



Alan Cram, Chair
Tim Johnson, Vice Chair
Brad Massey
Katharine Penning
Eric Richards
Justin Robinson
Mark Teplitsky

Location:
This meeting will be held
remotely via Zoom

Staff Liaison:
Rich Anderson
Chief Building Official

Agenda May 28, 2020 9:00 AM

As required by City Council Ordinance 061, 2020, a determination has been made that holding an in-person hearing would not be prudent and that the matters to be heard are pressing and require prompt consideration. The written determination is contained in the agenda materials.

This remote Building Review Board meeting will be available online via Zoom or by phone. No one will be allowed to attend in person. The meeting will be available to join beginning at 8:30 a.m. Participants should try to join at least 15 minutes prior to the 9:00 a.m. start time.

ONLINE PUBLIC PARTICIPATION:

You will need an internet connection on a laptop, computer, or smartphone, and may join the meeting through Zoom (<https://zoom.us/j/93263182535> Using earphones with a microphone will greatly improve your audio). Keep yourself on muted status.

For public comments, the Chair will ask participants to click the "Raise Hand" button to indicate you would like to speak at that time. Staff will moderate the Zoom session to ensure all participants have an opportunity to comment.

PUBLIC PARTICIPATION BY PHONE:

Please dial 253-215-8782 and enter Webinar ID 932 6318 2535. Keep yourself on muted status.

For public comments, when the Chair asks participants to click the "Raise Hand" button if they wish to speak, phone participants will need to hit *9 to do this. Staff will be moderating the Zoom session to ensure all participants have an opportunity to address the Board. When you are called, hit *6 to unmute yourself.

Documents to Share: Any document or presentation a member of the public wishes to provide to the Board for its consideration must be emailed to gschiager@fcgov.com at least 24 hours before the meeting.

Provide Comments via Email: Individuals who are uncomfortable or unable to access the Zoom platform or participate by phone are encouraged to participate by emailing comments to gschiager@fcgov.com at least 24 hours prior to the meeting. If your comments are specific to any of the discussion items on the agenda, please indicate that in the subject line of your email. Staff will ensure your comments are provided to the Board.

The City of Fort Collins will make reasonable accommodations for access to City services, programs, and activities and will make special communication arrangements for persons with disabilities. Please call 221-6515 (TDD 224-6001) for assistance.

- **CALL TO ORDER**
- **ROLL CALL**
- **AGENDA REVIEW**
- **PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA**
- **DISCUSSION AGENDA**

1. MINUTES OF FEBRUARY 28, 2020

The purpose of this item is to consider approval of the minutes from the February 28, 2020 regular meeting of the Building Review Board.

2. TOTAL SOLAR SOLUTIONS LICENSE SUSPENSION

DESCRIPTION: The purpose of this item is to seek a determination from the Building Review Board as to whether or not the issued 45-day suspension of Total Solar Solutions license and supervisor's certificate sufficiently satisfies the committed violations.

STAFF: Rich Anderson – Chief Building Official
Sharlene Manno – Manager, Administration Services

- **OTHER BUSINESS**
- **ADJOURNMENT**

AGENDA ITEM SUMMARY
Building Review Board

May 28, 2020

STAFF

Gretchen Schiager, Administrative Assistant

SUBJECT

CONSIDERATION AND APPROVAL OF THE MINUTES OF THE FEBRUARY 27, 2020 BRB MEETING

EXECUTIVE SUMMARY

The purpose of this item is to approve the minutes of the February 27, 2020 meeting of the Building Review Board.

ATTACHMENTS

1. BRB February 27, 2020 Minutes – DRAFT
2. Remote Hearing Approval



Alan Cram, Chair
 Tim Johnson, Vice Chair
 Brad Massey
 Katharine Penning
 Eric Richards
 Justin Robinson
 Mark Teplitsky

City Council Chambers
 City Hall West
 300 Laporte Avenue
 Fort Collins, Colorado

Staff Liaison:
 Rich Anderson
 Chief Building Official

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Meeting Minutes February 27, 2020

A regular meeting of the Building Review Board was held on Thursday, February 27, 2020, at 9:00 a.m. in the Council Chambers of the Fort Collins Municipal Building at 300 Laporte Avenue, Fort Collins, Colorado.

- **CALL TO ORDER**

Vice Chair Johnson called the meeting to order at 9:00 a.m.

- **ROLL CALL**

PRESENT: Johnson, Massey, Richards, Robinson, Teplitsky

ABSENT: Cram, Penning

STAFF: Anderson, Hovland, Havelda, Schiager

- **PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA**

None.

- **DISCUSSION AGENDA**

1. INTRODUCTION OF NEW CHIEF BUILDING OFFICIAL AND ASSISTANT CITY ATTORNEY

Russ Hovland, former Chief Building Official (CBO), introduced his successor, Rich Anderson, as well as the new Assistant City Attorney assigned to support the Board, Claire Havelda.

The Board members each introduced themselves.

2. CONSIDERATION AND APPROVAL OF THE MINUTES OF THE OCTOBER 31, 2019 MEETING.

Mr. Robinson moved to approve the minutes of the October 31, 2019 meeting. Mr. Massey seconded. The motion passed unanimously.

3. DAVID KAPLAN APPEAL

DESCRIPTION: David Kaplan is appealing the CBO's denial of his request to upgrade from a D2 license to a D1 license level or to approve a permit with his D2 license to build an addition larger than 1000 square feet to a single-family house.

Staff: Rich Anderson, Chief Building Official; Russ Hovland, Senior Plans Examiner

Staff Presentation

Mr. Hovland presented the staff report, explaining the background for the appellant's request and stating his recommendation to allow a one-time permit to construct the addition based on Mr. Kaplan's experience and knowledge.

Appellant Arguments

Mr. Kaplan spoke to the Board. He described his experience. He stated that he has licenses in Boulder and other counties that allow him to build additions of this size. He explained why he did not have the required three projects within the City to qualify for the D1 license.

Board Questions of Staff and Appellant

Mr. Richards asked for more detail about the projects he has completed. Mr. Kaplan discussed a Red Feather Meadows project and shared about the training he has completed.

Mr. Robinson asked Staff to clarify the requirements to upgrade to a D1. Mr. Hovland described the requirements.

Mr. Teplitsky asked about risks with connecting to the house. Mr. Kaplan described exploratory digging and consulting with the engineer. He discussed tying the addition to the existing roof and explained the need to demolish the existing chimney. He stated the existing roof structure is adequate to support the addition.

Mr. Massey asked what additional unique experience he has that would qualify him for the D1 license. Mr. Kaplan said he studied architecture and has been involved in over 500 projects on both the design and construction side. He mentioned his experience with heavy timber. He stated he has been a project manager and noted his commitment to sustainable building practices. He talked about his experience working with the trades and his experience in Boulder.

Mr. Kaplan mentioned he had worked with the firms where Mr. Massey & Mr. Richards work. It was clarified that neither member has a personal or financial relationship with Mr. Kaplan and that the parties simply worked for the same employer. Upon hearing testimony from both Mr. Kaplan and the board members, Ms. Havelda stated that she did not believe a conflict of interest existed. Neither board member felt there was any bias presented by the situation and neither chose to recuse.

Mr. Massey explained he was not concerned about the square footage but was more concerned about the fire separation walls. Mr. Kaplan mentioned similar experience with commercial projects but acknowledged he did not have a lot of experience with fire separation walls. He stated his experience with design and attention to detail would enable him to figure it out.

Mr. Teplitsky asked if he were granted this one-time permit whether that would affect any of his other work. Mr. Kaplan stated it would not, but he would like the opportunity to expand and build single-family homes.

Acting Chair Johnson asked how many projects would be required to get the D1 license. Mr. Hovland responded that the requirement is three projects.

Mr. Robinson asked how many projects Mr. Kaplan had completed. Mr. Kaplan responded that a current project outside the City would give him a second.

Mr. Richards asked about Larimer County requirements versus City of Fort Collins requirements. Mr. Hovland said the City is one of the most restrictive jurisdictions in the area and that Larimer County has more lenient requirements.

Ms. Manno, Manager of the City's contractor licensing program, explained more about how the County's licensing requirements differ from the City's.

Mr. Kaplan explained that his Larimer County license enables him to build single-family homes, but he was uncertain about duplexes. He stated his County license is similar to the City's D1 license.

Public Comment

Ann-Marie Phalen-Hartman, owner of 2436 Farghee Ct., spoke about working with Mr. Kaplan and expressed her interest in working with him based on their comfort level with his abilities. She stated that the size of the addition they need is due to wheelchair accessibility.

