

**BOARD OF COUNTY COMMISSIONERS
HILLSBOROUGH COUNTY
TAMPA, FLORIDA 33601**

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BOARD POLICY - SECTION NUMBER 09.03.00.03

**SUBJECT: REPORTING OF BUILDING ACTIVITY IN THE EVENT OF A DOWNTURN
IN THE BUILDING INDUSTRY**

EFFECTIVE DATE: OCTOBER 6, 2004

SUPERSEDES: NEW

PURPOSE: This policy provides Board of County Commissioners direction to staff for monitoring and reporting the volume and levels building codes permitting and inspections. Building inspections are mandated by the Florida Building Code, FBC, Chapter 553 of the Florida Statutes, and Hillsborough County's Construction Code, Ordinance 01-33 as amended. The Insurance Services Organization (ISO) considers a maximum of 12-15 inspections per day to be an acceptable Level Of Service (LOS).

POLICY: The Building Official will monitor the volume of permits and inspections using monthly and quarterly reports. The Building Official and the Director of Planning and Growth Management will meet monthly with the Manager of Budget Services to review the fiscal situation for the Development Services Division and take appropriate personnel and budget actions when necessary. Before there are changes in development activity that adversely impact the Building Reserve Fund, staff will initiate preventative measures. Should there be an actual downturn in inspections or if there is a decline in permits that would result in an average workload of 17 inspections or less per inspector per day, staff will prepare an agenda item so that the BOCC can give consideration to modifying the fee schedule. If the fee increase is not supported by the BOCC, positions will be eliminated through the Reduction In Force process.

RESPONSIBILITIES: It is the responsibility of the Building Official, in conjunction with the Office of Management and Budget, to implement this policy.

APPROVED BY: Board of County Commissioners

APPROVAL DATE: October 6, 2004