



Zoning, Building, Planning, Environmental Health

ZONING, BUILDING, PLANNING, ENVIRONMENTAL HEALTH - 320 EXPENDITURES BY CATEGORY:

	Actuals FY 2006	Actuals FY 2007	Estimated FY 2008	Budget FY 2009	% Var	Budget FY 2010	% Var
Salary and Benefits	3,156,337	3,288,226	3,950,564	4,062,928	3%	4,062,928	0%
Operating Expense	226,216	147,887	399,200	695,188	74%*	695,188	0%
Capital Expenditures	-	-	-	10,000	100%	10,000	-
Carryovers	7,299	7,178	6,194	-	-100%	-	0%
PROG EXPENDITURES TOTAL	3,389,852	3,443,291	4,355,958	4,768,116	9%	4,768,116	0%

FUNDING SOURCE SUMMARY

General Fund-Revenues	2,148,033	1,661,051	1,748,950	2,477,772	42%	2,751,900	11%
General Fund Contributions	1,241,819	1,782,240	2,607,008	2,290,344	-12%	2,016,216	-12%
PROG FUNDING SOURCE TOTAL	3,389,852	3,443,291	4,355,958	4,768,116	9%	4,768,116	0%
Authorized Full-time Equivalents	42	42	42	43	2%	43	0%

* Environmental Health was transferred to the General Fund in FY08.

Building Division

PURPOSE:

The Building Section is responsible for the administration and enforcement of the Building, Electrical, Plumbing and Mechanical codes as adopted by the Bernalillo County Commission. These codes provide for the protection of the community by regulation of design, construction, use, and maintenance of all structures and ancillary service equipment/systems located in the unincorporated boundaries of Bernalillo County.

SERVICES PROVIDED:

The Building Section:
Provides plan review, inspection and complaint response services to building, electrical, plumbing and mechanical permit applicants, contractors, subcontractors and homeowners; Provides timely response to stakeholders complaints filed with the Construction Industries Division on structures located within the jurisdiction boundaries; Provides business license inspection for new businesses locating within the jurisdiction boundaries; Provides construction management services to the County Manager, Deputy Managers and Directors on new high-profile County construction projects and on all buildings owned by the County; Provides technical assistance to various County Departments on issues related to Building, Zoning and ADA ordinances and requirements.

PROGRAM HIGHLIGHTS AND MAJOR ACCOMPLISHMENTS:

- Completed High Profile Projects:** Certificates of Occupancy were issued to Shamrock Foods, Tempur Pedic manufacturing facility, Route 66 – seven-story hotel addition, Hubble House restoration, South Valley Health Center phase I, Hiland Theatre re-roof, MDC PSU addition, Peanut Butter and Jelly addition; JDC re-roof, MATS bath addition.
- Significant School Projects in Plan Review or Inspection:** Sandia Base Elementary, Harrison Middle School remodel, Southwest Valley High School phases I and II, Sierra Vista Elementary School addition, Barcelona Elementary addition, Building Bridges School addition, Taylor Middle School re-roof, Navajo Elementary addition, North Star Elementary addition, Rio Grande High School addition/remodel of class rooms.
- Significant Bernalillo Count-Owned Projects in Plan Review or Inspection Process:** South Valley Multipurpose Family Center, Bell Keeper Sculpture arts project, Metropolitan Assessment and Treatment residential units/intake addition, AMISTAD Crises Center, YDI Development addition, ADA/site improvements at 211 Atrisco SW, fueling station at MDC, ADA improvements at Paradise Hills, Mesa Del Sol entrance sculpture, salt storage facility for Public Works, Fisher Smith Gymnasium project, Rio Bravo Meal Site addition,

Zoning, Building, Planning, Environmental Health-Building Division

Armijo Meal Site addition and Paradise Hills Little League Concession project.

Significant Private Commercial Projects in Plan Review or Inspection Process: AS Horner, 18,400 sq. ft. Office/Warehouse Project, State Human Services Income Support Division Office Building (31,123 sq. ft.), Rio Bravo Commons (four office/warehouse buildings 100,640 sq. ft.), Bradbury Stamm office building (11,275 sq. ft.), All-State Steel office/warehouse (18,779 sq. ft.), Province of Our Lady of Guadalupe Friars Friary (15,202 sq. ft.), Outpost Ice Arena (52,904 sq. ft.), Sysco Food Distribution Center (86,330 sq. ft.)

