

City of Urbana

Building Safety Division



2014 Annual Report



DEPARTMENT OF COMMUNITY DEVELOPMENT SERVICES

Building Safety Division

m e m o r a n d u m

TO: Elizabeth Tyler, Community Development Director

FROM: John A. Schneider, Building Safety Division Manager

DATE: May 1, 2015

SUBJECT: 2014 Annual Report, Building Safety Division

The following report describes the Building Safety Division activity for the year January 1 through December 31, 2014. This information is presented in terms of number of permits, number of inspections, and revenue generated by permit type. Revenue from the ninth year of the rental registration program is included, in addition to time series information over the five-year period beginning in 2010. A report on activities of the housing inspection section is also included.

Building Permits and Activities. The total number of construction permit related inspections performed by the division in 2014 was 2,615, an increase of 407 over the previous year's inspection total of 2,208. The average total number of annual inspections over the last five year period was 2,515.

The number of new single family residence permits issued nearly doubled, increasing by about 87%, from 15 in 2013 to 28 homes constructed in 2014. The five year average of new single family residence permits is 22 (2010-2014).

The total number of permits issued by the division in 2014 was 1,471, which is an increase of 12% over the 1,318 permits issued in 2013. The annual average number of all permits issued for the last five year period was 1,431.

Significant projects completed during 2014 include the Birkey's Farm Store, Carle Emergency Room expansion and addition, Carle 6th floor oncology renovation, Wendy's Restaurant, Ko-Fusion and Café Bene in Gregory Place, Dancing Dog Eatery, and multifamily projects at Eastland Apartments, and 3048 Stillwater Landing.

Projects in 2014 that continue into 2015 include Campus Circle, a 181 unit multi-family project, 3044 Stillwater Landing, the Villas at Clark-Lindsey, the remodeling of 1406 Cardinal Road for Illinois American Water, 801 Killarney (Hendrick House Catering) and the build out of the Carle HVI ninth floor.

Revenue Summary. The total Building Safety revenue from all sources in 2014 was \$822,849. This amount is 18.8% more than the 2013 revenue of \$692,471. This total revenue includes fees for plan reviews, permits, rental registration, vacant structure registration, certified housing inspection services, failure to comply ticket fines, electrical license renewals and transfers.

The revenue from Certified Housing inspections was \$27,697 and from rental registration totaled \$263,032 (including late fees and, fines), which was a 4.8% decrease from the 2013 total of \$276,392. In addition, the Division collected a total of \$1,200 in fines for Failure to Comply tickets.

Over the most recent five-year period, the Building Safety Division has collected a total of \$3,725,594 in all fees, with an average of \$745,119 annually.

Housing Activity. The Building Safety Division, working in conjunction with the Finance Department and Accounting Division, processed the ninth billing for Urbana's Rental Registration Program. In 2014, 442 systematic multi-family dwelling inspections (initial and follow-up) and 280 single and duplex dwelling inspections were completed. In addition, 490 miscellaneous inspection visits (hotel/motel, problem properties, vacant structures, postings, housing rehab, etc.) were completed by housing inspectors.

A total of 87 tenant complaints were received by the Building Safety Division resulting in 332 inspections (initial and follow-up to ensure compliance). The majority of these violations were corrected within 30 days.

The service contract with the University of Illinois for the City to complete Certified Housing inspections was renewed in 2014. Building Safety staff conducted annual inspections of 22 buildings housing a total of 1,313 student residents. Twelve buildings were cleared of all violations within the initial reinspection time frame, one within 51 days and one within 79 days. The remaining four buildings received extensions to allow for the remaining maintenance corrections to be completed over the winter holiday break.

Other Division Activities. As part of an ongoing interdepartmental effort, staff continues to work on the Problem Property Team with Police, Fire, Public Works, Legal and the Mayor to address problem properties in the City. The team meets weekly to keep informed and strategize on mitigating these problems. Housing inspectors also regularly monitor problem properties until problems are resolved or buildings are demolished.

Other important programs/activities completed by the housing inspection staff, include mobile home park inspections, fire damage assessment inspections, and Grants Management program inspections. Housing inspection staff have also assisted the Planning Division with zoning enforcement activities.

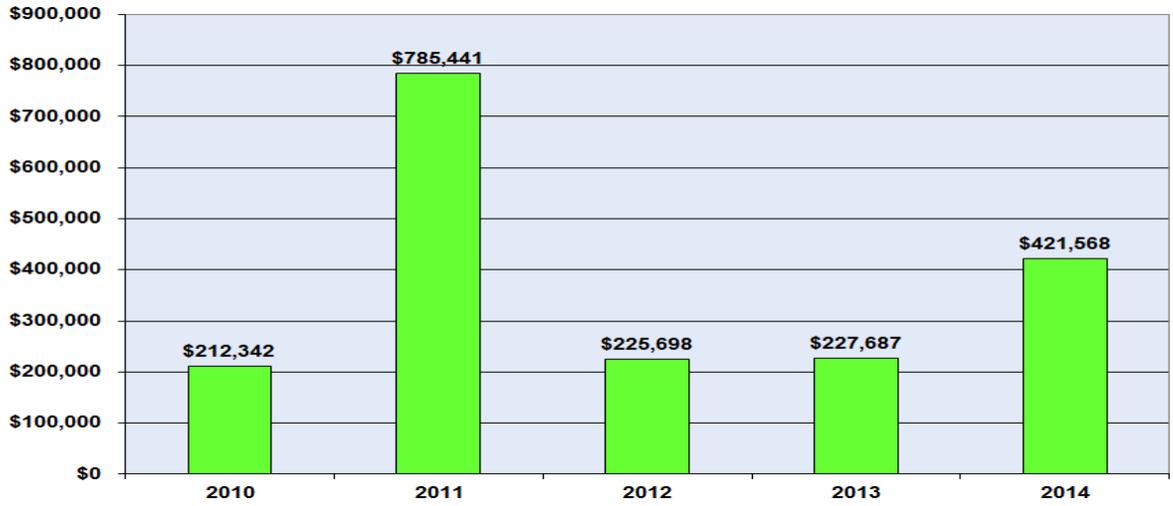
2014
PERMIT AND
RENTAL REGISTRATION
TOTALS
AND
COMPARISON

**BUILDING SAFETY DIVISION
COMMUNITY DEVELOPMENT SERVICES
YEAR 2014 TOTALS**

PERMITS, LICENSES, EXAMS		
Activity	Number Issued	Fees Collected
Building Permits	144	\$166,576
Plan Reviews	52	\$88,473
Utility Permits	173	\$21,592
Demolition Utility Permits	18	\$4,306
Sign Utility Permits	35	\$2,021
Plumbing Permits	413	\$72,085
HVAC Permits (Mech)	308	\$74,537
Electrical Permits	382	\$80,451
Temporary Certificates of Occupancy	5	\$500
Rental Registration (Total Number Units = 9,454 and Number Bldgs = 606 Includes Late Fees and Fines)	10,060	\$263,032
Certified Housing Contract	1	\$27,697
Miscellaneous-Vacant Structures-BSCBA	12	\$3,500
Housing Failure to Comply Tickets	10	\$1,200
Total Inspections for Year	2,615	
Elect License-Renew	80	\$12,230
Elect Non-Urbana Transferred License	31	\$4,650
TOTAL NUMBER OF PERMITS & PERMIT FEES	1,525	\$510,041
TOTAL TEMPORARY CERTIFICATES OF OCCUPANCY & FEES	5	\$500
TOTAL RENTAL REGISTRATIONS (WITH Late Fees/Fines)	10,060	\$263,032
TOTAL CERTIFIED HOUSING CONTRACT	1	\$27,697
TOTAL MISCELLANEOUS FEES-VACANT STRUCTURES/BSCBA	12	\$3,500
TOTAL HOUSING FAILURE TO COMPLY TICKETS & FEES	10	\$1,200
TOTAL INSPECTIONS	2,615	
TOTAL ELECTRICAL LICENSE RENEWALS/TRANSFERS & FEES	111	\$16,880
GRAND TOTAL AMOUNT		\$822,849

