

CITY OF FLORISSANT



PUBLIC WORKS DEPARTMENT

Building Toward the Future

Working For You

Review Of Fiscal Year 2011

<http://www.florissantmo.com/dept/publicworks/director.htm>

February 2, 2011

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Highlights

2011 Annual Report

Public Works Department

Louis B. Jearls, Jr., P.E., Director of Public Works and Health

Pat Scaglione, Executive Assistant

Fiscal Year 2011 was again a very busy year for the Public Works Department. This department is composed of four (4) separate and distinct divisions: Health, Engineering, Street and Building divisions ... having 47 full-time employees and 8 permanent part-time employees. Detailed activities of each division are contained in this report; however, I would like to *highlight* some of the activities of each division below.

The **Health Division** continues to be very pro-active about trash and debris violations, weed problems (especially in the Spring of the year), rat and rodent concerns, mosquito fogging, animals at large, managing a kennel for stray dogs and cats for adoption; **but they continue to shine in the areas of scheduling the four Senior buses and recycling. This year the Health Division transported 8,118 residents and seniors over 36,639 miles.** In the area of recycling, the Health division has collected over **53.61 tons** of plastic, glass, tin, & aluminum and magazines, newspapers and office papers. They are also very instrumental in the administration of our Single Trash Hauler program which has further collected over **2393.4 tons** of recyclables.

The **Engineering Division** is actually comprised of two sections ... one section is managed by the Chief Engineer ... and one section is managed by the City Engineer.

- The Chief Engineer repairs and maintains the heating, ventilating, and air-conditioning (HVAC) systems of ALL city buildings and facilities ... 14 main facilities and as many smaller miscellaneous facilities ... with a full-time staff of two people (one other than himself). They also handle a variety of other miscellaneous projects including electrical, plumbing, and decorative street lights on Hwy 67 and in Old Town.
- The City Engineer has always been very involved in high profile projects throughout the City. He handles all excavation permits, flood plain development projects, the sidewalk replacement program, any new subdivisions, the residential sanitary sewer lateral insurance program, and secured grants for various projects throughout the City. This past year the residential sanitary sewer lateral insurance program was again very active with **118 repairs** being made at an average cost of **\$1159 per repair**. However, storm water flooding continues to be a major residential problem ever since the severe flooding we had in 2008. Currently **11** different MSD sanitary/storm water projects, **1** MoDOT projects and **6** County Highway project are being monitored in their various stages of surveying, design, bidding, and construction. The Residential Sidewalk Replacement Program remains popular performing **\$225,000 in repairs**.

The **Street Division** has the daunting task of repairing and maintaining about 168 miles of streets representing an \$85 million infrastructure (replacement value). By current industry standards over \$3 million should be spent on repairs and maintenance each year; however, considerably less has been spent yearly due to the emphasis being placed on *preventative maintenance*. In **2011 however over \$3,800,000 was spent on contracted street repairs and maintenance** besides work performed by city forces. The Street division performs a variety of street repairs and maintenance work such-as pothole patching, crack sealing, mud-jacking, concrete pavement replacement, slurry seal and asphalt overlays. They also install street name signs, traffic signs, pavement markings, perform street sweeping, install and maintain pedestrian street lights and crosswalks. Of course one of the areas they shine in is the area of handling winter storms, ice and snow removal. **In 2011 winter storms were the big story costing the City over \$309,460.** By comparison in 2010 \$223,604 was spent on winter storms and in 2009 \$180,851.

The **Building Division** has the primary task of maintaining all residential and commercial buildings and structures throughout the City by the issuance of building permits and performing inspections. In 2011 there were 4757 permits issued, resulting in \$389,014 in permit fees requiring 16,202 inspections.

The City takes a very pro-active approach to property maintenance performing a variety of inspections such as full occupancy inspections, building permit inspections, exterior drive-by inspections, complaint inspections, dangerous building inspections, yearly annual City building inspections, yearly Special Permit and B-5 inspections, home occupation inspections and more specific neighborhood &/or ward inspections.

Annexation Proposals are handled exclusively by the Director and the Executive Assistant. For the City of Florissant, areas can be annexed into the City in four (4) specific ways:

- By a regular ‘Annexation’ going before the vote of the people,
- By a ‘Simplified Boundary Change: Annexation’ which is a petition signed by 75% of the registered voters in the area wanting to be annexed,
- By a ‘Simplified Boundary Change: Transfer of Jurisdiction Between Municipalities’, and
- By a ‘Simplified Boundary Change: Transfer of Jurisdiction between a Municipality and County’ which is how we obtained the golf course from St. Louis County. 10

In 2010 the City of Florissant made a proposal to the St. Louis County Boundary Commission to annex Area 13 (bounded by N.Hwy 67, Coldwater Creek and Old Halls Ferry) ... the Boundary Commission has approved the proposal which will go before a vote of the people on April 3rd, 2012.