Board Questions and Discussion

Mr. Richards mentioned that in the past they have used a mentoring arrangement, but Mr. Kaplan seems to be well-qualified. He said he would be likely to support a motion to allow an upgrade to the D1 license.

Mr. Massey said he was leaning toward allowing the full upgrade to the D1.

Acting Chair Johnson pointed out that Mr. Kaplan's current project does not yet have a Certificate of Occupancy and stated he would prefer the one-time exemption. Mr. Robinson agreed, expressing concern about the fire barrier requirements and ADA compliance.

Mr. Massey said Mr. Kaplan only needs one more single-family to qualify for a license upgrade and added that this significant addition is similar to doing a new build.

Mr. Teplitsky stated he was more comfortable with the one-time permit.

Mr. Massey suggested Mr. Kaplan could complete this one-time permit to fulfill the required projects for the upgrade.

Mr. Hovland clarified that a one-time permit for this addition would not give him the experience for the D1, as it would be another D2 project.

Ms. Havelda noted that Mr. Richards had made a motion. Mr. Richards withdrew the motion.

Acting Chair Johnson asked for clarification about the Board's jurisdiction. Ms. Havelda explained the Board's options.

Mr. Massey suggested approving a one-time exemption today. If the project is successfully completed, and the Certificate of Occupancy is issued, then this project combined with Mr. Kaplan's architecture degree and prior experience would demonstrate that he was qualified for a D1 license without going back to the Board.

{Secretary's Note: The Board took a short break to allow Ms. Havelda to craft two motions that would reflect Mr. Massey's comments.}

Motion #1

Mr. Massey moved to grant the approval of a one-time permit for the applicant to complete an addition at 2436 Farghee Court pursuant to the Board's finding that:

- 1) the applicant has demonstrated to the Board's satisfaction that he possesses other qualifications not specifically listed in Article 15 of the Fort Collins Municipal Code - such as specialized training, education or additional experience; and**
- 2) the Board has determined that these considerations qualify the applicant to perform in a competent manner the construction authorized for the aforementioned project under the license or certificate sought, and**
- 3) that such relief may be granted without substantial detriment to the public good and without substantially impairing the intent and purpose of Article 15 of the City's Municipal Code.**

Mr. Robinson seconded. The motion passed unanimously.

Motion #2

Mr. Massey moved to grant the upgrade from D2 to D1 on conditions that:

1. **Certificates of Occupancy issue for both the 2436 Project and the Red Feather Lakes Larimer County, and construction is completed because of extensive testimony of applicant regarding his education, training, and work experience:**
 - a. **the applicant has demonstrated to the Board's satisfaction that he possesses other qualifications not specifically listed in Article 15 of the Fort Collins Municipal Code - such as specialized training, education or additional experience; and**
 - b. **the Board has determined that these considerations qualify the applicant to perform in a competent manner the construction authorized for the aforementioned project under the license or certificate sought, and**
 - c. **that such relief may be granted without substantial detriment to the public good and without substantially impairing the intent and purpose of Article 15 of the City's Municipal Code. to one-time permit as written in the staff report**

Mr. Richards seconded. The motion passed unanimously.

● **OTHER BUSINESS**

- Election of Officers

Acting Chair Johnson stated that Mr. Cram had expressed a desire to continue as Chair. Mr. Johnson stated he was also willing to continue to serve as Vice Chair.

Mr. Massey and Mr. Robinson said they were fine with the current officers continuing in those roles.

**Mr. Massey nominated Mr. Cram for Chair.
Mr. Richards seconded. Motion passed unanimously.**

**Mr. Massey nominated Mr. Johnson for Vice Chair.
Mr. Robinson seconded. Motion passed unanimously.**

● **ADJOURNMENT**

Acting Chair Johnson adjourned the meeting at 10:05 p.m.

.....
Minutes respectfully submitted by Gretchen Schiager.
.....

Minutes approved by a vote of the Board on _____.

Rich Anderson, Chief Building Official

Alan Cram, Chair

Boards and Commissions Remote Hearing Item Request Form

Submission of this form initiates review to determine if items ready for hearing are also considered "pressing and require prompt consideration" and that it would not be prudent to hear such items at an in-person meeting pursuant to City Council Ordinance 061, 2020.

Board or Commission: Building Review Board (BRB) **Chairperson:** Alan Cram

Date of Requested Hearing: May 2020- December 2020 **Staff Liaison:** Rich Anderson

Agenda Items: Approval of Minutes of BRB Meetings, public comment on items not on the agenda and other business

Description: This is a request for the BRB's ability to review and approve the minutes of previous BRB meetings, allow for public comment on items not on the agenda and allow the board to discuss other business.

Remote Meeting Justification Pursuant to Section 4.A. & 6.A. of Ordinance 61,2020: An in-person meeting would not be prudent due to COVID-19 public health emergency. These items are being brought before the BRB during this time as it relates to operation and business activities that the City must continue despite the current crisis.

Applicant Justification: The ability to review and approve minutes, allowing for public comments and other business in a timely manner provides the Board, applicants, and community members with an official and accurate accounting of BRB decisions and actions, allows for public engagement of critical issues, and other business that effects those served. This is critical to the on-going performance of the Board, promotes transparency, and enables staff and the public to understand the BRB's reasoning behind its decisions.

Recommendation is denial, please include additional information:

Chairperson Recommendation: As Chairperson of the BRB I here by approve the request to include a vote on the minutes for the BRB Hearings. 

Staff Liaison Recommendation: Approved

Council Liaison Recommendation: 

Service Area Director Decision in Consultation with the City Attorney: Approved

STAFF

Rich Anderson – Chief Building Official
Sharlene Manno – Manager, Administration Services

SUBJECT

TOTAL SOLAR SOLUTIONS LICENSE SUSPENSION

EXECUTIVE SUMMARY

The purpose of this item is to seek a determination from the Building Review Board as to whether or not the issued 45-day suspension of Total Solar Solutions license and supervisor’s certificate sufficiently satisfies the committed violations.

BACKGROUND

Total Solar Solutions was issued a license and supervisor’s certificate suspension on March 4, 2020 for completing solar system installation on 13 homes throughout Fort Collins without first obtaining a building permit, and completing construction without first obtaining a contractor’s license and supervisor’s certificate. Stop work orders have been posted at each of the addresses, which are in various stages of installation. Multiple addresses have back-fed with one address backfeeding for a longer period of time than what would be considered initial testing (multiple days).

Due to Covid-19 restrictions, the 45-day suspension was extended on April 27, 2020 pending Board determination.

Total Solar Solutions was suspended from the Participating Solar Contractor Network as of 12/17/2019 for a period of 1-year. They are currently working with Fort Collins Utilities to rectify this situation.

Fines and fees assessed to Total Solar Solutions total \$3,363.61 and include \$2,963.61 in double permit fees for each of the 13 addresses, a \$200 fine for working with out a contractor’s license, and \$200 administrative fee.

RECOMMENDATION

Staff recommendations are as follows:

1. The Board determines that 45-day suspension is sufficient and Total Solar Solutions can return to normal operations under and following the City of Fort Collins Municipal Building Code.
2. The Board determines that the 45-day suspension is sufficient and that Total Solar Solutions can return to normal operations under and following the City of Fort Collins Municipal Building Code in conjunction with the following additional measure:
 - a. If Total Solar Solutions is issued further stop work order violations, their license and supervisor's certificate will be immediately revoked.
3. The Board determines that the license and supervisor's certificate must be revoked at the time of this hearing.

ATTACHMENTS

1. March 4, 2020 Violation Letter
2. April 27, 2020 Violation Letter
3. Stop work order address listing
4. Stop Work Orders with Photos
5. Address backfeed spreadsheet
6. Email from Kiana Carter, May 14
7. Email from Leland Keller, March 24
8. Email from Leland Keller, March 20
9. Utilities Letters to Homeowners
10. Remote Meeting Approval



Planning, Development & Transportation Services

Development Review Center
281 North College Avenue
Fort Collins, CO 80524
970.221-6760

March 4, 2020

BUILDING CODE VIOLATION NOTICE

Total Solar Solutions, LLC
Bruce Selk
4778 N. 300 W., Ste 150
Provo, UT 84604

Re: City of Fort Collins Building Code Violation

Dear Mr. Selk,

Effective immediately, your license and supervisor's certificate are being suspended for a total of 45 days pending your appearance before the Building Review Board to determine license and certificate status. The 45-day suspension starts as of 3/4/2020 and will go through the end of day 4/17/20.

You will need to appear in person before the Building Review Board on Thursday, March 26, 2020 at 9:00 am.

I am in receipt of information that work has commenced without first obtaining a contractor license and supervisor's certificate as well as a fully issued building permit for each of the following addresses:

Table with 4 columns: Permit #, Address, Permit #, Address. Lists 12 addresses with their corresponding permit numbers.

