



# CITY OF RAPID CITY

RAPID CITY, SOUTH DAKOTA 57701-5035

## Growth Management Department

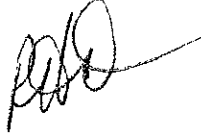
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### MEMORANDUM

TO: Legal and Finance Committee

FROM: Bob Dominicak, P.E./L.S.  
Development Service Center Coordinator 

DATE: January 8, 2007

RE: Subdivision Inspection Fees

At the present time the Development Service Center is operating with only two full time subdivision inspectors. There are approximately 45 development projects in some stage of construction. These two inspectors are covering projects not only within the city limits, but also projects outside the city limits within the three-mile jurisdictional area. Because of the number of projects and the large area to be covered each inspector cannot visit each construction site every day. They try to keep informed on what stage of construction the projects are in and may be able to get to them at critical times, such as beginning of paving operations, periodically during sewer main and water main installation, at times the water and sewer mains are tested and when contractors request them to come to the site to observe a problematic situation or issue. Since the inspections are only periodic and random the inspectors are as the saying goes "Keeping the honest contractor honest."

Alternatives for inspections of subdivision construction sites would be:

1. Set a policy of Self Certification. Developers would arrange for their own construction inspections, paid by them; the inspector and the Developer would then certify that the work was done according to the approved plans and specifications. The Growth Management inspectors would only perform spot inspections during the construction period and final inspections for project acceptance.
2. Add FTE's to perform full time inspection on development projects, with appropriate fee increase.



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3. Continue operating as we are with two inspectors visiting construction sites on random periodic visits, but only spending a short time at each site. Visits may not be at a critical aspect of construction.
4. Continue operating as we are with two inspectors plus an additional inspector to allow each inspector to remain at each construction site for a longer period of time to more thoroughly inspect critical aspects of the construction.

**STAFF RECOMMENDATION:** Staff recommends approval of Alternative No. 4 with the appropriate fee increase to cover expenses of the additional FTE inspector.