



Planning and Development Services Department Administration

MONTHLY DEPARTMENT REPORT

TO: Board of County Commissioners

THROUGH: Howard Tipton, County Administrator
Mark Satterlee, AICP, Deputy County Administrator

FROM: Leslie Olson, AICP, Director

DATE: August 4, 2016

SUBJECT: Planning and Development Services Department Report: July 2016

July numbers are typically lower in Permitting and Planning, but this July, the department accepted an application for the development of the proposed beachside resort on North Hutchinson Island, and Permitting revenue and permit issuance was up significantly over last year. The focus on economic development served to produce quality new jobs in June with the addition of 42 new “Targeted Industry” jobs in the opening of two businesses new to St. Lucie County. The department is now closely watching the upward movement in the data trend lines and creating strategies to continue providing for an excellent level of service as demand for services steadily increases.

The department provides services to the community encompassing Planning and GIS, Building Permitting and Inspections, Code Enforcement, Contractor Licensing and Economic Development/Business Navigator Services.

Pages 2-3: The Planning Division section of this report discusses development trends, shows concentrations of interest in industry types, and discusses key special projects in progress. A scorecard on the Division’s customer service surveys is also included.

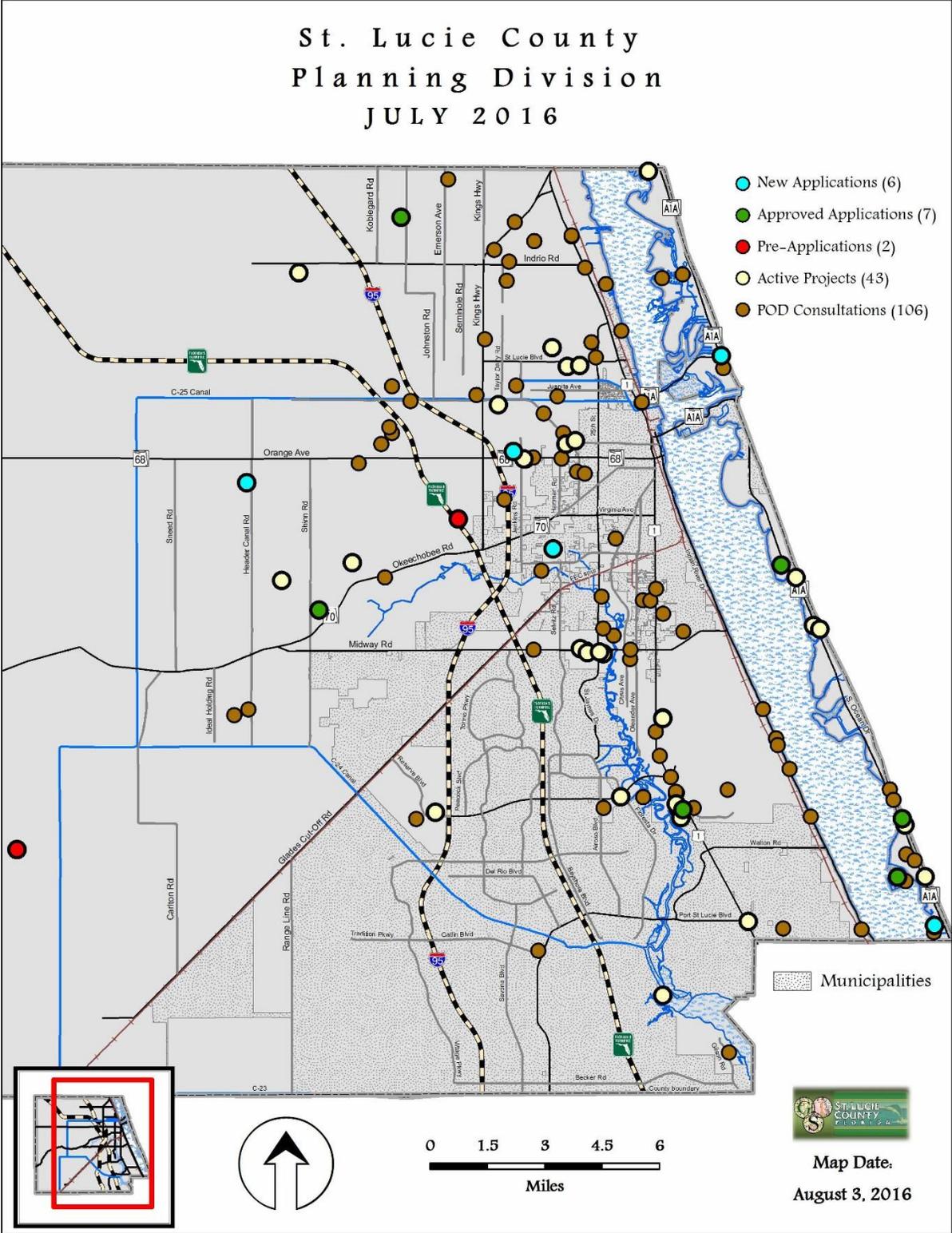
Pages 4-5: The Economic Development section tracks economic indicators such as the number of jobs created, the number and types of new businesses opening, trends in interest from new and relocating targeted industries, and snapshots of the services provided to new and expanding businesses.

