



Development CITY OF AUSTIN
SERVICES DEPARTMENT

Building a Better and Safer Austin Together

Building Plan Review & Inspections Quarterly Stakeholder Meeting

November 19, 2019

Agenda

- Commercial Plan Review – Mitchell Tolbert/ Jennifer Verhulst
- Residential Plan Review – Susan Barr
- Expedited Plan Review – Brenda de la Garza
- Engineering Review – Alan Woo
- Customer Experience Unit – Tera Villaret/ Rick Holloway
- Building Inspections – Rick Holloway
- Announcements – John McDonald/ Emily Booth
- Questions & Answers – Jennifer Verhulst

Commercial Plan Review

Staffing Updates

- Promotions: no new promotions
- New Hires:
 - Temporary Building Reviewer: Farhana Yasmin
- Vacancies:
 - Mechanical Reviewer
 - Building Reviewer (Temporary)

Commercial Plan Review

Process Improvements

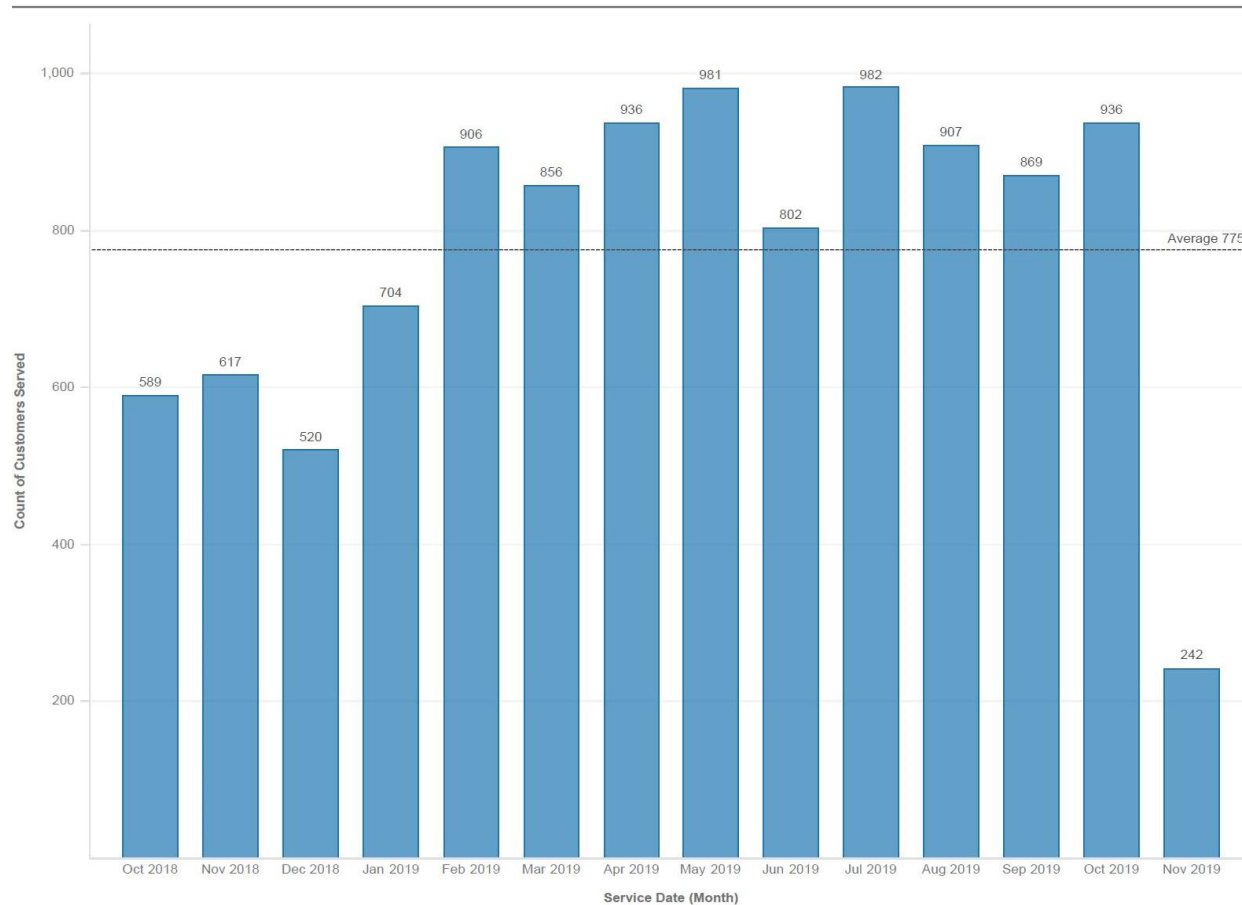
- Trade Only Permits (standalones) and ESPA's
 - » New FY20 fee for Standalone Reviews