PERMIT TOTALS FOR YEARS 2010 - 2014					
	2010	2011	2012	2013	2014
BUILDING PERMITS	151	135	129	126	144
UTILITY PERMITS	168	182	203	192	173
DEMOLITION PERMITS	15	16	13	11	18
SIGN PERMITS	45	48	35	39	35
PLUMBING PERMITS	364	388	425	344	413
MECHANICAL PERMITS	355	337	326	294	308
ELECTRICAL PERMITS	370	336	326	312	382
YEAR PERMIT TOTALS ONLY	1468	1442	1457	1318	1473
PLAN REVIEWS	45	44	42	71	52
TEMP C OF O'S	9	17	16	10	5
ELECTRICAL LICENSE RENEWALS	76	78	78	80	80
ELECT NON-URBANA TRANSFERRED LICENSE	42	39	31	31	31
ELECTRICAL LICENSE TOTALS	118	80	109	111	111
YEAR TOTALS-only includes group totals	1,640	1,583	1,624	1,510	1,641
RENTAL REGISTRATION (Includes # units, # bldgs, late fees & fines)	9408	9,453	9,428	9,526	9,454
MISCELLANEOUS-VACANT STRUCTURE/BSCBA	8	12	20	30	12
HOUSING FAILURE TO COMPLY TICKETS ISSUED	0	0	0	30	10
BUILDING INSPECTION TOTALS	2424	2,680	2,648	2,208	2,615

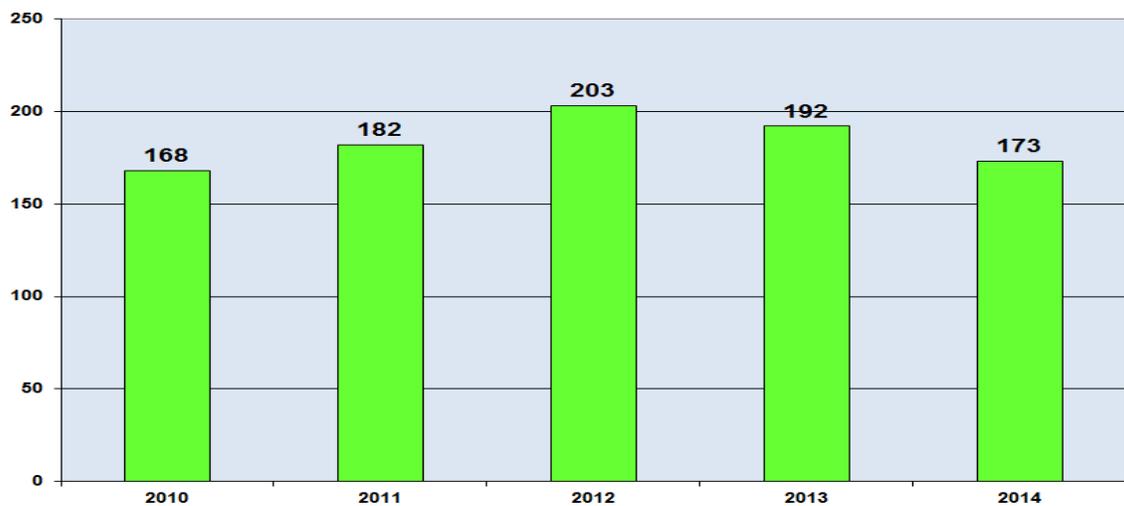
5-YEAR PERMIT FEE TOTALS FOR 2010 - 2014

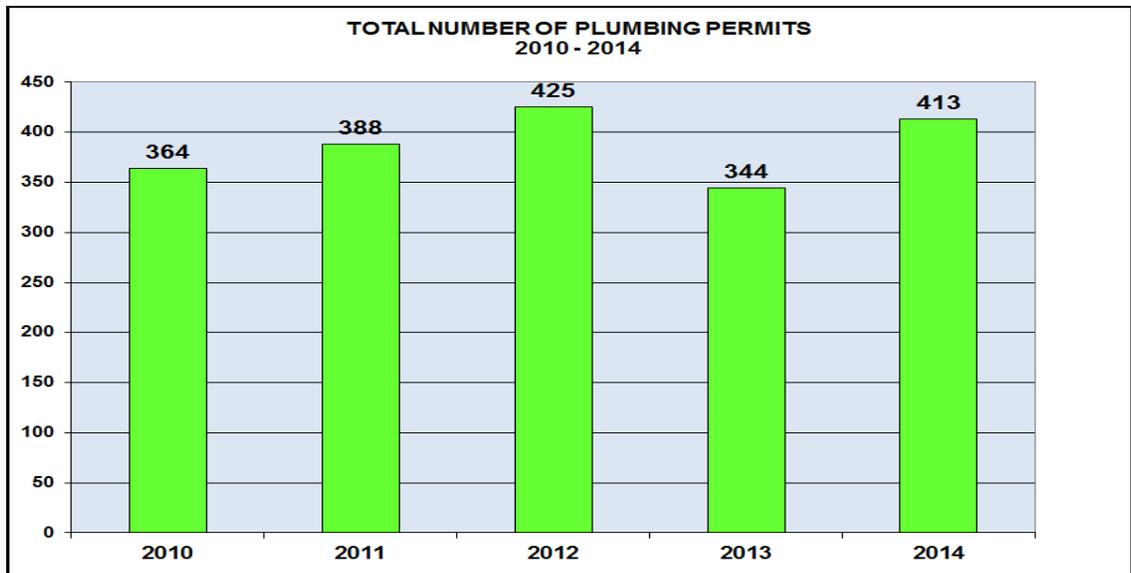
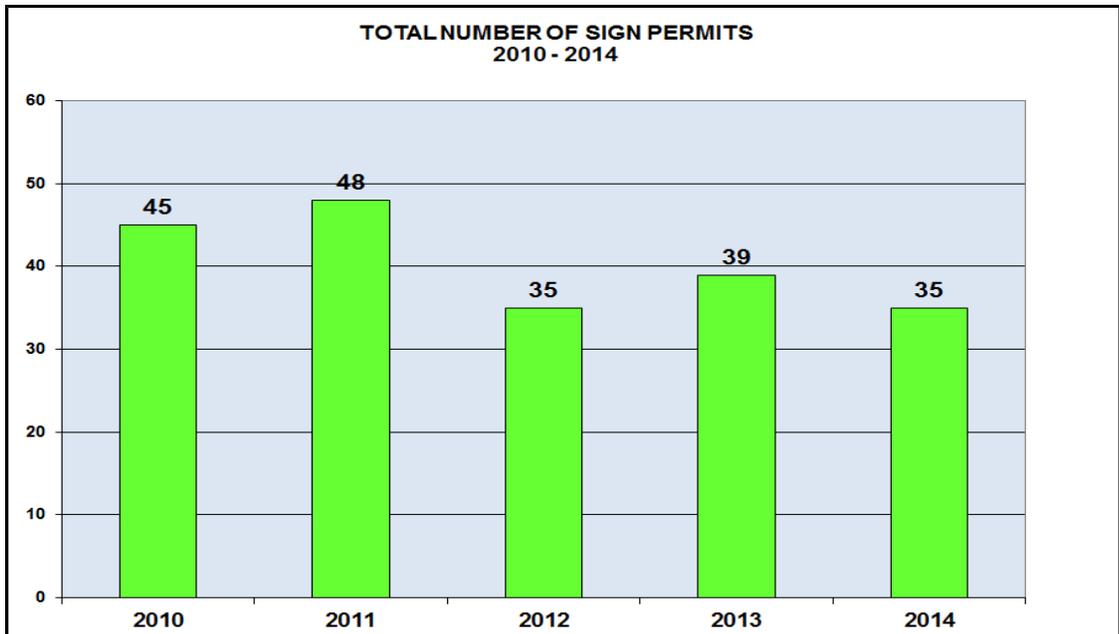
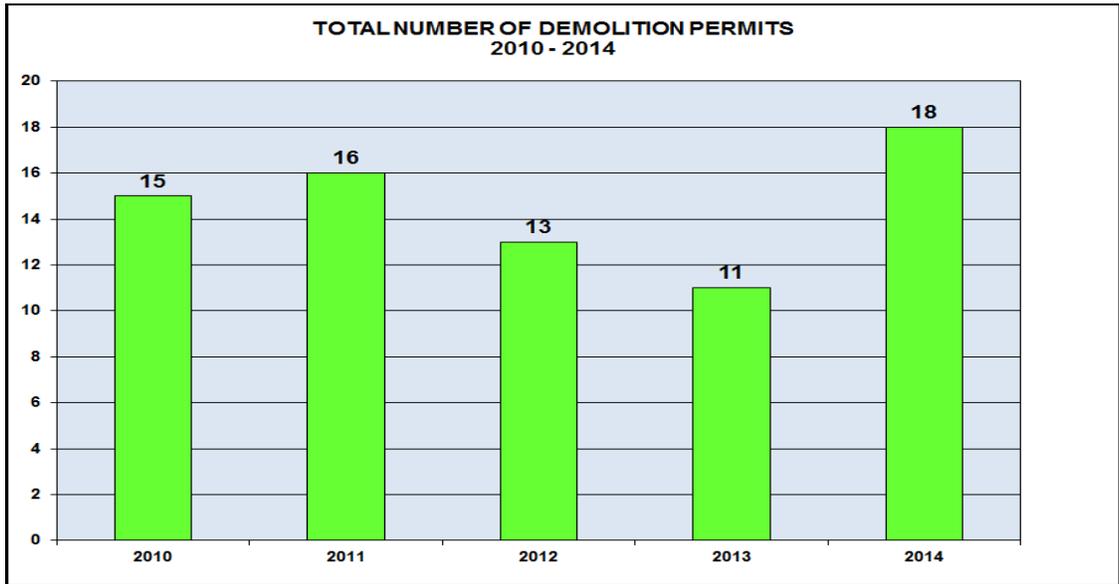