Pages 6-7: The Code Enforcement and Contractor Licensing section of the report focuses on maintaining a healthy, safe community, ensuring that those who provide construction services to the public are adequately licensed and insured for the service they perform. Also included is a Customer Service Survey scorecard.

Pages 8-12: The Building Permit section of this report provides robust historical data, showing comparison figures for multiple indices of permitting trends tracked for over six years. This also includes a scorecard on the Permitting section’s Customer Service Survey.

PLANNING

Bonnie Landry, AICP, Planning Manager



Development Application Trends:

The previous map graphically illustrates the locations of Planning applications and interest for the month of July. Areas of high interest this month focus on the area proposed as the Entertainment District near the Fairgrounds, Treasure Coast International Airport, Midway and 25th Street, and North US Highway 1.

<i>Development Application Statistics</i>	<i>New</i>	<i>In Review</i>	<i>Approved</i>	<i>Preliminary Consultations</i>
<i>July 2016</i>	6	43	7	106
<i>June 2016</i>	7	42	5	111
<i>May 2016</i>	4	43	4	158
<i>April 2016</i>	14	42	7	Not Tracked

Walk-in and Call-in Consultation Trends:

In addition to providing timely review of development applications, the PDS Planning Division manages daily inquiries from the public. The complexity, variety and volume requires creative use of resources. The highest volume day included 14 consultations, and the average daily volume was 4. The Planning team works together so that each citizen can speak live with a planner the same day with very little delay. This first contact begins an ongoing relationship with a planner as there are usually follow up calls needed as the idea progresses from theory to reality.

Trends: Tiny houses: According to Florida Building Code, the smallest residential structure allowed is 190 s.f.. The trend of building very tiny homes on wheels allows individuals to circumvent this restriction. This however, creates a siting issue, as the tiny home is now considered an RV, and cannot be located as a residence in most zoning districts. Others are interested in siting tiny homes as an accessory dwelling for aging family members. If the County wishes to accommodate this trend, further analysis and select code changes are required.

Shipping Containers: Benefits include high structural integrity and sustainability. Drawbacks include the challenge of integrating them into aesthetically pleasing design that will not adversely impact neighborhood property values. At this point, the County does not regulate the design of single family homes. Therefore, a shipping container can be converted to a residence if appropriately engineered and permitted.

Planning Customer Service Scorecard:

Helpful, knowledgeable, problem-solving customer service is a fundamental objective of the Planning Division. An 80% success rate of five-star rating is the Division’s benchmark goal. A finding from feedback this summer: the less engagement you receive from the public, the more a poor result can impact the scores. Because the goal is to obtain actionable data for improvement, the survey is written to make 5-stars difficult to attain.

<i>Customer Service Surveys</i>	<i>Number Received</i>	<i>5-Star Rating Achieved</i>
<i>July 16</i>	2	0% No 5-Stars Achieved
<i>June 16</i>	3	43% of the time
<i>May 16</i>	6	85% of the time
<i>April 16</i>	7	94% of the time

Customer Service Quote:

“It is always a pleasure meeting with your department - Professional and accurate information every time.”
 Nikolaus M. Schroth, CCIM, Vice President NAI Southcoast