Performance Updates

- Commercial Plan Review continues to exceed mandated on time goal of 90% (currently at 91%)

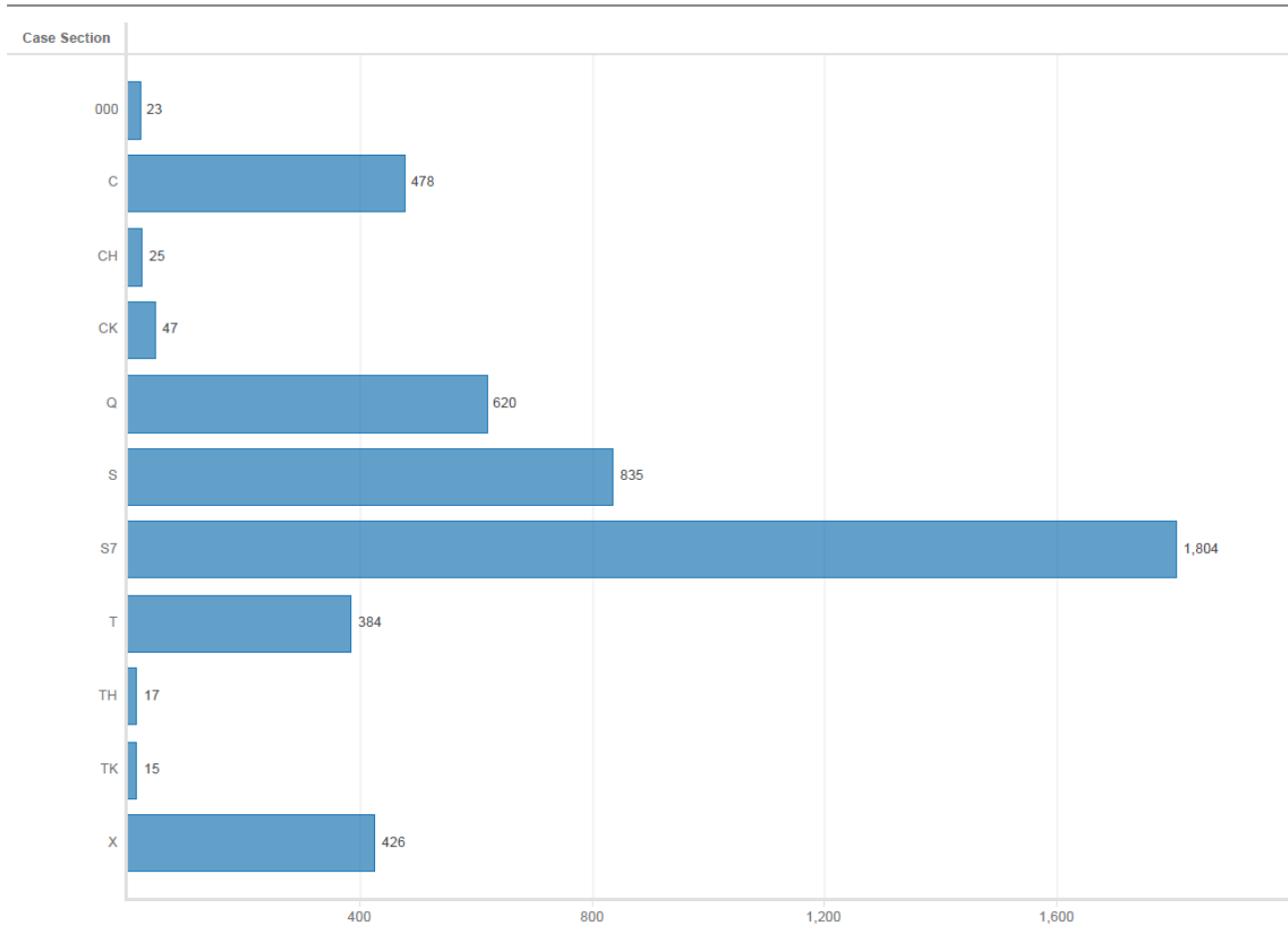
Commercial Plan Review

Total Customers Served FY19



Commercial Plan Review

FY 2020 YTD Case Load



Commercial Plan Review

Code Amendment: Diaper Changing Accommodations

- Ordinance No. 20191114-008 approved November 14, 2019
- Applies to new construction and major renovations of buildings containing the following uses of a building or structure, or a portion thereof, for:
 - Assembly
 - Mercantile
- Regulatory Requirements:
 - Minimum of one diaper changing accommodation in a publicly available and accessible restroom on each of a building's floor levels
 - Available to all genders
 - Signage to identify restrooms where diaper changing stations are present
 - Meets all federal, state, and local accessibility standards

Commercial Plan Review

Code Amendment: Diaper Changing Accommodations

- Exceptions:
 - For major renovation of existing facilities, Building Official may modify the requirements if it is determined that:
 - » Spatial or structural limitations will not accommodate a compliant diaper changing station
 - » Installation of a compliant changing station will make the public restroom noncompliant with federal, state, or local accessibility and safety requirements
- Effective: January 1, 2020

Residential Plan Review

Staffing Updates

- Promotions:
 - Will Clifton promoted to Plans Examiner C
- New Hires: no new hires
- Vacancies: no vacancies

Residential Plan Review

Process Improvements

- Consultation fee administration clarification language added to Residential Plan Review website
- Residential Intake Supervisor now reports to Tera Villaret

Expedited Plan Review

Staffing Updates

- Promotions: no new hires
- New Hires: no new hires
- Vacancies:
 - Team 1 Engineer C (Structural Review)
 - Team 2 Plans Examiner C (Mechanical Review)
 - Team 2 Industrial Waste Reviewer (Austin Water)