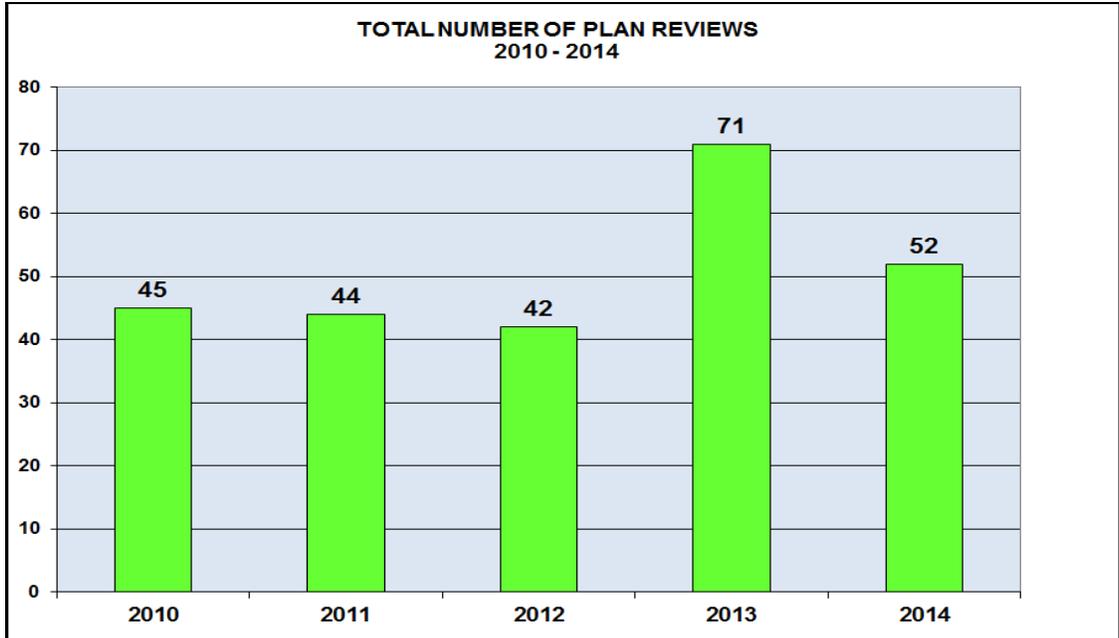
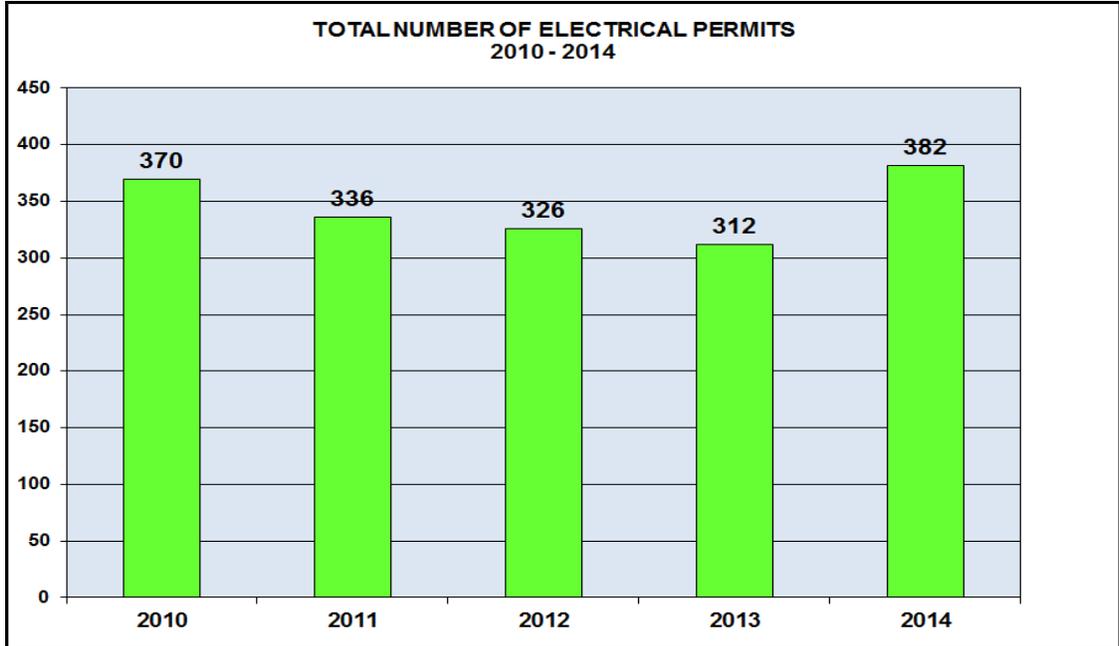
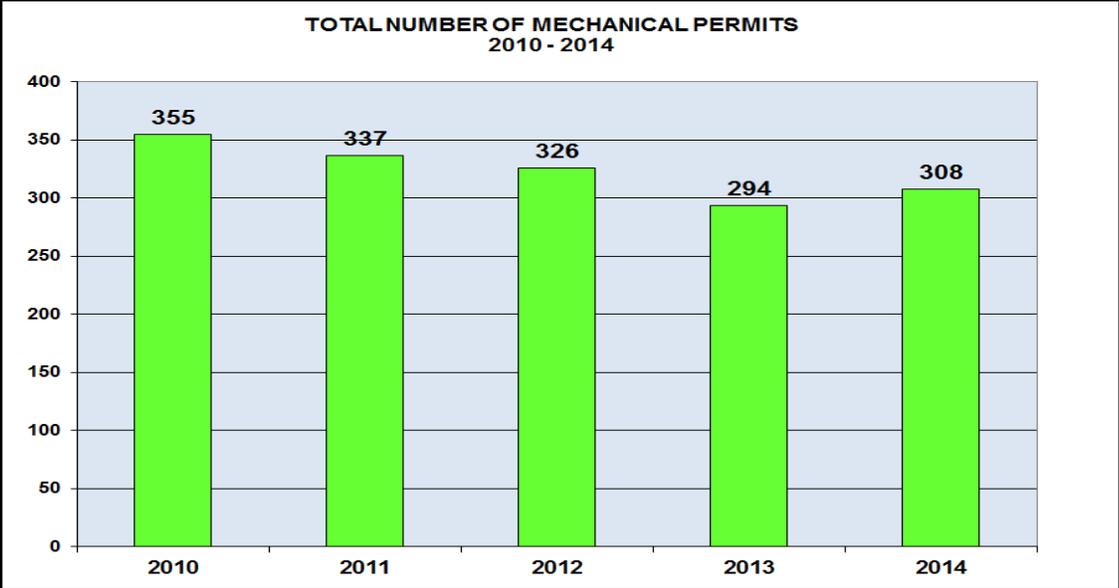
TOTAL NUMBER OF BUILDING PERMITS
2010-2014



