



# COMMUNITY DEVELOPMENT DEPARTMENT

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OVERVIEW

# COMMUNITY DEVELOPMENT

## WHO WE ARE & WHAT WE DO

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- Permits for all Commercial and Residential Building activity, Food Establishments, Commercial Pools, and Zoning
- Licenses for Food Establishments, Outdoor Dining, Rental Housing, and Contractors
- On-call 24/7 for Emergencies
- Respond to Complaints
- Liaisons to 7 Advisory Boards
- Meet with Residents, Business Owners, Contractors, and Design Professionals
- Work to maintain Health, Safety and Welfare of our Community

# COMMUNITY DEVELOPMENT STAFF

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- Kevin Kochanski – Director, Zoning Officer
  - Maryann Cassidy – Administrative Assistant
  - Peggy Hagan – Administrative Assistant
  - Ray Daly – Code Official, Fire Marshal
  - Andy Pancoast – Code Official
  - Larry Taltoan – Health Officer
  - Marie Carbonara – Health Inspector
  - Katie Carlomagno – Health Inspector
- Dan Stanton – Code Official, 3<sup>rd</sup> party
- Jay Rutherford – Rental Housing Inspector, 3<sup>rd</sup> Party

# ADMINISTRATIVE RESPONSIBILITIES

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- Process permit applications, payments, and schedule inspections
- Process contractor's license and insurance information
- Process food establishment licenses
- Process rental housing, food establishment, and bathing facilities renewals
- Process ZHB, DRB, HARB, Rental Housing and Code Appeals applications
- Prepare monthly reports for the County Board of Assessment
- Process Departmental Right-to-Know requests
- Assist other Departments as needed

