



CITY OF HENDERSON BOARD OF APPEALS AGENDA

September 24, 2013

2:00pm

Meeting Inquiries: 702-267-3631

Council Chambers Conf Room

240 Water Street, 1st Floor

Henderson, NV 89015

Notice to persons with special needs: For those requiring special assistance or accommodation to attend or participate in this meeting, arrangements for a sign language interpreter or services necessary for effective communication for qualified persons with disabilities should be made as soon as possible, but no later than 72 hours before the scheduled event. Listening devices are available for persons with hearing impairments.

Please contact Michelle Page at 702-267-3631 or TTY: 7-1-1, **at least 72 hours in advance** to request a sign language interpreter. You may also submit your request by using [Contact Henderson](#).

The Chairman reserves the right to hear agenda items out of order, combine two or more agenda items for consideration, remove an item from the agenda, or delay discussion relating to an item on the agenda at any time. All items are action items unless otherwise noted.

Individuals speaking on an item will be limited to three (3) minutes and spokespersons for a group will be limited to ten (10) minutes.

Backup materials for agenda items can be found at:

http://www.cityofhenderson.com/building_fire_safety/board_of_appeals.php

To request backup materials, please contact Michelle Page at (702) 267-3631.

I. CALL TO ORDER

II. CONFIRMATION OF POSTING AND ROLL CALL

III. ACCEPTANCE OF AGENDA (For Possible Action)

IV. PUBLIC COMMENT

Note: Items discussed under Public Comment cannot be acted upon at this meeting, but may be referred to a future agenda for consideration (NRS 241.020). Individuals speaking on an item will be limited to three (3) minutes and spokespersons for a group will be limited to ten (10) minutes.

V. NEW BUSINESS

1. Approval of Minutes – April 16, 2013 (For Possible Action)
2. Code Adoption (Informational Only)
3. Work Activity (Informational Only)
4. Staffing Update (Informational Only)
5. Expedited Plan Review Program (Informational Only)
6. Board Hearing Nuisance Appeal Issues (Informational Only)

VI. PUBLIC COMMENT

Note: Items discussed under Public Comment cannot be acted upon at this meeting, but may be referred to a future agenda for consideration (NRS 241.020). Individuals speaking on an item will be limited to three (3) minutes and spokespersons for a group will be limited to ten (10) minutes.

VII. CHAIRMAN/MEMBER COMMENTS

The Chairman and Members may speak on any subject under this section of the agenda. Chairman and Members may comment on matters including, without limitation, future agenda items, upcoming meeting dates, and meeting procedures. Comments made cannot be acted upon or discussed at this meeting, but may be placed on a future agenda for consideration by the Body.

VIII. SET NEXT MEETING

IX. ADJOURNMENT

Posted prior to 9:00 a.m., ***Thursday, September 19, 2013***
at the following locations:
City Hall, 240 Water Street, 1st Floor Lobbies (2)
Multigenerational Center, 250 South Green Valley Parkway
Whitney Ranch Recreational Center, 1575 Galleria Drive
Fire Station No. 86, 96 Via Antincendio

**CITY OF HENDERSON
BUILDING AND FIRE SAFETY
BOARD OF APPEALS
MINUTES
April 23, 2013**

I. Call to Order

Chairman Ed Bless called the City of Henderson Building and Fire Safety Board of Appeals meeting to order at 2:00 p.m., in the Council Chambers Conference Room, 240 Water Street, Henderson, Nevada.

II. Confirmation of Posting and Roll Call

Michelle Page, Executive Administrative Assistant, confirmed the agenda was posted three working days prior to the meeting in accordance with the Open Meeting Law by posting on the four Official Bulletin Boards within the City Limits of the City of Henderson.

PRESENT: Chairman Ed Bless
Vice-Chairman David Pasquinelli
Kirk Brynjulson
Rocco Prock
Kevin Robinson (arrived at 2:15 p.m.)
Victor Vincent

EXCUSED: Allyn Vaughn

STAFF: Mohammad Jadid, City Building Official
Alan Ellis, Manager of Inspection Services
Christopher Barns, Tech Analyst III
Sally Galati, Assistant City Attorney
Michelle Page, Administrative Assistant III
Tedie Jackson, Minutes Clerk

III. Acceptance of Agenda

(Motion) Mr. Vincent introduced a motion to accept the agenda as presented, seconded by Mr. Prock. The vote favoring approval was unanimous. Chairman Bless declared the motion carried.

