



WHAT'S UP IN PERMITTING!

August/September 2009

Orlando Builds Spotlight: Quality Control On-Site Inspections

Come and take advantage of the multiple services offered through the City's new Strengthen Orlando initiative. **Orlando Builds** is just one of the six Strengthen Orlando pillars to help create jobs, provide economic stimulus and connect residents with vital resources and information. Through **Orlando Builds**, the office of Permitting Services has implemented a package of actions to accelerate planned construction and help generate economic activity now.

One of the unique features of Orlando Builds is to assist with troubleshooting, containing costs, and providing additional construction support to our customers. Permitting Services now offers Quality Control On-site Inspections to homeowners and business owners. Staff will place emphasis on assisting customers to ensure that they are code compliant to avoid possible penalties and ensure customers receive positive inspection results.

Through **Orlando Builds**, Permitting Services guarantees reduced plan review times, reduced project costs to developers and contractors and excellent customer service during these tough economic times. For more information on the Strengthen Orlando initiative and the **Orlando Builds** pillar, please visit our website <http://www.strengthenorlando.com/builds.htm> or call Permitting Services at 407.246.2271.



Orlando Builds
Strengthen Orlando

Learn How Orlando Builds Can Help You!

Attention Developers, Contractors and Homeowners:

Please join us on **August 25, 2009 at 5:30 PM** to learn about how through Orlando Builds, the Permitting Services Division is helping to stimulate construction activity by offering:

- Quality Control On-site Inspections
- Expedited Plan Review
- Impact Fee Payment Plans
- Same Day Inspections

These are just some of the ways the City of Orlando's Permitting Services Division aims to reduce your project costs and generate economic activity. This session will take place in the City Hall Council Chambers - 2nd Floor - 400 South Orange Avenue Orlando, FL 32801. Please RSVP to arlene.gonzalez@cityoforlando.net by Friday, August 21, 2009. For questions, please call Lillian Scott at 407.246.3273.

Orlando Builds is part of Mayor Buddy Dyer's Strengthen Orlando initiative, a local, comprehensive plan designed to create jobs, provide economic stimulus and connect residents and businesses with vital resources and information to ensure Orlando remains on track for a prosperous future.

Mass Grading Permits

On March 9, 2009 the Orlando City Council adopted revisions to the Engineering Standards Manual. The Engineering Standards Manual (ESM) sets forth engineering, design, development and material standards for projects constructed within the City of Orlando. Mass Grading Permits address lengthy environmental site cleanup jobs, mitigations, soils consolidation or other types of large earthwork related jobs. These permits will only be granted if the owner can determine to the City Engineer that a financial or timeline hardship can jeopardize the completion of the project. The Engineering Standards Manual revisions include fee modifications to the Mass Grading Permits. These permits will have two times the normal city permitting fees and a very limited scope of work. For more information on Mass Grading Permits, please contact Luis Grajales, Permitting Services Civil Engineer, at 407.246.3807.



2008 National Electrical Code Effective Oct. 1, 2009

All contractors and homeowners should be aware of the electrical changes that may affect future projects. The 2008 National Electrical Code has been drafted and will be in effect October 1, 2009. If you have questions regarding the new Electrical Code, please contact Tom Kader, Chief Electrical Inspector at 407.246.3553 or via email at Thomas.kader@cityoforlando.net.

Renew Your Business Tax Receipts!

Any person engaging in or managing a business, occupation or profession, who maintains a permanent business location or branch office in the City's jurisdiction, is required to have a current business tax receipt. Fees for business tax receipts are based on the type of business and the variable information about the business, such as, number of employees, square footage and inventory. Declarations for business tax receipts were mailed to local business owners on April 1.

Business tax receipts expire September 30th of each year. All business tax receipts must be renewed on or before October 1. Each business is given an option of paying later with a delinquency penalty. In October the penalty is 10% of the business tax receipt fee; November 15%; December 20%; and January 25%. After February 1st an additional late fee of \$250.00 is applied to any unpaid business tax receipt renewal. Failure to receive an invoice is not an excuse for nonpayment.