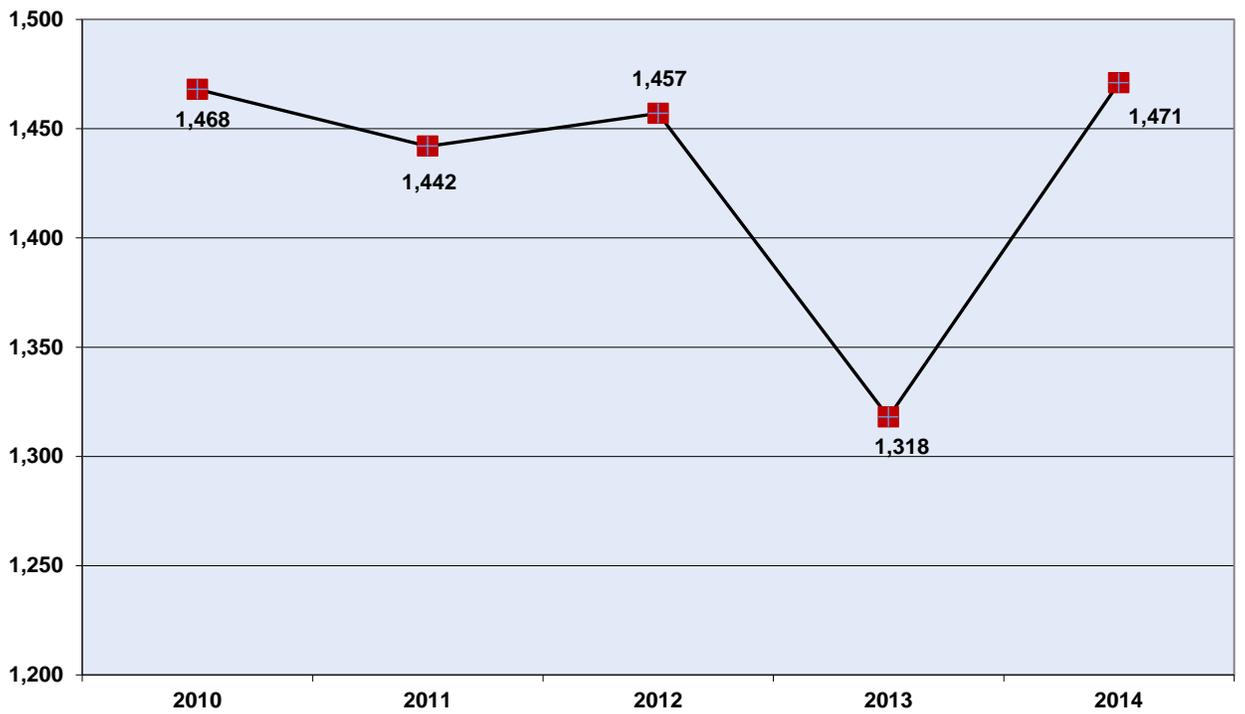
TOTAL NUMBER OF UTILITY PERMITS
2010 - 2014