ENGINEERING DIVISION

Timothy J. Barrett, P.E., City Engineer

The City's Engineering Division is responsible for assuring the quality of the City's infrastructure which includes all bridges, roads, sanitary and storm sewers, along with state and county highway projects through design and construction. Related programs consist of administering the Residential Sanitary Sewer Lateral Insurance Program, the Sidewalk Replacement Program, regulating underground fuel storage facilities, the review and monitoring of new and existing subdivisions, various City Hall improvement projects, applying for various federal and state grants, in addition to, working closely with the Mayor, Economic Development Director, and the Building Division on all new developments in the City. The City's Engineering Division also maintains all City maps, information on all City owned buildings and structures, monitors and regulates all public right-of-ways and adheres to the residents inquiries on various engineering issues. A brief outline of the past year's highlights is as follows:

Office Engineering Projects/Programs:

	<u>2010</u>	<u>2011</u>
• Excavation Permits Issued & Inspected	308	200
• Stations Notified of Annual Underground Storage Tank Certifications Due	23	20
• Summonses Issued	0	1
• Investigated Residential Storm Water Concerns and Forwarded to the Metropolitan St. Louis Sewer District (MSD) if necessary.		
• Investigated Right-of-Way Hazards.		
• Answered floodplain determination inquiries.		
• Received, and recorded two (2) letters of Map Amendments from the Federal Emergency Management Agency (FEMA).		
• Provided Construction Administration for Lindbergh Corridor Enhancement Project - Phase II.		
• Continued the eleventh year of the Residential Sanitary Sewer Lateral Insurance Program (SLIP).		

On April 4, 2000, the citizens of Florissant approved the SLIP on the Florissant City election ballot. On January 1, 2001, the Engineering Division began implementing the City's new SLIP.

The Residential Sanitary Sewer Lateral Insurance Program - covers the cost of repairing a defective residential sewer lateral in the City of Florissant. Under this program, homeowners paid a \$50.00 ANNUAL FEE in 2011. This fee is included on the real estate property tax bills issued to homeowners in the City of Florissant each year. The annual fee establishes a fund that will cover the cost of repairing a defective sewer lateral. In 2012 the ANNUAL FEE will be reduced to \$28.00. This program does not apply to commercial, industrial, or multi-family properties with more than six (6) dwelling units.

The residential sanitary sewer lateral that is covered under this program is the portion that runs from the Metropolitan St. Louis Sewer District's main sewer line up to within five (5) feet of the residential dwelling unit. The homeowner is responsible for the cost of repair or replacement of their sewer lateral inside their home.

The program **does not cover** septic tank replacement, private treatment systems or the cost to replace any trees, shrubs, flowers, sod, decks, concrete work (**except for sidewalk and street work**), retaining walls, or out buildings that may be damaged during repair of the sewer lateral. This program **does not** cover the portion of the sanitary sewer lateral within five (5) feet, under and inside the residential dwelling unit.

The program **will** cover only sanitary sewer laterals that connect to the Metropolitan St. Louis Sewer District's main sewer system. The program is responsible for covering the repaired sewer lateral site with clean fill soil including seeding the area.

	<u>2010</u>	<u>2011</u>
- Total Applications Received:	121	122
- Total Applications not Approved:	14	16
- Total Applications Approved/Completed:	118	100*
*5 Additionally Repaired in 2012, 1 Repair Pending		
- Average Turnaround Time for Repairs:	1 Week	1 Week
- Average Cost for Sewer Lateral Repair:	\$1,159.37	\$1,244.64

To find out more about the policies and procedures of the Florissant Residential Sanitary Sewer Lateral Insurance Program please access City of Florissant's website at www.florissantmo.com and click the Engineering Division under the Public Works Department on the homepage.