For more information on the City of Orlando's Business Tax please contact Rhonda Lattimore, Customer Service Manager, at 407.246.2803 or via email at Rhonda.Lattimore@cityoforlando.net.

Attention Small Business Owners!

Want to jazz-up the look of your business? The Economic Development department offers loan funds to business owners and commercial property owners for façade improvements to commercial buildings within the City limits. The Neighborhood Commercial District Revitalization Program also referred to as the "façade program" offers matching loan funds to off-set design and façade improvement expenses such as painting, wall repair or cleaning; window repair or replacement; awnings; new or replacement signage; landscaping; streetscape and door repair or replacement.

All participating businesses must be a small business as defined by the U.S. Small Business Administration. The applicants must provide 20% of the project cost and the remainder is an interest free, deferred loan from the City of Orlando up to \$20,000 – payment is deferred for a five-year period and at the end of the five years, the loan is forgiven. The project must be completed and paid prior to any reimbursement and reimbursements may not occur for any improvements made prior to City Council approval. For more information on the parameters of the program and to apply, please contact Kim King, Economic Development Coordinator at 407.246.2721 or via email at kim.king@cityoforlando.net.

City's Building Official Retires

After 10 years of service with the City of Orlando and approximately 26 years of Building Code enforcement in the State of Florida Tom Hite, the City's Building Official, has retired. Tom is originally a native of Kentucky but has called Florida home since 1977. He plans to retire in Western North Carolina to spend more time with his son and granddaughters currently five and three years of age. Tom's proficiency and institutional knowledge will be greatly missed. We wish Tom the best of luck and thank him for his many years of service to the City of Orlando.

Don't Miss Our E-Newsletter!

Interested in receiving this newsletter? If yes, then send your e-mail address to Lillian Scott at lillian.scott@cityoforlando.net. Your information will be added to our database and you will receive all our newsletters and information about special events.



New Mechanical Equipment Ordinance!

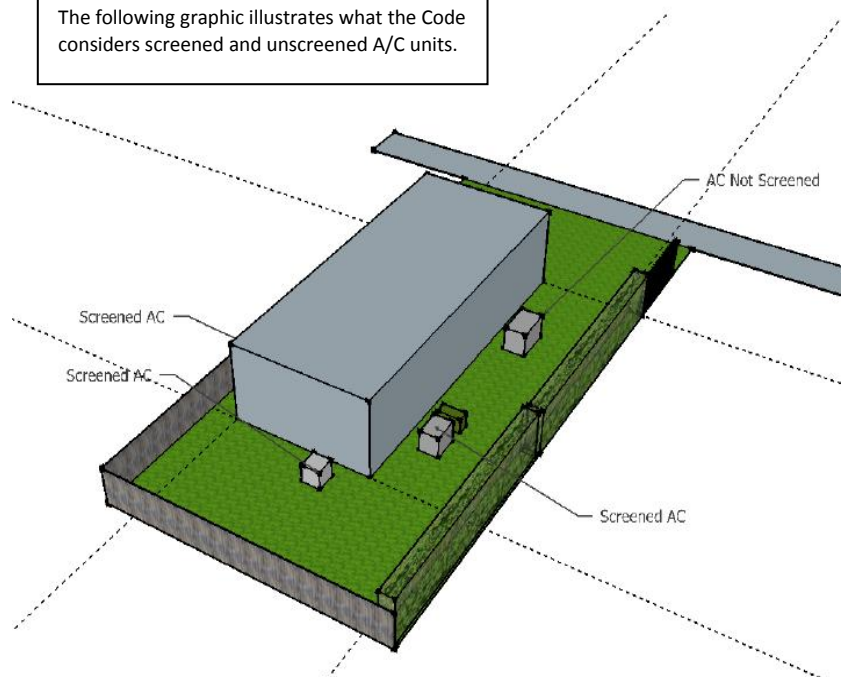
The City of Orlando recently amended Chapter 58, Part 5B(18) of the Land Development Code to address changes related to mechanical equipment on residential and non-residential properties within the City. These amendments focus on new screening requirements for ground units and roof-top units. Below is the portion of the new Code that addresses screening.

