

**SANTA BARBARA COUNTY  
BOARD AGENDA LETTER**



Clerk of the Board of Supervisors  
105 E. Anapamu Street, Suite 407  
Santa Barbara, CA 93101  
(805) 568-2240

**Agenda Number:**  
**Prepared on:** 4/15/02  
**Department Name:** Planning & Development  
**Department No.:** 053  
**Agenda Date:** 5/13/02  
**Placement:** Administrative  
**Estimate Time:**  
**Continued Item:** NO  
**If Yes, date from:**

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**TO:** Board of Supervisors  
**FROM:** John Patton  
Director  
**STAFF CONTACT:** Frank Breckenridge  
Building Official  
**SUBJECT:** Specialized Plan Review Services Contract with Roy Harthorn

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**Recommendation(s):**

That the Board of Supervisors: Extend the current Professional Services Contract with Roy Harthorn, a local vendor, increasing by \$25,000 the original Purchase Order 8190350 in the not to exceed amount of \$175,000 for a total amount of \$200,000 through September 1, 2002.

**Alignment with Board Strategic Plan:**

The recommendations are primarily aligned with Goal No. 2 a Safe and Healthy Community in Which to Live, Work and Visit.

**Executive Summary and Discussion:**

This request extends our current contract with Mr. Harthorn through September 1, 2002. The current budget and the next fiscal year's budget includes funding for contract plan reviews. Costs are not incurred until projects are submitted for plan review. At that time plan check fees are collected prior to performing the actual plan review.

Permit activity remains high, which necessitates the use of contract plan review services in order to provide building and grading plan reviews within the time allowances recommended by state codes. In addition architects and designers request outside reviews in order to reduce waiting time. Mr. Harthorn is a local vendor and has provided quality reviews. His knowledge of local conditions and county ordinances contributes to a thorough plan review. Being a local vendor, he can meet with designers and county staff to resolve code problems quickly.

The department funds outside contracts directly from building permit fees. There is no General Fund cost to this contract. Next year's budget will show reduced contract costs due to City of Goleta workload reductions.

**Mandates and Service Levels:**

The California Health and Safety Code requires that the local permitting agency provide for plan review services to assure compliance with state and local building codes.

**Fiscal and Facilities Impacts:**

All contract costs are offset with permitting revenue.

**Special Instructions:**

Clerk of the Board will forward a copy of the Minute Order to Planning and Development, Accounting.

**Concurrence:**

Risk Management  
Auditor-Controller  
County Counsel