On February 27, 2020 stop work orders were placed at each of the above addresses by City of Fort Collins building inspectors for work that had taken place before a license, certificate and building permit had been issued. All stop work orders will remain in effect until further notice.

Pursuant to City of Fort Collins Municipal Code, Chapter 15, Article V, Section 15-154(a) License and registration required.

“(a) Except as otherwise permitted in this Article, no person may perform construction work or trade as a contractor, including deconstruction work, named in this Article within the City without first obtaining a license and designating an approved supervisor or register as specified in this Article. No building permits shall be issued to any contractor who has not obtained a license, does not have valid insurance as set forth herein, is delinquent in the payment of the biennial license fee or whose license is expired or has been suspended or revoked.”

The Development Review Center was notified that residents noted panel installation during the month of December on homes listed above. This is before a licensing date for the company of February 13, 2020. The fine for completing work prior to the issuance of a contractor's license and supervisor's certificate is \$200.00.

Pursuant to City of Fort Collins Municipal Code, Chapter 5, Article II Buildings, Division 2 – Building Construction Standards, Section 5-29. – Violations and penalties.



Development Review Center
281 North College Avenue
Fort Collins, CO 80524
970.221-6760

113.4 Violations, penalties. Any person who violates a provision of this code or fails to comply with any of the requirements thereof or who erects, installs, within or on, alters or repairs a building or structure in violation of the approved construction documents or directive of the code official, or of a permit or certificate issued under the provisions of this code, shall be guilty of a misdemeanor subject to the penalties and fines pursuant to [Section 1-15](#) of the City Code.

113.5 Work commencing before permit issuance. In addition to penalties set forth in Subsection R113.4, any person or firm who, before obtaining the necessary permit(s), commences any construction of, or work on, a building, structure, electrical, gas, mechanical or plumbing system that is not otherwise exempted from obtaining a permit, shall be subject to a processing and penalty fee in addition to the standard, prescribed permit fee. Such additional fee shall be equal to the permit fee, except that such fee shall be not less than fifty dollars (\$50.) nor more than one thousand dollars (\$1,000.) for the first such violation. A person or firm committing the same such violation repeatedly is subject to processing and penalty fees equal to double the amount of the permit fee or double the amount of the preceding violation, whichever is greater, for every same such subsequent violation committed thereafter within any 180-day period. The foregoing fees may be appealed to the City Manager pursuant to [Chapter 2](#), Article VI of the City Code."

The following is a listing of each permit that was issued a stop work order for working without a permit and the violation fine amount due:

Permit #	Address	Violation Fine
B2001235	1725 Concord Dr.	\$158.63
B2001234	1807 Overlook Dr.	\$172.46
B2001145	3239 Kingfisher Ct.	\$200.14
B2001135	744 Bentley Pl.	\$241.65
B2001123	708 Prichett Ct.	\$255.49
B2001120	1813 Scarborough Dr.	\$158.63
B2001115	2120 Kerry Hill Dr.	\$241.65
B2001112	2244 Adobe Dr.	\$130.95
B2001065	525 Bentley Pl.	\$186.30
B2001062	2014 Scarecrow Rd.	\$213.98
B2001061	807 Marble Dr.	\$172.46
B1916748	5909 Piney Creek Dr.	\$366.19
B1916747	2213 Stillwater Creek Dr.	\$465.08

Administration fee \$200.00.

Total violation fees due \$3,663.61 *SIB \$3,363.61*

Please contact the Development Review Center at 970-221-6760 or contractor_licensing@fcgov.com to make payment and to answer any questions you may have.

Sincerely,

Rich Anderson
City of Fort Collins
Chief Building Official
970-416-2341



Development Review Center
 281 North College Avenue
 Fort Collins, CO 80524
 970.221-6760

April 27, 220

**BUILDING CODE
 VIOLATION NOTICE**

Total Solar Solutions, LLC
 Bruce Selk
 4778 N. 300 W., Ste 150
 Provo, UT 84604

Re: UPDATE - City of Fort Collins Building Code Violation

Dear Mr. Selk,

Due to Covid-19, your license and supervisor's certificate suspension will continue until the Building Review Board can again meet to determine license and certificate status. The 45-day suspension that started on 3/4/2020 will continue.

Once restrictions are lifted to allow the Board to safely and effectively meet, your hearing will take place. This could be via a virtual or in person hearing. You will be notified of how the hearing will be conducted. The next potential date for a hearing is May 28, 2020 at 9:00 am.

The following is information sent previous.

I am in receipt of information that work has commenced without first obtaining a contractor license and supervisor's certificate as well as a fully issued building permit for each of the following addresses:

Permit #	Address	Permit #	Address
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The Development Review Center was notified that residents noted panel installation during the month of December on homes listed above. This is before a licensing date for the company of February 13, 2020. The fine for completing work prior to the issuance of a contractor's license and supervisor's certificate is \$200.00.



Development Review Center
281 North College Avenue
Fort Collins, CO 80524
970.221-6760

Pursuant to City of Fort Collins Municipal Code, Chapter 5, Article II Buildings, Division 2 – Building Construction Standards, Section 5-29. – Violations and penalties.

113.4 Violations, penalties. Any person who violates a provision of this code or fails to comply with any of the requirements thereof or who erects, installs, within or on, alters or repairs a building or structure in violation of the approved construction documents or directive of the code official, or of a permit or certificate issued under the provisions of this code, shall be guilty of a misdemeanor subject to the penalties and fines pursuant to Section 1-15 of the City Code.

113.5 Work commencing before permit issuance. In addition to penalties set forth in Subsection R113.4, any person or firm who, before obtaining the necessary permit(s), commences any construction of, or work on, a building, structure, electrical, gas, mechanical or plumbing system that is not otherwise exempted from obtaining a permit, shall be subject to a processing and penalty fee in addition to the standard, prescribed permit fee. Such additional fee shall be equal to the permit fee, except that such fee shall be not less than fifty dollars (\$50.) nor more than one thousand dollars (\$1,000.) for the first such violation. A person or firm committing the same such violation repeatedly is subject to processing and penalty fees equal to double the amount of the permit fee or double the amount of the preceding violation, whichever is greater, for every same such subsequent violation committed thereafter within any 180-day period. The foregoing fees may be appealed to the City Manager pursuant to Chapter 2, Article VI of the City Code."

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B1916748	5909 Piney Creek Dr.	\$366.19
B1916747	2213 Stillwater Creek Dr.	\$465.08

Administration fee \$200.00.

Total violation fees due \$3,363.61

Please contact the Development Review Center at 970-221-6760 or contractor_licensing@fcgov.com to make payment and to answer any questions you may have.

Sincerely,

Rich Anderson
City of Fort Collins
Chief Building Official
970-416-2341

App #	Status	Status Date	Street #	Street Name	Suffix
B2001235	Applied	2/10/2020	1725	CONCORD	DR
B2001234	Applied	2/10/2020	1807	OVERLOOK	DR
B2001145	Applied	2/5/2020	3239	KINGFISHER	CT
B2001135	Applied	2/5/2020	744	BENTLEY	PL
B2001123	Applied	2/5/2020	708	PRICHETT	CT
B2001120	Applied	2/5/2020	1813	SCARBOROUGH	DR
B2001115	Applied	2/5/2020	2120	KERRY HILL	DR
B2001112	Applied	2/5/2020	2244	ADOBE	DR
B2001065	Applied	2/3/2020	525	BENTLEY	PL
B2001062	Resubmitt.	2/6/2020	2014	SCARECROW	RD
B2001061	Applied	2/3/2020	807	MARBLE	DR
B1916748	Applied	12/11/2019	5909	PINEY CREEK	DR
B1916747	Applied	12/11/2019	2213	STILLWATER CREEK	DR

Posted
Total Solar
2-27-20

$170.46 \times 2 = 344.00$

permits for this address

When did the panels get installed?

- They could be in violation of working w/o a license
- Homeowner stated neighbors panels went on in December



> Next Steps

✓
3-3-20. Setup mtg. w/ Rich Russ, Todd Musci, Char

✓
prep. violation letter



281 N. College Ave. - PO Box 580
Fort Collins, CO 80522

970.416.2740 - main
970.224.6134 - fax
fcgov.com/development

STOP WORK ORDER

Address: 525 Bentley Pl Date Posted: 2/27/20
Ft. Collins CO Time Posted: 11:58
80626 Inspector: ML

These premises have been inspected and have been found to be in violation of the following laws and/or Codes of the City of Fort Collins.