 - Team 2 Tree Reviewer on Military leave

Expedited Plan Review

Residential Update

- Influx of submittals has caused scheduling delays (2 ½ - 3 weeks)

Commercial Update

- Slots are available first week of December

Expedited will hold normal business hours during the holidays with the exception of City closure dates.

November 28 and 29 | December 24 and 25

January 1

Engineering Review

Staffing Updates

- Promotions:
 - Eliud Buenrostro promoted to Structural Engineer C
- New Hires:
 - Juan Ponce – Structural Engineer B (Commercial)
- Vacancies: Structural Engineer B or C (Expedited)

Engineering Review

Professional Seals/Signatures/Dates/Texas Firm Registration Process Reminder

- Architectural plans prepared by registered architect:
 - Signed/ sealed/ dated on each plan sheet
 - Date indicated on construction document title blocks is acceptable as a signature date
- Engineering plans prepared by a license professional engineer:
 - Signed/ sealed/ dated with the Texas Firm Registration Number affix on each plan sheet
 - Signature date shall be placed adjacent to the seal and must be independent of the date shown on construction document title block

Customer Experience Unit

Staffing Updates

- New Hires:
 - Commercial
 - » Amanda Stark – Administrative Assistant (Plan Management)
 - » Planner 2 starting 11/18/2019
 - » Planner 1 starting 11/25/2019
 - » Planner 1 starting 11/25/2019
 - Residential
 - » Lauren Shimotsu – Intake
 - » Intake starting 11/25/2019
- Vacancies: None

Customer Experience Unit

Commercial Reminders/ Updates

- Quick Turnarounds (QT)
 - MEP
 - » Plans are required for MEP Permits/Inspections
 - » Written scope of work (SOW) sufficient for small projects (Note: this is up to the reviewer to determine if the SOW is sufficient)
 - Revisions
 - » QT Revisions are permitted for changes in building scope of work only.
 - » If the Revision includes any changes to MEP scope of work, the MEP reviewers must review it and it would not qualify as a QT.