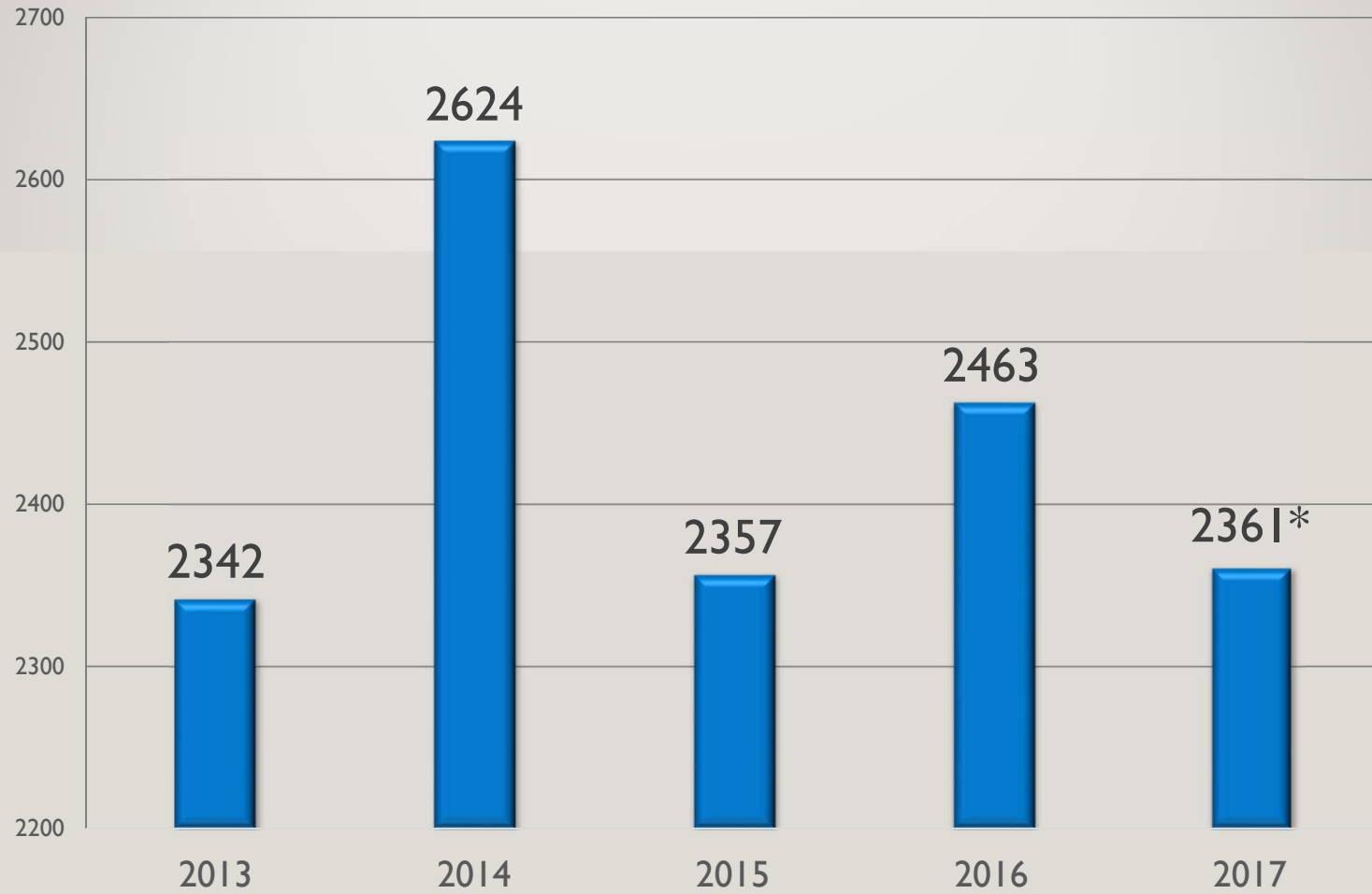
# ADMINISTRATIVE ASSISTANTS

MARYANN CASSIDY  
PEGGY HAGAN

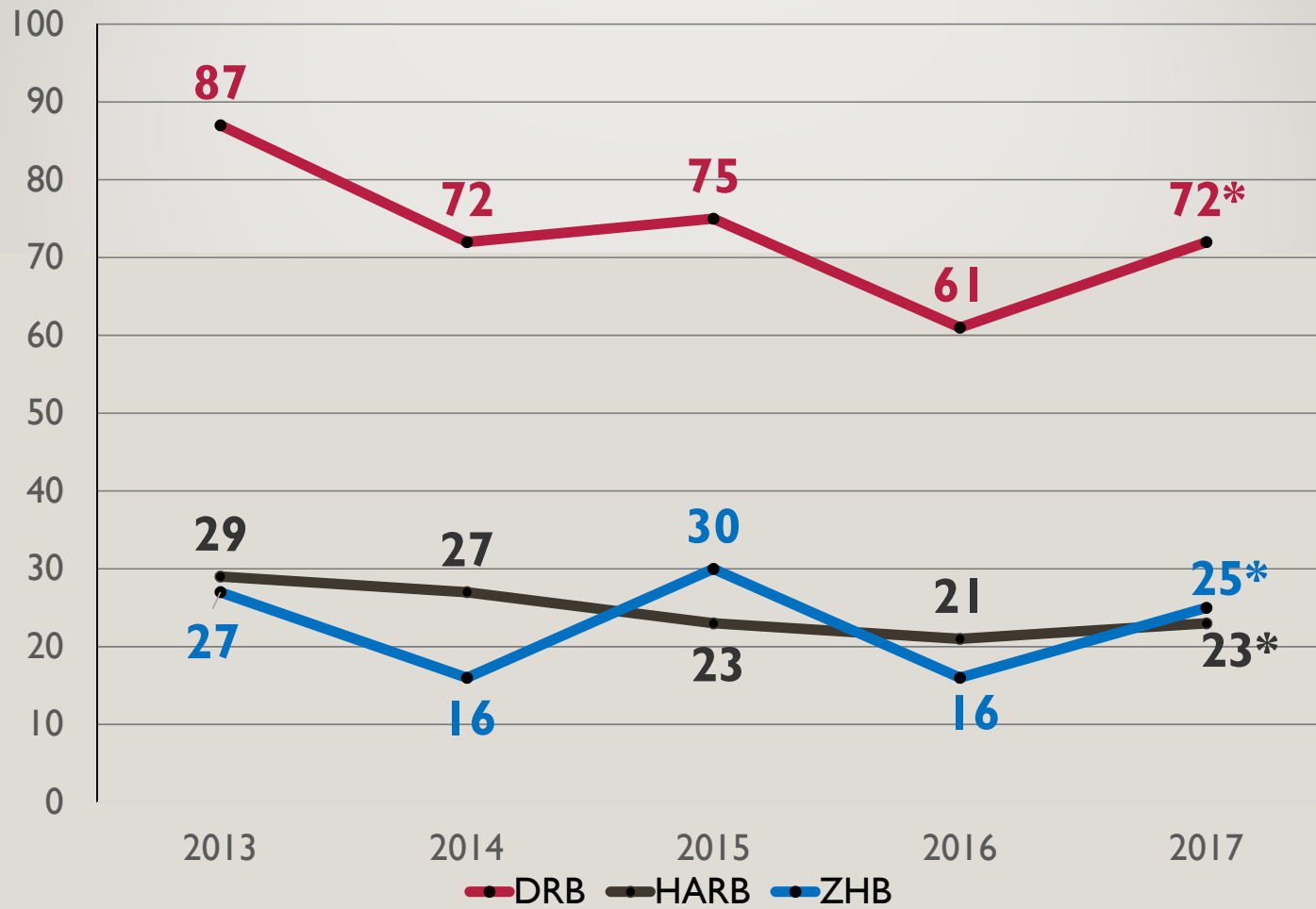
OVER 47 YEARS OF COMBINED MUNICIPAL EXPERIENCE