Section: R105.1
Description: work without permit (solar)

Order issued to:
General contractor name: _____
Sub contractor name: _____
Homeowner name: _____
Summons issued: Yes _____ No _____
Summons # _____ Appearance Date: _____

Pursuant to the Adopted Residential Code Section R114.1 and/or the Adopted Building Code Section 114.1, you are hereby ordered to stop all work identified above until authorized by the Building Official to proceed.

Without admitting guilt, I hereby acknowledge receipt of this order.

Name: _____ Date: _____

7



525 Bentley Pl.

B2001065



281 N. College Ave. - PO Box 580
Fort Collins, CO 80522

970.416.2740 - main
970.224.6134 - fax
fcgov.com/development

STOP WORK ORDER

Address: 2213 Stillwater Creek Date Posted: 2/27/20
Dr. Ft Collins CO Time Posted: 10:44
90528 Inspector: MC

These premises have been inspected and have been found to be in violation of the following laws and/or Codes of the City of Fort Collins.

Section: R 109.1
Description: Work without permit (solar)

Order issued to:
General contractor name: _____
Sub contractor name: _____
Homeowner name: _____
Summons issued: Yes _____ No _____
Summons # _____ Appearance Date: _____

Pursuant to the Adopted Residential Code Section R114.1 and/or the Adopted Building Code Section 114.1, you are hereby ordered to stop all work identified above until authorized by the Building Official to proceed.

Without admitting guilt, I hereby acknowledge receipt of this order.

Name: _____ Date: _____



2213 Stillwater Creek

B1916747





281 N. College Ave. - PO Box 580
Fort Collins, CO 80522

970.416.2740 - main
970.224.6134 - fax
fcgov.com/development

STOP WORK ORDER

Address: 2244 adobe Date Posted: 2/27/20
Ft. Collins CO Time Posted: 11:29
80525 Inspector: ML

These premises have been inspected and have been found to be in violation of the following laws and/or Codes of the City of Fort Collins.

Section: R105.1
Description: work done without permit (solar)

Order issued to:
General contractor name: _____
Sub contractor name: _____
Homeowner name: _____
Summons issued: Yes _____ No _____
Summons # _____ Appearance Date: _____

**Pursuant to the Adopted Residential Code Section R114.1
and/or the Adopted Building Code Section 114.1,
you are hereby ordered to stop all work identified above
until authorized by the Building Official to proceed.**

Without admitting guilt, I hereby acknowledge receipt of this order.

Name: _____ Date: _____



2244 Adobe Dr.

B200112



281 N. College Ave. - PO Box 580
Fort Collins, CO 80522

970.416.2740 - main
970.224.6134 - fax
fcgov.com/development

STOP WORK ORDER

Address: 3239 Kingfisher Ct Date Posted: 2/27/20
Fort Collins CO Time Posted: 11:01 am
80528 Inspector: MC

These premises have been inspected and have been found to be in violation of the following laws and/or Codes of the City of Fort Collins.

Section: R 105.1
Description: work without permit (solar)

Order issued to:
General contractor name: _____
Sub contractor name: _____
Homeowner name: _____
Summons issued: Yes _____ No _____
Summons # _____ Appearance Date: _____

Pursuant to the Adopted Residential Code Section R114.1 and/or the Adopted Building Code Section 114.1, you are hereby ordered to stop all work identified above until authorized by the Building Official to proceed.

Without admitting guilt, I hereby acknowledge receipt of this order.

Name: _____ Date: _____



3239 Kingfisher Ct.

B2001145



281 N. College Ave. - PO Box 580
Fort Collins, CO 80522

970.416.2740 - main
970.224.6134 - fax
fcgov.com/development

STOP WORK ORDER

Address: 2120 Kerry Hill Dr Date Posted: 2/27/20
Ft Collins CO Time Posted: 11:15 am
80525 Inspector: MC

These premises have been inspected and have been found to be in violation of the following laws and/or Codes of the City of Fort Collins.

Section: R105.1
Description: work done without permit (solar)

Order issued to:

General contractor name: _____

Sub contractor name: _____

Homeowner name: _____

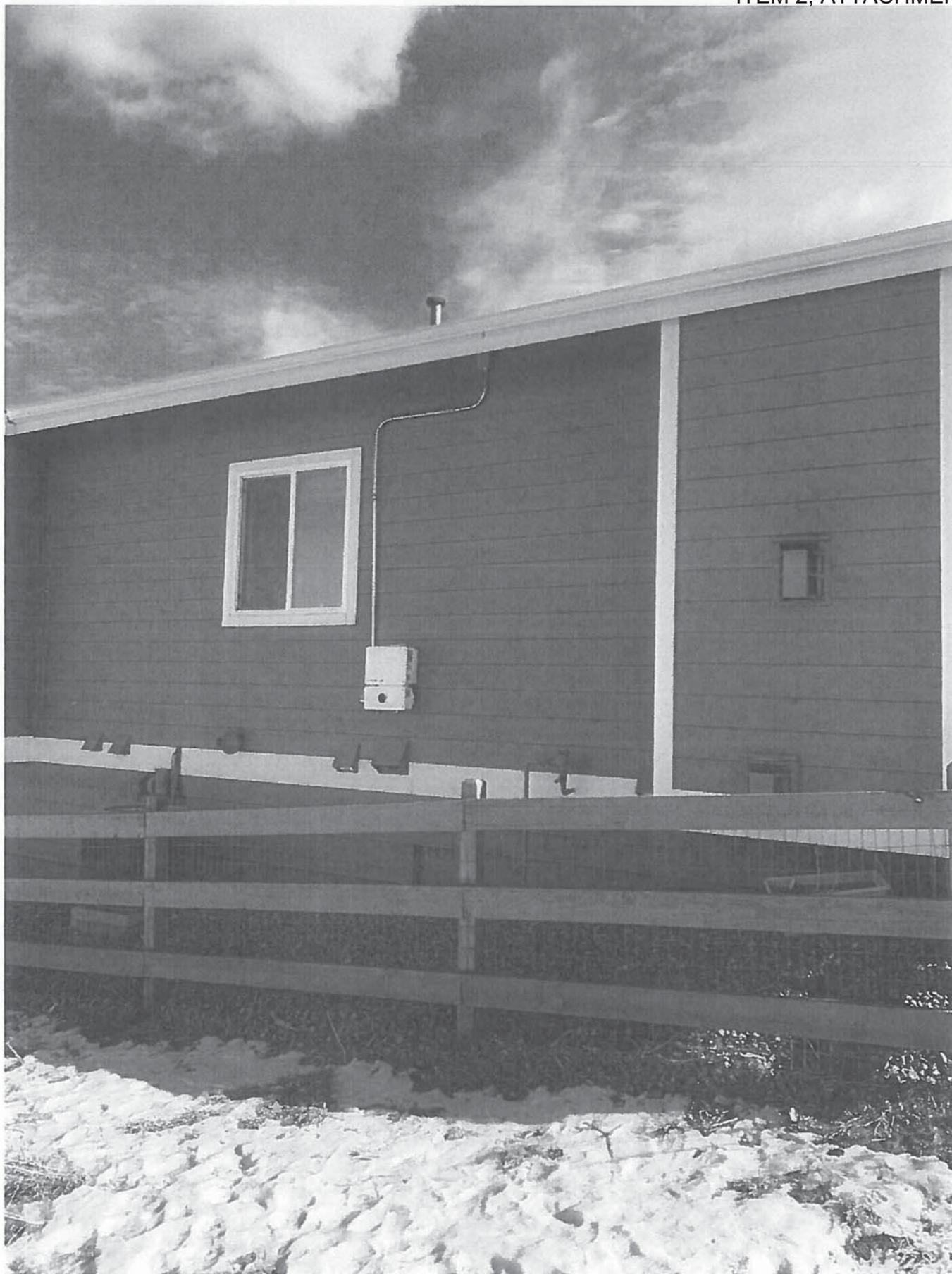
Summons issued: Yes _____ No _____

Summons # _____ Appearance Date: _____

Pursuant to the Adopted Residential Code Section R114.1 and/or the Adopted Building Code Section 114.1, you are hereby ordered to stop all work identified above until authorized by the Building Official to proceed.

Without admitting guilt, I hereby acknowledge receipt of this order.

Name: _____ Date: _____



2120 Kerry Hill Dr.

B2001115



281 N. College Ave. - PO Box 580
Fort Collins, CO 80522

970.416.2740 - main
970.224.6134 - fax
fcgov.com/development

STOP WORK ORDER

Address: 1813 Scarborough Dr Date Posted: 2/27/20
Ft. Collins CO Time Posted: 12:40pm
80526 Inspector: MC

These premises have been inspected and have been found to be in violation of the following laws and/or Codes of the City of Fort Collins.