Metropolitan St. Louis Sewer District (MSD)

The Engineering Division works with MSD representatives on various sewer/stormwater projects throughout the year. 2011 projects that were either in design or construction were:

- Brightwell Court Sanitary Relief Project
- Fountain/Anthony Lateral Sanitary Relief Project
- Burning Tree Drive, Fox Run Drive and Bluefield Drive Storm Sewer Relief Project
- Carmelita Drive Storm Sewer Project
- CC-013 New Halls Ferry Road/Greenway Chase Drive/Patterson Road Storm Sewer Relief Project

- Thunderbird & Cardinal Drive Storm Sewer Relief Project
- Gallant Fox Drive Storm Sewer Relief Project
- Graham Road #630 Storm Sewer Project
- Lindbergh & Patterson Storm Sewer Relief Project
- Rissant Drive #39 Storm Sewer Relief Project
- Thunderbird Drive Bank Stabilization Project

State & County Highway Department Projects Reviewed and/or Coordinated

- ▶ Resurfacing of New Halls Ferry Road from North Highway 67 to Coldwater Creek.
Completed in 2011.
- ▶ Resurfacing of, and ADA sidewalk improvements to Howdershell Road from I-270 to Friendship Court.
Completed in 2011.
- ▶ Optimization of traffic signals along the North Lindbergh/North Highway 67 Corridor.
Estimated for construction in 2012.

This Division is working closely with St. Louis County Department of Highways & Traffic representatives to bring new infrastructure projects into the City. Such projects that will be forthcoming include the following:

- ▶ Safety improvements to Shackelford Road from Charboiner Road to Humes Lane
Estimated for construction in 2014/2015.
- ▶ Construction of a Right-Turn lane from Howdershell Road (eastbound) onto Charboiner Road (southbound).
Estimated for construction in 2012/2013.
- ▶ Extending the Right-Turn lane from Patterson Road onto North Highway 67.
Estimated for construction in 2012/2013
- ▶ Improvements to Charbonier Road, Aubuchon Road and Missouri Bottoms Road to reduce flooding and increase safety.
No timetable for construction at this time.

FY'2011 Sidewalk Trip Hazard Removal Program:

-	PCC 4" Sidewalk Replacement	(22,154 SF)	\$119,408.24
-	PCC 6" Driveway Walks and/or Approaches	(500 SF)	\$3,000.00
-	Sidewalk Grinding	(5,472 LF)	\$102,591.76
	Total:		<u>\$225,000.00</u>

Other Related Engineering Projects:

- Coordination with the Community Development/Housing Center Department on various Census and mapping updates.
- Coordination with the City Clerk's office and St. Louis County Mapping Division to review and revise all new GIS information for City base maps to include changes to the ward boundaries resulting from redistricting.
- Coordination with the City Clerk's office to update the street guide, including address ranges in each ward; revised wards resulting from the new census figures and annexation areas.
- Originally funded in FY'02 for the inception of the City's **Geographic Information System (GIS)**, the City originally contracted with St. Louis University, with the assistance of the Mayor and through the University's GIS Department, to begin creating a digitized web base map which serves as a building block for future geomedia additions. In 2011, the City contracted with University Geospatial/Geo Tec Associates (UGT) to add technical knowledge in software updates, server set up and data population to establish a standard compliant GIS foundation.

Upcoming Engineering Projects/Programs for FY'2012:

The following is a preliminary list of projects/programs that will fulfill the duties in the 2012 fiscal year:

- Administration of the Residential Sanitary Sewer Lateral Insurance Program.
- Thorough inspection of all Citywide construction and public right-of-way projects for contractual and City Ordinance compliance.
- Processing of floodplain applications/permits when requested by new developments.
- Continue to resolve resident issues on various engineering inquiries.
- Continue to work with the Community Development/Housing Center Department regarding grant applications/floodplain issues in addition to various census and mapping issues.
- Complete all resident boundary adjustment property plat requests within a week turnaround.
- Update all changes to the Written Administrative Procedures for Floodplain Management Regulations.
- Update all changes and attend all meetings regarding the written Administrative Procedures for the National Pollutant Discharge and Elimination System Program Phases II and III.
- Continue to have timely turnaround responses regarding monthly letters to MoDOT for bridge and enhancement project reimbursements.
- Administer all MSD Storm and Sanitary Sewer Infrastructure Improvement Projects (Preliminary & Final Design Reviews, Construction Inspections & Closeout).
- Prioritize and submit the Residential Storm Water Concerns List to MSD.
- Accompany State Inspector on the bi-annual inspection of our eighteen-(18) federal-aid-eligible bridges.