Process	Issued 2016	Issued 2016 (1/1 to 8/31)	Issued 2017 (1/1 to 8/31)
Construction Permits (building, electric, mechanical, plumbing)	2321	1618	1540
Zoning Permits	126	98	89
Banner Permits	13	7	5
Fire Permits	3	2	4
Food Licenses	216	216	216
Outdoor Dining Licenses	33	33	33
Bathing Place Licenses	41	41	41
Rental Housing Licenses	944	944	944
DRB Applications	61	45	37
HARB Applications	21	11	15
ZHB Applications	16	10	14
<b>Totals</b>	<b>3795</b>	<b>3025</b>	<b>2938</b>

# PERMIT ACTIVITY



# APPLICATION ACTIVITY



# CODE RESPONSIBILITIES

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- Perform plan review, issue permits, and conduct inspections
- Hold meetings with residents, businesses, design professionals and other Township staff and consultants
- Respond to complaints
- Coordinate with other Township Departments as needed
- Support and respond to Emergency Situations 24/7



# CODE OFFICIALS

RAY DALY, BCO, FIRE MARSHALL

ANDY PANCOAST

KEYSTONE SERVICES (1 BUILDING AND 1 RENTAL INSPECTOR)

OVER **130 YEARS** OF COMBINED CONSTRUCTION RELATED EXPERIENCE

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2017 (January 1 to August 31)

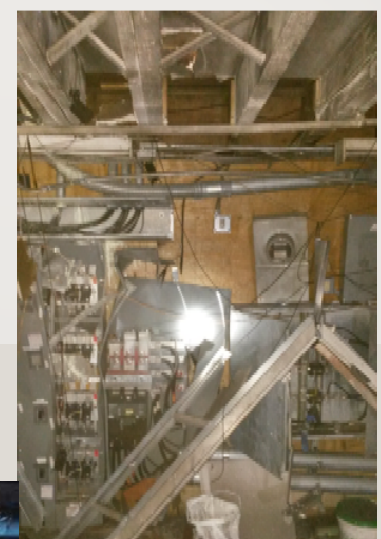
- 464 Building Project Applications submitted for review
  - A bundle application typically consists of applications for building, electric, mechanical, and plumbing
  - Commercial projects also contain fire alarm and sprinkler applications
- 5,149 inspections performed
- 73 complaints
- 13 after hour emergency calls
- 4 fireworks shows

# CODES AND INSPECTIONS

**CURRENT OPEN PERMITS 1,848** (AS OF AUGUST 31, 2017)  
*OPEN PERMITS ARE PERMITS THAT STILL NEED INSPECTIONS FOR COMPLETION*

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## Villanova University Projects 2016-2017