ECONOMIC DEVELOPMENT

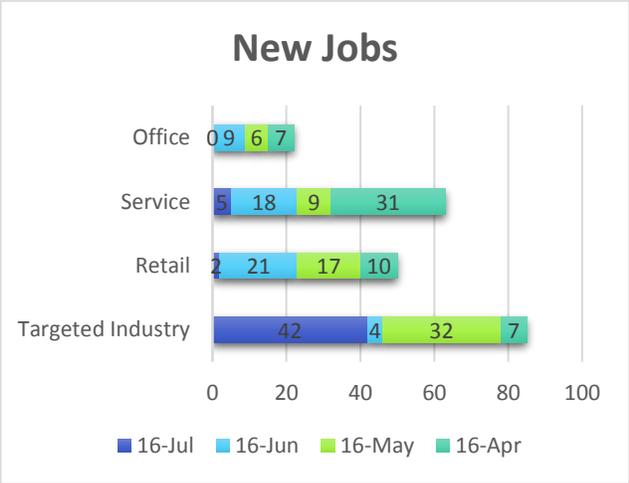
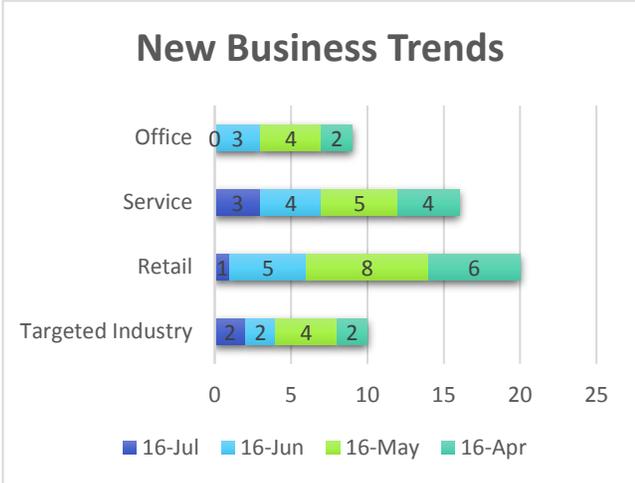
Peter Jones, AIA, Business Navigator

Jobs and Industry

Through the Business Tax Receipt and associated Zoning Compliance process, PDS has the ability to track the number of new jobs created by new businesses in unincorporated St. Lucie County. The caveat is that these are self-reported numbers by new businesses only. It does not track new positions created by expanding companies unless they are relocating or expanding to a different location.

Business Openings and New Job Creation

<i>Business Type</i>	<i>Number of Businesses</i>	<i>Jobs</i>
<i>Targeted Industry</i>	2	42
<i>Retail</i>	1	2
<i>Service</i>	3	5
<i>Office</i>	0	0



<i>Cumulative Jobs & Businesses</i>	<i>New Businesses</i>	<i>New Jobs</i>
<i>July 16</i>	6	48
<i>June 16</i>	14	52
<i>May 16</i>	21	64
<i>April 16</i>	14	54
<i>Annual To Date</i>	55	218

Business Navigator Project Highlights

Charles Ross & Company has manufactured industrial mixing, blending, drying and dispersion equipment since 1842. They design and build mixers and blenders in company owned plants in the United States, China and India. Ross plans to double their existing 44,312 SF manufacturing facility in the unincorporated area of Port St. Lucie as well as move their corporate headquarters to this site. Estimated costs of improvements will be \$4.5M - \$5M while adding 60 new employees anticipating 100 new employees over time. Employee annual salaries expected range from \$50,000 to \$300,000. The company is currently developing requisite documents for planning approvals and construction.

