



PUBLIC WORKS AND COMMUNITY DEVELOPMENT: DEVELOPMENT SUPPORT & ENVIRONMENTAL MANAGEMENT (DSEM)

ALIGNING BOARD PRIORITIES WITH OPTIMIZED RESOURCES

PEOPLE FOCUSED. PERFORMANCE DRIVEN.

Mission & Goal Statements

DSEM: To support the development of a sustainable community and its built environment, while protecting and preserving our natural resources to maintain the quality of life for all citizens while building positive relationships through exceptional customer service.

Development Services: Guide and support the development of sustainable communities through the adopted policies of the Comprehensive Plan and development standards of the Land Development Code, while ensuring and promoting the quality of life for all citizens of Leon County.

Building Plans Review and Inspection: Ensure that built environments are safe, accessible and energy efficient through compliance with all applicable construction codes, plans review, inspections, the use of automated technologies, and continuing staff development.

Environmental Services: Provide high quality technical and scientific permitting and review services to the public and to disseminate environmental information to the public and government agencies in support of environmental protection efforts.

Permit and Code Services: Administer, centralize, coordinate, and facilitate licensing code compliance, citizen review boards, and growth and environmental management services to residents, property owners and land development professionals served by DSEM, in order to achieve compliance with adopted ordinances and policies.

Contact Us

(850) 606-1300
www.LeonPermits.org

PERMITTING, INSPECTION, DEVELOPMENT & SUPPORT

Development Services Division

- Continued to support new development and redevelopment of property and ensured that all developments complied with the applicable requirements. During the year, Development Services issued 8 concurrency certificates, reviewed 665 applications for land use compliance, reviewed 29 exempt subdivision applications, reviewed 33 site and development plan applications, and issued 101 permitted use verifications.
- Initiated the development of a new property addressing database system which incorporates geo-spatial referenced data ensuring the most accurate and precise location for assignment of physical addresses for buildings in the County.
- Provided a “Lunch and Learn” for the business community to provide business owners the opportunity to identify potential improvements to land development requirements and procedures to help support business expansion.

Building Plans Review and Inspection Division

- Continued to ensure building safety within unincorporated Leon County: performed 15,691 building, electrical, plumbing and mechanical inspections; completed 9,204 plan reviews; and issued 4,602 building permits.
- Leon County understands that building projects, both big and small, happen day and night, weekdays and weekends. If a family needs electrical service repaired to power appliances or their heating and cooling, the work may occur after-hours or on the weekend. Now Leon County employees from Building Plans Review and

Inspection Division can perform inspections at times not only convenient, but necessary for County residents. This expanded service demonstrates Leon County’s commitment to a culture of performance that delivers effective, efficient services to people throughout the community. Previously, single-family dwellings were only inspected during normal work hours and not on the weekend. Citizens can take advantage of this new service immediately.

Environmental Services Division

- Assisted the Planning Department with amendments to the Comprehensive Plan regarding significant slope requirements in the Urban Services Area. Drafted significant slope regulatory changes to the Land Development Regulations proposed for Board adoption.
- Continued to protect the community’s natural features: reviewed and approved 45 Natural Features Inventories, 99 site plans, 26 operating permits, 400 single-family permits, 206 operating permit renewals, and 70 environmental permits. Also, provided customer service to over 1,600 call/walk-in customers and performed more than 7,000 environmental inspections.

Permit & Code Services Division

- Development support through customer service is critical. During the year, more than 12,792 walk-in customers were assisted, over 32,652 phone calls were answered, and over 238 online Citizens Connect service requests were addressed. Additionally, 1,409 contractor licensing customers were supported over the phone or in person.
- Staff responded to 3,339 code compliance calls from citizens, reporting issues such as public nuisances, junk, illegal dumping, or illegally removing trees or filling wetlands, resulting in 886 site inspections, and the presentation of 120 cases before the Code Enforcement Board for resolution.



Did You Know

DSEM staff is available to meet with Homeowners and Neighborhood Associations periodically to address code enforcement topics.

Strategic Initiatives/Support Highlights
Economy

- Waived all County review and building permit fees for the construction of new, single-family dwellings, installation of manufactured homes, and additions and alterations to existing single-family dwellings for honorably discharged veterans with a 100% service-connected disability. Three Leon County veterans benefitted from this waiver through cost reductions, totaling more than \$3,000 during the first three quarters of FY 2013.
- Suspended fees for extensions to development orders and building permits to allow property owners to maintain their approvals without incurring additional costs.
- Integrating low-impact development practices into the development review process to reduce the overall size of a development project's required stormwater holding pond, while also enhancing water quality.
- Updating 100-year floodplain data in GIS, based on site-specific analysis received during the development review process, to ensure future development is permitted outside of flood prone areas, and to provide a database to assist property owners and consultants with the design of proposed developments.

Quality of Life

- Instituted a property registration process for abandoned real property to ensure vacant properties are adequately maintained.

Governance

- Began offering after-hours and weekend building inspections for certain types of construction projects. This change allows contractors the ability to expand their hours of operations. It is anticipated to especially assist roofing, HVAC, and other specialty contractors, and will also provide homeowners the opportunity to be present during the County's final inspection of their project.



DSEM Lunch and Learn

- Implemented the new Abandoned Property Registration Ordinance, approved by the Board on March 12, 2013. This ordinance establishes a registration program as a mechanism to protect neighborhoods from becoming blighted through distressed and/or abandoned properties which are subject to mortgages that are in default. In 2013, there were 373 properties registered within unincorporated Leon County.
- The Development Services Addressing Section assigned or verified over 2,470 addresses.
- Service Advisors provided assistance to approximately 1,055 walk-in customers and approximately 3,067 telephone customers in 2013.
- To safeguard property owners, staff verifies contractors' and subcontractors' licenses to ensure all appropriate licenses, workers compensation and general liability are current before issuing permits.



Building Inspection