Parking Garage, West End Zone Field House, Dormitories, Bridge, Pavilion

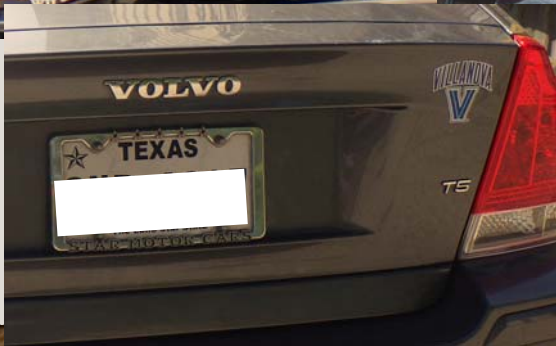
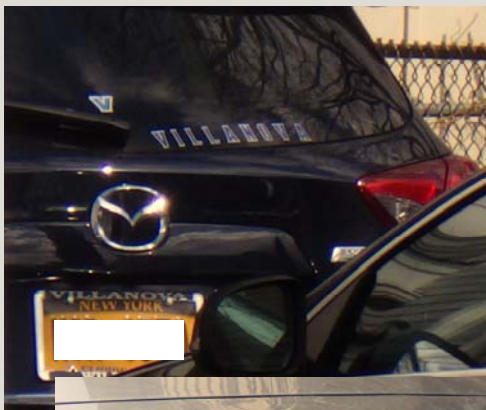


# Property Maintenance



# RENTAL HOUSING

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• Rental Licenses Total	944
Total Units	3,424
• Non-Student	882
Total Units	3,350
• Student	62
Total Units	74
• Rental Inspections (1/1/17 – 8/31/17)	1,668+

# HEALTH RESPONSIBILITIES

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- Review applications and issue licenses for food establishments and public bathing facilities
- Perform inspections for food establishments and public bathing facilities
- Respond to health related issues (Animals, Food, Property Maintenance/Hoarding)
- Serve as Township liaison to the Board of Health
- Support and Respond to Emergency Situations 24/7
- Inspect Temporary Food Events
- Coordinate with other Township Departments as necessary



# PUBLIC HEALTH

LARRY TALTOAN, HEALTH OFFICER  
MARIE CARBONARA, HEALTH INSPECTOR  
KATHRYN CARLOMAGNO, HEALTH INSPECTOR

OVER **38 YEARS** OF COMBINED RELATED EXPERIENCE

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- In 2017 the Community Development Department welcomed two new health inspectors
- Larry Taltoan, Health Officer will retire from full-time employment as of 12/31/17
- Food License **216**
- Outdoor Dining Permit **33**
- Bathing Place **41**

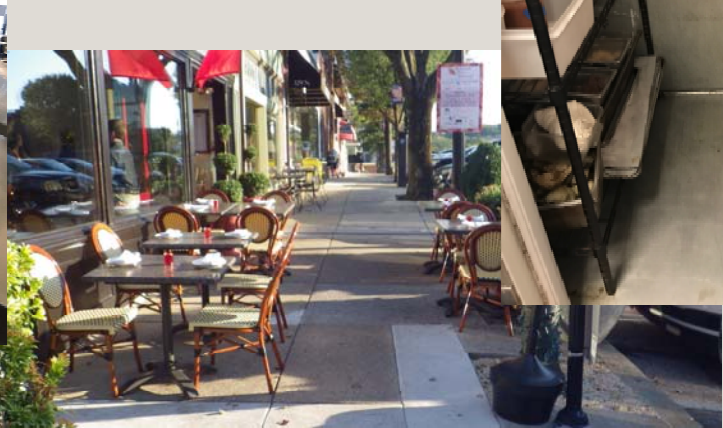
In 2016 (June, July, August), with one health inspector:

- 29 quality of life issues
- 74 bathing place inspections
- 81 food inspections

In 2017 (June, July, August), with two health inspectors:

- 28 quality of life issues
- 105 bathing place inspections
- 134 food inspections





# HEALTH INSPECTORS IN TRAINING

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On behalf of the Community Development  
Department, I would like to thank the Board of  
Commissioners, the Township Manager and my fellow  
Directors for allowing us to serve this great community