

Development Services January 2011 Monthly Report

Projects and Accomplishments

Table 1

		October	November	December	January
1	Visitors	566	422	438	455
2	Informational Calls Received	902	767	753	808
3	Verbal Warnings	45	41	16	27
4	Code Compliance Notices of Violation	76	58	53	37
5	Code Compliance Courtesy Notices	33	14	38	34
6	Code Compliance Citations Issued	1	1	3	0
7	Code Compliance Special Master Cases	12	9	14	10
8	Code Compliance Complaints Investigated	21	21	20	13
9	Code Compliance Re-inspections conducted	151	171	102	95
10	Lien Searches	25	26	22	29
11	Code Compliance Courtesy Letters Issued	15	80	0	73
12	Public Records Requests	2	2	0	1
13	Code Compliance Business Tax Receipt Inspections	13	8	3	8
14	Fire Marshal Permit Inspections	15	11	8	8
15	Fire Marshal Apps + Resubmittals	10	14	16	15
16	Building Dept. Final Zoning Inspections	14	14	6	28
17	Building Dept. Zoning Reviews	107	113	91	90
18	Building Dept. Permits Issued	40	48	45	38
19	Building Dept. Permit Applications Submitted	82	76	77	72

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		October	November	December	January
20	Approved Permits Over \$100,000		1 Fountainhead Condo (Drainage, pump station, and generator) \$1.3 Million	0	0

Table 2 - Notices of Violations Issued:

Number	Number of Violations	Type
1	8	No Building Permit
2	2	Vacation Rental
3	1	Animal (Barking Dog)
4	1	Vessel (Parking)
5	1	Garbage Can Placement
6	1	Dead Flora
7	6	No Business Tax Receipt
8	4	Trash / Debris
9	3	Signs
10	2	No Trash Service
11	1	Inoperable Vehicle
12	1	Construction Site Maintenance
13	1	Overgrown Yard
14	4	Building Maintenance
15	1	Overgrown Hedges

1. Contacted fifty-one (51) businesses to collect unpaid Business Tax Receipts.
2. Contacted neighboring cities to gather information on refuse billing.
3. Inspected approximately one hundred (100) properties to verify the reliability of data in the database for annual fire inspection fees.
4. Researched and contacted the State DEP and Army Corp reference boat dock setback issue.
5. Mailed letters to seventy-three (73) beach front properties reminding them of March 1, when Sea Turtle Season begins and to address any lighting issues.
6. Gathered information for sewer billing on several multi-family properties.
7. Started the data entry for the annual fire inspection fee's into the Business Tax system. These fees were previously billed by VFD, but will now be billed through the Business Tax Receipt program.
8. Issued a Certificate of Completion for a new restaurant, Burgerfi

Planning Activities:

1. Prepared four (4) Special Event Applications for the Commission agenda.
2. Prepared the report on the Trial valet Program and the extension of Revocable License Agreement (Valet Services) for Commission approval.

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3. Prepared and presented an agenda item (Ordinance 2011-01, Parking Regulations/Parking Exemption Program) for First Reading and Second Reading. Staff devoted several hours to developing and revising the proposed ordinance.
4. Prepared and presented an agenda item (Resolution 2011-01) for a Notice of Intent (NOI) that encompasses seven (7) items for Commission approval. The seven (7) items included: conditional uses, conditional use procedures, fuel storage tanks for generators, NOI procedures, cement and concrete walls, architectural standards and wine bars.
5. Negotiated a mitigation of liens at 1960 E Terra Mar Dr., and presented it for approval by the Commission on January 25, 2011.
6. Met with the contractor for Burgerfi and the County building personnel in an effort to facilitate completion of the improvements.
7. Attended public meeting and the walk around Town with David Sucher (Author of City Comforts)
8. The County building personnel and I met with the owner's representative and architect of 4628 El Mar Dr. (Tides Inn). The owners are exploring options to redevelop (tear down or renovate the existing building) the parcel. The owner's representative has indicated that they plan to maintain the current use as a hotel. Discussions included parking requirements, setbacks, density, height, plan review, and elevations. They suggested that they were eager to move forward once they had the plans completed in hopes of completing the project by the end of the year.
9. Researched and prepared recommendations on land development revisions and amendments for review by the Planning and Zoning Board regarding parking regulations, cement walls, and sign regulations.
10. Staff continues to pro-actively work with property owners and their contractors to facilitate the permitting process in an effort to promote convenience and expediency.

Code Enforcement Liens to be recorded: *(List address and amount, Attach Final Order and Cert of Lien copies.)*

1. Sandy Stella	4236 E. Tradewinds Ave	No vacation rental permit	\$3,550.00
2. Sandy Stella	4216 Seagrape Dr.	No vacation rental permit	\$3,550.00
3. Sandy Stella	4557 Poinciana St.	No vacation rental permit	\$3,550.00
4. Michael Maller	2011 Coral Reef Dr.	No garbage service	\$10,550.00
5. Donna Black	259 Hibiscus Ave.	Administrative fee	\$150.00

Minor Site Plan Modification Approvals: None



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Director, Development Services

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12	Public Records Requests	2	2	0
13	Code Compliance Business Tax License Inspections	13	8	3
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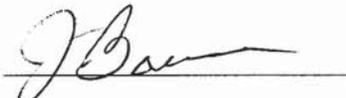
Table 2 - Notices of Violations Issued:

Number	Number of Violations	Type
1	12	No Building Permit
2	1	Expired Tag
3	1	Inoperable Vehicle
4	1	Sign
5	1	Non Permitted Use
6	1	Overgrown Yard
7	4	Building Maintenance
8	1	Trash / Debris
9	2	Landscape Debris
10	18	No Trash Service
11	1	Commercial Vehicle
12	8	Business Tax Receipt
13	2	Construction Site Maintenance

1. Inventoried all 2009' code files for retention.
2. Processed Business Tax Receipt payments.
3. Contacted sixty-one (61) businesses regarding past due Business Tax Receipts.

Planning Activities:

1. Presented Ordinance 2010-18 (Accessory Structures) for second reading.
2. Completed agendas, back-up, and minutes for the Planning and Zoning Board, Code Hearing, and Master Plan Steering Committee. Staff presented items at each meeting.
3. Worked on code revisions (design of cement/concrete walls, parking regulations, sign code).
4. Presented Resolution 2010-39 (Amendments to the LDR's) for Public Hearing.
5. Requested and received approval from the Broward County Planning Council for a six (6) month extension on the provisional approval for Comprehensive Plan Amendments.



Jeff Bowman
Director, Development Services