



**Contra
Costa
County**

To: Board of Supervisors
From: John Kopchik, Director, Conservation & Development Department
Date: June 9, 2015

Subject: Establish the Principal Building Plan Checker classification and add one (1) full-time position to the Department of Conservation and Development

RECOMMENDATION(S):

ADOPT Position Adjustment Resolution No. 21644 to establish the classification of Principal Building Plan Checker (FRHA) (represented), allocate it to the Salary Schedule at salary plan and grade ZA2 1554 (\$5,186 - \$7,328), and add one (1) full time Principal Building Plan Checker in the Department of Conservation and Development.

FISCAL IMPACT:

This position will be fully funded by building permit and land use planning application fees. No fiscal impact to the General Fund.

BACKGROUND:

Significant changes have occurred over the past few years regarding permitting for solar energy systems, energy conservation construction accessibility and other related matters. The Principal Building Plan Checker position will be the supervisory position to provide necessary oversight to the plan checking work group. This is necessary to keep current with the volume of regulatory changes as well as to provide customary and regular training and monitoring of non-structural building plan reviews by staff. Additionally, the Principal

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/09/2015** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I
Supervisor
Candace Andersen, District II
Supervisor
Mary N. Piepho, District III
Supervisor
Karen Mitchoff, District IV
Supervisor

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: June 9, 2015

David Twa, County Administrator and Clerk of the Board of Supervisors

ABSENT: Federal D. Glover, District V
Supervisor

By: Chris Heck, Deputy

Contact: Arnai N. Maxey, (925)
674-7876

Building Plan Checker will be responsible for coordinating plan reviews with Engineering Services and Building Inspectors to assure timely completion of the permitting process for customers.

CONSEQUENCE OF NEGATIVE ACTION:

Failure to receive Board approval will impede the Department's ability to efficiently perform permitting for solar energy systems and plan check services as well the ability to provide daily training and oversight to subordinate Building Plan Checkers.

CHILDREN'S IMPACT STATEMENT:

No impact.

ATTACHMENTS

P300 21644 Principal Building Plan Checker in DCD