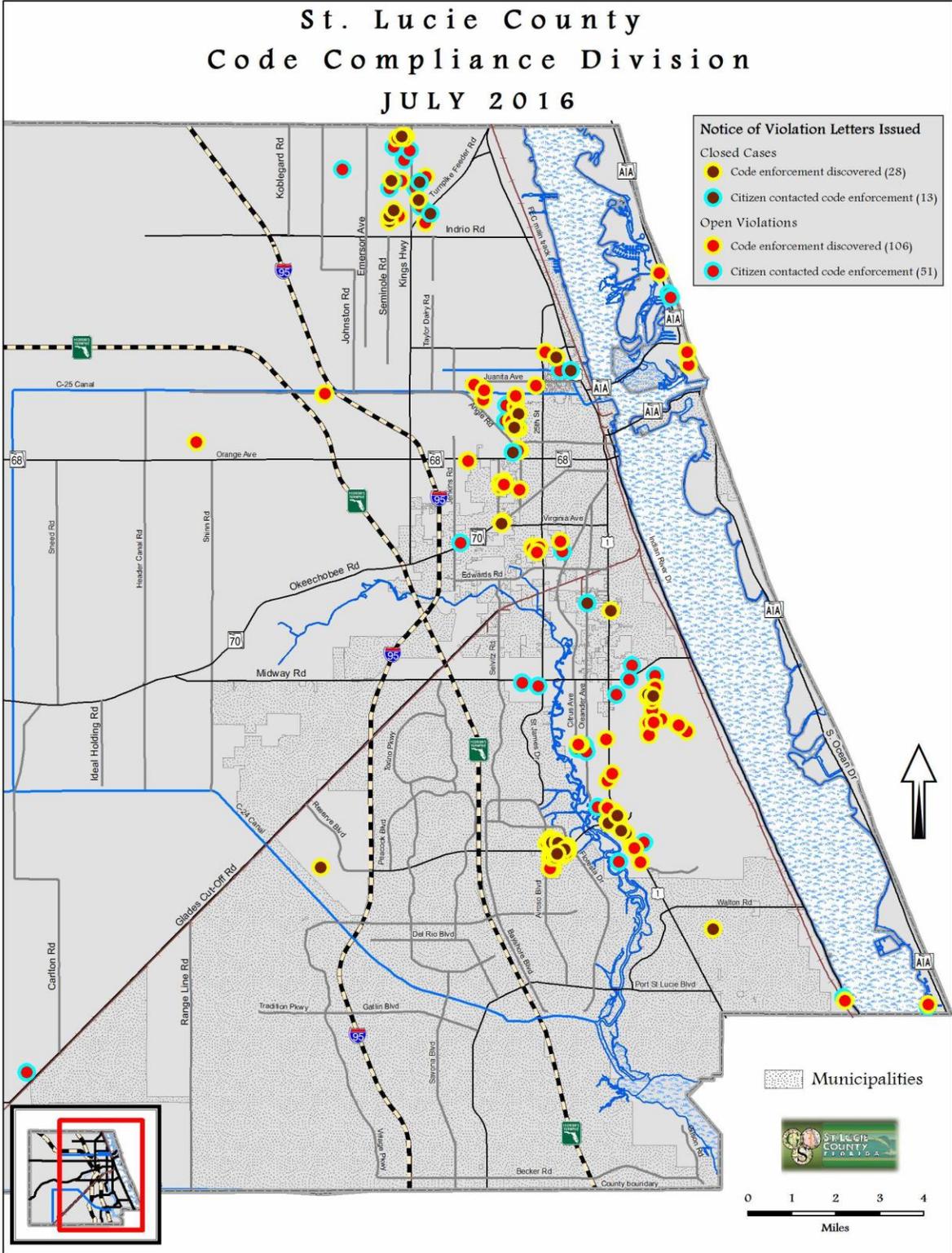
The company entertains many visitors from around the world for sales, training and company business purposes. The company expressed that finding high quality hotels with an adequate amount of conference space has been an ongoing challenge in our area. Fortunately, the Orchid Beach Resort is in the approval process, which will add to the amount of quality conference space available.

Economic Development Incentive Program

The Business Navigator met with five Targeted Industries this month considering a move to St. Lucie County in the following industries:

<i>Targeted Industry Type</i>	<i>Business Consultations</i>	<i>Potential Jobs</i>
<i>Manufacturing</i>	2	300
<i>Administrative/Professional</i>	1	95
<i>Food Processing</i>	1	TBD
<i>Distribution</i>	1	TBD

CODE ENFORCEMENT AND CONTRACTOR LICENSING
Monica Graziani, Building and Code Regulation Manager
Danielle Williams, Code Enforcement Supervisor



Code Enforcement Activity

The map on the previous page shows this month's Code Enforcement activity showing clusters of high activity. Significant Code Enforcement activity was clustered in the areas of Lakewood Park, Angle Road, Indian River Estates and the eastern River Park area.