- **Significant Residential Projects over 5000 Sq Ft in Inspection Process:** East Mountains 36 projects, NE Quadrant 32 projects, SW Quadrant 19 projects, NW Quadrant 10 projects.

County Goal: Bernalillo County residents live in a healthy, well-planned environment and have access to affordable housing opportunities.

DEPARTMENTAL OBJECTIVES:

FY09

- Eliminate duplication of effort and improve the flow of information to citizens and staff by improving information system processes. This is a continuing goal.
- The Code Enforcement training program is on-going. Certification testing will continue until all zoning inspectors obtain national certification as Housing Code Inspectors.
- Implement a combination inspector training program to complement our existing inspector certification process. Two of our inspectors have recently obtained National Certifications in related disciplines. These certifications (endorsed by CID) allow these inspectors to provide multiple inspections at the same site, providing better use of county resources and improving customer service.
- Employees continue training, with national exams to be scheduled in 2008.
- Prepare recommendations to management on the adoption of the 2006 International Building Codes. Complete by December 31, 2008.
- Provide construction management services for County Capital Improvement projects as needed. Ongoing through FY09/10
- Pursue code enforcement activities on the Pajarito Mesa and recommend alternative strategies to management on long term solutions. FY09
- Work with Human Resources and Public Works Departments to establish a County wide program of incentives for inspectors who obtain additional certifications. Draft recommendations should be submitted to management in 2008/2009.

FY10

- Continue along with your FY09 goals.
- Work with management to implement new hardware and technology to allow for immediate on-line reporting on all inspection activities.
- Provide recommendations to management on providing on-line interaction with applicants for building and zoning permits.
- Provide recommendations to management that address the loss of highly trained staff to retirement.



Office of Environmental Health

Building, Planning, Zoning, and Environmental Health Dept.

Inspection and Compliance Team

PURPOSE:

Under the direction of the Board of County Commissioners, The Office of Environmental Health is committed to protect the health, safety and general welfare of the citizens of the unincorporated areas of the Bernalillo County through enforcement of the Health and Sanitation and Environment codes and coordinating mosquito control with the City of Albuquerque.

SERVICES PROVIDED:

Environmental Health Scientists Review permit applications for food establishments and swimming pools, and respond to constituent complaints about noise, food-borne illness, and problematic environmental conditions in the community including abandoned waste, unsanitary dwellings, and malfunctioning wastewater systems. Environmental Health Vector Control Technicians conduct mosquito surveillance and control in the unincorporated area in conjunction with the City of Albuquerque.

PROGRAM HIGHLIGHTS AND MAJOR ACCOMPLISHMENTS:

- Working with Food and Drug Administration to align local Food Safety program with national standards.
- Working with City of Albuquerque Environmental Health Department to upgrade mosquito surveillance and control capabilities and train staff on state-of-the-art equipment.
- Providing household hazardous waste collection capabilities to neighborhood mini-clean-ups in cooperation with Zoning and Solid Waste.
- Enforcing requirements that dwellings be connected to sewer lines within one year of sewer availability and referring qualified homeowners to the low income assistance sewer connection program, PIPE, in the Public Works Division.
- Working with Environmental Health Education Team to test all county facilities for radon.
- Working with Building and Zoning sections, Legal Dept. and Sheriff's Dept to enforce codes and mitigate most serious hazards on Pajarito Mesa.

COUNTY GOAL: Bernalillo County residents live in a healthy, well-planned environment and have access to affordable housing opportunities.

PROGRAM GOALS AND OBJECTIVES:

FY09

Goal:

Assure homeowners and the community that threats to health and the environment are minimized.

Objective:

- Respond to complaints and concerns from community members and enforce the "Health and Sanitation" and "Environment" code requirements.
- Inspect all public and commercial swimming pools in the unincorporated area.
- Provide radon testing kits to County residents and manage resulting data.

Goal:

To promote groundwater protection by providing Bernalillo County residents with access to proper disposal of household hazardous waste.

Objectives:

- Maintain contractual services for HHW Collection.
- Conduct approximately fourteen (14) HHW community collection events per year.

- Respond to complaints and coordinate remediation of abandoned/orphaned hazardous waste.
- Maintain support of a permanent HHW Collection Center.

