



Nassau County Building Department
96161 Nassau Place
Yulee, Florida 32097

March 6, 2017

MEMORANDUM

TO: Nassau County Board of County Commissioners
FROM: Michael Griffin – Building Official *MG*
DATE: Monthly Activity Report February, 2017

The Building Department issued 660 permits in February, 16 less than issued in January. Permit revenues received for February were \$215,431 or 64% high than January permit revenues of \$131,108. For comparison, there were 616 permits issued in February, 2016. Increase in revenues due to several commercial addition/renovation projects.

Permit revenues received thru:

February, 2017

\$808,039

February, 2016

\$667,092(for comparison only)

The Building Department continued to scan documents for digital archival of records during February. Scanning of current permits is now being completed upon issuance, therefore eliminating the need to keep any additional paper copies. Digital archived records ensure that public records are created, maintained and disposed of in accordance with Florida Statutes. The digital archival of records also enables public records requests for permit and plans information to be completed in a more timely and efficient manner.

The Building Department began using the new Tyler Technologies Munis Permitting and Inspection system January, 9, 2017. We are now allowing contractors to request inspections on-line and they can view inspection results as well. Contractors are also allowed to enter Trade permit applications on-line with notification to Permitting that an application has been entered on line. In the future Inspectors will be able to record inspection results in the field and contractors will be able to review these as soon as they are entered. We are diligently working to have these features available by the end of this fiscal year.

Redrafted unsafe building abatement code for review by the County Attorney. The unsafe Building abatement code draft will be presented to the Board of County Commissioners as soon as reviewed and approved by County Attorney's office.

We continue to receive positive comments related to our customer service questionnaire. Please see attached questionnaires..

Building Official attended BOAF First Coast Chapter meeting to discuss the Florida Building Code. Representatives from the Florida Building Commission gave a presentation related to adoption of the 2018 Florida Building Code 6th Edition.

Permitting Department:

The Permitting Department processed and issued the following permits for the month of February, 2017.

- 64 New Single-family residence permits
 - a. 13 at less than \$200,000 valuation
 - b. 25 at \$200,000 to \$250,000 valuation
 - c. 26 above \$250,000 valuation
- 0 New Mobile/Modular home permit
- 6 Replacement Mobile home permits
- 590 Accessory permits (Mechanical, Plumbing, additions, repairs, commercial Build-outs, etc)

The department average plan review for the issuance of new single-family residence and mobile home permits has increased to four to five weeks due to the recent surge in activity and staff working on the computer software conversion project. Some repair/remodel and addition permits being issued in less than two weeks and three weeks on commercial projects provided there are no unforeseen problems with the application.

Inspections Department:

Building Inspectors completed 3,330 inspections in February, 2017.

In February one stop work order was issued due to installation of mechanical unit being started without the proper permit being issued.

NASSAU COUNTY BUILDING DEPARTMENT
February, 2017

	12/30/2016 -1/30/2017 January, 2017		1/31/2017 -2/27/17 February, 2017		Budget Year-To-Date	2016/2017
	# Permits	Fees Collected	# Permits	Fees Collected	# Permits	Fees Collected
PERMITS ISSUED						
NEW MOBILE & MODULAR HOMES						
On Island	0		0		0	
Off Island	1		0		8	
NEW SINGLE FAMILY RESIDENCE						
On Island	9		5		35	
Off Island	46		59		249	
NEW MULTI FAMILY RESIDENCE	0		0		1	
TOTAL PERMITS ISSUED						
Total Building Permits (New, Add, R/R, Roof, Sign, Siding)	218	\$94,117	195	\$174,836	1203	\$618,879
M/H & Modular Permits(\$ incl in Bld)	7		6		31	
Electrical Permits	153	\$13,130	169	\$16,635	818	\$72,396
Mechanical Permits	160	\$6,899	123	\$7,692	740	\$39,633
Plumbing Permits (Plumbing, Gas, Irrigation)	136	\$13,487	167	\$14,128	802	\$67,499
Fire Protection Permits	2	\$50	0	\$0	10	\$447
Comm Site Work Permits	0	\$0	0	\$0	0	\$0
Total Permits Issued	676		660		3604	
Total Permit Fees Collected		\$127,683		\$213,291		\$798,854
CONTRACTOR LICENSES (renewals & new)	139	\$3,425	62	\$2,140	335	\$9,185
Total Fees Collected		\$131,108		\$215,431		\$808,039
INSPECTIONS PERFORMED	2571		3330		14360	
CERTIFICATE OF OCCUPANCY ISSUED	87		75		410	
	20 working days 2 holidays		20 working days 1 holidays			




Nassau County Code Enforcement Department

96161 Nassau Place Yulee, FL 32097

Phone: (904) 530-6200 Fax: (904) 491-2027 Toll Free: 1-800-264-2065

MEMORANDUM

TO: *Nassau County Board of County Commissioners*

FROM: *Michael Griffin, Building Official* 

RE: *Productivity of Code Enforcement — February 2017*

DATE: *March 2, 2017*

Code Enforcement Inspectors completed 51 initial inspections of possible code violations, of which all were initiated from complaints received. There were also 57 re-inspections completed with 34 cases where property owner's corrected the violations resulting in cases being closed.