- Continue to coordinate the upgrades of the ongoing GIS contract and to build future geomedia concepts for the next fiscal year.
- Maintain current status for excavation permits.
- Provide Construction Administration during construction of the City's new Salt Storage Facility at Koch Park.
- Attend Workshops and Conferences to keep City updated on latest Federal and State certifications and/or requirements.
- Apply for Grants funding for future City projects.
- Apply for the City's acceptance into the National Flood Insurance Program's Community Rating System, which would offer discounts to residents paying for flood insurance.
- Receive and record Letters of Map Amendments from FEMA.

Capital Additions from FY'2011:

Engineering Division - \$0.00

Sewer Lateral Division:

Tandem Dump Truck \$98,200

Skid-Steer Loader (Bobcat) & Trailer \$37,000

HEALTH DEPARTMENT

Greg Koester, Health Foreman
Robert Morris, Health Foreman

The City's Health Division is a small department with many responsibilities. The Health Department's main task is to provide residents with a clean and safe community in which to live. Health Officers enforce city codes relating to property maintenance, educate and assist residents with rodent problems, provide mosquito control, clean-up and maintain derelict properties and provide animal control services to our residents.

The Health Department continues to operate a drop-off recycling facility located at St. Ferdinand Park. This recycling center has provided residents and non-residents alike a place where they can drop-off their recyclable items. Recycling will reduce the amount of waste in our landfills and lessen our impact on the environment.

Health Department personnel also operate and maintain the city's senior resident transportation service known as F.L.E.R.T. (Florissant Local Elderly Resident Transportation). The city has two (2) full-time busses that run weekdays transporting residents to and from the grocery store, hair appointments, doctor appointments and the like. In addition the city maintains two (2) larger trip busses that can be utilized by senior citizen clubs for out of town excursions. The busses are also used during city festivals, parades and for emergency purposes if needed.

Various Health Department personnel must possess and maintain a Commercial Drivers License and officers must maintain a Public Health license issued by the State of Missouri Department of Agriculture. Personnel also serve on various commissions. The Environmental Quality Commission meeting is attended by a Health Foreman and the department's secretary, who also serves as the recording clerk. The EQC meets the third Wednesday of every month at the James J. Eagan Center at 7:00 p.m. to discuss environmental topics and ways the city can help reduce our impact on the environment.

ANIMAL CONTROL

Located within St. Ferdinand Park is the city's animal shelter. Full-time and part-time Health officers maintain this facility 7 days a week. In 2011 personnel have responded to 790 calls for service regarding dogs and cats running at large throughout our neighborhoods. 339 animals have been reunited with their owners while 141 have found new homes through adoption. 250 animals were transported to St. Louis County's animal facilities where they may again be placed for adoption. Officers have also handled 441 requests for live traps to help residents deal with nuisance wildlife issues.

VECTOR CONTROL

2011 saw a decrease in the number of calls for service regarding rodent complaints. Health Department personnel rendered assistance to 263 residents, helping them to control and/or eliminate rodent activity around their homes.

Mosquito control began with larvaciding the last week of April 2011, using three (3) 40 pound sacks of Teknar G throughout the season. This product is used for treating stagnant bodies of water found in derelict pools, ponds, roadside ditches, etc. The adulticiding phase, otherwise known as mosquito fogging, began the third week of May 2011 with spraying taking place late in the evenings. 330 gallons of Anvil 2+2 ULV solutions were used to help control the adult mosquito population.

PROPERTY MAINTENANCE

Our Health Department is very pro-active about trash and weed problems. Enforcing the city's public nuisance ordinance is a must in order to maintain a safe and clean environment. Unfortunately there are times where the city must take corrective action in order to bring a property into compliance with city codes. This year 1,391 complaints were investigated. As a result of these investigations city personnel took action to remove trash/garbage from 135 properties. Mowing and trimming action had to be taken 567 times. Of these 221 vacant residential and commercial properties were maintained throughout the year.



As a result of these actions \$95,173.13 in maintenance bills were sent to property owners for reimbursement or bills were forwarded to St. Louis County to be included on real estate tax bills for collection.

RECYCLING

The City of Florissant and its residents have been very successful in eliminating waste from our landfills and protecting our environment. Residents, non-residents and businesses continue to utilize our recycling facility in St. Ferdinand Park. This facility accepts a variety of materials such as glass bottles, cardboard, newspapers, junk mail, steel, tin and aluminum cans, phone books, magazines and plastics 1-5. Holiday strand lights are recycled from December 1st through March 1st of the following year.

