

# CITY OF MARATHON

## Memorandum



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**Meeting Date:** February 11, 2020  
**To:** Honorable Mayor Cook and City Council Members  
**Through:** Chuck Lindsey, City Manager  
**From:** Douglas Lewis, Growth Management Director  
**Subject:** Growth Management Report  
November and December, 2019

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### **Code Compliance Department**

The Code Department sent two notices for Hearing before the Special Magistrate scheduled on November 20, 2019. Prior to the meetings, one case was resolved through a stipulated agreement and the other case was continued, as staff is working with the owners to resolve their issues without needing to take them before the Special Magistrate.

December 18, 2019 Hearing was cancelled due to conflicts with the holidays.

The Special Magistrate hearing days have been changed to the 3rd Thursday of the month at 2:00 PM for the 2020 calendar year. Meetings are held at City Hall Council Chambers, 9805 Overseas Highway, Marathon FL.

### **Staff Changes**

The Code Department is in the process of hiring two additional Code Officers.

Staff expects an increase in citizen complaints as our seasonal residents return, along with an increase in holiday renters.

<b><u>Code Cases:</u></b>	<b><u>November 2019</u></b>	<b><u>December 2019</u></b>
Cases opened:	25	8
Cases closed:	43	95
Total open cases:	150*	

(\* Approximately 50% of these cases remain open due to fines/fees or have complied by applying for building permits and the permits remain active)

Code Department staff responded to complaints either by telephone, email, online or in person. A total of 33 new cases were opened. The remaining were either quickly resolved, unfounded, civil in nature, or subsequent complaints on an existing code case.

Case Type	November	December
Abandoned boat	0	0
Building Code	10	7
Environmental	1	0
Nuisance	2	0
Multiple violations	0	0
Property Standards	9	0
Right of way	0	0
Sewer/Utility	3	0
Unsafe	0	0
Vacation Rental	0	1
Zoning	0	0
Total	25	8