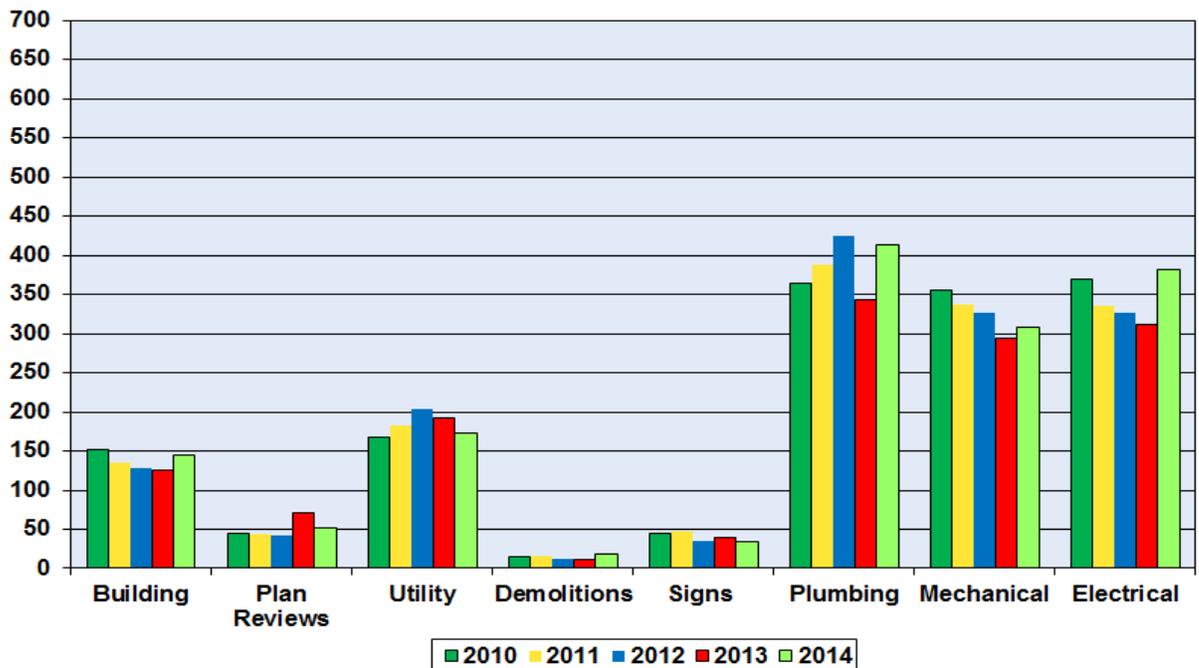




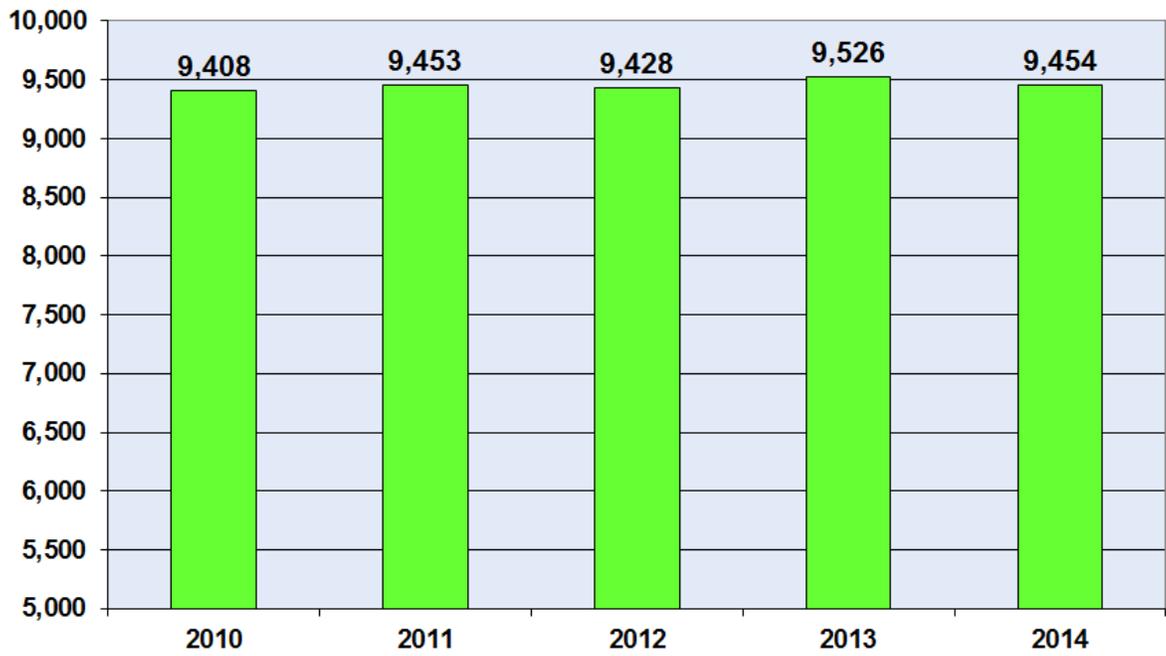
TOTAL NUMBER OF PERMITS 2010 - 2014



PERMITS AND PLAN REVIEWS TOTAL COMPARISON 2010-2014



RENTAL REGISTRATION (#UNITS/BLDGS)
2010 - 2014



CITY OF URBANA RESIDENTIAL CONSTRUCTION PERMITS

YEAR	# OF PERMITS	# OF UNITS ADDED	USE	SFR-x CNTY FEES OUT OF CITY
2014	28	28	SFR	
	7	213	MFR	
	0	0	DUP	
2013	15	15	SFR	
	7	64	MFR (BUS/MFR)	
	0	0	DUP	
2012	23	23	SFR	
	3	23	MFR (BUS/MFR)	
	1	2	DUP	
2011	15	15	SFR	
	0	0	MFR (BUS/MFR)	
	0	0	DUP	
2010	27	27	SFR	SFR-x 1
	0	0	MFR (BUS/MFR)	
	1	2	DUP	
2009	47	47	SFR	
	16	108	MFR (BUS/MFR)	
	0	0	DUP	
2008	52	52	SFR	
	11	171	MFR (BUS/MFR)	
	1	2	DUP	
2007	76	76	SFR	
	13	329	MFR (BUS/MFR)	
	1	2	DUP	
2006	110	110	SFR	SFR-x 3
	11	211	MFR	
	1	2	DUP	
2005	104	104	SFR	SFR-x 11
	7	276	MFR	
	2	4	DUP	
2004	155	155	SFR	SFR-x 17
	6	84	MFR	
	3	6	DUP	
2003	156	156	SFR	SFR-x 3
	5	164	MFR (BUS/MFR)	
	3	6	DUP	

CITY OF URBANA RESIDENTIAL CONSTRUCTION PERMITS

YEAR	# OF PERMITS	# OF UNITS ADDED	USE	SFR-x CNTY FEES OUT OF CITY
2002	176	176	SFR	
	4	62	MFR	
	1	2	DUP	
2001	83	83	SFR	
	2	57	MFR	
	1	2	DUP	
2000	47	47	SFR	
	6	194	MFR	
	1	2	DUP	
1999	39	39	SFR	
	4	79	MFR	
	0	0	DUP	
1998	35	35	SFR	
	2	36	MFR	
	1	2	DUP	
1997	25	25	SFR	
	44	689	MFR	
	1	2	DUP	
1996	18	18	SFR	
	6	61	MFR	
	4	8	DUP	
1995	17	17	SFR	
	4	80	MFR	
	2	4	DUP	
1994	29	29	SFR	
	15	234	MFR	
	1	2	DUP	
1993	26	26	SFR	
	8	180	MFR	
	1	2	DUP	
1992	32	32	SFR	
	1	10	MFR	
	0	0	DUP	
1991	22	22	SFR	
	3	23	MFR	
	0	0	DUP	
1990	15	15	SFR	
	1	17	MFR	
	1	2	DUP	

SFR = Single-Family Residence
SFR-x=Out-of-City Single-Family Residence
MFR = Multi-Family Residence
DUP = Duplex Residence

2014

HOUSING

REPORTS



DEPARTMENT OF COMMUNITY DEVELOPMENT SERVICES

Building Safety Division

M e m o r a n d u m

TO: John Schneider, Building Safety Manager
FROM: Sharon Humes, Rental Registration Assistant
DATE: March 4, 2015
SUBJECT: 2014 Rental Registration Summary

Estimated Rental Registration Program Revenue as of 3/4/15

Units and Buildings Billed:

Number of Units (SFR, DUP, MFR) 9,454
Number of MFR Buildings 606

Fees Collected:

Rental Registration \$ 253,696
Late Fees (Late Filing, Failure to File, Fines, etc.)..... \$ 9,336

Total Revenue 2014 (est) \$ 263,032

**BUILDING SAFETY DIVISION
HOUSING ACTIVITY
JANUARY - DECEMBER 2014**

Hotel/Motel Inspections (Rooms)	93
Occupancy Complaints	11
Rental Registration Program Verifications	15
Rehabilitation Inspections (Grants)	2
Rehabilitation Follow-up Inspections	9
Urbana Dream Home Inspections	29
Consultations/Meetings	335
Personal Service (Notices Posted)	80
Fire Damage Assessment	15
Certified Housing Inspections (# residents)	1,313
Follow-up Certified Housing Inspections	35
Carle Initial Inspections	29
Follow-up Carle Inspections	85
Miscellaneous Inspections (requests, etc)	312
Mobile Home Inspections	-
Annual/Follow-up Inspections of Mobile Home Parks	7
New Construction Inspections	39
BSD Reinspections of UFD Inspection Results	5
Check Problem Properties	152
Check Security of Vacant Structures	94
Initial Systematic Inspections /Apts. (# Units)	98
Follow-up Systematic Inspections/Apts. (# Units)	344
Initial Systematic Inspections (SFR/Duplex)	78
Follow-up Systematic Inspections (SFR/Duplex)	88
Initial Tenant Complaint Inspections	87
Follow-up Tenant Complaint Inspections	245
 Clear Notices	
UFD Engine Company Residential Inspections	----
Certified Housing (# residents)	858
Complaints/Miscellaneous Inspections	94
Systematic Notices (# of units cleared)	<u>205</u>
	2,057



DEPT. OF COMMUNITY DEVELOPMENT SERVICES

Building Safety Division

M e m o r a n d u m

TO: John A. Schneider, Building Safety Division Manager
Mari Anne Brocker Curry, Associate Director of Housing, U of I

FROM: Stephen L. Chrisman, Housing Inspector

DATE: February 6, 2015

SUBJECT: 2014/2015 U of I Certified Housing Summary

The initial inspection cycle began on September 8, 2014 and concluded on October 8, 2014, with 24 buildings inspected at 22 facilities. There were a total of 1313 residents in Certified Housing for the 2014/2015 academic year, a decrease of 8 residents from last year. Twelve of the facilities were cleared of all violations within the initial timelines, One in 51 days, one in 79 days and four facilities were provided extensions for maintenance work best corrected during the December holiday break. 1101 W. Pennsylvania was stripped of University certification and is now registered with the Rental Registration Program.

The majority of violations continue to be ongoing maintenance or average "wear and tear" issues as has been the case in past years. There were 10 smoke alarms missing or inoperative in four buildings. This was a vast improvement over prior years. Two Carbon Monoxide detectors were missing or inoperative in one building. The smoke alarm and CO detector violations were all corrected within 48 hours.

The use of improper extension cords, being found in four buildings as opposed to 11 last year shows improvement in this area. We would continue to recommend that systems requiring annual inspections (fire alarms, sprinklers and fire extinguishers) have automatic test renewals established with inspection providers to avoid expiration.

The number of buildings that had no violations was four this year. They were:

802 W. Oregon, Europa House	603 S. Busey, Europa House
703 S. Coler, Brown House	1110 W. Nevada, Gamma Phi Beta

All buildings required to be protected with the Code mandated fire sprinkler systems are so protected. There are two buildings without the systems which do not fall into the category requiring sprinkler systems.

Nine of the facilities were recognized for having individual rooms exceeding the University of Illinois' housekeeping standards. These are rooms that are extremely tidy.

2014 CH Inspection Results

Page 2

The following is a list of typical violations for 2014 with the number of properties in which they were noted along with 2012 and 2013 numbers for comparison. Some items may have occurred in more than one location within a building.