In 2011 53.61 tons of material has been recycled through our facility in St. Ferdinand Park. Our city's waste hauler, Meridian Waste, has reported that residents have recycled an additional 2,393.44 tons of material that have been picked up curbside. The City of Florissant Health Department continues to distribute 64 gallon recycling totes free of charge to city residents.



SENIOR BUS TRANSPORTATION

The senior citizen bus transportation service known as F.L.E.R.T. continues to thrive and offer residents a way of getting around town. Senior citizens or physically challenged residents can call and obtain rides to the grocery store, hair cut appointments, doctor appointments, etc.

The city's two (2) F.L.E.R.T. busses have logged a total of 36,639 miles while transporting 8,118 passengers.

The city's two (2) larger trip busses have logged a total of 7,906 miles while transporting some 3,189 passengers from various senior citizen organizations to and from out-of-town trips, bingo club gatherings, etc.



ADDITIONAL

In 2011 the animal shelter received an upgrade to the kennel area. The walls and floors were resurfaced and painted at a cost of \$4,337.00. This project came in under budget by \$1,663.00.

No capital addition items were budgeted for 2011.

STREET DEPARTMENT

ANNUAL REPORT FISCAL YEAR 2011

Gary L. Meyer, Superintendent of Streets

<u>Maintenance:</u>	2009	2010	2011
Crack Sealing			
- Streets Miles Sealed	26	22	20.7
- Gallons of Asphalt Applied	5745	4,678	4,127
Ice & Snow Removal			
- Number of Storms	6	8	11
- Tons of Salt Applied	2,385	1,963	3615
- Gallons of Calcium Chloride Used	12,300	8,140	9210
- Overtime Man Hours Required	1,042	1,021	1918
- Cost of Storms	\$180,851	\$223,604	\$309,460
Concrete Pavement Replaced by City Forces			
sq. yds. streets	2,390	830	900
sq. ft. sidewalks	300	530	480
Street Sign Repair/Replacement	294	263	246
Street Marking			
- Crosswalks (Each)	80	45	81
- Centerline (LF)	128,374	125,400	128,587
Street Sweeping			
- Curb Miles Swept	2,745	2,975	2,893
- Days Swept	161	175	168
Service Requests			
- Curb Repair	12	9	51
- Pot hole repair (Tons)	400	954	730
- Miscellaneous	516	605	532
- Tree Limbs, calls	27	60	80
Vehicle Maintenance			
- Preventive Maintenance	225	270	251
- Work Orders	715	701	687
Sewer Laterals			
- Excavations	183	169	101
- Total Cost	\$99,708	\$77,000	\$44,426

Supervision of Contract Construction:

- Concrete Slab Replacement - FY 2011 - 21 streets totaling
23,364 Sq. Yds. \$796,727
- Surface Sealing - 112 streets totaling 303,510 Sq. Yds.
of slurry seal covering 20.7 miles at a cost of \$597,916
- Major Repairs/Asphalt Overlays - 14 streets totaling
4,501 tons of asphalt 5,383 sq. yds. of concrete. \$481,829

Capital Additions:

- (2) Pick-up Trucks \$40,000
- (1) Walk Behind Concrete Saw \$15,000

Total Capital Additions: \$55,000

Coordination with the Metropolitan St. Louis Sewer District:

Review and inspection of 85 calls and 15 letters issued regarding residential concerns in the right-of-way.

Other Accomplishments:

Evaluate and rate all City owned streets consisting of 839 records covering 168.4 miles.

Review of 9 traffic related items presented before the Traffic Commission.

BUILDING MAINTENANCE

John Druelinger, Chief Engineer
Tom Troll, Building Maintenance

The City's maintenance division is involved in maintaining and repairing all of the city properties. The work includes but is not limited to JJE Civic Center (ice rink, theater, gym, and swimming pool), JFK Community Center, Government Building, City Hall, Police Headquarters, Senior Center, Bangert pool, Koch aquatic center, City Garage, Health building, Parks buildings, Golf course buildings, and all of the old style lights on Lindbergh and St. Francois. The work involves all aspects of maintenance, including, HVAC, electrical, and plumbing, repairs, improvements and additions, general and preventative maintenance, special projects, and coordinating with contractors that we have contracted work out to.

We have continued to make many changes to the building control systems and equipment. These changes, although the general public does not see them, have resulted in savings energy. We continue to make improvements to our behind the scenes equipment and preventive maintenance so that everyone can better use and enjoy all of our beautiful facilities. We are always looking to use more energy efficient procedures and equipment whenever possible.