**November and December Case Actions**

Notice of Violation: 26

Courtesy Notices (written or verbal): 5

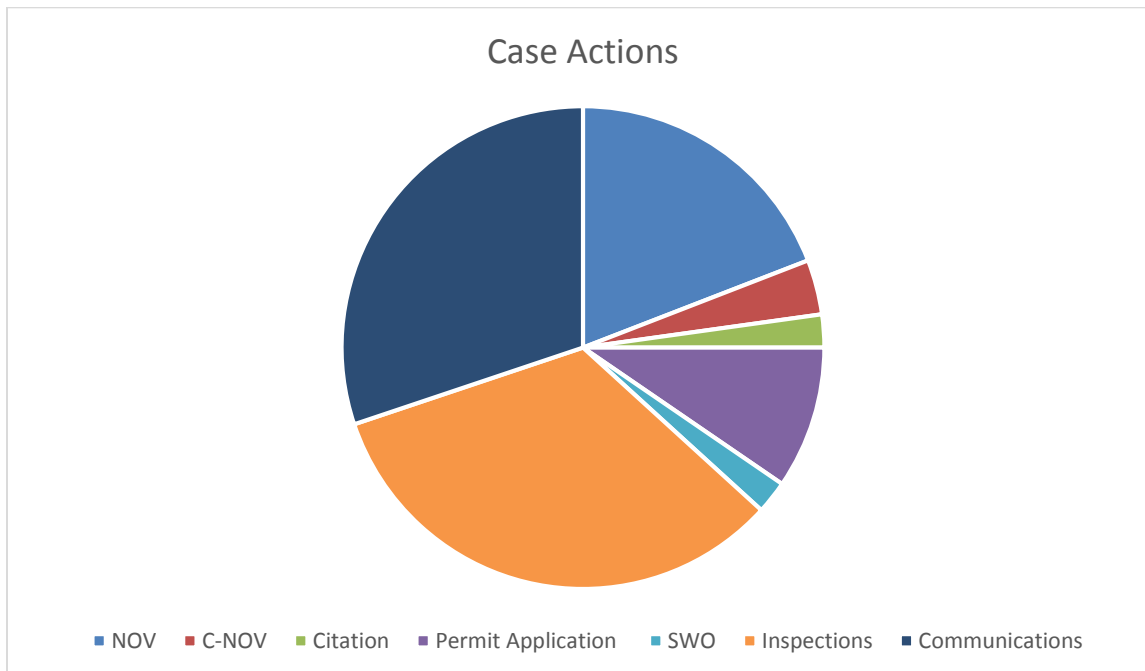
Citations: 3

Building permit applications received on code cases: 13

Stop work orders: 3

Initial/re-inspections: 45

Communication in person, via telephone or email regarding open cases: 41



## **Building Department Report – November and December 2019**

### **Staff Changes**

The Building Department is continuing to change and evolve to meet the needs of the community and is currently utilizing contract inspectors in order to fill in any gaps that arise.