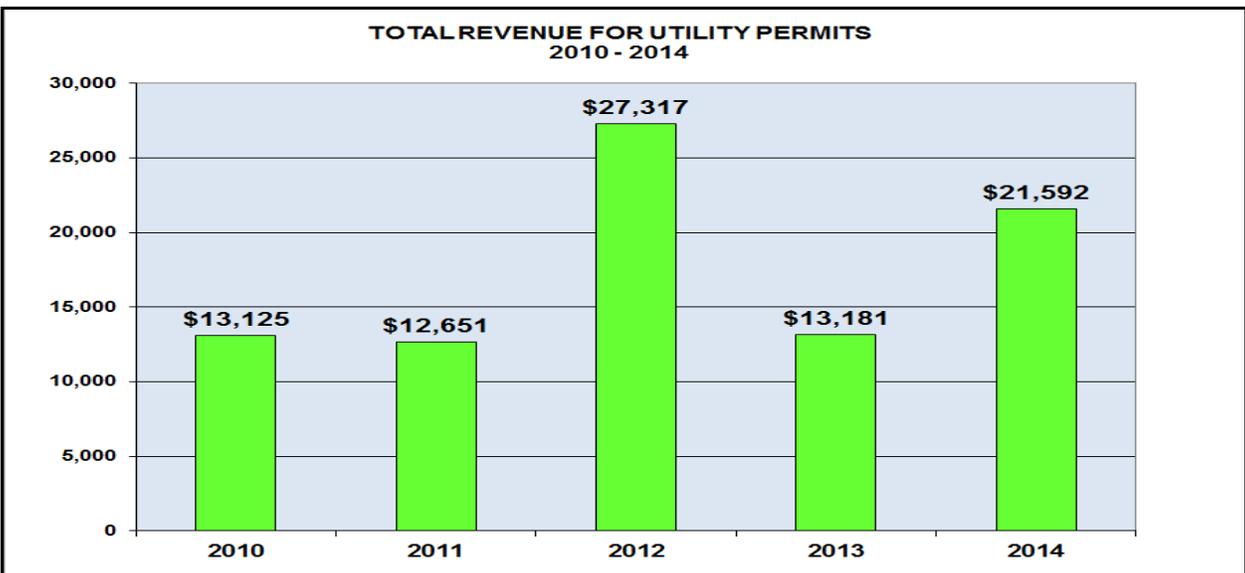
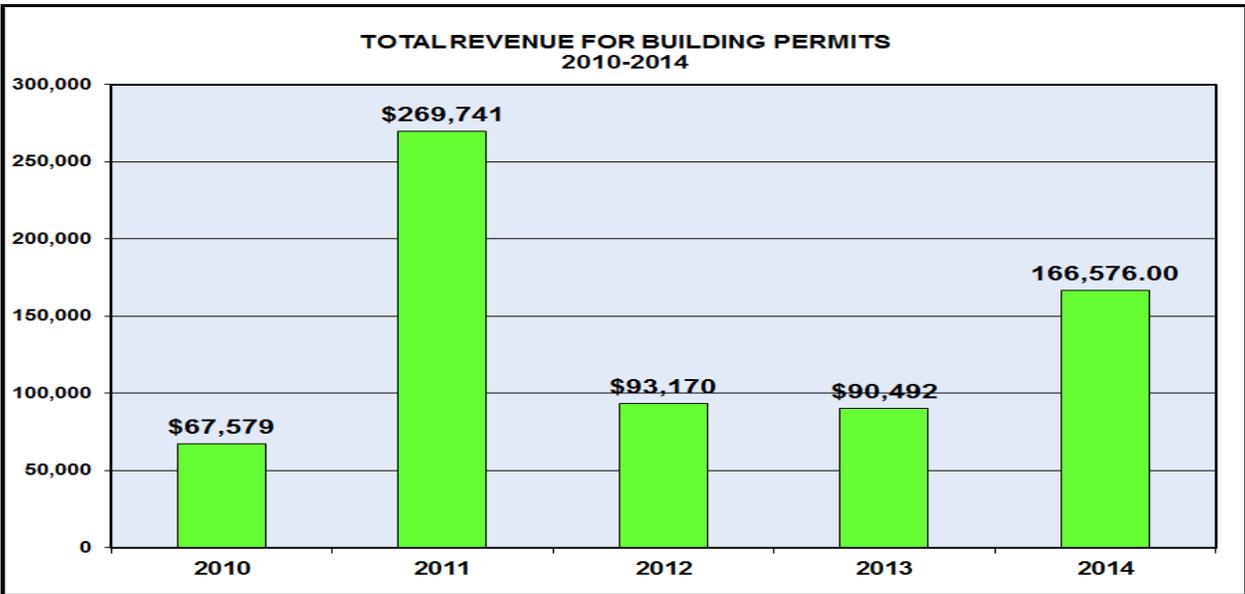
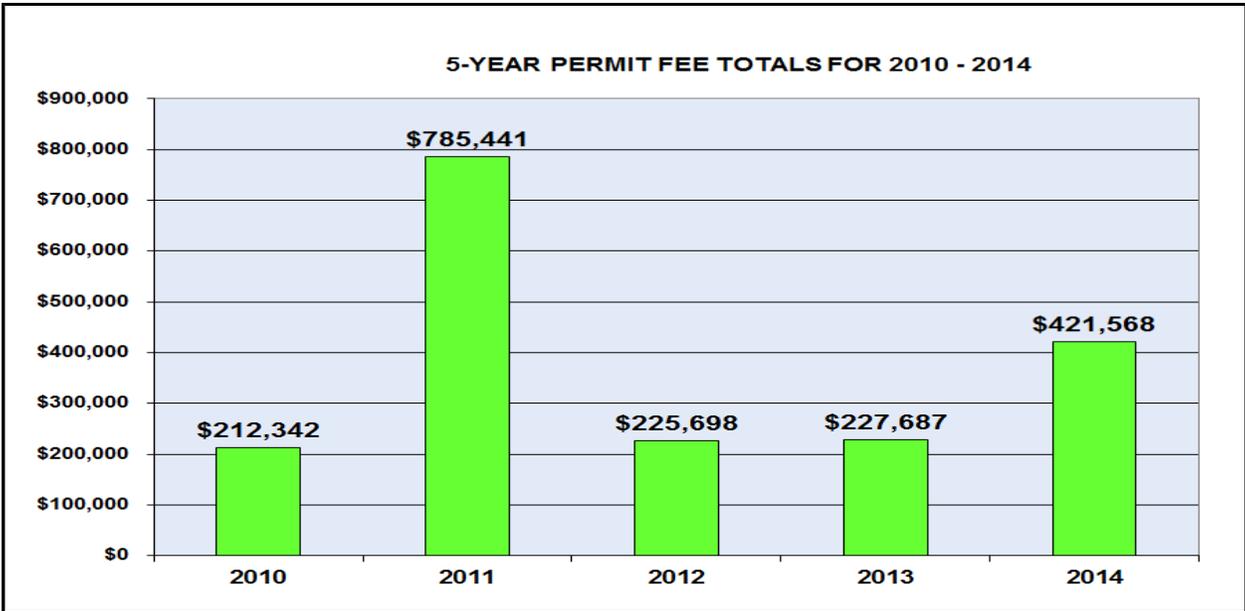
Type of Violation	2012	2013	2014
Misuse of extension cords	10	11	4
Electrical problems (improper fuses, taps, etc.)	2	---	2
Electrical panel with openings	---	---	---
Electrical panel lacks clear access	---	1	1
Worn electrical equipment/wiring/plugs	5	11	7
Missing or broken elec. cover plates	6	1	6
Ceiling tile missing/broken	5	4	6
Holes in walls, ceilings, floors	4	2	1
Exit lights (inoperable /damaged)	8	6	2
Emergency lighting units, inoperable	9	11	5
Heat/smoke detector/alarm inoperable	6	7	4
Enclosure protective doors propped open or fail to self-close	15	4	9
Exit access blocked or impeded	7	3	3
Fire extinguishers overdue for annual inspection	4	4	1
Extinguisher has been discharged	---	---	---
Fire extinguisher missing	1	1	1
Fire Suppression overdue for annual inspection	2	6	1
Sprinkler heads blocked or misaligned, etc.	5	2	4
Fire alarm problems	2	1	4
Fire alarm overdue for annual inspection	---	7	3
Carbon Monoxide detector missing/inoperable	7	5	3
Plumbing problems	2	1	6
Poor housekeeping (individual rooms)	3	1	1
Boiler certificate expired	2	3	1
Panic hardware broken	1	---	---
Flammable liquids improperly stored	3	2	1
Junk and debris	3	2	1
Kitchen not sanitary	1	---	---
Handrail loose or missing	---	1	---
Windows lacking insect screens	2	---	6
Hot plates, toaster, etc.	3	1	3
Totals	118	98	86

