

BUILDING INSPECTIONS

DESCRIPTION

The Code of Virginia requires all local governments to enforce the Virginia Uniform Statewide Building Code (USBC). The Department of Building Construction and Inspections fulfills this role for Henrico County by reviewing and inspecting the structural, mechanical, electrical, and plumbing systems of buildings and structures in Henrico County to ensure the safety, health, and welfare of the County's citizens. The reviews and inspections are based on criteria that are consistent with nationally recognized codes and standards at reasonable cost levels.

The Department also enforces the maintenance and unsafe provisions of the USBC and the Drug Blight, Bawdy Places, and Derelict Buildings ordinances to further the objectives of the County's Community Maintenance Program. In addition, the Department administers the graffiti ordinance to remove graffiti in the County.

OBJECTIVES

- To ensure the public health, safety, and welfare affected by the design and construction of buildings and structures in Henrico County.
- To ensure the quality of inspections by field staff through education and certification to State standards.
- To provide services that equal customer expectations for professionalism and accountability.
- To establish policies and procedures that are consistent, practical, workable, and enforceable.

BUDGET HIGHLIGHTS

The Department of Building Construction and Inspections budget is divided into two sections: Building Inspections and Community Maintenance.

The total FY26 proposed budget is \$6,432,741, representing an increase of \$404,383, or 6.7%, when compared to FY25.

ANNUAL FISCAL PLAN SUMMARY

Description	FY24 Actual	FY25 Original	FY26 Proposed	Change 25-26
Personnel	\$ 4,975,294	\$ 5,777,852	\$ 6,197,286	7.3%
Operation	394,650	410,728	410,728	0.0%
Capital	3,239	300	300	0.0%
Sub-Total	<u>\$ 5,373,183</u>	<u>\$ 6,188,880</u>	<u>\$ 6,608,314</u>	<u>6.8%</u>
Interdepartmental Billings	(159,752)	(160,522)	(175,573)	9.4%
Total	<u>\$ 5,213,431</u>	<u>\$ 6,028,358</u>	<u>\$ 6,432,741</u>	<u>6.7%</u>
Personnel Complement	58	58	58	-

Building Inspections

PERFORMANCE MEASURES

	FY24	FY25	FY26	Change 25-26
Workload Measures				
Building Inspections	28,868	27,988	27,988	-
Electrical Inspections	15,620	15,168	15,168	-
Mechanical Inspections	7,723	7,040	7,040	-
Plumbing Inspections	14,372	13,016	13,016	-
Fire Protection Inspections	3,215	2,466	2,466	-
Elevator Inspections	184	168	168	-
Sign Inspections	333	238	238	-
Total Inspections	70,315	66,084	66,084	-
 Total Permits Issued	15,168	14,104	14,104	-
Single Family Permits Issued	841	934	934	-
Total New Construction Inspections	70,835	66,084	66,084	-
Existing Structure Inspections	7,223	6,864	6,864	-
FOG Inspections	13	76	76	-
 Efficiency Measures				
Residential Inspections/Inspector/Day	17	18	18	-
Mech./Plumbing Inspections/Inspector/Day	18	17	17	-
Electrical Inspections/Inspector/Day	19	17	17	-
Fire Protection Inspections/Inspector/Day	7	6	6	-
Commercial Inspections/Inspector/Day	14	13	13	-
Avg. # of Inspections/Single Family w/ Fire Sprinklers	40	40	40	-
Avg. # of Inspections/Single Family No Fire Sprinklers	32	33	33	-

BUDGET HIGHLIGHTS (CONTINUED)

The Building Inspections section is responsible for assuring that structural stability, fire safety, and electrical safety is provided in newly constructed buildings throughout the County through compliance with nationally recognized building codes and standards. This section also inspects structures for compliance with accessibility, sanitation, light and ventilation, and energy and water conservation standards as referenced in the building code.

The Building Inspections section's budget for FY26 totals \$5,771,071, an increase of \$352,661. This increase is reflected in the personnel component and is the result of salary and benefit changes. The operating budget and capital outlay remain flat for FY26.

The Community Maintenance Division within the Building Inspections Department is responsible for resolving violations of the building code and graffiti ordinance for existing structures. This Division's budget totals \$661,670, which is an increase of \$51,722 when compared to the prior fiscal year. The increase is entirely reflected in the personnel component as operating budget and capital outlay match the funding in the prior fiscal year.