	<i>Complaints Rcv'd vs. Complaints Closed</i>		<i>NOV's Issued vs. NOV's Abated</i>	<i>Total Cases Generated</i>	<i>Case Load Created per Officer, Avg.</i>
<i>July 16</i>	49 Received, 47 Closed		199 Issued, 41 Abated	296	59
<i>June 16</i>	20 Received, 106 Closed		315 Issued, 67 Abated	462	77
<i>May 16</i>	84 Received, 56 Closed		289 Issued, 67 Abated	430	86
<i>April 16</i>	42 Received, 46 Closed		211 Issued, 27 Abated	326	92

Contractor Licensing

Contractor licensing implements public safety policy goals by ensuring our citizens have access to qualified, licensed and insured craftsmen who provide building trades services.

This month, Contractor Licensing processed 43 new and renewing contractor licenses for various trades.

	<i>New Licenses</i>	<i>Renewals</i>	<i>Complaints</i>
<i>July 16</i>	27	16	0

Code Enforcement and Contractor Licensing Customer Service Scorecard

Code Enforcement and Contractor Licensing tracks customer service with written and online surveys. This division aims for a rating of 100%, 80 % of the time.

<i>Customer Service Surveys</i>	<i>Surveys received</i>	<i>100% Positive Scores</i>
<i>July 16</i>	16	100%
<i>June 16</i>	15	100%

Customer Service Quote:

"I would like to comment on the service given by one of your employees. I feel as though she went way above and beyond the call of duty. She was very informative and helped my husband and I through the process of obtaining his contractor license through St. Lucie County. I have dealt with several municipalities and must say that Roxann was far and away the most helpful, courteous and genuinely amazing from beginning to end."

BUILDING

Monica Graziani, Building and Code Enforcement Manager

Carl John Peterson, CBO, Building Official

Debra Zampetti, Zoning and Permitting Supervisor

Permitting Customer Service Scorecard

Permitting tracks customer service with written and online surveys. This division aims for a rating of 100%, 90% of the time.

<i>Customer Service Surveys</i>	<i>Number Received</i>	<i>100% Positive Review</i>
<i>July 16</i>	15	100% of the time
<i>June 16</i>	29	100% of the time
<i>May 16</i>	18	100% of the time
<i>April 16</i>	27	100% of the time

Customer Service Feedback:

"Thanks for being very helpful, knowledgeable and efficient."

