



GASTON COUNTY BOARD OF COMMISSIONERS
BOARD ACTION

County Admin Building
128 W. Main Avenue.
Gastonia, NC 28052

Building Inspections

File #: 15-098

Commissioner Philbeck - To Authorize the Purchase of Blue Beam Plan Review Software and Monitors to be Used for Electronic Plan Review for Building Inspections, Zoning, Health Department, Erosion Control and Fire Marshal's Office and to Add Electronic Plan Review Fee (Tech Fee) to Gaston County Fee Schedule of \$100.00 Per Submittal

STAFF CONTACT

Brian Sciba - Building Inspections - (704) 866-3970

BUDGET IMPACT

Initial startup cost for program will be \$22,000 for hardware and software, with a yearly maintenance fee of \$525 after the first year. The proposed "tech fee" of \$100 per submittal should generate enough revenue to result in a yearly revenue stream of approximately \$25,000 if an estimated 40% of both single family dwellings as well as commercial projects start using this service.

To become effective February 1st of 2016

BUDGET ORDINANCE IMPACT

- Separate revenue account will be created for electronic plan review fee. #10-4350-410-541
Increase to electronic plan review account #10-4350-410-541 by \$22,000
Increase Building inspections software account # 10-4350-422-000 by \$3,000
Software account will purchase 1 license for Zoning, health, erosion control and the Fire Marshal's office, and 2 licenses for Building Inspections.
Increase to Building Inspections capital equipment account # 10-4350-510-000 by \$19,000

We will purchase (10) 27" monitors, and (5) dual mount stands. The monitors and stands will be distributed to the five departments to serve as work stations for the new plan review process. We will also purchase (2) 80" multi-function monitors and wall mounts. One of those monitors will be used by the Fire Marshal's office in the EOC and will also serve as their work station for plan review, while the other one will be used for Building Inspections in their conference room for meetings with the designers and property owners.

I, Donna S. Buff, Clerk to the County Commission, do hereby certify that the above is a true and correct copy of action taken by the Board of Commissioners as follows:

Handwritten signature of Donna S. Buff

Table with columns: NO., DATE, M1, M2, Brown, Carpenter, Fraley, Keigher, Philbeck, Price, Williams, Vote. Row 1: 2016-008, 01/26/2016, TP, CB, A, A, A, A, A, A, A, U

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**BACKGROUND**

This Board Action would allow Building Inspections, Zoning, Fire Marshal, Erosion Control and the Health Department to implement an electronic plan review process. Starting this process would allow individuals seeking permits thru Gaston County that require plans to be reviewed as part of that process, to submit and obtain revisions to those plans via the internet. This new process would save both time and money for the individual as well as county staff that is involved in the process of permitting and plan review.

**POLICY IMPACT**

N/A

## GASTON COUNTY BUDGET CHANGE REQUEST

TO: Earl Mathers COUNTY MANAGER

FROM: 4350 Building Inspections  
 Dept. # Department Name

Joseph Brian Sciba 12/08/15  
 Department Director's Signature Date

**TYPE OF REQUEST:**

- |  |   |
|--|---|
| <input type="checkbox"/> Line Item Transfer Within Department & Fund | <input type="checkbox"/> Line Item Transfer Between Funds *             |
| <input type="checkbox"/> Project Transfer Within Department & Fund   | <input checked="" type="checkbox"/> Additional Appropriation of Funds * |
| <input type="checkbox"/> Line Item Transfer Between Departments*     | * Requires resolution by the Board of Commissioners                     |

Resolution #	Date
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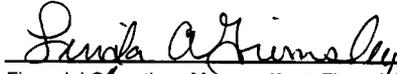
ACCOUNT DESCRIPTION (As it appears in the budget)	ACCOUNT NUMBER <small>Fund - Dept - Subdept - Div - Acct - Subacct</small> xx - xxxx - xxxx - xxxx - xxx - xxx	PROJECT SUBPROJECT xxxxx - xxxx	AMOUNT Whole Dollars Only (See Note Below)
electronic plan review (revenue)	10-4350-410-541		(22000)
Software license fees	10-4350-422-000		3000
capital equipment over \$5000	10-4350-510-000		19000

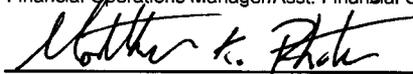
**JUSTIFICATION FOR REQUEST:**

these are expected cost associated with the implementation of electronic plan review for: building inspections, zoning, erosion control, fire marshals office, and the health department. Also show an increase in revenue base on the addition of an electronic plan review fee of \$100.00 being added to the fee schedule as of February 1st 2015. software increase will purchase license for all 5 department. capital equipment account will purchase work stations that consist of (2) 27" monitors and stands one each for zoning, health, and erosion control and two stations for building inspections. total of 10 monitor and 5 stands will also purchase 2 large multi functions screens and wall mounts 1 each for fire and building insp.

**APPROVAL SIGNATURES:**

 1/28/16  
 County Manager/Interim Assistant County Manager Date

 1/28/16  
 Financial Operations Manager/Asst. Financial Operations Mgr. Date

 1/28/16  
 Interim Budget Administrator Date

Note: Decreases in expenditures & increases in revenue accounts require brackets. Increases in expenditures & decreases in revenue do not require brackets. Please note that transfers between funds require interfund transfer accounts.