Also included in the Community Maintenance Division are the costs for two positions that are part of an initiative to ensure that restaurants have the proper equipment to prevent oil and grease from entering the sewer system. The ongoing cost for these two positions totals \$175,573, which will be fully reimbursed by the Department of Public Utilities via an interdepartmental billing account.



Department Operating Budget Henrico County, Virginia FY2025-26 BUILDING INSPECTIONS

Account Description		Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
50100	Full-Time Salaries and Wages - Regular	3,554,046	4,115,696	4,418,766	303,070	7.4%
50101	Full-Time Salaries and Wages - Overtime	6,327	28,780	28,780	0	0.0%
50104	Temporary Salaries and Wages - Regular	9,839	0	0	0	0.0%
50108	Hybrid Disability Prgm (Prev Wage Adj)	6,172	8,653	11,819	3,166	36.6%
50109	Vacancy Savings	0	-149,096	-160,971	-11,875	-8.0%
50110	FICA	264,576	316,417	339,709	23,292	7.4%
50111	Retirement VRS	583,488	720,247	773,167	52,920	7.3%
50112	Hospital/Medical Plans	503,780	642,872	674,076	31,204	4.9%
50113	Group Insurance - Life (VRS)	47,066	57,619	61,860	4,241	7.4%
50121	VRS Hybrid Deferred Contribution	0	36,664	50,080	13,416	36.6%
50207	Professional Education Services	0	4,250	4,250	0	0.0%
50209	Other Professional Services	61,091	70,000	70,000	0	0.0%
50220	Lease/Rent Of Equipment	2,702	3,000	3,000	0	0.0%
50240	Printing and Binding	104	2,000	2,000	0	0.0%
50250	Advertising	1,167	3,500	3,500	0	0.0%
50310	Automotive/Motor Pool	203,368	175,943	175,943	0	0.0%
50410	Postal Services	2,272	6,000	6,000	0	0.0%
50411	Messenger Services	0	150	150	0	0.0%
50412	Telecommunications	67,520	60,741	60,741	0	0.0%
50423	Risk Management Claims Charges	1,857	0	0	0	0.0%
50430	Mileage	16	200	200	0	0.0%
50431	Education and Training	5,330	10,000	10,000	0	0.0%
50450	Dues And Association Memberships	350	950	950	0	0.0%
50455	Tuition	8,270	4,380	4,380	0	0.0%
50500	Office Supplies	7,389	30,000	30,000	0	0.0%
50501	Food Supplies and Food Service Supplies	729	500	500	0	0.0%

Account Description		Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
50506	Repair and Maintenance Supplies	0	2,400	2,400	0	0.0%
50511	Uniforms/Wearing Apparel/ITEMS	3,393	12,840	12,840	0	0.0%
50512	Books and Subscriptions	26,131	9,100	9,100	0	0.0%
50514	Other Operating Supplies	0	1,100	1,100	0	0.0%
50517	Small Tools	788	3,349	3,349	0	0.0%
50521	Computer Software	2,173	5,325	5,325	0	0.0%
50620	Emergency Needs/Food Bank	0	5,000	5,000	0	0.0%
50833	Telecommunications Equipment – Replacement Less Than \$10,000	3,239	300	300	0	0.0%
50911	Interdepartmental Billings	-159,752	-160,522	-175,573	-15,051	-9.4%
Total Department		5,213,431	6,028,358	6,432,741	404,383	6.7%



