

# MONTHLY REPORT TO COUNCIL



Meeting Date: April 2, 2025  
Prepared by: Michael De Roia  
Department: Community Development  
Division: Building  
Reporting Period: 03/2025  
CC: City Administrator John Walsh

## 1. General Operations (This Month/YTD)

- Permits Issued (24/74)
- Inspection Performed (83/254)
- Plan Reviews (11/21)
- Budget

Account Type

Revenue  Expense  Total

Original Budget	\$420,200.00
Budget Adjustment	\$0.00
Current Budget	\$420,200.00
Activity	\$266,889.94
Encumbrance	\$0.00
Reserve	\$0.00
Prior Year Adjustment	
Budget Remaining	\$153,310.06
Pending	\$0.00
Budget Available	\$153,310.06



## 2. Staffing & Personnel

- The Building Division is welcoming Angelica Artero to the Community Development Administrative Assistant position on March 31, 2025. In the first weeks, Angelica will be training in her new position. We are excited for her to be joining our team. Her workstation is at the front counter of City Hall so please stop by and welcome her with us.
- State Residential Energy Code training (non-mandatory) is available. This is a three-part video training series published by the state to provide guidance in application of energy related codes in the Oregon Residential Specialty Code. This training will be completed in April.

## 3. Projects & Initiatives

### Projects

- **LOCAL:** Updated IGA - St. Helens has participated in the Homeland Security Emergency Management Commission (HSEMC) since 2007. This is a body of diverse stakeholders from public and private partners to act as an advisory board to County Emergency Management. I am appointed to Vice Chair of the commission. We are currently working with the county to draft a new IGA. We anticipate a draft will be presented to the council in the fall of 2025. If the City chooses to participate in the IGA a budget impact of 2025/2026 Budget (\$9,844.88 is the cost to Level 2 Participating Jurisdiction).

- **STATE BUILDING CODES DIVISION (BCD)-**
  - 2026 Oregon Residential Structural Code adoption process begins April 2, 2025. The proposed adoption date is October 1, 2026.
  - Ready Build Plans program is available again. These are state-approved plans applicants can submit for their projects. Currently available is residential deck plans. Please note the City still accepts previous versions of Ready Build Plans for sheds, garages, carports, pole barns, and decks.

#### **4. Upcoming Events & Important Dates**

*(Provide information on city-related events, meetings, and deadlines relevant to the department.)*

- April 1, 2025 – ICC Building Valuations Update for 2025. These valuations are used to apply permit fees.
  - Angelica Artero starts March 31, 2025
- 

#### **Attachments (If Applicable)**

- *Building Reviews Completed*
- *Building Data Request Information*



## Building Data Request Information

For 03/01/2025 through 3/26/25

www.sthelensoregon.gov

buildingsafety@sthelensoregon.gov

<b>Permit Type</b>	<b>Count</b>	<b>Valuation</b>
Commercial Mechanical	1	\$19,049.00
Commercial Structural - Other	5	\$43,718.00
Residential Mechanical	11	
Residential Plumbing	6	

### **Inspections:**

	<b>Count</b>
Commercial Mechanical Inspection	3
Commercial Plumbing Inspection	2
Commercial Structural - New Inspection	2
Commercial Structural - Other Inspection	17
Commercial Structural Non-Classified	2
Residential Mechanical Inspection	11
Residential Plumbing Inspection	21
Residential Structural - Manufactured Dwelling Inspection	2
Residential Structural - New 1 and 2 Family Inspection	20
Residential Structural - Other Inspection	3

Report Description:

Permits Types Included:

Records Types Include: Residential Manufactured Dwelling, Commercial Alarm or Suppression Systems, Residential Electrical Limited Energy, Residential Electrical Renewable Energy, Residential Electrical, Commercial Electrical Limited Energy, Commercial Electrical Renewable Energy, Commercial Electrical, Residential Mechanical, Commercial Mechanical, Residential Plumbing, Commercial Plumbing, Residential Phased Project, Commercial Phased Project, Residential Structural, Commercial Structural, 1 & 2 Family Dwelling, Residential Sign, Commercial Sign

Permits Issued Portion

The First\_Issued\_Date must fall between the Start and End Dates

Permit Status must not be Void or Withdrawn

Permit must have a applied payment for at least one Building State Surcharge

Categorization Process:

1. Permits are categorized as Commercial and Residential (using b1\_per\_type)
2. Permits are categorized as Electrical, Mechanical, Plumbing and Structural based on the Surcharge fee paid (1 & 2 Fam Dwelling will count in multiple categories)
3. Structural Permits are categorized by Custom Fields Type of Work and Category of Construction

Inspections Portion (Inspection Trips Completed)

The Inspection Completed Date must fall between the Start and End Dates

The Inspection Status must be 'Insp Completed' with a Result of 'Accepted', 'Approved', 'Approved with Conditions' or 'Not Required' OR Inspection Status must be 'Insp Cancelled' with a Result of 'Denied', 'Information Only', 'No Access' 'Not Ready', or 'Partial'

Inspections must have starting numbers between 1000 and 5999 or 6900 and 6999 or 8000 and 8999

Categorization Process:

1. Permits are categorized as Commercial and Residential (using b1\_per\_type)
2. Permits are categorized as Electrical, Mechanical, Plumbing and Structural based the beginning number of the inspection
3. Structural Permits are categorized by Custom Fields Type of Work and Category of Construction



# Building Reviews Completed

CITY OF ST. HELENS  
 265 Strand St.  
 St. Helens, OR 97051  
 503-397-6272  
 FAX: 503-397-4016

www.sthelensoregon.gov

3/1/2025-3/26/2025

buildingsafety@sthelensoregon.gov

		Al-Daomi	De Roia	Dimsho	Graichen	Stirling	Total
<b>Commercial</b>	<b>Building Review</b>		8				8
	<b>Infrastructure Review</b>					3	3
	<b>Mechanical Review</b>		1				1
	<b>Planning Review</b>			1	1		2
	<b>Site Review</b>	2					2
	<b>Total</b>	2	9	1	1	3	16
<b>Residential</b>	<b>Building Review</b>		2				2
	<b>Infrastructure Review</b>					2	2
	<b>Total</b>		2			2	4
<b>Total</b>		<b>2</b>	<b>11</b>	<b>1</b>	<b>1</b>	<b>5</b>	<b>20</b>