Section: R 105.1
Description: WORK without permit (solar)

Order issued to:
General contractor name: _____
Sub contractor name: _____
Homeowner name: _____
Summons issued: Yes _____ No _____
Summons # _____ Appearance Date: _____

Pursuant to the Adopted Residential Code Section R114.1 and/or the Adopted Building Code Section 114.1, you are hereby ordered to stop all work identified above until authorized by the Building Official to proceed.

Without admitting guilt, I hereby acknowledge receipt of this order.

Name: _____ Date: _____



1813 Scarborough Dr.

B2001120



281 N. College Ave. - PO Box 580
Fort Collins, CO 80522

970.416.2740 - main
970.224.6134 - fax
fcgov.com/development

STOP WORK ORDER

Address: 2014 scorecrow RD Date Posted: 2/27/20
Ft. Collins CO Time Posted: 11:25
80525 Inspector: MC

These premises have been inspected and have been found to be in violation of the following laws and/or Codes of the City of Fort Collins.

Section: R105.1
Description: work done without permit (solar)

Order issued to:
General contractor name: _____
Sub contractor name: _____
Homeowner name: _____
Summons issued: Yes _____ No _____
Summons # _____ Appearance Date: _____

Pursuant to the Adopted Residential Code Section R114.1 and/or the Adopted Building Code Section 114.1, you are hereby ordered to stop all work identified above until authorized by the Building Official to proceed.

Without admitting guilt, I hereby acknowledge receipt of this order.

Name: _____ Date: _____



2014 SCARECROW Rd

B2001062



STOP WORK ORDER

Address: 807 marble Dr Date Posted: 2/27/20
Ft Collins CO Time Posted: 11:45
80526 Inspector: MC

These premises have been inspected and have been found to be in violation of the following laws and/or Codes of the City of Fort Collins.

Section: R105.1
Description: work done without permit (solar)

Order issued to:
General contractor name: _____
Sub contractor name: _____
Homeowner name: _____
Summons issued: Yes _____ No _____
Summons # _____ Appearance Date: _____

Pursuant to the Adopted Residential Code Section R114.1 and/or the Adopted Building Code Section 114.1, you are hereby ordered to stop all work identified above until authorized by the Building Official to proceed.

Without admitting guilt, I hereby acknowledge receipt of this order.

Name: _____ Date: _____



807 Marble Dr.

B2001061



281 N. College Ave. - PO Box 580
Fort Collins, CO 80522

970.416.2740 - main
970.224.6134 - fax
fcgov.com/development

STOP WORK ORDER

Address: 1807 Overlook Dr Date Posted: 2/27/20
Fort Collins CO Time Posted: 12:21
80526 Inspector: MC

These premises have been inspected and have been found to be in violation of the following laws and/or Codes of the City of Fort Collins.

Section: 105.1
Description: Work without permit (solar)

Order issued to:
General contractor name: _____
Sub contractor name: _____
Homeowner name: _____
Summons issued: Yes _____ No _____
Summons # _____ Appearance Date: _____

Pursuant to the Adopted Residential Code Section R114.1 and/or the Adopted Building Code Section 114.1, you are hereby ordered to stop all work identified above until authorized by the Building Official to proceed.

Without admitting guilt, I hereby acknowledge receipt of this order.

Name: _____ Date: _____



1807 Overlook Dr.

B2001234



281 N. College Ave. - PO Box 580
Fort Collins, CO 80522

970.416.2740 - main
970.224.6134 - fax
fcgov.com/development

STOP WORK ORDER

Address: 1725 Concord Dr Date Posted: 2/27/20
Ft Collins CO Time Posted: 12:36
80526 Inspector: MC

These premises have been inspected and have been found to be in violation of the following laws and/or Codes of the City of Fort Collins.

Section: R105.1
Description: Work without permit (solar)

Order issued to:
General contractor name: _____
Sub contractor name: _____
Homeowner name: _____
Summons issued: Yes _____ No _____
Summons # _____ Appearance Date: _____

Pursuant to the Adopted Residential Code Section R114.1 and/or the Adopted Building Code Section 114.1, you are hereby ordered to stop all work identified above until authorized by the Building Official to proceed.

Without admitting guilt, I hereby acknowledge receipt of this order.

Name: _____ Date: _____



1725 Concord Dr.

B2001235





281 N. College Ave. - PO Box 580
Fort Collins, CO 80522

970.416.2740 - main
970.224.6134 - fax
fcgov.com/development

STOP WORK ORDER

Address: 744 Bentley Pl Date Posted: 2/27/20
ft Collins CO Time Posted: 11:54
80526 Inspector: MC

These premises have been inspected and have been found to be in violation of the following laws and/or Codes of the City of Fort Collins.

Section: R105.1
Description: work done without permit (solar)

Order issued to:
General contractor name: _____
Sub contractor name: _____
Homeowner name: _____
Summons issued: Yes _____ No _____
Summons # _____ Appearance Date: _____

Pursuant to the Adopted Residential Code Section R114.1 and/or the Adopted Building Code Section 114.1, you are hereby ordered to stop all work identified above until authorized by the Building Official to proceed.

Without admitting guilt, I hereby acknowledge receipt of this order.

Name: _____ Date: _____



744 Bentley Pl.

B2001135



281 N. College Ave. - PO Box 580
Fort Collins, CO 80522

970.416.2740 - main
970.224.6134 - fax
fcgov.com/development

STOP WORK ORDER

Address: 5909 Piney Creek Dr Date Posted: 2/27/20
Ft Collins, CO 80528 Time Posted: 10:36am
Inspector: MC

These premises have been inspected and have been found to be in violation of the following laws and/or Codes of the City of Fort Collins.

Section: R105.1
Description: Work without permit. (solar)

Order issued to:
General contractor name: _____
Sub contractor name: _____
Homeowner name: _____
Summons issued: Yes _____ No _____
Summons # _____ Appearance Date: _____

Pursuant to the Adopted Residential Code Section R114.1 and/or the Adopted Building Code Section 114.1, you are hereby ordered to stop all work identified above until authorized by the Building Official to proceed.

Without admitting guilt, I hereby acknowledge receipt of this order.

Name: _____ Date: _____



5909 Piney Creek Dr.

B1916748



281 N. College Ave. - PO Box 580
Fort Collins, CO 80522

970.416.2740 - main
970.224.6134 - fax
fcgov.com/development

STOP WORK ORDER

Address: 208 Prichett ct Date Posted: 2/27/20
Ft Collins CO Time Posted: 12:10
80525 Inspector: ML

These premises have been inspected and have been found to be in violation of the following laws and/or Codes of the City of Fort Collins.

Section: R 105.1
Description: work without permit (solar)

Order issued to:
General contractor name: _____
Sub contractor name: _____
Homeowner name: _____
Summons issued: Yes _____ No _____
Summons # _____ Appearance Date: _____

Pursuant to the Adopted Residential Code Section R114.1 and/or the Adopted Building Code Section 114.1, you are hereby ordered to stop all work identified above until authorized by the Building Official to proceed.

Without admitting guilt, I hereby acknowledge receipt of this order.

Name: _____ Date: _____



708 Prichett Ct.

B2001123

Permit #	Premise	Street Name	Date of 1st backfeed	Date Submitted to Utilities	Notes
B2001235	60022	1725 Concord Dr.	2/20/2020	3/6/2020	backfed from 2/20 to 3/5
B2001234	21118	1807 Overlook Dr.	N/A	None	
B2001145	77060	3239 Kingfisher Ct.	2/21/2020	3/6/2020	backfed just that date
B2001135	52323	744 Bentley Pl.	N/A	3/4/2020	
B2001123	85462	708 Prichett Ct.	2/22/2020	3/5/20	backfed just that date
B2001120	61415	1813 Scarborough Dr.	2/26/2020	3/6/2020	backfed just that date
B2001115	43226	2120 Kerry Hill Dr.	N/A	3/6/2020	
B2001112	91961	2244 Adobe Dr.	2/25/2020	3/6/2020	backfed just that date
B2001065	52153	525 Bentley Pl.	N/A	3/6/2020	
B2001062	92273	2014 Scarecrow Rd.	N/A	3/6/2020	
B2001061	57190	807 Marble Dr.	N/A	2/28/2020	
B1916748	91930	5909 Piney Creek Dr.	2/21/2020	3/6/2020	backfed just that date
B1916747	24335	2213 Stillwater Dr.	2/22/2020	12/18/2019	Also backfed slightly on 2/24

N/A = none

Sharlene Manno

From: Kiana Carter
Sent: Thursday, May 14, 2020 1:47 PM
To: Sharlene Manno; Rich Anderson
Cc: Todd Musci
Subject: FW: [EXTERNAL] Contractor Change- B2001130

Please see below for reference regarding Brios Solar.