Customer Experience Unit

Commercial Reminders/ Updates (continued)

- Process Improvements
 - Currently pulling data to evaluate how DSD related reviews are being processed
 - Once the data is collected, we will evaluate, recommend and implement changes

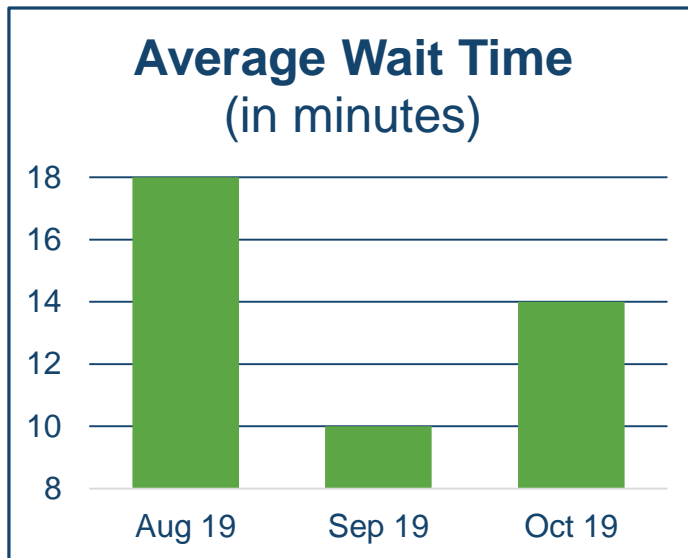
Customer Experience Unit

Residential Reminders/ Updates

- Express Permit
 - Exploratory permit to remove or repair in excess of 64 square feet of sheet rock will only result in a building permit
 - Trade permits not allowed to be added to this permit type

Customer Experience Unit

Service Center



	Walk-In Customers	Permits Issued
August	5,017	3,266
September	4,645	2,520
October	4,882	3,021
	14,544	8,807

Pilot program begins December 2

- Select applicants will participate in appointment-based issuing of permits
- If successful, could be expanded to Intake groups
- Model for Planning and Development Center operations

Building Inspections

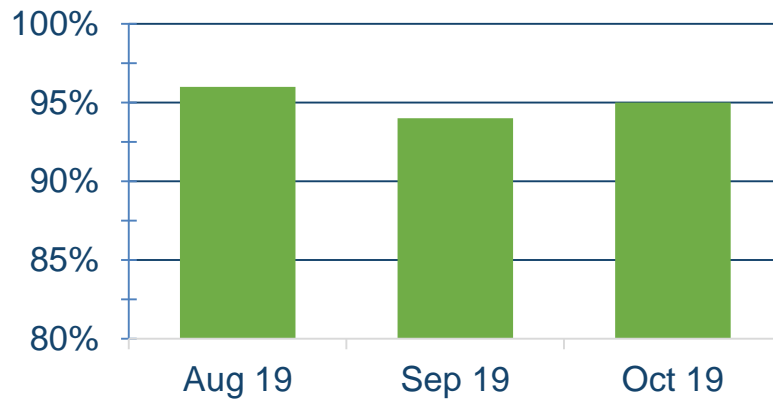
Staffing Updates

- Promotions: no new promotions
- New Hires:
 - Commercial
 - » Todd Wilcox, Division Manager
 - » Ryan Buchanan, Inspector C
 - Residential
 - » Phillip Burns, Inspector C
 - » April Mamoe, Inspector C
- Vacancies:
 - Inspection Supervisor, Residential