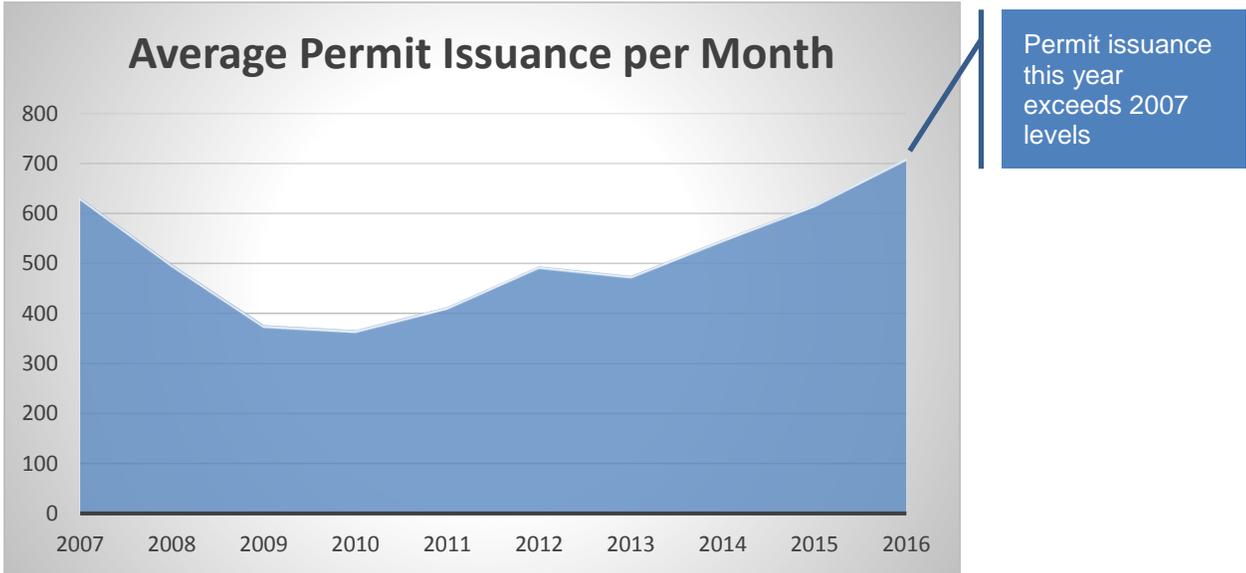
Permitting Activity Report

Building permit activity was up by 5.57% for July 2016 over July 2015. Revenue was up significantly by 29.58% for July 2016 over July 2015. The increase was due, in part, to a commercial addition of 9,182 square feet for a truss manufacturing company, and in part, to the 20% increase in the cost of construction this year over last year. As shown below, year to date permit activity, revenue and valuations are substantially higher than calendar year 2015, and dramatically higher than the past several years.

MONTHLY & ANNUAL BUILDING DIVISION PERMIT ACTIVITY REPORT			
<i>Monthly Data</i>	<i>July-16</i>	<i>July-15</i>	<i>Percent +/-</i>
Total Permits	739	700	5.57%
Revenue Total	\$179,710	\$138,690	29.58%
Single Family Permits	4	11	-64.00%
Commercial Building Permits	0	3	-100.00%
Distressed Properties	15	33	-55.00%
Distressed Prop Revenue	\$1,500	\$3,300	-55.00%
<i>Annual Data*</i>	<i>2016</i>	<i>2015</i>	<i>Percent +/-</i>
Total Permits	4967	4338	14.50%
Revenue Total	\$1,240,856	\$902,208	37.54%
Single Family Permits	127	60	111.00%
Commercial Building Permits	8	7	12.50%
Distressed Properties	127	217	-41.50%
Distressed Prop Revenue	\$12,700	\$21,700	-41.50%
<i>491 Fund</i>	<i>FY 15/16</i>	<i>FY 14/15</i>	<i>Percent +/-</i>
Revenue	\$1,567,258	\$1,235,698	26.83%
Reserve	\$2,426,949	\$2,284,161	6.25%

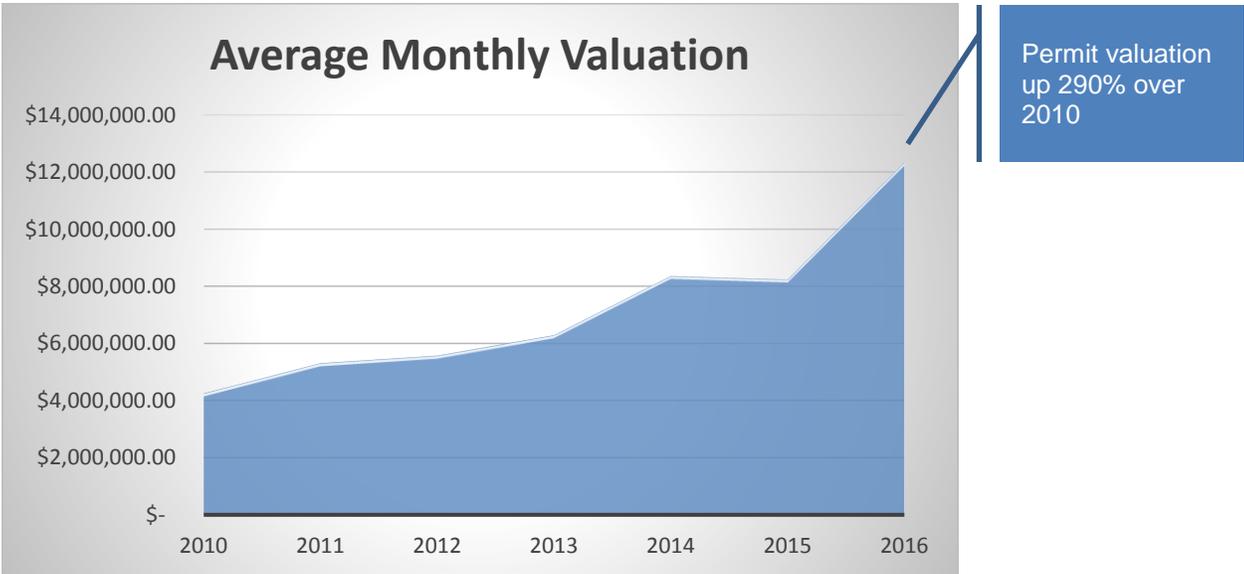
Total Building Permits - Month-to-Month Comparison 2010-2016