Goal:

Protect the public from vector-borne illnesses.

Objectives:

- Participate in a county-wide mosquito surveillance and control program that responds to public concerns and takes a proactive approach.
- Coordinate with City Vector-Borne & Zoonotic Disease Management personnel on issues related to plague, tularemia and other flea/rodent borne illnesses.
- Help with the implementation of the new Vector Control Management System, which will be used to track mosquito surveillance and applications.

Building, Planning, Zoning and Environmental Health Environmental Health Inspection and Compliance

Goal:

Protect the public from food borne illnesses.

Objective:

- Prepare to adopt a new food safety code based on the Food and Drug Administration's (FDA) Food Code. This effort will require staff training and a comprehensive evaluation of the food safety program.
- Prioritize food safety inspections based on the vulnerability of the population served and the

potential hazards associated with the menu served.

- Conduct food safety training for food establishments and special events.
- Respond to complaints about food-borne illness within 24 hours and complaints about restaurant cleanliness within 48 hrs.

FY10

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**Building, Planning, Zoning and Environmental Health
Environmental Health Inspection and Compliance**

PERFORMANCE DATA:

Performance Measures	Actual FY 2006	Actual FY 2007	Estimated FY 2008	Target FY 2009	Target FY 2010
Responded and worked to resolve the following complaints:					
Noise/Air	54	45	50	50	50
Trash	174	157	160	160	160
Waste Water	115	107	110	110	110
Food	31	35	32	32	32
Vector Control	20	50	35	35	35
Wells	7	18	10	10	10
Issued the following permits					
Food	498	554	560	570	580
Pools	32	34	36	38	38



Zoning, Building, Planning & Environmental Health Land Use Planning

PURPOSE:

Under the direction of the Board of County Commissioners (BCC), the County Planning Commission (CPC) and the County Manager, the Planning Section oversees short and long-term planning of the unincorporated area of Bernalillo County, including subdivision review, administer impact fees, and interpret and administer the Zoning Code.

SERVICES PROVIDED:

The Planning Program handles a wide range of short and long-term development functions, including administration of land use ordinances (i.e. subdivision, zoning & impact fees), and drafting plans, studies and ordinances. The Planning Program processes all current land use cases (zone changes/Special Use Permits, master plans, plan amendments, sector plans) for the County.

PROGRAM HIGHLIGHTS AND MAJOR ACCOMPLISHMENTS:

- Presented the draft Mountain View Sector Development Plan to the County Planning Commission.
- Presented the draft Isleta Boulevard & Village Center Sector Development Plan to the County Planning Commission.
- Began community meetings to draft the Atrisco Sector Development Plan.
- Board of County Commissioners adopted the Tijeras Canyon/Carnuel Plan.
- Board of County Commissioners adopted the Impact Fees Capital Improvements Plan.
- Amended the Impact Fees Ordinance to increase the fees collected.
- Presented the proposed Zoning Ordinance amendments to the County Planning Commission to include language related to adult entertainment, making it constitutionally valid.
- Amended the Southwest Area Plan to include criteria for commercial nodes.
- Board of County Commissioners adopted the East Mountain Area Plan.

COUNTY GOAL: Bernalillo County residents live in a healthy, well-planned environment and have access to affordable housing opportunities.

DEPARTMENTAL OBJECTIVES:

FY09

- Adopt the Isleta Boulevard & Village Center Sector Development Plan.
- Adopt the Mountain View Sector Development Plan.
- Finalize the Atrisco Village Sector Development Plan.
- Prepare follow up planning studies and related documents for the East Mountain Area, North & South Valleys, North Albuquerque Acres and other unincorporated areas as required.
- Finalize the Master Plan Criteria to be used to evaluate master plan submittals.
- Review Special Use and Conditional Use permits for compliance or cancellation as needed.

