



MEMORANDUM

Date: September 12, 2017

To: The Honorable Chair and Members
Pima County Board of Supervisors

From: C.H. Huckelberry
County Administrator 

Re: **Transfer of Code Compliance Functions**

Attached is a September 11, 2017 memorandum regarding the transition of building and zoning code compliance activities from Development Services to the Department of Environmental Quality (DEQ). DEQ is now handling common complaints such as inoperable/abandoned vehicles, repairing or demolishing buildings/structures, and commercial uses in residential areas, among others.

This consolidation of field enforcement activities within DEQ is expected to improve service delivery and reduce costs to the County.

Please contact me if you have any questions regarding this service consolidation.

CHH/mjk

Attachment

c: Carmine DeBonis, Jr., Deputy County Administrator for Public Works
Nanette Slusser, Assistant County Administrator for Public Works
Ursula Nelson, Director, Environmental Quality
Carla Blackwell, Director, Development Services



MEMORANDUM

TO: C. H. Huckelberry
County Administrator

DATE: September 11, 2017

FROM: Ursula Nelson *UN*
Director, PDEQ

Carla Blackwell *CB*
Director, DSD

THROUGH: Carmine DeBorris, Jr. *[Signature]*
Deputy County Administrator

RE: Transfer of Code Compliance Functions

In an effort to improve and streamline service to our constituents, the Pima County Department of Environmental Quality (PDEQ) is now handling building and zoning code compliance activities that were previously under Development Services (DSD). Overlap of resources often occur with certain complaints on properties, so by combining PDEQ illegal dumping/solid waste program and DSD compliance and enforcement activities, Pima County field inspection resources will be used more efficiently.

PDEQ is very proficient regarding complaint response, inspections, documentation, compliance education, violation handling and legal actions, and has systems in place to take on these additional responsibilities. PDEQ staff has been working closely with DSD over the past few months to fully understand the Title 18 zoning codes and building regulations. The Accela platform will house all the complaints so information can be shared by both departments.

Effective immediately, PDEQ will respond to all zoning and building code complaints, in addition to illegal dumping and other environmental complaints previously handled by PDEQ such as sewage, septic systems, small water companies, dust, air quality, hazardous waste, and storage of solid waste.

The most common zoning and building code complaints that PDEQ will now be handling include:

- open storage of materials and junk;
- inoperable/abandoned vehicles;
- excessive number of livestock on properties;
- land grading;
- erecting or reconstructing of buildings;
- repairing and demolishing of buildings/structures;

Memo to C. H. Huckelberry
Transfer of Code Compliance Functions
September 11, 2017
Page Two

Most common zoning and building code complaints (continued)

- multiple dwellings on residential properties;
- placement of travel trailers and RVs on property without a permit;
- commercial uses in residential areas;
- setback and separation of structures on properties;
- home based business without permits; and
- installing, enlarging, altering, repairing, removing, converting or replacing any electrical, gas, mechanical, or plumbing system without proper permits and inspections.

From a constituent's perspective, this transition will be seamless. The DSD website will continue to provide information and a portal to submit violations that will be forwarded to PDEQ. The Board of Supervisors' staff will now be directed to one central contact for all code enforcement complaints. In addition, Tom Drzazgowski, Chief Zoning Inspector, Chris Poirier, Planning Deputy Director, and Yves Khawam, Building Deputy Director, will be available to assist with complex questions from PDEQ staff or Board offices to ensure consistent and uniform enforcement of the Pima County Codes.

We are available to meet at your convenience if you have questions or would like additional information.

UKN/vb

c: Nanette Slusser, Assistant County Administrator for Public Works
Richard Grimaldi, Deputy Director for EQ Division, PDEQ
Chris Poirier, Deputy Director for Planning, DSD
Yves Khawam, Deputy Director for Building, DSD
Thomas Drzazgowski, Chief Zoning Inspector, DSD