

NEIGHBORHOOD DEVELOPMENT SERVICES KEY ACCOMPLISHMENTS BUILDING AND ADMINISTRATION DIVISION 2018

- Continued management and oversight of the Atlanta Braves Spring Training facility and all ancillary buildings and operations at their project in the West Villages and they are on track to open early 2019
- The Braves Training Academy will open in 2019 bringing all their training and medical operations to North Port.
- Continued cross training program for inspectors is underway, with specific trade discipline staff meetings occurring bi-weekly across the department.



- Staff continues to receive certifications and meet requirements of the State Building organization.



- **53,187 inspections** were performed between October 1st to September 30th

- **9,361 miscellaneous permits** were issued October 1st to September 30th – on target to hit 10,000 permits for calendar year 2018

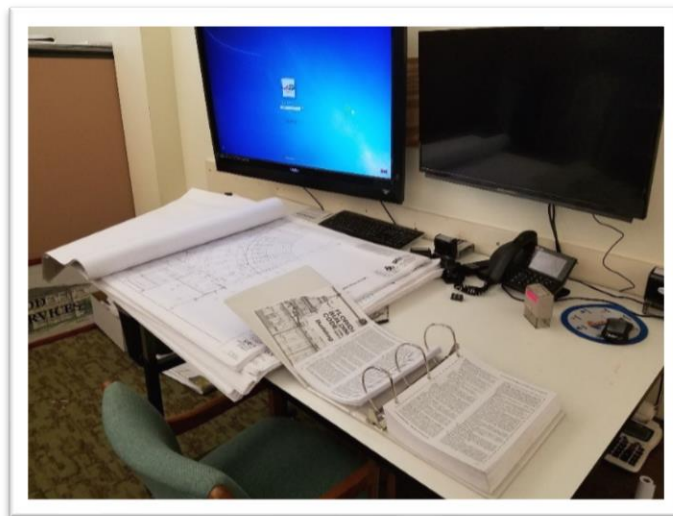
- **1,241 new residential (homes) permits** were issued October 1st to September 30th representing \$308,121,033 in values

- **1,035 Certificate of Occupancies** were issued for new residential homes October 1st to September 30th

- **60 commercial permits** were issued October 1st to September 30th representing \$58,153,995 and 567,000 SF of space



- Training of employees on electronic plan review continues across all NDS, including Building and Planning, with a goal of electronic plan submittal to coincide with new Trakit software in place mid-year 2019



- Skype online inspections increasing for use on mechanical and re-inspections
- Skype online inspection application is being used by the City Arborist for several of their inspections processes.



NDS BUILDING AND ADMINISTRATION GOALS FOR 2019

- **Develop front line** Development Tech staff to support entire NDS operation across all three divisions, cross training all staff
- Create a process for **improved record keeping** and filing
- Create an **Outreach/Community Involvement** role to support an overall NDS Communications Strategy across all NDS divisions
- Develop a **“One-Stop Permit Center”** and a **“Contractor Corner”** for all NDS functions and develop operations with centralized permit intake and processing
- Establish Staff **“Ride Alongs”** with office and inspection/field staff to familiarize with all NDS functions
- Formally establish an **“Over the Counter”** or OTC Permit function for simple sheds, fences and small accessory structures for a one day turn around
- **Build on creating** additional simple one pagers FAQ’s for community outreach and other uses, on various development management functions across the NDS department
- **Identify all NDS Vehicles** by Division to better identify staff and increase community visibility across the entire department – “Planning, Code Enforcement and Building” functions
- **Streamline City review** processes for all City initiated projects, along with improvements to the SDR process for private developments that include all City departments and divisions
- **Provide acknowledgment** of a “Thank you” for compliance to code issues that we cite citizens on.
- **Improve the Call Routing** and Customer Response program for all of NDS, with a redesigned call transfer and routing system