Operating Line Item Budget By Cost Center

Henrico County, Virginia

FY2025-26

BUILDING INSPECTIONS

Cost Center		Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
33001 Building Inspections						
50100	Full-Time Salaries and Wages - Regular	3,150,839	3,675,377	3,928,067	252,690	6.9%
50101	Full-Time Salaries and Wages - Overtime	2,796	11,590	11,590	0	0.0%
50104	Temporary Salaries and Wages - Regular	9,839	0	0	0	0.0%
50108	Hybrid Disability Prgm (Prev Wage Adj)	5,433	7,677	10,758	3,081	40.1%
50109	Vacancy Savings	0	-133,145	-143,746	-10,601	-8.0%
50110	FICA	234,803	281,354	300,657	19,303	6.9%
50111	Retirement VRS	517,065	643,191	687,345	44,154	6.9%
50112	Hospital/Medical Plans	420,274	565,284	592,722	27,438	4.9%
50113	Group Insurance - Life (VRS)	41,681	51,455	54,996	3,541	6.9%
50121	VRS Hybrid Deferred Contribution	0	32,530	45,585	13,055	40.1%
50207	Professional Education Services	0	4,250	4,250	0	0.0%
50220	Lease/Rent Of Equipment	2,702	3,000	3,000	0	0.0%
50240	Printing and Binding	104	2,000	2,000	0	0.0%
50250	Advertising	748	0	0	0	0.0%
50310	Automotive/Motor Pool	168,101	147,847	147,847	0	0.0%
50410	Postal Services	1,834	5,000	5,000	0	0.0%
50411	Messenger Services	0	150	150	0	0.0%
50412	Telecommunications	60,482	53,002	53,002	0	0.0%
50423	Risk Management Claims Charges	1,857	0	0	0	0.0%
50430	Mileage	16	200	200	0	0.0%
50431	Education and Training	5,060	10,000	10,000	0	0.0%

Cost Center		Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
50450	Dues And Association Memberships	350	950	950	0	0.0%
50455	Tuition	5,540	4,080	4,080	0	0.0%
50500	Office Supplies	7,095	27,000	27,000	0	0.0%
50501	Food Supplies and Food Service Supplies	729	500	500	0	0.0%
50511	Uniforms/Wearing Apparel/ITEMS	2,032	7,940	7,940	0	0.0%
50512	Books and Subscriptions	25,548	8,500	8,500	0	0.0%
50514	Other Operating Supplies	0	1,100	1,100	0	0.0%
50517	Small Tools	446	1,953	1,953	0	0.0%
50521	Computer Software	2,173	5,325	5,325	0	0.0%
50833	Telecommunications Equipment – Replacement Less Than \$10,000	3,239	300	300	0	0.0%
Total Cost Center		4,670,786	5,418,410	5,771,071	352,661	6.5%
33002 Community Maintenance						
50100	Full-Time Salaries and Wages - Regular	403,207	440,319	490,699	50,380	11.4%
50101	Full-Time Salaries and Wages - Overtime	3,531	17,190	17,190	0	0.0%
50108	Hybrid Disability Prgm (Prev Wage Adj)	739	976	1,061	85	8.7%
50109	Vacancy Savings	0	-15,951	-17,225	-1,274	-8.0%
50110	FICA	29,773	35,063	39,052	3,989	11.4%
50111	Retirement VRS	66,423	77,056	85,822	8,766	11.4%
50112	Hospital/Medical Plans	83,506	77,588	81,354	3,766	4.9%
50113	Group Insurance - Life (VRS)	5,385	6,164	6,864	700	11.4%
50121	VRS Hybrid Deferred Contribution	0	4,134	4,495	361	8.7%
50209	Other Professional Services	61,091	70,000	70,000	0	0.0%
50250	Advertising	419	3,500	3,500	0	0.0%
50310	Automotive/Motor Pool	35,267	28,096	28,096	0	0.0%
50410	Postal Services	438	1,000	1,000	0	0.0%

Cost Center	Prior Year Actual	Approved Budget	Proposed Budget	Dollar Inc/Dec	Percent Inc/Dec
50412 Telecommunications	7,038	7,739	7,739	0	0.0%
50431 Education and Training	270	0	0	0	0.0%
50455 Tuition	2,730	300	300	0	0.0%
50500 Office Supplies	294	3,000	3,000	0	0.0%
50506 Repair and Maintenance Supplies	0	2,400	2,400	0	0.0%
50511 Uniforms/Wearing Apparel/ITEMS	1,361	4,900	4,900	0	0.0%
50512 Books and Subscriptions	583	600	600	0	0.0%
50517 Small Tools	342	1,396	1,396	0	0.0%
50620 Emergency Needs/Food Bank	0	5,000	5,000	0	0.0%
50911 Interdepartmental Billings	-159,752	-160,522	-175,573	-15,051	-9.4%
Total Cost Center	542,645	609,948	661,670	51,722	8.5%