Best Regards,

Kiana Carter
 Lead Building & Development Review Technician
 Planning & Development Services
 281 N. College Ave.
 Fort Collins, CO 80524
 970.416.2886 | kcarter@fcgov.com
[Tell us about our service, we want to know!](#)



From: kentmco@yahoo.com <kentmco@yahoo.com>
Sent: Thursday, May 14, 2020 1:37 PM
To: Kiana Carter <kcarter@fcgov.com>; 'Matt Scherer' <mscherer@reenergizeco.com>
Subject: [EXTERNAL] Contractor Change- B2001130

Thank you Kiana and Matt,

It's refreshing to have people respond timely – a new concept for me in this solar process. Brio gave me false information at the initial sales presentation, then Total Solar initially blamed me for the delay (until I proved I had done my part 3 months earlier), then told me it was the City's fault (City requested more information on the permit, etc). They requested a firm install date of March 16th to have the workers on my roof (they would not have had a valid permit then). I'm fortunate they didn't show but the very next day I received the Letter from the City which raised my awareness of what was happening. I'm so glad I got that letter! Only when I called the City and discovered the real reason no work was being performed, were they finally honest.

I've sent them a letter asking they allow me to terminate my Agreement (they've done no work on an agreement signed 11/7/19 and I ONLY want to work with contractors on the City's list!). They haven't acknowledged they've received my term request. The fact that the City is willing to give back their permit fee helps remove stumbling blocks they might have to letting me go and ultimately impacts my financial ability to get this done with another contractor. For this I'm grateful. I'm also glad I know this information so I can be above board if they try to charge me for it.

Matt, I need to know they formally accept my proposal to terminate before I can sign a new agreement. My experience with them is 1. You can't talk to someone in charge and 2. No response in the first three weeks.

Thanks again – both of you!

Kent & Peggy Madsen

From: Kiana Carter <kcarter@fcgov.com>
Sent: Thursday, May 14, 2020 8:15 AM
To: Matt Scherer <mscherer@reenergizeco.com>
Cc: kentmco@yahoo.com
Subject: RE: Re: Contractor Change- B2001130

Yes, they will need to contact us to withdraw their application and we can get that done. You can just email me your new submittal when you have it since I understand what is going on.

Best Regards,

Kiana Carter
Lead Building & Development Review Technician
Planning & Development Services
281 N. College Ave.
Fort Collins, CO 80524
970.416.2886 |kcarter@fcgov.com
[Tell us about our service, we want to know!](#)



From: Matt Scherer <mscherer@reenergizeco.com>
Sent: Thursday, May 14, 2020 8:10 AM
To: Kiana Carter <kcarter@fcgov.com>
Cc: kentmco@yahoo.com
Subject: [EXTERNAL] Re: Contractor Change- B2001130

Got it. New fees, new permit is the route we will go.
Are you able to issue a refund to the previous contractor then?

On May 14, 2020, at 7:31 AM, Kiana Carter <kcarter@fcgov.com> wrote:

Thank you for the information Matt, the only way I can transfer to the new permit I will be creating with your submittal is if the homeowner paid those funds back to the contractor. Otherwise all fees will be new. Let me know if you have any other questions.

Best Regards,

Kiana Carter
Lead Building & Development Review Technician
Planning & Development Services
281 N. College Ave.

Fort Collins, CO 80524
970.416.2886 | kcarter@fcgov.com
[Tell us about our service, we want to know!](#)

<image001.png>

From: mscherer@reenergizeco.com <mscherer@reenergizeco.com>
Sent: Thursday, May 14, 2020 6:50 AM
To: Kiana Carter <kcarter@fcgov.com>
Cc: kentmco@yahoo.com
Subject: [EXTERNAL] RE: Contractor Change- B2001130

Morning Kiana-

Thanks for your assistance here.
The existing fees were paid by the previous contractor.

Thank you,

Matt Scherer
NABCEP Master Installer & BPI Analyst
REenergizeCO
418 South Howes
Fort Collins, CO Suite 102
970-988-5682
www.reenergizeco.com

From: Kiana Carter <kcarter@fcgov.com>
Sent: Wednesday, May 13, 2020 6:44 PM
To: mscherer@reenergizeco.com
Cc: kentmco@yahoo.com
Subject: RE: Contractor Change- B2001130

Hi Matt,

I am happy to help you with this change. Was the existing fees paid of \$467.15 paid by the homeowner? If so those fees can be transferred to the new permit. If they need to be refunded to the existing contractor let me know. Either way we will create a whole new permit when you send it in. Go ahead and send me your submittal when you have it and we will start fresh.

Best Regards,

Kiana Carter
Lead Building & Development Review Technician
Planning & Development Services
281 N. College Ave.
Fort Collins, CO 80524
970.416.2886 | kcarter@fcgov.com
[Tell us about our service, we want to know!](#)

<image003.png>

From: mscherer@reenergizeco.com <mscherer@reenergizeco.com>
Sent: Wednesday, May 13, 2020 4:54 PM
To: BuildingServices <buildingservices@fcgov.com>
Cc: kentmco@yahoo.com
Subject: [EXTERNAL] Contractor Change- B2001130

Hello FC Building Services Team-

I've copied Kent Madsen to this email, Kent is the homeowner located at 2007 Topanga Ct. Due to the challenges with this existing contractor on this permit is the homeowner's desire to change permit ownership over to REenergizeCO.

REenergizeCO will be submitting updated design documents as well as an actual utility interconnection application with FCU to complete the permitting process. The current permit valuation is not correct and will increase significantly. REenergizeCO will submit an updated valuation and assume the balance of any permit fees as well.

Please contact me directly with any questions or if there is anything else you need from our end.

Thank you,

Matt Scherer
NABCEP Master Installer & BPI Analyst
REenergizeCO
418 South Howes
Fort Collins, CO Suite 102
970-988-5682
www.reenergizeco.com

Sharlene Manno

From: Leland Keller
Sent: Tuesday, March 24, 2020 12:16 PM
To: Sharlene Manno
Cc: Todd Musci
Subject: FW: Rust - Total Solar Solutions project
Attachments: FC Utilities_Solar Fact Sheet_09MAY2019.pdf

Shar,
 This customer at 2014 Scarecrow Road reported in conversation with me this morning that they had not received a stop work order at their home. However, Total Solar Solutions installed solar panels on there on the roof on Feb 21. The building permit # is B2001062. There has been no backfeed of power at that premises.

Leland
 970-221-6857
 303-652-7748 mobile

From: Leland Keller
Sent: Tuesday, March 24, 2020 12:03 PM
To: jwrust@gmail.com
Cc: Solar Rebates <Solar-Rebates@fcgov.com>; Todd Musci <TMusci@fcgov.com>
Subject: Rust - Total Solar Solutions project

Hi Mr. Rust,
 Good to talk with you this morning. Some links to references we discussed:
[Residential Solar Rebate Program](#) – with details on the rebate and eligibility
[Solar Contractor Resources page](#) see Participating Solar Contractor Network tab for the Participating Solar Contractor Guide and Agreement

I have attached the Residential Solar Fact Sheet here. Participating Solar Contractors are required to provide a copy of this with the first proposal they give to customers. Also, this document must accompany the final proposal and be signed by you along with the Fort Collins Utilities Interconnection Application. I see that this was among the documents in a DocuSign pack executed 3/5/2020.

We discussed the fact that Total Solar Solutions installed solar panels on your roof on Feb 21 at 2014 Scarecrow Road. Total Solar Solutions had submitted a building permit application on 2/3/2020. The building permit was never issued. Fort Collins Utilities received an Interconnection Application for your project on March 6, which bears your electronic signature from that date.

Fort Collins Utilities suspended Brio Solar and Total Solar Solutions from the Participating Solar Contractor Network on 12/17/2019 for a period of one year. This directly affects their ability to offer the utility rebate in marketing solar projects. According to the Participating Solar Contractor Network Guide:

Fort Collins Utilities will not pay rebates for projects designed, sold or installed by contractors that are suspended or otherwise not approved as “Active” Participating Solar Contractors at the time of rebate application submittal.

I understand that Brio Solar and Total Solar Solutions were still listed as active in the Network in November. You have requested that Fort Collins Utilities reconsider this policy to allow you to be eligible for the rebate because the contractor was listed as active in the Network at the time that you signed your contract with them. Please attach a copy

of your contract with Total Solar Solutions to an email with 'Reply-All' so that it is delivered to all the email addresses in the CC line of this email. We will discuss and consider your request.

Fort Collins Utilities will issue an approval to proceed email to you and the solar contractor when we approve the Interconnection Application submitted for your project. Contractors and customers can use the Fort Collins [Citizen Access Portal](#) to track a building permit application with the Building Department using the site address. Contractors are not allowed to proceed with work on your project until a building permit has been paid and issued.