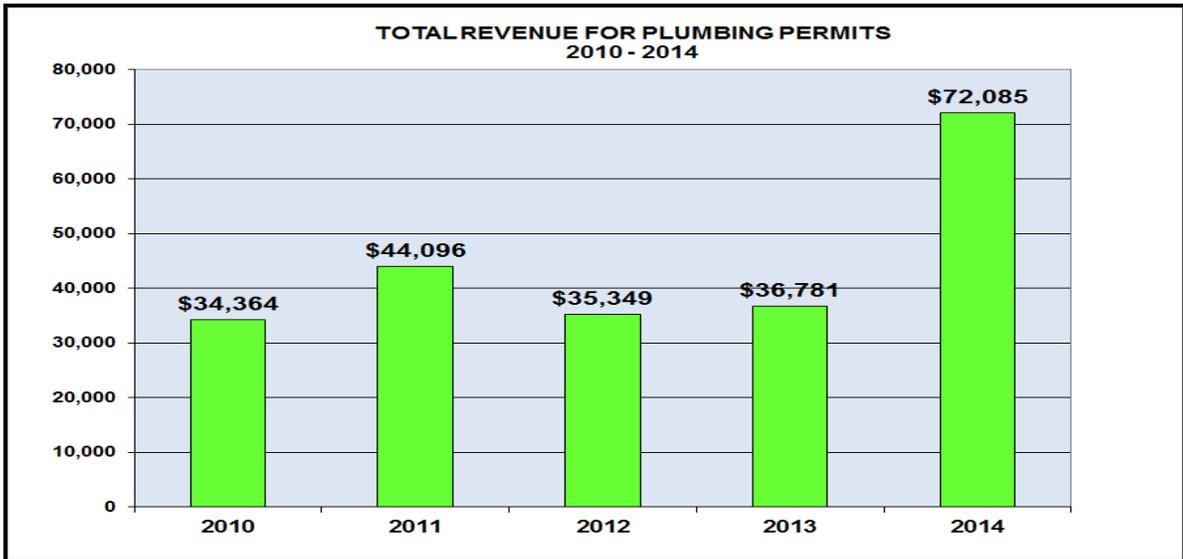
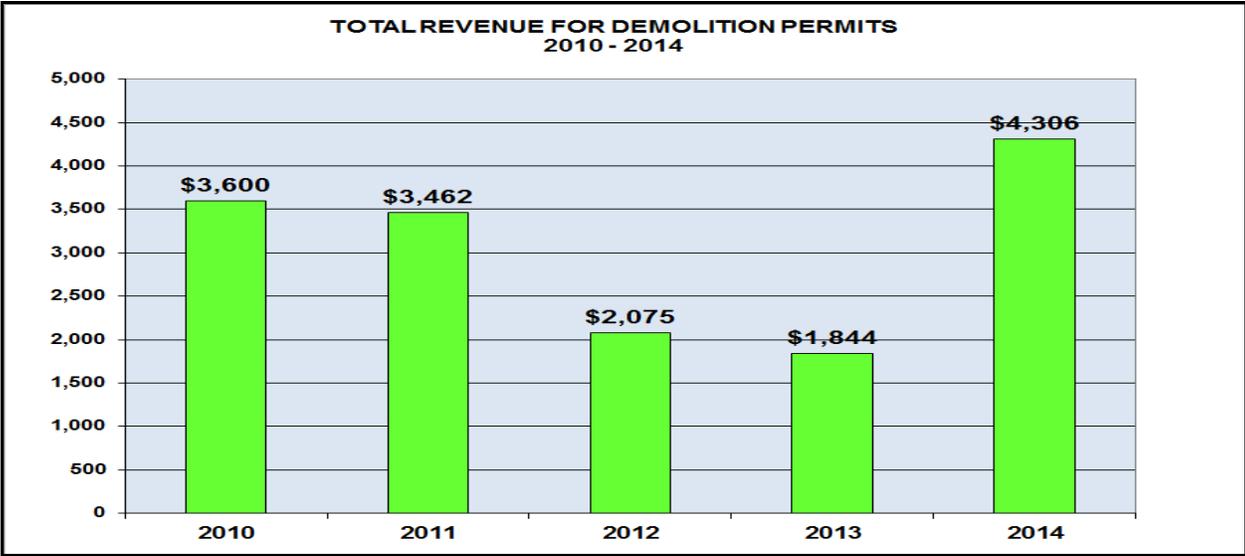
2010 - 2014