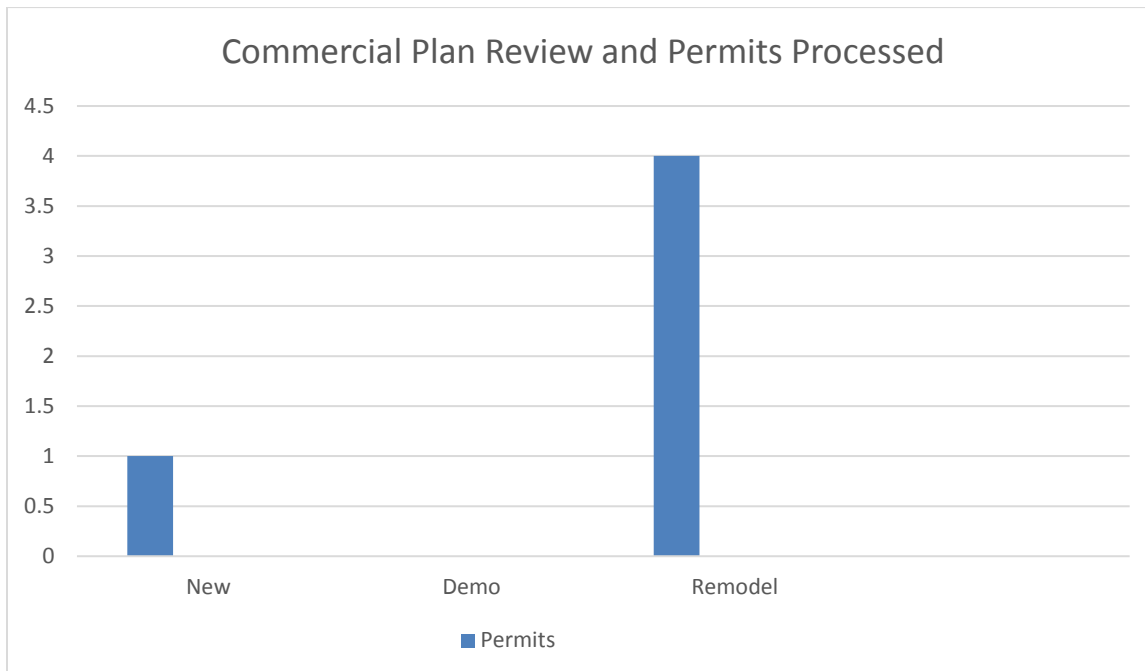
### **View Point Software Update**

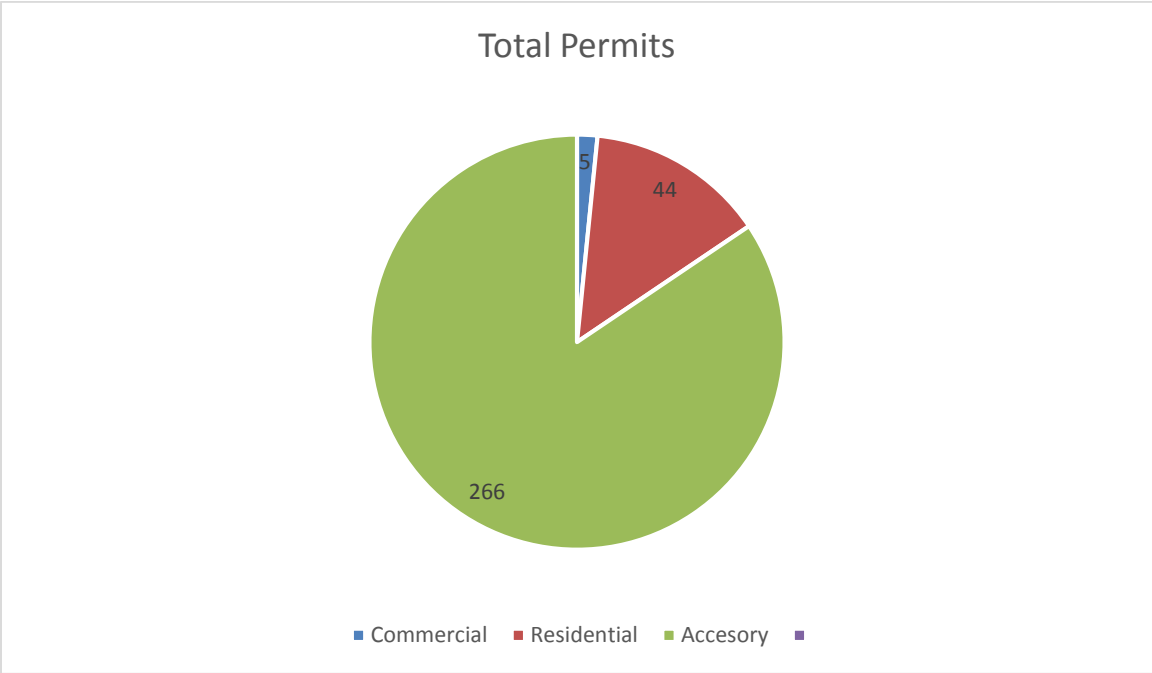
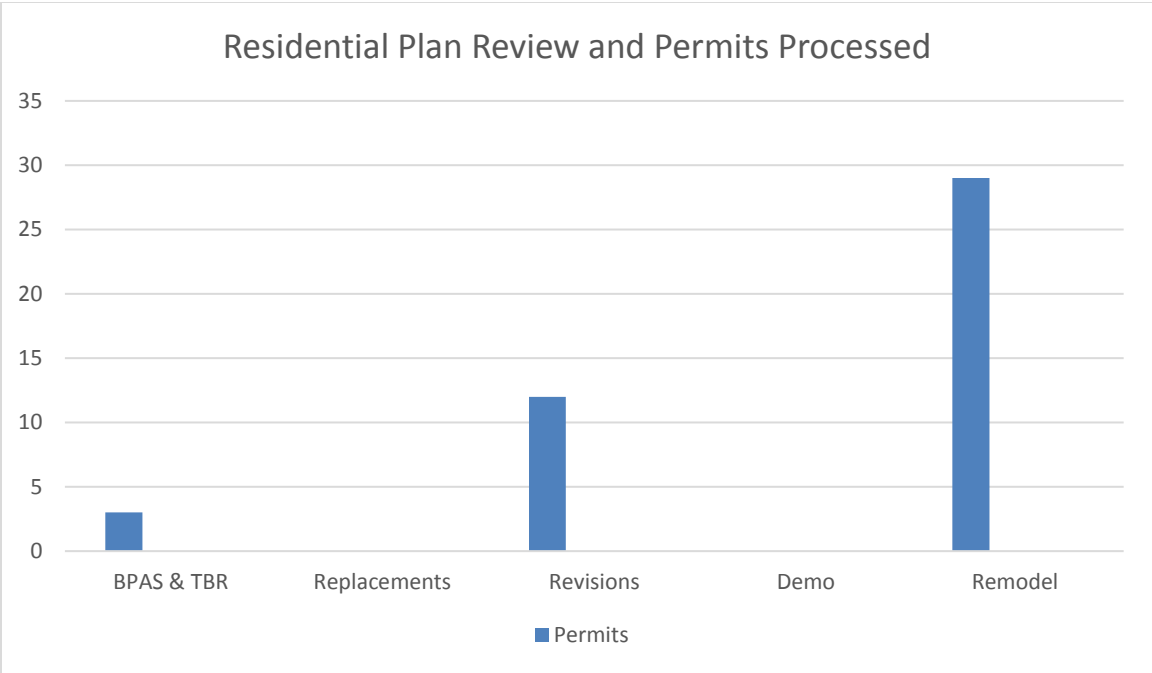
Staff continues to work with the software implementation team to integrate our existing data into the new system. There are weekly staff meetings in addition to weekly calls with the View Point team to facilitate the transition to bringing the new software online. The bulk of the data needing to be transferred to the new software has been uploaded to Viewpoint.