For comparison only:

February 2016		February 2017	
Complaints received:	64	Complaints received:	48
Initial inspections:	66	Initial inspections:	51
Complied:	32	Complied:	34
Presented to Code Board:	1	Presented to Code Board:	0
Lien Search Requests:	54	Lien Search Requests:	47



* This survey is about Joy Ruma only and does not apply to anyone else I've encountered

NASSAU COUNTY CUSTOMER SERVICE QUESTIONNAIRE

Please check the appropriate response

Overall, I am very satisfied with the services received from County staff:

☒ Strongly agree () Somewhat agree () Neither agree or Disagree
() Somewhat disagree () Strongly disagree

Staff was prompt in making sure my problem was resolved within a reasonable time.

☒ Strongly agree () Somewhat agree () Neither agree or Disagree
() Somewhat Disagree () Strongly Disagree

In my opinion County staff was very professional while working with me:

☒ Strongly agree () Somewhat agree () Neither Agree or Disagree
() Somewhat disagree () Strongly disagree

The information I received from County staff was very helpful for my project:

☒ Strongly agree () Somewhat agree () Neither Agree or Disagree
() Somewhat disagree () Strongly disagree

The reason for my visit with County Staff was related to: You may check more than one

☒ Building Codes () Engineering ☒ Planning and Zoning () Code Enforcement

Comments:

From the very first time I spoke with Joy over a year ago, she was helpful, professional, courteous and sympathetic. She is a gem! She follows thru on everything I've asked. She takes time to explain

Optional information: () I would like to be contacted () I would not like to be contacted

Name

Debra Hunter

Telephone

720-233-1199

thing to me (ever multiple times).

Give her a raise! She surely deserves it.

we are building a custom home and it has been issue after issue but she has made the process so much better for us.
Thank you!



NASSAU COUNTY CUSTOMER SERVICE QUESTIONNAIRE

Please check the appropriate response

Overall, I am very satisfied with the services received from County staff:

- ☒ Strongly Agree () Somewhat Agree () Neither Agree or Disagree
() Somewhat disagree () Strongly disagree

Staff was prompt in making sure my problem was resolved within a reasonable time.

- ☒ Strongly agree () Somewhat agree () Neither Agree or Disagree
() Somewhat disagree () Strongly disagree

In my opinion County staff was very professional while working with me:

- ☒ Strongly Agree () Somewhat Agree () Neither Agree or Disagree
() Somewhat Disagree () Strongly disagree

The information I received from County staff was very helpful for my project:

- ☒ Strongly Agree () Somewhat agree () Neither Agree or Disagree
() Somewhat disagree () Strongly disagree

The reason for my visit with County Staff was related to: You may check more than one

- () Building Codes () Engineering ☒ Planning and Zoning () Code Enforcement

Comments:

CORTNEY

Optional information: () I would like to be contacted () I would not like to be contacted

Name Tange FRASER

Telephone 718-649-7040

Timberlake

Thank you!



NASSAU COUNTY CUSTOMER SERVICE QUESTIONNAIRE

Please check the appropriate response

Overall, I am very satisfied with the services received from County staff:

☒ Strongly Agree () Somewhat Agree () Neither Agree or Disagree

() Somewhat disagree () Strongly disagree

Staff was prompt in making sure my problem was resolved within a reasonable time.

☒ Strongly agree () Somewhat agree () Neither Agree or Disagree

() Somewhat disagree () Strongly disagree

In my opinion County staff was very professional while working with me:

☒ Strongly Agree () Somewhat Agree () Neither Agree or Disagree

() Somewhat Disagree () Strongly disagree

The information I received from County staff was very helpful for my project:

☒ Strongly Agree () Somewhat agree () Neither Agree or Disagree

() Somewhat disagree () Strongly disagree

The reason for my visit with County Staff was related to: You may check more than one

☒ Building Codes () Engineering ☒ Planning and Zoning () Code Enforcement

Comments:

Optional information: () I would like to be contacted ☒ I would not like to be contacted

Name Chris Book

Telephone 904 591 7608

Thank you!