We are continuing our preventive maintenance program to keep all of the equipment working at efficient levels. This has cut down dramatically the amount of emergency repairs that are needed, this coupled with more changes to our DDC Controls system, has improved the comfort level in the buildings, and our energy efficiency. We are constantly looking for ways to improve all of the buildings and update wasteful systems and lighting.

Besides the normal changes and repairs we have made this year, we are also involved in projects such as the installation of the solar voltaic panel system on the roof of the Eagan Civic Center. We recently completed an energy retrofit project that has made some of our building systems more efficient. Another major energy saving project that was completed this year is the conversion of the lights on Lindberg Blvd. to LED lights, greatly enhancing their, efficiency, and reliability.

The changes and repairs that we made this year are numerous. Our hard working dedicated, maintenance department crew consists of; John Druelinger and Tom Troll. We share round the clock, on call duties, on a monthly rotating basis. We work hard to keep every thing running in good working order.

BUILDING DIVISION

BUILDING DIVISION

Philip E. Lum, AIA- Building Commissioner

The mission of the Building Department is to enforce building codes, zoning codes and property maintenance codes in order to protect life safety and enhance the quality of life for the residents of the City of Florissant. Florissant enforces the latest codes with city amendments, which encourages quality construction and the use of design professionals for responsible use of energy:

- International Energy Conservation Code 2009 edition
- International Building Code 2009 Edition
- International Residential Code 2009 edition
- National Electric Code 2008
- International Mechanical Code 2009
- International Plumbing Code 2009 Edition
- The International Existing Building Code, 2009 Edition
- The International Private Sewage Disposal Code, 2009 Edition
- The International Code Council Performance Code, 2009 Edition

Referenced standards: The application of numerous, referenced within codes regarding construction engineering, materials, methods and product testing are also enforced, such as:

ANSI- American National Standards Institute

FM- Factory Mutual

ICC- International Code Council (which includes accessibility, etc.)

NFPA- National Fire Protection Association Standards

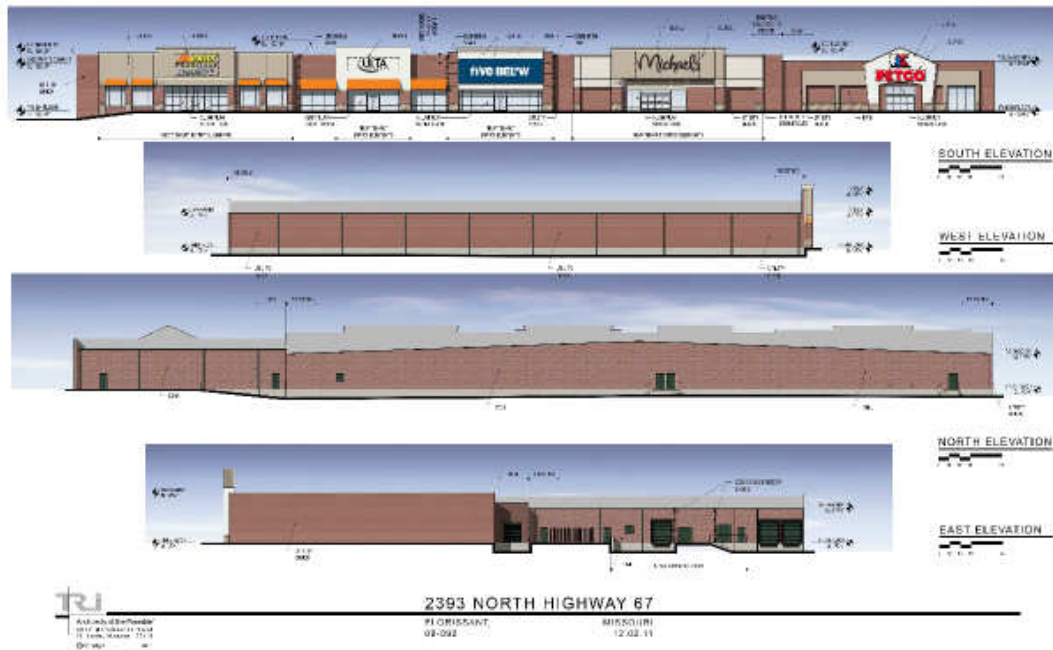
UL- Underwriter's Laboratories...etc.

