



Nassau County Building Department
96161 Nassau Place
Yulee, Florida 32097

July 3, 2018

MEMORANDUM

TO: Nassau County Board of County Commissioners

FROM: Terry Cotter -- Deputy Building Official *TJC*

DATE: Monthly Activity Report June, 2018

The Building Department issued 1021 permits in June, 158 more than issued in May. Permit revenues received for June were \$249,258 or less than 1% of May permit revenues of \$250,365. For comparison, there were 916 permits issued in June, 2017.

Permit revenues received thru:

June, 2018	\$1,858,085
June, 2017	\$1,710,369(for comparison only)

The Building Department continued to scan documents for digital archival of records during June. 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.

Inspectors continue to enter inspection results in the field daily which allows contractors to see their inspection results on-line the same day of completion. **Daily inspection assignment schedules are also being posted to the Building Department web page so contractors can see approximately when an inspector may arrive at their site.** The number of contractors using the on-line features continues to increase. They are scheduling inspections, viewing inspection results and entering trade permits on-line.

The unsafe Building abatement code ordinance draft that was presented to the Board of County Commissioners has been continued to July.

Monthly Activity Report

Page Two

The plan of improvement for the ISO/BCEGS, Insurance Services Office and Building Code Effectiveness Grading Schedule has been completed and sent to ISO for review. This submittal is to help to retain Class 3 for commercial and Class 4 for residential building. This is one of several elements used to develop insurance rates for individual properties. The Insurance Services Office (ISO) survey is conducted every two years.

We continue to receive positive comments relating to customer service(see attached)

Permitting Department:

The Permitting Department processed and issued the following permits for the month of June.

- 101 New Single-family residence permits
 - a. 7 at less than \$200,000 valuation
 - b. 19 at \$200,000 to \$250,000 valuation
 - c. 75 above \$250,000 valuation
- 5 New Mobile Home Permits
- 8 Mobile Home Replacement Permits
- 4 Replacement single family residence permits
- 903 Accessory permits (Mechanical, Plumbing, additions, repairs, commercial Build-outs, swimming pools, etc)

The department average plan review for the issuance of new single-family residence and mobile home permits is approximately three weeks. Some repair/remodel and addition permits being issued in less than one week and two weeks on commercial projects provided there are no unforeseen problems with the application.

Inspections Department:

Building Inspectors completed 3045 inspections in June, 2018

A Building Inspector I successfully completed examinations for certifications for licensing as a residential Electrical Inspector and residential Building Inspector. He is now eligible to apply to the State of Florida for a 1&2 Family Dwelling License.

NASSAU COUNTY BUILDING DEPARTMENT

June , 2018

	4/28/2018 - 5/30/18 May, 2018		5/31/2018 - 6/28/2018 June 2018		Budget Year-To-Date	2017/2018
	# Permits	Fees Collected	# Permits	Fees Collected	# Permits	Fees Collected
PERMITS ISSUED						
NEW MOBILE & MODULAR HOMES						
On Island	0		0		0	
Off Island	3		5		27	
NEW SINGLE FAMILY RESIDENCE						
On Island	1		4		37	
Off Island	81		96		631	
NEW MULTI FAMILY RESIDENCE	0		0		4	
TOTAL PERMITS ISSUED						
Total Building Permits (New, Add, R/R, Roof, Sign, Siding)	297	\$200,246	365	\$195,787	2835	\$1,430,430
M/H & Modular Permits(\$ incl in Bld)	14		13		73	
Electrical Permits	201	\$21,090	237	\$21,380	1758	\$168,467
Mechanical Permits	171	\$11,158	237	\$11,585	1552	\$93,162
Plumbing Permits (Plumbing, Gas, Irrigation)	180	\$17,086	169	\$19,221	1781	\$152,881
Comm Site Work Permits	0	\$0	0	\$0	0	\$0
Total Permits Issued	863		1021		7999	
Total Permit Fees Collected		\$249,580		\$247,973		\$1,844,940
CONTRACTOR LICENSES (renewals & new)	17	\$785	37	\$1,285	500	\$13,145
Total Fees Collected		\$250,365		\$249,258		\$1,858,085
INSPECTIONS PERFORMED	2944		3045		28205	
CERTIFICATE OF OCCUPANCY ISSUED	84		113		793	
	22working Days 1 holidays		22working Days			



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: Terry Cotter, Deputy Building Official *TJC*

RE: Productivity of Code Enforcement — June 2018

DATE: July 5, 2018

Code Enforcement Inspectors completed 85 initial inspections of possible code violations, of which all were initiated from complaints received. There were also 83 re-inspections completed with 38 cases where property owners corrected the violations resulting in cases being closed.

For comparison only:

June 2017		June 2018	
Complaints received:	79	Complaints received:	68
Initial inspections:	70	Initial inspections:	85
Complied:	58	Complied:	38
Presented to Code Board:	0	Presented to Code Board:	0
Lien Search Requests:	53	Lien Search Requests:	64



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

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

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

- () Planning () Engineering ☒ Permitting () Code Enforcement

Comments:

Jessica was truly helpful & professional,
a delight to work with!!

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

Name T Janet Edwards

Telephone 954-609-7577

Thank you!



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Comments:

*Nassau County Permitting is one of the best
county agencies I have had to do business
with. Always prompt & professional.*

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

Name

Jim Hughes

Telephone

904 838 7125

Thank you!



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Comments:


Optional information: ☐ I would like to be contacted ☒ I would not like to be contacted

Name 1702

Telephone _____

Thank you!

to be contacted () I would not like to be contacted



(AIP)



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Comments:

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

Name Mary Sikes

Telephone 904-430-6861

Thank you!



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Name Zalayne B. Williams

Telephone 904 624-5065

Thank you!



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Comments:

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Name Edward Claxton

Telephone 904-753-0390

Thank you!



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Comments:

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

Name Craig Johnson / Hard- House of Glee

Telephone 904-844-7158

Thank you!

*Thanks
R. Kelly*



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Comments:

Best County in N.E Florida
Keep up the Good work

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

Name Marshall

Telephone 579-7133

Thank you!