Please let me know if there is anything else we can do to support you, and let us know if you have concerns along the way during the process of completing your solar installation.

Leland

Leland Keller

Energy Services Engineer

Residential Solar Rebates, Battery Storage, Community Solar

Fort Collins Utilities

970-221-6857



Sharlene Manno

From: Leland Keller
Sent: Friday, March 20, 2020 11:25 AM
To: Sharlene Manno; Rich Anderson
Subject: RE: Work at a Total Solar site

Susan Strong's address is 3239 Kingfisher Ct.

I asked them if they got a name of the contractor person or business, but it seems they did not.

Leland

970-221-6857

303-652-7748 mobile

From: Sharlene Manno <smanno@fcgov.com>
Sent: Friday, March 20, 2020 11:18 AM
To: Leland Keller <lkeller@fcgov.com>; Rich Anderson <randerson@fcgov.com>
Subject: RE: Work at a Total Solar site

Thank you Leland.

Did you by chance happen to get an address? Currently at this point there are no issued full permits for Total Solar. Subcontractor or not, and given the stop work orders in place (if this is one of those), there is no authorization to work in any way, shape, or form.

Shar Manno

Manager, Customer Support
 Community Development & Neighborhood Services
 970.221.6767
smanno@fcgov.com



Hi Shar,

I just got a call from a customer of total Solar Solutions who said that somebody had arrived on site to install a breaker. I told the customer that total solar was not allowed to do any work because they don't have a license or a permit at this point. She got back to me a few minutes later and said that the people said that they were subcontractors.

If This Were legitimate, I think it would require that the subcontractor or total Solar Solutions was issued an active permit for construction. I can't imagine how this situation is legitimate yet.

Let me know if you need any more information. The customer's name is Susan Strong.

Please forgive typos as I am dictating.

Leland

**Utilities**

electric · stormwater · wastewater · water

222 Laporte Ave.

PO Box 580

Fort Collins, CO 80522-0580

970.212.2900

V/TDD: 711

utilities@fcgov.comfcgov.com/utilities

March 13, 2020

Thielk Residence
3475 Yule Trail Dr.
Fort Collins, CO 80524

Re: Total Solar Solutions and Brio Solar

Dear Customer:

You are receiving this notification because you have been identified as a customer of Total Solar Solutions by virtue of an electrical permit application or solar interconnection application. Total Solar Solutions' license to install solar photovoltaic systems has been suspended as of March 4, 2020 for 45 days due to violations of City Code. Total Solar Solutions and Brio Solar were suspended from the Participating Solar Contractor Network in December. You should be aware of the following:

- No construction work is allowed without a building permit
- Projects installed by Total Solar Solutions are not eligible for the Residential Solar Rebate
- No building permits are issued until the Utilities Interconnection Application is signed by you, submitted and approved by Utilities.

If you already have equipment installed, Total Solar Solutions or any other contractor you select to finish your project must:

- Obtain a building permit (not just make application) from Building Services
- Submit a Utilities Interconnection application
- Get approval to proceed from Utilities

If you proceed with a different solar contractor, you may be eligible for a rebate up to \$1500 if you work with active contractors in the Participating Solar Contractor Network. Find out more on the Solar Rebates web page (<https://www.fcgov.com/utilities/residential/renewables/solar-rebates/>).

Regards,

Leland Keller
Energy Services Engineer
Residential Solar Rebates, Battery Storage, Community Solar
Fort Collins Utilities
970-221-6857

**Utilities**

electric · stormwater · wastewater · water

222 Laporte Ave.

PO Box 580

Fort Collins, CO 80522-0580

970.212.2900

V/TDD: 711

utilities@fcgov.comfcgov.com/utilities

March 13, 2020

Vance Residence
3664 Galileo Dr.
Fort Collins, CO 80528

Re: Total Solar Solutions and Brio Solar

Dear Customer:

You are receiving this notification because you have been identified as a customer of Total Solar Solutions by virtue of an electrical permit application or solar interconnection application. Total Solar Solutions' license to install solar photovoltaic systems has been suspended as of March 4, 2020 for 45 days due to violations of City Code. Total Solar Solutions and Brio Solar were suspended from the Participating Solar Contractor Network in December. You should be aware of the following:

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- Submit a Utilities Interconnection application
- Get approval to proceed from Utilities

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Regards,

Leland Keller
Energy Services Engineer
Residential Solar Rebates, Battery Storage, Community Solar
Fort Collins Utilities
970-221-6857

**Utilities**

electric • stormwater • wastewater • water
 222 Laporte Ave.
 PO Box 580
 Fort Collins, CO 80522-0580

970.212.2900

V/TDD: 711

utilities@fcgov.com

fcgov.com/utilities

March 13, 2020

Werbelow Residence
 601 Stoney Brook Rd.
 Fort Collins, CO 80525

Re: Total Solar Solutions and Brio Solar

Dear Customer:

You are receiving this notification because you have been identified as a customer of Total Solar Solutions by virtue of an electrical permit application or solar interconnection application. Total Solar Solutions' license to install solar photovoltaic systems has been suspended as of March 4, 2020 for 45 days due to violations of City Code. Total Solar Solutions and Brio Solar were suspended from the Participating Solar Contractor Network in December. You should be aware of the following:

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- No building permits are issued until the Utilities Interconnection Application is signed by you, submitted and approved by Utilities.

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- Obtain a building permit (not just make application) from Building Services
- Submit a Utilities Interconnection application
- Get approval to proceed from Utilities

If you proceed with a different solar contractor, you may be eligible for a rebate up to \$1500 if you work with active contractors in the Participating Solar Contractor Network. Find out more on the Solar Rebates web page (<https://www.fcgov.com/utilities/residential/renewables/solar-rebates/>).

Regards,

Leland Keller
 Energy Services Engineer
 Residential Solar Rebates, Battery Storage, Community Solar
 Fort Collins Utilities
 970-221-6857

**Utilities**

electric · stormwater · wastewater · water

222 Laporte Ave.

PO Box 580

Fort Collins, CO 80522-0580

970.212.2900

V/TDD: 711

utilities@fcgov.comfcgov.com/utilities

March 13, 2020

Yearley Residence
2701 Parklake Ct.
Fort Collins, CO 80525

Re: Total Solar Solutions and Brio Solar

Dear Customer:

You are receiving this notification because you have been identified as a customer of Total Solar Solutions by virtue of an electrical permit application or solar interconnection application. Total Solar Solutions' license to install solar photovoltaic systems has been suspended as of March 4, 2020 for 45 days due to violations of City Code. Total Solar Solutions and Brio Solar were suspended from the Participating Solar Contractor Network in December. You should be aware of the following:

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- Submit a Utilities Interconnection application
- Get approval to proceed from Utilities

If you proceed with a different solar contractor, you may be eligible for a rebate up to \$1500 if you work with active contractors in the Participating Solar Contractor Network. Find out more on the Solar Rebates web page (<https://www.fcgov.com/utilities/residential/renewables/solar-rebates/>).

Regards,

Leland Keller
Energy Services Engineer
Residential Solar Rebates, Battery Storage, Community Solar
Fort Collins Utilities
970-221-6857

**Utilities**

electric · stormwater · wastewater · water
 222 Laporte Ave.
 PO Box 580
 Fort Collins, CO 80522-0580

970.212.2900
 V/TDD: 711
utilities@fcgov.com
fcgov.com/utilities

March 13, 2020

Beadle-Ryby Residence
 4209 Center Gate Ct.
 Fort Collins, CO 80526

Re: Total Solar Solutions and Brio Solar

Dear Customer:

You are receiving this notification because you have been identified as a customer of Total Solar Solutions by virtue of an electrical permit application or solar interconnection application. Total Solar Solutions' license to install solar photovoltaic systems has been suspended as of March 4, 2020 for 45 days due to violations of City Code. Total Solar Solutions and Brio Solar were suspended from the Participating Solar Contractor Network in December. You should be aware of the following:

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 Fort Collins Utilities
 970-221-6857

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 222 Laporte Ave.
 PO Box 580
 Fort Collins, CO 80522-0580

970.212.2900
 V/TDD: 711
utilities@fcgov.com
fcgov.com/utilities

March 13, 2020

Wilson Residence
 1820 Silvergate Rd.
 Fort Collins, CO 80526

Re: Total Solar Solutions and Brio Solar

Dear Customer:

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Regards,

Leland Keller
 Energy Services Engineer
 Residential Solar Rebates, Battery Storage, Community Solar
 Fort Collins Utilities
 970-221-6857