A summary of this work includes:

- | | |
|---|--------------|
| ○ Total Permits Issued | 4,757 |
| ○ Total Permit Fees Collected | \$386,014.00 |
| (Includes \$91,680.00 for Residential Occupancy Permit Fees and \$9,120.00 for Commercial Occupancy Fees) | |
| ○ Total Inspections Performed | 16,202 |

The purpose of the zoning code is to protect of the public interest by regulating the Zoning and usage of land within Zoning Districts of the City of Florissant. The Building Commissioner works as the staff liaison to the Florissant Planning and Zoning Commission.

The Building Department worked with Planning & Zoning Commission on the following projects, which required a Re-zoning or Amendment:



Value City

B-5 Amendment: drawings courtesy Tri. Architects



Wal-Mart Rezoning & B-5: renderings courtesy THF

The Building Department worked with Answers, Inc. on a new Assisted Living Center now called “The Bridge”, the second phase of a three phase project:



Garden Plaza- Assisted Living Units: Picture courtesy Answers, Inc. Architects



Garden Plaza- ‘The Bridge’ Dining Center: Picture courtesy Answers, Inc. Architects



Garden Plaza- 'The Bridge' Dining Center: Picture courtesy Answers, Inc. Architects

Construction inspections were completed for the following projects and occupancies granted:



Northwest Healthcare- Medical Offices (KAI Architects) picture courtesy BJC



Northwest Healthcare- Medical Offices (KAI Architects) picture courtesy BJC



Northwest Healthcare- Medical Offices (KAI Architects) picture courtesy BJC

The Landmark and Historic District Commission- The Building Commissioner is liaison to this Commission. This Commission is established with 7 members who have a demonstrated interest in history and preservation with regard to the Re-designated Landmarks within the City of Florissant and in coordination with the State Department of Natural Resources, State Historic Preservation Office as a requirement for the City of Florissant to be a Certified Local Government.

Since 1985 the State Historic Preservation Office (SHPO), funded by NPS support and guidance program for Preservation of historic properties, gives the City for these benefits:

- Seed money grants, credibility and legitimacy, connection to City Planning through staff, increased cooperation between local preservationists and SHPO and statewide network established, Grants: SHPO grants account for minimum 10% of Federal Funds allocated to the State for preservation, surveys, education, nominations to the National Register, Hundreds of activities per year, statewide, and intent: 1980 Amendments to the National Historic Preservation Act to expand federal-state partnership to include local government to encourage preservation.
- LHDC- This Commission's work for 2011:
 - Applications for Certificates of Appropriateness 2011
 - 10/25/10: 1 rue St. Francois: Archaeological Dig: An appeal was made by the Friends of St. Ferdinand Shrine however, without a survey, research or a plan compliant with accepted standards for either the activities as a Public Outreach of the Shrine, nor as an Archaeology Project. - Denied.
 - 7/19/11: *COA for wood fence at 1002 Boone St.-Approved
 - 7/19/11: *COA for porch expansion & accessible ramp at 1 St. Ferdinand Park-Approved
 - 9/26/11: *COA for replacement of doors located at 621 Rue St. Francois-Approved.
 - Review of other LHDC activities
 - Staff met with Joe Harl, Archaeologist, who conducted a lecture series and public education and displays for the JJE Recreation Center as a consultant reporting to the LHDC for the DNR 2011 Grant: "Florissant Cultural Heritage Public Awareness".
 - Staff submitted a Grant Application to DNR pertaining to 2012 grant for "Florissant Cultural Heritage Public Awareness".

The Board of Adjustment may hear appeals regarding grievances or special circumstances. The Deputy Building Commissioner/Plan Reviewer is the staff liaison to this Board.

There were a total of 76 cases reviewed by the Planning and Zoning Commission. There were no cases reviewed by the Board of Adjustment in 2011.

The Building Department enforces the property maintenance code, answers complaints regarding properties and conducts exterior inspections. Prior to any change in occupancy of any building, residents must obtain an occupancy permit and inspection. Each commercial property is inspected from the street every 18 months. Inspectors conducted 2,580 residential occupancy inspections, 188 commercial occupancy inspections, 3,285 exterior inspections, 1,651 exterior re-inspections, 264 complaints and 2,271 miscellaneous inspections in 2011. In a continuation of

the Ward Exterior Inspection Program, the Building Department inspected an additional 3,071 exterior inspections.

The Building Department issues permits for new signs and performs an inventory inspection of all existing commercial signs for compliance and repairs. There were 115 new sign permits issued in 2011 and 2,234 existing signs were inspected.