IV. Public Comment

There were no comments presented by the public.

V. Approval of the Minutes – September 25, 2012

(Motion) Mr. Pasquinelli introduced a motion to approve the minutes of September 25, 2012, as presented, seconded by Mr. Prock. The vote favoring approval was unanimous. Chairman Bless declared the motion carried.

VI. New Business

1. Elections

- a) Chair (For Possible Action)**
- b) Vice-Chair (For Possible Action)**

(Motion) Mr. Prock introduced a motion to retain the current officers as follows: Ed Bless as Chairman and David Pasquinelli as Vice-Chairman, second by Mr. Vincent. The vote favoring approval was unanimous. Chairman Bless declared the motion carried.

2. Code Adoption (Information Only)

Mo Jadid, City Building Official, reported that the technical committees valley-wide were looking at the 2011 and 2012 construction codes. He noted that 2011 is the National Electrical Code and the other codes are 2012 editions. Following input by the technical committees and industry, amendments were made for the Southern Nevada Building Officials group to consider. He said the amendments will be posted on the Southern Nevada Building Official website. An internal review will be provided by the city's attorney's office before approval by City Council. Mr. Jadid stated that the goal is to finalize the codes to be adopted by each elected body by mid-year for an effective date of July 2014. He pointed out that the National Code Council has changed the procedures of developing the codes so they are adopted the same year they are published.

Responding to a question regarding residential fire sprinklers, Mr. Jadid said other entities elected not to adopt those requirements. He noted that this has not been a deterrent for developers to build in Henderson. Residential industry is struggling on existing developed lots, so developers are looking at land development.

3. Work Activity Update

Mr. Jadid reported on permitting activity for residential development and noted that 2012 had a 40-percent increase over 2011. Staff predicts a 20-percent increase for 2013. He said there was a 14-percent increase in permits for commercial development, and staff expects 2013 to have the same or better results. There has been an increase of approximately 13 percent of customers coming to the DSC counters, and a 13-percent increase in plan review. He stated that staff has identified additional positions that we may have to bring back to the DSC.

Mr. Jadid reported that the DSC is seriously pursuing a replacement for KIVA, which is the City's permitting and land management system. Staff held internal focus group meetings and reached out to industry to get information. He said staff is hoping to put out a Request for Proposal (RFP) in June. The DSC will need dedicated resources to work on the new system.

In response to a question as to how City is looking financially, Mr. Jadid said there is currently a \$5 million gap. He noted that about 60 employees accepted the Voluntary Employee Severance Program (VESP), which will help to offset the gap.

Chairman Bless commented that there are fence and wall issues on Sunset Road, and asked if the walls on Whitney Ranch have been rebuilt.

Mr. Jadid reported that all of the wall issues on Whitney Ranch have been addressed. It was noted that the main problems of the walls on Sunset Road is due to water on the retaining walls.

Mr. Jadid stated that the City hired back a couple more inspectors to address workload. He also pointed out that an inspector will be working on Saturdays.

VII. Public Comment

There were no comments presented by the public.

VIII. Chairman/Member Comments

Mr. Jadid introduced Sally Galati, City Attorney I, as the legal representative for this Board.

Ms. Galati introduced herself and gave a brief background history of her work experience.

IX. Set Next Meeting

The next meeting of the Building and Fire Safety Board of Appeals was set for September 24, 2013, at 2:00 p.m., in the Council Chambers Conference Room of City Hall, 240 Water Street, Henderson, Nevada, 89015.

X. Adjournment

There being no further business to come before the Board, Chairman Bless adjourned the meeting at 2:32 p.m.

Respectfully submitted,

Tedie Jackson, Minutes Clerk



EXPEDITED REVIEW PROCESS

06/25/13 v1

City of Henderson Development Services Center

240 Water Street
PO Box 95050
Henderson, Nevada 89009-5050
(702) 267-3600 phone
(702) 267-3601 fax

The City of Henderson Development Services Center has an Expedited Plan Review program for providing expedited plan review services without adversely impacting normal plan review activities. This program is intended to provide an expedited service delivery level to meet our customer needs. It is limited to building permits, civil permits, traffic studies, and hydrology studies.

Eligibility

Eligible Permit Types: Building Permits and Public Works Permits

Building Permits

New residential or commercial building permit applications, except for any building or portion thereof classified as a Hazardous Occupancy (H-1, H-2, H-3, H-4 or H-5).