FY10

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Zoning, Building, Planning & Environmental Health-Land Use Planning

PERFORMANCE DATA:

Performance Measures	Actual FY 2006	Actual FY 2007	Estimated FY 2008	Target FY 2009	Target FY 2010
County Development Review Authority	174	196	150	165	165
Zoning Administrator's Hearing	129	115	165	170	170
Board of Adjustment Hearing	21	5	7	8	8
County Planning Commission	72	73	74	75	80
Board of County Commission	69	63	64	65	70



ZONING, BUILDING, PLANNING DEPARTMENT

Land Use Review and Code Enforcement- 14LR

PURPOSE:

Under the direction of the Board of County Commissioners, The Zoning Section is committed to protect the health, safety and general welfare of the citizens of the unincorporated areas of the Bernalillo County through land use regulations, to preserve and protect the value of buildings and land, and to encourage and promote the most appropriate use of the land.

SERVICES PROVIDED:

The Zoning Section handles a wide range of land use functions, including inspections of property for compliance with adopted land use regulations and issuance of zoning permits, home occupation licenses, business registrations and street addresses. The section accepts and processes applications for Special Exceptions, Zone Changes, Special Use Permits, Non-Conforming Uses, Street Name Changes, and Appeals to the Board of County Commissioners.

The Zoning Section investigates complaints from the public and other departments pertaining to possible zoning violations and prepares documentation for and appears as a witness in court proceedings involving zoning cases. The section participates in all Case Review Committee and County Development Review Authority meetings. They also coordinate the KIVA Permit Tracking System for all County permitting departments.

PROGRAM HIGHLIGHTS AND MAJOR ACCOMPLISHMENTS:

- Worked closely with the Building Section, Sheriff's Department, Animal Control, Public Works, Environmental Health and County Attorney's Office to abate Code Team Violations. The team began meeting every other week to target high priority violations that required combined assistance from all affected
- County agencies for a more effective enforcement program. Over thirty properties cleaned/or demolished and five others in progress.
- Updated the County's Business Registration Ordinance to reflect current procedures and improve enforcement. Adopted by BCC August 2005.
- Staff worked closely with the Solid Waste Department on mini clean-ups of trash and debris county-wide. A total of 3,582 cubic yards were removed through 18 clean ups.
- Updated the County's Residential Zone Ordinance to prohibit certain commercial vehicles and amend language related to garage sales and flea markets, effective March 2006.
- Zone Atlases and Address Atlases for all portions of the County were updated prior to the end of 2005.
- Annual updates will continue.

COUNTY GOAL: Bernalillo County residents live in a healthy, well-planned environment and have access to affordable housing opportunities.

DEPARTMENTAL OBJECTIVES:

FY09

- Monitor and review current and previous Special Use Permits, conditional Uses, Zoning Permits and Non-conforming Uses for compliance with conditions of approval and proceed with enforcement or cancellation as required
- Assign street addresses in KIVA & GIS to the properties within the unincorporated area that are not currently addressed; create new address and property history atlases for Bernalillo County residents and staff, and update the County's mapping system to provide current permitting and enforcement data via the internet. On-Going.
- Scan existing files to database with access for staff through their desk top computers.
- Work with the Building Official to formalize an enforcement- training and certification program for the Zoning Enforcement Staff to support the Housing and Abatement of Dangerous Building Codes.
- Work closely with the Zoning administrator and the County Legal Department to update language in the Zoning ordinance to improve enforcement capabilities.
- Implement business procedure documentation for permit processing. The goal is to enhance the permitting procedure between all development processing departments. Clearly documented procedures will ensure timely business standards for the County of Bernalillo, including a more- functional one-stop permitting shop. Cross training for staff will ensure professional customer service.

**Zoning, Building, Planning, & Environmental Health Department
Land Use Review & Code Enforcement**

FY10

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- Work with the Building Official to formalize an enforcement- training and certification program for the Zoning Enforcement Staff to support the Housing and Abatement of Dangerous Building Codes.
- Work closely with the Zoning administrator and the County Legal Department to update language in the Zoning ordinance to improve enforcement capabilities.
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PERFORMANCE DATA:

Performance Measures	Actual FY 2006	Actual FY 2007	Estimated FY 2008	Target FY 2009	Target FY 2010
Permit Applications	950	1,000	1,000	1,000	1,000
Field Inspections	5,500	5,500	6,000	6,000	6,000
Violations	1,600	1,600	1,600	1,700	1,700
Criminal Complaints	200	200	220	250	250
Metro Court Appearances	600	600	660	676	676
District Court Appearances	7	7	8	10	10
Business Registration/New & Renew	2,750	2,750	2,800	2,825	2,850
Violations Corrected	65%	65%	70%	75%	75%