The Building Department is responsible for enforcing the Old Town guidelines and monitoring Landmark properties. The Building Commissioner is that staff liaison to the Landmark Historic District Commission. The Landmark Historic District Commission reviewed 9 items in 2011.

The Building Department reviews all commercial properties for compliance with zoning ordinances. This includes annual inspections of all Special Use Permits and “B-5” Planned Commercial Districts. The Building Commissioner reviewed 90 business license applications in 2011 for compliance with the Florissant Zoning Code.

After an occupant fails to comply with corrective work (this may include exterior violations, work without a permit, zoning violations, nuisance violations among others), the Building Department issues a summons to appear in Court. There were 923 summonses issued in 2011. The Housing Court is held on the third Thursday of every month at 10:00 a.m. in the Government Building. The Building Department develops many hours of documentation and processing in preparation for Court.

The Building Department works closely with all departments, including the Economic Development Director in regarding potential commercial and residential developments; the Community Development Office for the Neighborhood Stabilization Program by inspecting potential properties that could be good candidates for renewal, and concerning grant inspections and hardship cases; the Police Department regarding Police call outs and task force assignments. This Department works with the Parks Department and others on new construction projects such as the renovations to civic centers, golf course project and Sunset Park facilities. The Building Department must work closely with the Health Department and Street Department by assisting with correction of public nuisance violations, board-up properties, coordination of trash collection services and removing graffiti from buildings. The Building Department works with the Finance Department regarding business licensing, commercial occupancy inspections, residential rental licenses and assists in answering questions from the business owners of the city. The Building Department Staff works closely with the City Clerk on ordinances for developments, subdivisions, special use permits and rezoning. This Department works with the City Engineer with flood plain improvement applications, subdivision applications, general site development requirements, and the sanitary sewer lateral program. The Building Department assists on city construction projects as needed for the Director of Public Works.

One of these projects completed this year is the City wide Energy Retrofit Project. For the coming year, we are working on the 2011 Bond Issue Projects including HVAC improvements in several municipal facilities.

<u>Permits:</u>	<u>2010</u>	<u>2011</u>
• Total Permits Issued	5,116	4757
• Total Estimated Construction Cost	\$31,773,761.00	\$13,604,886.00
• Total Permit Fees	\$459,053.00	\$386,014.00
- Commercial Occupancy Fees	\$12,245.00	\$9,120.00
- Minimum Housing Fee	\$84,930.00	\$90,820.00
- Residential Occupancy Fee	\$102,420.00	\$91,680.00
- Permit Fee	\$273,533.00	\$195,259.00
• <u>Occupancy Permits Issued:</u>		
- Residential	2,643	2292
- Commercial	236	167
• <u>New Construction Permits Issued:</u>		
- New Residential		
- Single Family	1	3
- Multi-Family	0	0
- New Commercial	6	3
- Res. Additions/Alterations	254	187
- Comm. Additions/Alterations	174	167
- Fire Damage	18	32
- Demolition	5	4
- Carnivals	7	5
- Fences	100	80
- New Signs	102	115
- Electrical (Residential & Commercial)	474	449
- Plumbing (Residential & Commercial)	766	765
- Mechanical (Residential & Commercial)	566	346
Totals:	2,473	2,156

Inspections Performed:

• Building	1,101	806
• Minimum Housing	3,824	3714
• Exterior Housing Drive-by	12,220	3285
• Electrical	652	601
• Plumbing	994	677
• Mechanical	396	267
• Approved Exteriors	496	348
• Exterior Inspections Not Approved	798	708

• Special Permits	1,161	889
• Home Occupations	35	41
• Service Requests	277	264
• Grant Inspections	124	97
• Miscellaneous Inspections	2,432	2,271
• Annual Signs	1,942	2,234
<u>Total Inspections Performed</u>	26,452	16,202

Planning and Zoning Cases Handled:

• LHDC	6	8
• Planning & Zoning Commission	21	16
• Summonses Issued	923 (includes trash)	744
• Board of Adjustment # of Appeals	3	1
• Min. Std. Board of Appeals # of Appeals	0	0

As part of our duties the Building Department has completed the below task in 2011:

- Tracking and monitoring of all vacant properties and derelict properties.
- The tracking of all Residential Rental Properties.
- The issuing of summonses for violations on current trash ordinance.

	<u>2010</u>	<u>2011</u>
• Police Call Out Inspections	32	54
• Fire Damage Inspections	27	31
• Vehicle Damage Inspections	10	12