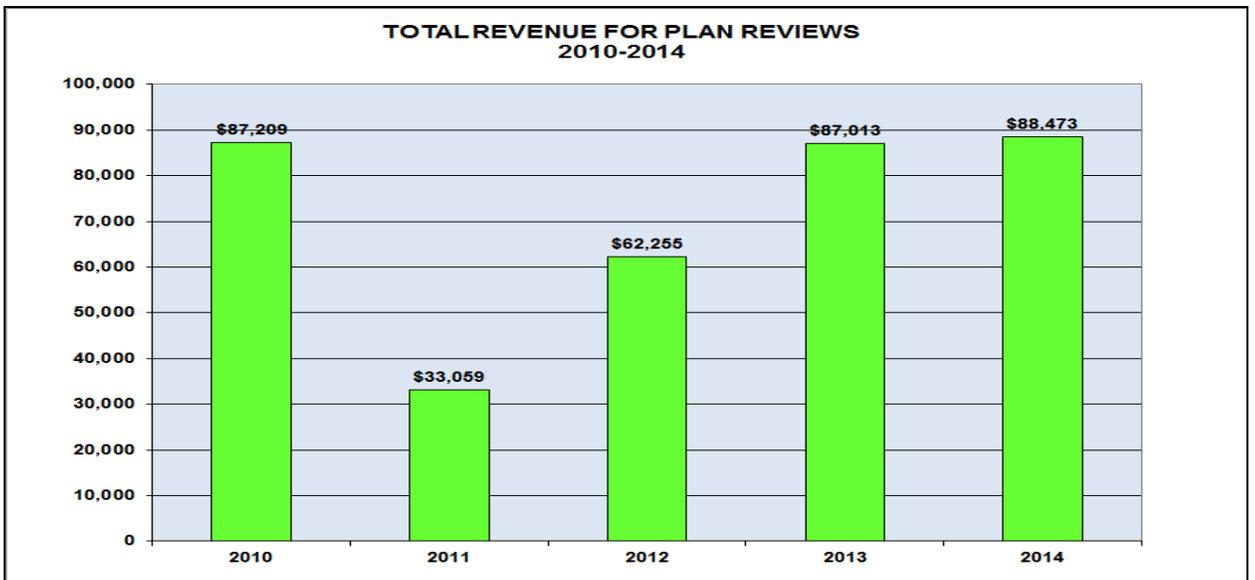
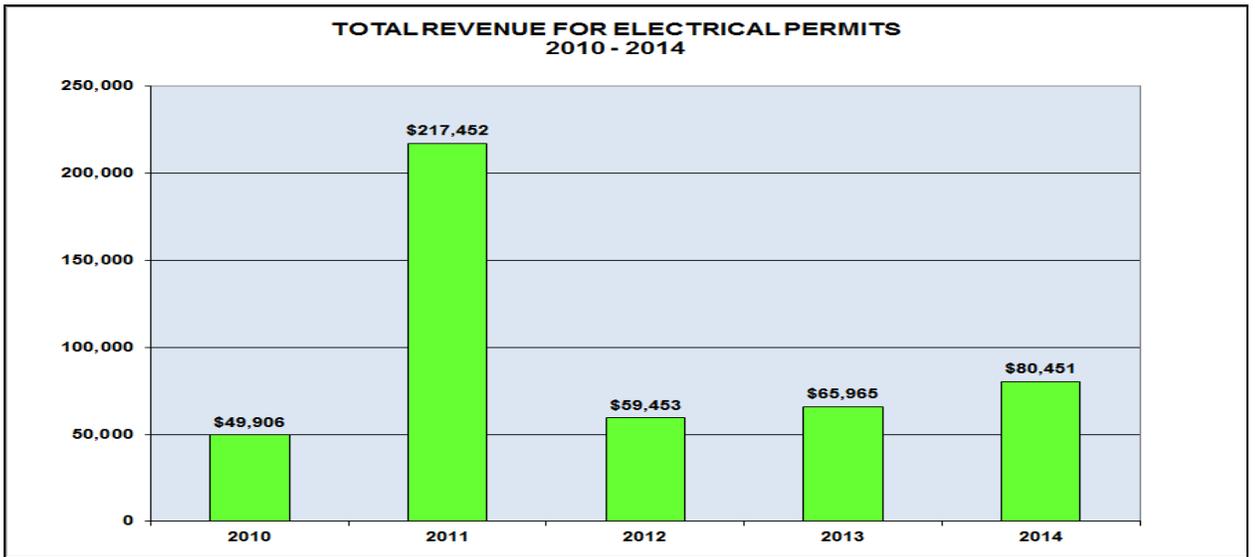
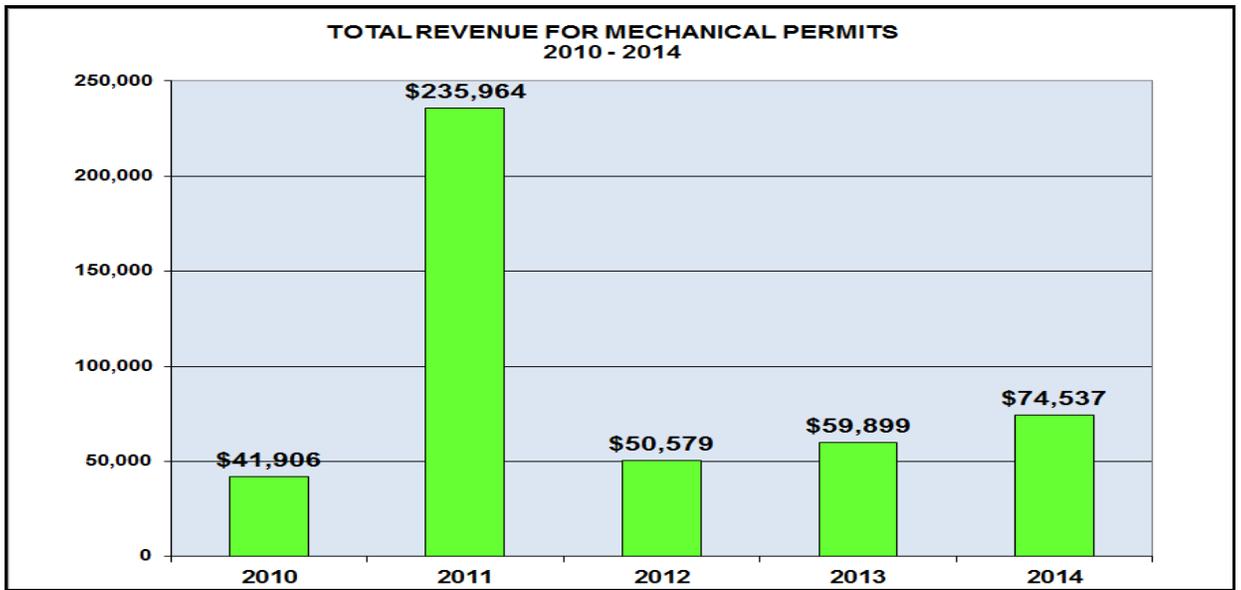
FEE

TOTALS

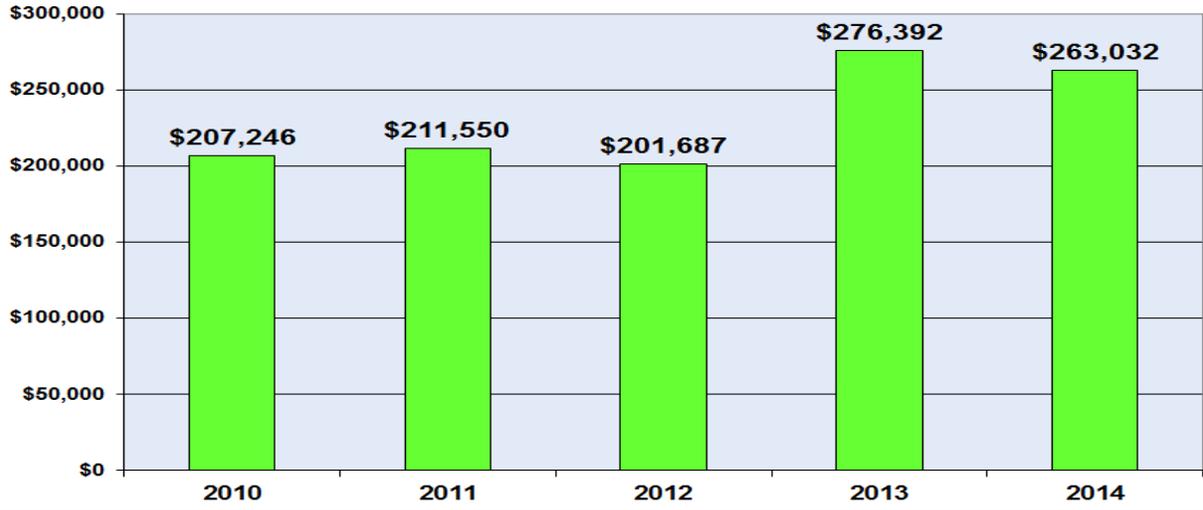
PERMIT FEE TOTALS FOR YEARS 2010 - 2014					
	2010	2011	2012	2013	2014
BUILDING PERMITS	\$67,579	\$269,741	\$93,170	\$90,492	\$166,576
UTILITY PERMITS	\$13,125	\$12,651	\$27,317	\$13,181	\$21,592
DEMOLITION PERMITS	\$3,600	\$3,462	\$2,075	\$1,844	\$4,306
SIGN PERMITS	\$1,862	\$2,075	\$1,496	\$4,644	\$2,021
PLUMBING PERMITS	\$34,364	\$44,096	\$35,349	\$36,781	\$72,085
MECHANICAL PERMITS	\$41,906	\$235,964	\$50,579	\$59,899	\$74,537
ELECTRICAL PERMITS	\$49,906	\$217,452	\$65,965	\$80,451	\$80,451
YEAR PERMIT TOTALS ONLY	\$212,342	\$785,441	\$275,951	\$287,292	\$421,568
PLAN REVIEWS	\$87,209	\$33,059	\$62,255	\$87,013	\$88,473
TEMP C OF O'S	\$655	\$2,045	\$2,845	\$1,175	\$500
ELECTRICAL LICENSE RENEWALS	\$10,925	\$11,925	\$11,950	\$11,975	\$12,230
ELECT NON-URBANA TRANSFERRED LICENSE	\$6,450	\$6,300	\$5,850	\$4,650	\$4,650
ELECTRICAL LICENSE TOTALS	\$17,375	\$80	\$17,800	\$16,625	\$16,880
YEAR TOTALS-only includes group totals	\$317,581	\$820,625	\$358,851	\$392,105	\$527,421
RENTAL REGISTRATION (Includes # units, # bldgs, late fees/fines)	\$207,246	\$211,550	\$201,687	\$276,392	\$263,032
MISCELLANEOUS-VACANT STRUCTURE/BSCBA	\$1,200	\$1,775	\$3,900	\$4,400	\$3,500
HOUSING FAILURE TO COMPLY TICKETS ISSUED	\$0	\$0	\$0	\$7,300	\$900
CERTIFIED HOUSING	\$23,498	\$24,880	\$25,850	\$26,760	\$27,697
BUILDING INSPECTION TOTALS	2,424	2,680	2,648	2,208	295,849







TOTAL REVENUE FOR RENTAL REGISTRATION
****Includes Late Fees/Fines**
2010 -2014



5 Year

REVENUE

COMPARISON

BUILDING SAFETY DIVISION REVENUE