### **November 2019**

#### **Permit Totals**

Permit Intake	287
Permits Issued	317
Permits Picked Up	260





**Total Inspections: 745**

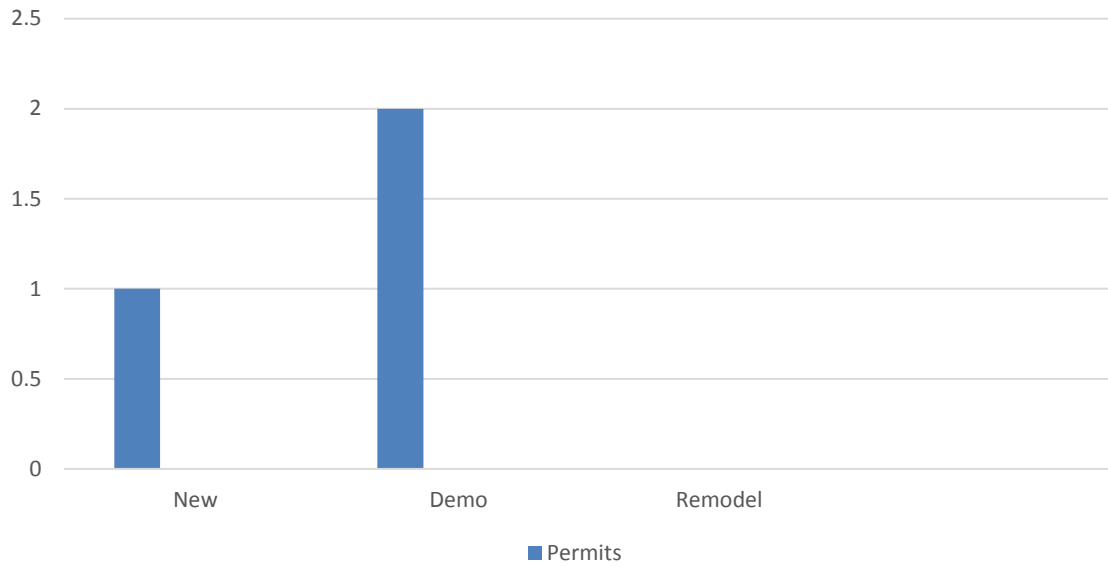
**Total Revenue for Building for November: \$136,390.90**