	2016	2015	2014	2013	2012	2011	2010
JANUARY	545	594	521	478	430	329	354
FEBRUARY	667	522	479	435	425	355	414
MARCH	774	566	554	493	503	444	384
APRIL	702	647	697	587	512	427	341
MAY	771	572	547	529	549	376	330
JUNE	770	737	569	430	592	449	424
JULY	739	700	494	521	532	509	413
AUGUST		683	595	374	555	417	409
SEPTEMBER		655	570	547	535	453	362
OCTOBER		587	551	487	516	418	316
NOVEMBER		510	416	410	458	347	337
DECEMBER		636	586	412	330	435	316
TOTAL	4967	7409	6579	5703	5937	4959	4400
AVG/MONTH	710	617	548	475	495	413	367



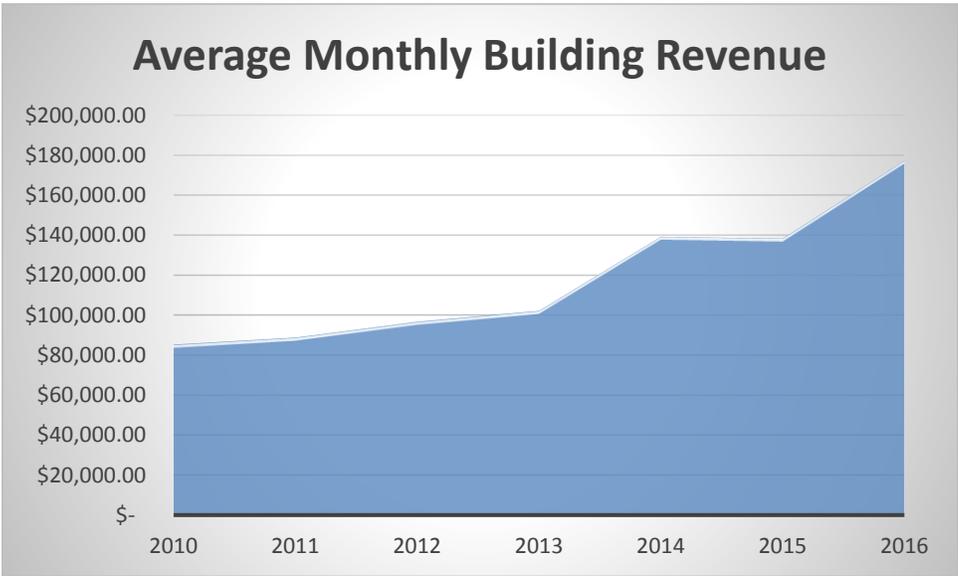
Total Monthly Permit Valuation 2012-2016

	2016	2015	2014	2013	2012
JANUARY	\$9,789,856	\$3,788,506	\$6,759,974	\$4,168,037	\$5,091,494
FEBRUARY	\$9,618,922	\$5,747,846	\$6,220,102	\$5,631,141	\$4,526,223
MARCH	\$17,775,272	\$5,500,153	\$7,064,297	\$7,778,777	\$5,271,091
APRIL	\$14,115,157	\$7,607,573	\$11,066,194	\$7,070,186	\$6,717,812
MAY	\$15,413,978	\$6,848,049	\$11,109,106	\$12,901,458	\$6,846,070
JUNE	\$10,118,514	\$13,512,910	\$6,725,142	\$4,355,679	\$6,679,860
JULY	\$9,485,446	\$7,901,932	\$5,504,361	\$3,869,278	\$7,198,011
AUGUST		\$12,962,189	\$8,861,069	\$4,524,059	\$5,747,772
SEPTEMBER		\$10,476,695	\$14,277,545	\$7,266,425	\$7,522,453
OCTOBER		\$6,874,832	\$9,159,555	\$5,877,581	\$4,037,949
NOVEMBER		\$7,942,062	\$6,360,634	\$6,866,256	\$4,555,056
DECEMBER		\$9,634,750	\$7,216,546	\$5,095,723	\$2,772,033
TOTAL	\$86,317,145	\$98,797,297	\$100,324,525	\$75,404,600	\$66,965,824
AVG/MONTH	\$12,331,021	\$8,233,108	\$8,360,377	\$6,283,716	\$5,580,485