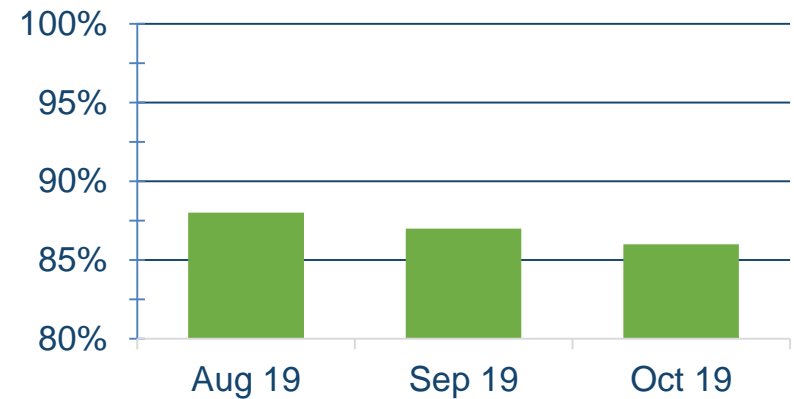
Building Inspections

Percent of On-Time Inspections

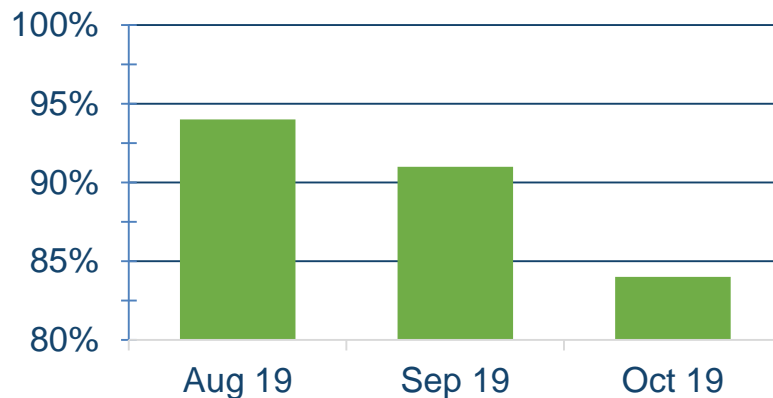
Commercial Building



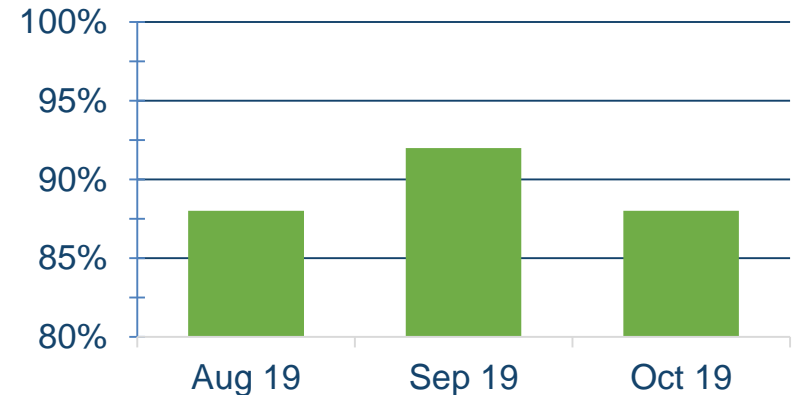
Commercial Mechanical



Commercial Electrical



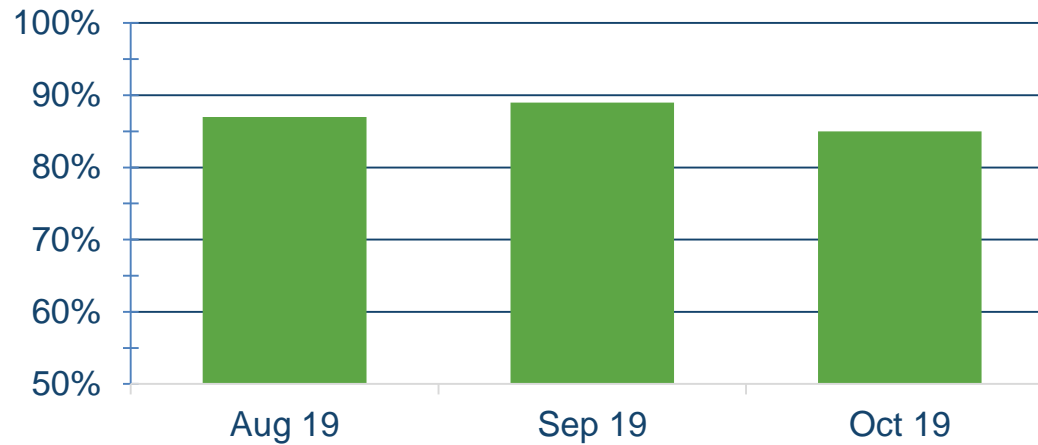
Commercial Plumbing



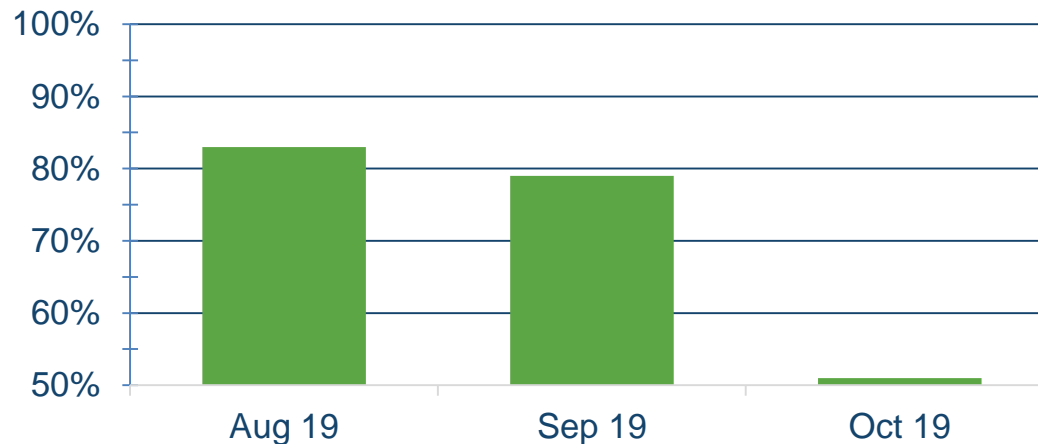
Building Inspections

Percent of On-Time Inspections

Residential Building



Residential Electrical



Building Inspections

Number of Inspections

Commercial				
	Building	Electrical	Mechanical	Plumbing
August	2,725	2,827	957	3,044
September	3,725	2,545	914	2,587
October	2,910	3,195	1,442	2,987
	9,360	8,567	3,313	8,618

Residential		
	Building	Electrical
August	10,535	5,129
September	9,640	4,114
October	9,143	4,869
	29,318	14,112

Announcements

Proposed Amendments to the Environmental Criteria Manual

Section 1.4.2 City of Austin Erosion and Sedimentation Control Policy

Section 1.4.3 Definitions (in accordance with TPDES General Permit and COA Technical Manuals)

Section 1.4.4 Plan Development and Implementation

Section 1.4.5 Temporary Structural Practices

Standard Specification Series 600 Details 642S (Silt Fence), 648S (Mulch Sock), and 628S (Triangular Sediment Filter Dike)

Announcements

City of Austin – Watershed Protection RSMP and UWSCF Payment Structure Updates

What: Presentation of Changes based on recently-completed study

When: November 22, 2019 from 9:30am to 11:30 am (this Friday)

Where: One Texas Center, Room 325 (this room)

Study Report and supplemental technical memo are available on the RSMP website at www.austintexas.gov/RSMP

Contact Emily Booth or Tom Franke for more information

Emily.Booth@austintexas.gov

Tom.Franke@austintexas.gov

Thank you!

*See you in 2020 for our next Quarterly Stakeholder Meeting
Have a safe and wonderful holiday season!*