**December 2019**

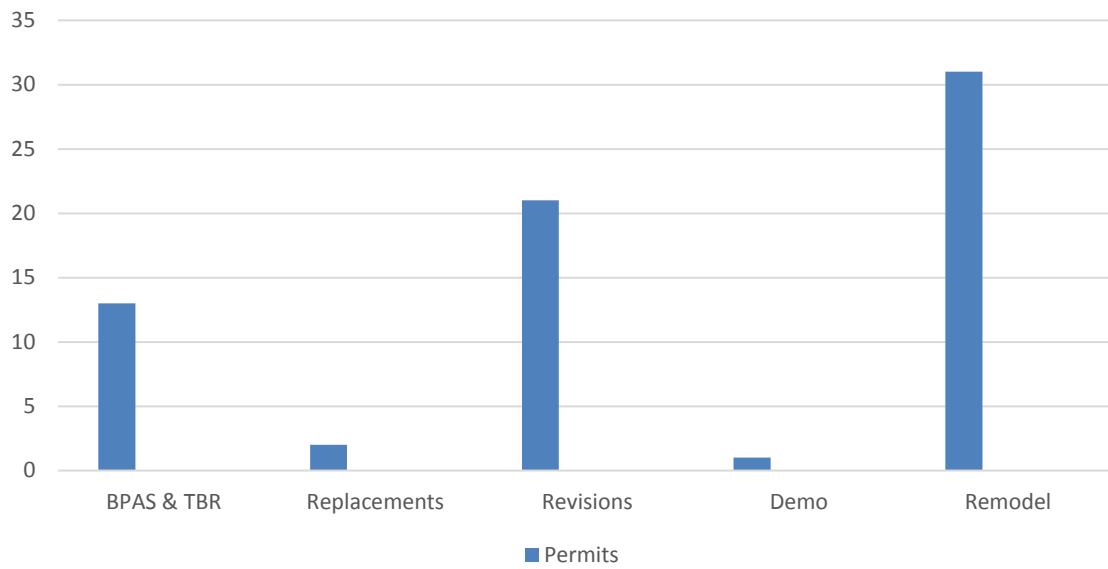
**Permit Totals**

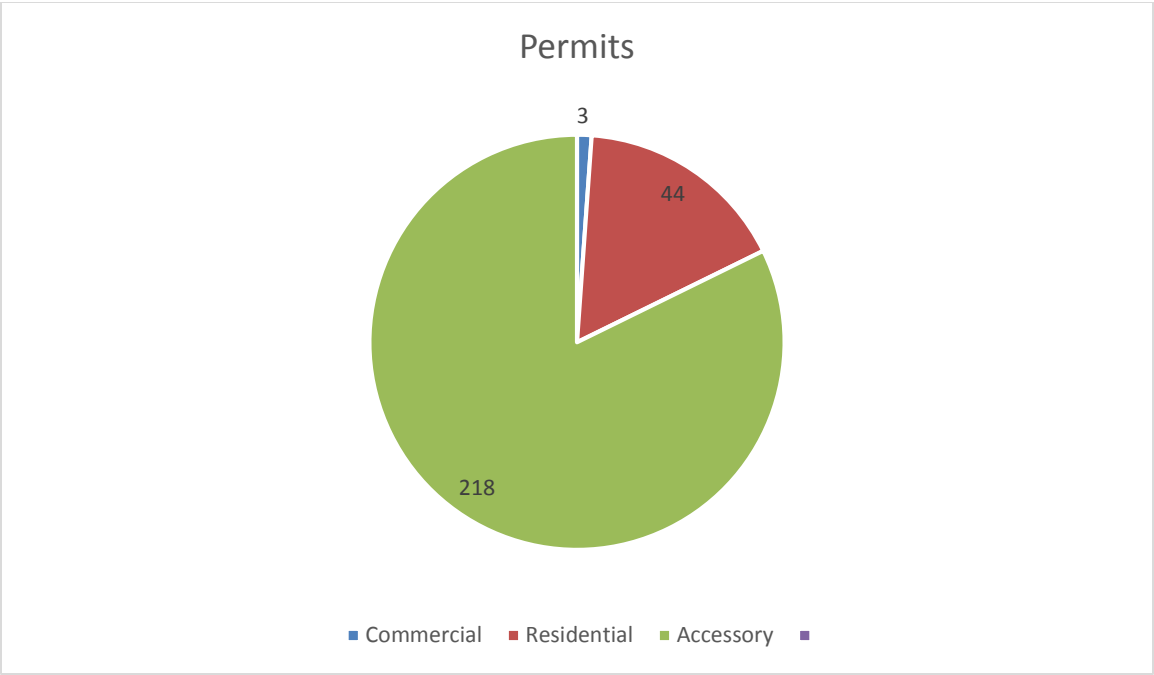
Permit Intake	368
Permits Issued	325
Permits Picked Up	351

### Commercial Plan Review and Permits Processed



### Residential Plan Review and Permits Processed





**Total Inspections: 883**

**Total Building Revenue for December, 2019: \$349,860.41**