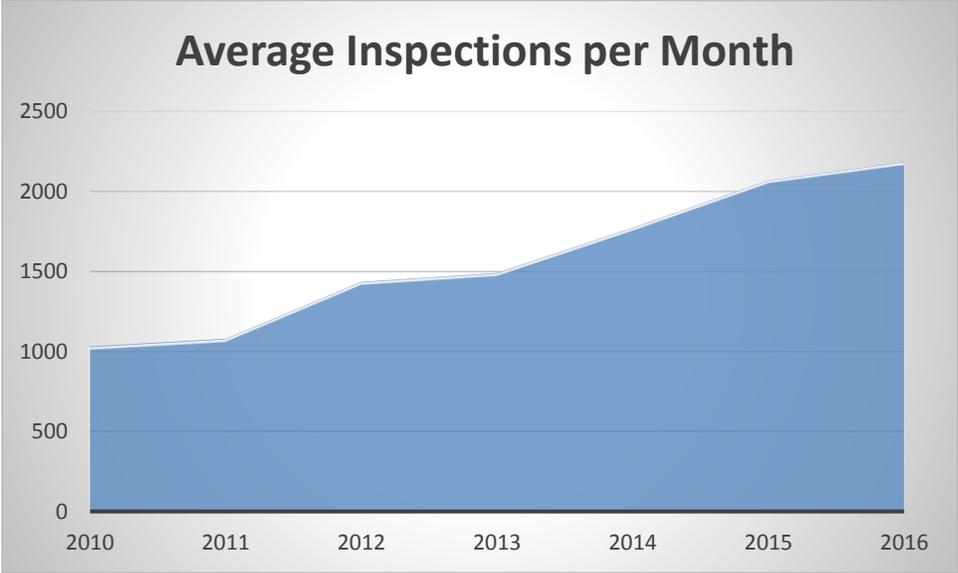
Monthly Building Revenue 2011-2016

	2016	2014	2013	2012	2011
JANUARY	\$122,489	\$94,052	\$110,049	\$82,367	\$83,275
FEBRUARY	\$145,448	\$110,411	\$111,093	\$98,229	\$77,649
MARCH	\$219,103	\$116,086	\$112,806	\$86,788	\$93,466
APRIL	\$197,878	\$132,793	\$166,791	\$101,829	\$98,710
MAY	\$210,372	\$122,021	\$146,139	\$147,692	\$98,010
JUNE	\$165,816	\$188,155	\$115,158	\$80,815	\$104,624
JULY	\$179,710	\$138,690	\$118,783	\$103,452	\$120,220
AUGUST		\$169,574	\$168,906	\$105,769	\$132,245
SEPTEMBER		\$176,515	\$259,363	\$148,362	\$125,664
OCTOBER		\$139,399	\$131,685	\$96,979	\$92,544
NOVEMBER		\$134,787	\$97,978	\$92,153	\$77,105
DECEMBER		\$136,470	\$132,334	\$80,435	\$57,635
TOTAL	\$1,240,856	\$1,658,953	\$1,671,084	\$1,224,870	\$1,161,147
AVG/MONTH	\$177,265	\$138,246	\$139,257	\$102,073	\$96,762



**Yearly Inspection Summary
 2010-2016**

	2010	2011	2012	2013	2014	2015	2016
JANUARY	1017	807	1219	1391	1762	1717	1937
FEBRUARY	1039	737	1343	1261	1748	1934	1978
MARCH	1150	1078	1391	1544	1861	2163	2273
APRIL	1162	1045	1304	1785	1951	2235	2283
MAY	922	963	1425	1556	1801	1854	2197
JUNE	916	1221	1566	1254	1775	1961	2387
JULY	1094	1157	1801	1464	1681	2154	2238
AUGUST	1176	1233	1559	1609	1830	2040	
SEPTEMBER	1105	1171	1366	1492	1635	2351	
OCTOBER	1017	1181	1678	1611	1929	2337	
NOVEMBER	949	1136	1444	1524	1585	1902	
DECEMBER	840	1218	1141	1410	1731	2201	
TOTAL	12387	12947	17237	17901	21289	24849	15293
AV/MONTH	1032	1079	1436	1492	1774	2071	2184



CC: Bob Adolphe, PE, Deputy County Administrator
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 Daniel Holbrook, Assistant City Manager, Port St. Lucie
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