Mechanical equipment shall comply with the following standards and conditions:

- **Screening Required.** All mechanical equipment shall be screened from view at ground level as viewed from any public or private right-of-way, common areas, lakes and abutting property. Such screening shall utilize opaque fencing, screenwalls, and/or shrubs and other vegetation, maintained at a minimum one (1) foot distance from said mechanical equipment. Screening provided by a building located at a distance of one (1) foot or less from the mechanical equipment shall also be sufficient to satisfy this requirement.
- **Cantilevered Units.** No central air conditioning unit or associated equipment may be mounted to an external wall.
- **Roof Equipment.** Permanently located mechanical equipment mounted on the roof of any building shall be screened from view at ground level as viewed from any public or private right-of-way or from any abutting property. Buildings over 75-feet in height are required to provide architectural treatments to screen all mechanical equipment, including elevator shafts which house mechanical equipment, by means of parapets, louvers, or architectural treatments. Compliance with this subsection shall be determined by the Appearance Review Officer.



The following graphic illustrates what the Code considers screened and unscreened A/C units.



When the Above Screening Requirements Do Not Apply

The screening requirements described above shall not apply to the replacement of existing permitted mechanical equipment when the replacement unit retains the same footprint or the footprint is only altered as necessary to allow a more energy efficient or lower emission unit of mechanical equipment.



What Are We Doing?

In the months of **June and July 2009** the Permitting Services Division:

- Received 5,463 customers in business tax, Residential and Commercial Services.
- Received 7,422 calls from citizens needing assistance with permits, inspections and business receipts.
- Accepted 627 new applications for various permits.
- Issued 577 new permits in June and 1,640 new permits in July with an estimated construction cost of \$56,210,411. in June and \$73,227,308. in July.
- Performed 11,874 inspections.
- Performed 667 same day inspections and 535 courtesy inspections. Courtesy inspections do not result in approvals/disapprovals, but instead assist contractors with on-site issues.



Electronic Plan Review is coming...

In an effort to streamline the review process for our customers, the City of Orlando is looking to begin reviewing plans electronically. Electronic Plan Review (EPR) will allow the general public to submit plans in an electronic format that can be emailed to all of the reviewers within Permitting. Once reviewers receive the electronic submission, it will be reviewed and comments will be attached to the electronic file before the file is returned to the applicant. This will remove the process of physically delivering plans to our office, and having them picked up after the reviews.

This new process will not eliminate or replace our current Tidemark Permitting Software, but it will enhance it by organizing the physical review and circulation process. These two programs will work together to allow you to submit, monitor and respond to comments without leaving your office or home.

So how do we make this happen? The City of Orlando will be soliciting competitive sealed proposals from qualified service providers of an Electronic Plan Review (EPR) software system that have extensive experience in implementing solutions that integrate with our Tidemark Permitting software. Look for updates in upcoming editions of the newsletter as we migrate to this Electronic Plan Review.

Kudos to our Permitting Services Employees!

Congratulations to the following Permitting Services staff members and their families who participated in the sixth annual Orlando City ArtWorks Exhibit and Contest for City employees.

Honorable Mentions include:

- Marlene Heitz Dantos – mother-in-law of **Patricia Dantos**-Permitting Services Plans Examiner
- **Leticia Silva** – Permitting Services Administrative Assistant
- Evan Dunkle-son of **Theresa Dunkle** – Permitting Services Plans Examiner
- **Luis Grajales**- Permitting Services Civil Engineer

Other participants include:

- **Patricia Dantos** and William Dantos - Permitting Services Plans Examiner
- **Marissis Gandert** – Permitting Services Plans Examiner
- Grant Dunkle-son of **Theresa Dunkle** – Permitting Services Plans Examiner
- **Douglas True** – Permitting Services Fire Safety Examiner

Permitting Services Contacts

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