Sonny Strobl seconded. All yes votes. Motion carries.

Dave Dernbach noted that for the rest of the meeting Jeff Smith would be a voting member, and Ed Williams would no longer be a voting member.

**Outdoor Escapes, Inc.
Douglas Lind
Class C-1**

Mr. Lind present. Mr. Lind gave a brief overview of his work history and building experience, which included but were not limited to the following:

Company primarily in the business of decks, custom built patios, outdoor stairways and full sunroom additions
Does production phase work for Ryland and Lenore Homes
Mostly outdoor venues
Has also done work with apartment complexes, retirement homes and the Plaza Hotel regarding outdoor venues
Been in business for 10 years and licensed in 22 municipalities

At 2:14 p.m. alternate member John Collins arrived at the meeting.

Prior to starting company worked for Hugh M. Woods
Decks built with steel systems and composite material providing a great fire rating for mountain communities
Range of projects from 3' X 3" landing with steps to 2,800 square foot deck with roof covering and grill kitchen.
Company uses all licensed plumbers and electricians
Sunrooms typically are constructed without a heat system
Company is responsible for all phases/ ranges of finish work

The Board reviewed the Letters of Reference submitted by Mr. Lind. Staff presented another Letter of Reference received from Outdoor Escapes, Inc. after the meeting packets were mailed for their review. After further review, it was determined that one more Letter of Reference from an Architect or Engineer would be required. Review of the various class licenses Teller County offers and which one would be most appropriate was discussed for the scope and range of work Outdoor Escapes, Inc. would be conducting in Teller County. It was noted that the Description of Operations on the Insurance Certificate needs to include additions.

Dave Dernbach opened this matter up for public comment. It was noted there is no public present for the remainder of the meeting. Close public comment. Chris Brandt indicated that Outdoor Escapes, Inc. was non-compliant with the State.

Bert West moved to grant Outdoor Escapes, Inc. with Douglas Lind as examinee, a Class C-1 License upon receipt of another Letter of Reference from an Architect or Engineer, an updated Insurance Certificate with Description of Operations including additions and documentation indicating that the company is in Good Standing with the Colorado Secretary of State. Jeff Smith seconded. All yes votes. Motion carries.

Board Discussion

A. Consider and recommend to the Teller County Board of County Commissioners a Term Renewal Request Letter from regular member Dave Dernbach

The Board reviewed the Request Letter presented.

Bert West moved to recommend to the Teller County Board of County Commissioners to accept the term renewal request letter received from regular member Dave Dernbach. Jeff Smith seconded. All yes votes. Motion carries.

B. Review of the Building Department's procedural process for issuance of permits for decks and small additions

The Board indicated that several building contractors have approached them with concerns on the amount of time it is taking to review building plans and issue permits, especially on smaller projects and would it be possible to establish a streamlined process with a walk thru procedure for smaller projects.

Allan Chamberlin, Building Official gave an overview and comments on the Department's procedural process which included but were not limited to the following:

With the new Plans Examiner, the Department is conducting a more thorough review of all plans submitted.

The Department currently has only 2 inspectors on staff so their assistance with reviewing plans is not available

Allan is currently performing all commercial plan reviews

The Commissioners have requested that there be a more thorough review of plans to attempt to identify all code and building issues during the plan review process rather than out in the field

Currently plans are reviewed in the order in which they are received

There was a back log in the review of plans while training the new plans examiner

The Department is considering hiring another building inspector with plan review knowledge and experience

What is a reasonable time for the review of plans – 3 weeks for major project and perhaps 1 week for decks

The information and details currently being submitted on many building plans is inadequate to do a thorough review

New application forms are being developed with a specific checklist for the applicant defining the expectations of items the applicant must provide on building plans in order for the Department to offer a timely review and issuance of the building permit.

The Department has established a format in which to better communicate and update the building community regarding code matters and changes

C. Review process for residential plan check

Items in the previous discussion of Item B encompass this agenda item as well. The Board feels the new checklist is something that will assist in the timeliness of the issuance of permits. The Board asked if the Department was moving any closer to implementing the Res. Check program. As this program addresses many building components such as building envelope, glazing, insulation and energy efficiency, this may also assist in timeliness of the plan review process. It was noted that a long lead time for implementing this program would be necessary.

D. Update on energy code inspections and installation requirements as it pertains to compliancy with the State of Colorado

Dave Dernbach stated he requested this item for discussion and upon further review of the codes and procedures Teller County is in compliance with the State.

Allan Chamberlin indicated he is working on an Energy Code checklist for builders that should assist in knowing what Teller County's expectations are regarding the Code.

There being no further business the meeting was adjourned at 3:19 p.m.