Public Works Permits

Only civil plans, traffic studies, and hydrology studies are eligible for expedited plan reviews.

Availability

1. *Expedited plan review fees are four (4) times the normal plan review fee. This fee will replace the regular plan review fee.*
2. *Availability of any portion of this program may be restricted due to work volume or staffing.*

How To Apply

Applications for expedited plan review require a signed Expedited Plan Review Request Form submitted to the Development Services Center (DSC) Coordinator. Receipt of the Expedited Plan Review Request Form does not indicate approval for expedited plan review until notified by the DSC Coordinator or designated staff that the request has been approved.

Once the request is received by the DSC Coordinator, a preliminary meeting will be scheduled with the project contact(s) to discuss the request. At the conclusion of the meeting, the project contact will be notified of the time frames for review, the costs of expedited plan review and what will be required in terms of completeness of construction documents.

Fifty percent (50%) of the entire expedited plan review fee will be due at the time of permit submittal. The remainder of the fees will be due at the time of permit issuance. In the event that the target date for the initial expedited plan review as determined in the preliminary meeting is not met by the City, the remainder of the expedited plan review fee will not be collected.

Public Works Permits

- Entitlements, Traffic, Hydraulic Analysis and Drainage must be complete before being approved for expedited plan review of Civil Plan Permits.
- Turnaround time is 4 full working days for initial plan reviews as well as all subsequent plan reviews. Working days are Monday through Thursday excluding holidays. The date of submittal or resubmittal is not included in the estimated turnaround time for plan review.

Building Permits

- All applicable land use approvals must have been granted prior to application.
 - The Building Permit application and plans must conform to all applicable land use ordinances and codes and all specific Conditions of Approval. It will not be accepted until the expiration date of any required appeal period.
 - All required public "right-of-way" civil drawings/plans, drainage studies, traffic studies, development agreements, and maintenance agreements, etc., as required by the Public Works must already be approved for the project prior to application.
 - Fire and Life Safety Reports, if applicable, must be in substantial completion prior to application and be approved prior to permit issuance
 - Code Modifications and Alternative Methods & Materials, if applicable, must be approved prior to permit issuance.
 - Building Plan revisions may be accepted, if approved by a Building Plans Examination Supervisor or Manager.
 - Excluding large or complex projects as determined by the DSC during the preliminary meeting, turnaround time is 4 full working days for initial plan reviews as well as all subsequent plan reviews. Working days are Monday through Thursday excluding holidays. The date of submittal or resubmittal is not included in the estimated turnaround time for plan review. Large projects turnaround times for expedited plan reviews will be decided at time of application.
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City of Henderson Development Services Center
 240 S. Water Street, P.O. Box 95050, Henderson, NV 89009-5050
 Phone 702-267-3600 Fax 702-267-3601
EXPEDITED PLAN REVIEW REQUEST FORM
(PLEASE PRINT CLEARLY)

Internal Use Only
 Temporary Permit
 Number:
T201
 Permit Number:
20

PROJECT NAME: _____

PROJECT DESCRIPTION: _____

PROJECT LOCATION (include APN): _____

INDICATE THE TYPE OF PLANS BEING SUBMITTED FOR EXPEDITED PLAN REVIEW (MARK BOX WITH X)

- Building Permit (Complete) Building Permit (Structural Only) Civil Plans Traffic Study Hydrology Study

COMPANY NAME: _____

COMPANY ADDRESS: _____

COMPANY CONTACT: _____ PHONE #: _____

EMAIL: _____

PERSON REQUESTING EXPEDITED PLAN REVIEW: _____
 (GUARANTOR OF PAYMENT FOR EXPEDITED PLAN REVIEW)

DESIGN PROFESSIONALS (Attach additional page if needed)

NAME	DISCIPLINE	COMPANY	FAX	EMAIL

SIGNATURE OF GUARANTOR: _____ DATE _____

- **THIS REQUEST OF EXPEDITED PLAN REVIEW IS NOT GUARANTEED AND IS SUBJECT TO STAFF AVAILABILITY AND APPROVAL.**

(THIS SECTION IS FOR INTERNAL USE ONLY)

DATE OF REQUEST: _____ TIME OF REQUEST: _____

Request Approved Request Denied

Estimated Plan Review Fee: \$ _____ 50% Due Upon Submittal: \$ _____

Plan Review Time Estimate Per Review: _____

PRINT NAME: _____ TITLE: _____

SIGNATURE: _____ DATE: _____