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electric · stormwater · wastewater · water
 222 Laporte Ave.
 PO Box 580
 Fort Collins, CO 80522-0580

970.212.2900
 V/TDD: 711
utilities@fcgov.com
fcgov.com/utilities

March 13, 2020

Grossett Residence
 1725 Concord Dr.
 Fort Collins, CO 80526

Re: Total Solar Solutions and Brio Solar

Dear Customer:

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Regards,

Leland Keller
 Energy Services Engineer
 Residential Solar Rebates, Battery Storage, Community Solar
 Fort Collins Utilities
 970-221-6857

**Utilities**

electric · stormwater · wastewater · water
 222 Laporte Ave.
 PO Box 580
 Fort Collins, CO 80522-0580

970.212.2900
 V/TDD: 711
utilities@fcgov.com
fcgov.com/utilities

March 13, 2020

Pille Residence
 1807 Overlook Dr.
 Fort Collins, CO 80526

Re: Total Solar Solutions and Brio Solar

Dear Customer:

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Regards,

Leland Keller
 Energy Services Engineer
 Residential Solar Rebates, Battery Storage, Community Solar
 Fort Collins Utilities
 970-221-6857

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electric · stormwater · wastewater · water
 222 Laporte Ave.
 PO Box 580
 Fort Collins, CO 80522-0580

970.212.2900
 V/TDD: 711
utilities@fcgov.com
fcgov.com/utilities

March 13, 2020

White Residence
 1527 Windcreek Ct.
 Fort Collins, CO 80526

Re: Total Solar Solutions and Brio Solar

Dear Customer:

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Regards,

Leland Keller
 Energy Services Engineer
 Residential Solar Rebates, Battery Storage, Community Solar
 Fort Collins Utilities
 970-221-6857

**Utilities**

electric · stormwater · wastewater · water
 222 Laporte Ave.
 PO Box 580
 Fort Collins, CO 80522-0580

970.212.2900
 V/TDD: 711
utilities@fcgov.com
fcgov.com/utilities

March 13, 2020

Shropshire Residence
 5338 Corbett Dr.
 Fort Collins, CO 80528

Re: Total Solar Solutions and Brio Solar

Dear Customer:

You are receiving this notification because you have been identified as a customer of Total Solar Solutions by virtue of an electrical permit application or solar interconnection application. Total Solar Solutions' license to install solar photovoltaic systems has been suspended as of March 4, 2020 for 45 days due to violations of City Code. Total Solar Solutions and Brio Solar were suspended from the Participating Solar Contractor Network in December. You should be aware of the following:

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Regards,

Leland Keller
 Energy Services Engineer
 Residential Solar Rebates, Battery Storage, Community Solar
 Fort Collins Utilities
 970-221-6857

**Utilities**

electric · stormwater · wastewater · water
 222 Laporte Ave.
 PO Box 580
 Fort Collins, CO 80522-0580

970.212.2900
 V/TDD: 711
utilities@fcgov.com
fcgov.com/utilities

March 13, 2020

Strong Residence
 3239 Kingfisher Ct.
 Fort Collins, CO 80528

Re: Total Solar Solutions and Brio Solar

Dear Customer:

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Regards,

Leland Keller
 Energy Services Engineer
 Residential Solar Rebates, Battery Storage, Community Solar
 Fort Collins Utilities
 970-221-6857

**Utilities**

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 222 Laporte Ave.
 PO Box 580
 Fort Collins, CO 80522-0580

970.212.2900
 V/TDD: 711
utilities@fcgov.com
fcgov.com/utilities

March 13, 2020

Zink Residence
 301 E. Swallow Rd.
 Fort Collins, CO 80525

Re: Total Solar Solutions and Brio Solar

Dear Customer:

You are receiving this notification because you have been identified as a customer of Total Solar Solutions by virtue of an electrical permit application or solar interconnection application. Total Solar Solutions' license to install solar photovoltaic systems has been suspended as of March 4, 2020 for 45 days due to violations of City Code. Total Solar Solutions and Brio Solar were suspended from the Participating Solar Contractor Network in December. You should be aware of the following:

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Regards,

Leland Keller
 Energy Services Engineer
 Residential Solar Rebates, Battery Storage, Community Solar
 Fort Collins Utilities
 970-221-6857

**Utilities**

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 PO Box 580
 Fort Collins, CO 80522-0580

970.212.2900
 V/TDD: 711
utilities@fcgov.com
fcgov.com/utilities

March 13, 2020

Dougherty Residence
 744 Bentley Pl.
 Fort Collins, CO 80526

Re: Total Solar Solutions and Brio Solar

Dear Customer:

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Regards,

Leland Keller
 Energy Services Engineer
 Residential Solar Rebates, Battery Storage, Community Solar
 Fort Collins Utilities
 970-221-6857

**Utilities**

electric · stormwater · wastewater · water
 222 Laporte Ave.
 PO Box 580
 Fort Collins, CO 80522-0580

970.212.2900
 V/TDD: 711
utilities@fcgov.com
fcgov.com/utilities

March 13, 2020

Ferreira Residence
 2109 Cutting Horse Dr.
 Fort Collins, CO 80525

Re: Total Solar Solutions and Brio Solar

Dear Customer:

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Regards,

Leland Keller
 Energy Services Engineer
 Residential Solar Rebates, Battery Storage, Community Solar
 Fort Collins Utilities
 970-221-6857

**Utilities**

electric · stormwater · wastewater · water
 222 Laporte Ave.
 PO Box 580
 Fort Collins, CO 80522-0580

970.212.2900
 V/TDD: 711
utilities@fcgov.com
fcgov.com/utilities

March 13, 2020

Hale Residence
 308 Wray Ct.
 Fort Collins, CO 80525

Re: Total Solar Solutions and Brio Solar

Dear Customer:

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970.212.2900
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March 13, 2020

Madsen Residence
 2007 Topanga Ct.
 Fort Collins, CO 80528

Re: Total Solar Solutions and Brio Solar

Dear Customer:

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Leland Keller
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March 13, 2020

Lindgren Residence
 708 Prichett Ct.
 Fort Collins, CO 80525

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March 13, 2020

Ronquillo Residence
 1813 Scarborough Dr.
 Fort Collins, CO 80526

Re: Total Solar Solutions and Brio Solar

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March 13, 2020

Shafer Residence
 2120 Kerry Hill Dr.
 Fort Collins, CO 80525

Re: Total Solar Solutions and Brio Solar

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March 13, 2020

Kwan Residence
 2244 Adobe Dr.
 Fort Collins, CO 80525

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Regards,

Leland Keller
 Energy Services Engineer
 Residential Solar Rebates, Battery Storage, Community Solar
 Fort Collins Utilities
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 PO Box 580
 Fort Collins, CO 80522-0580

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March 13, 2020

Sigda Residence
 525 Bentley Pl.
 Fort Collins, CO 80526

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Regards,

Leland Keller
 Energy Services Engineer
 Residential Solar Rebates, Battery Storage, Community Solar
 Fort Collins Utilities
 970-221-6857

**Utilities**

electric · stormwater · wastewater · water
 222 Laporte Ave.
 PO Box 580
 Fort Collins, CO 80522-0580

970.212.2900
 V/TDD: 711
utilities@fcgov.com
fcgov.com/utilities

March 13, 2020

Kempe Residence
 2415 Palomino Dr.
 Fort Collins, CO 80525

Re: Total Solar Solutions and Brio Solar

Dear Customer:

You are receiving this notification because you have been identified as a customer of Total Solar Solutions by virtue of an electrical permit application or solar interconnection application. Total Solar Solutions' license to install solar photovoltaic systems has been suspended as of March 4, 2020 for 45 days due to violations of City Code. Total Solar Solutions and Brio Solar were suspended from the Participating Solar Contractor Network in December. You should be aware of the following:

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March 13, 2020

Rust Residence
 2014 Scarecrow Rd.
 Fort Collins, CO 80525

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March 13, 2020

Andrews Residence
 807 Marble Dr.
 Fort Collins, CO 80526

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March 13, 2020

Brough Residence
 5909 Piney Creek Dr.
 Fort Collins, CO 80528

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Regards,

Leland Keller
 Energy Services Engineer
 Residential Solar Rebates, Battery Storage, Community Solar
 Fort Collins Utilities
 970-221-6857

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electric · stormwater · wastewater · water

222 Laporte Ave.

PO Box 580

Fort Collins, CO 80522-0580

970.212.2900

V/TDD: 711

utilities@fcgov.comfcgov.com/utilities

March 13, 2020

Mbadinga-Nzamba Residence
2213 Stillwater Creek Dr.
Fort Collins, CO 80528

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Dear Customer:

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Regards,

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Boards and Commissions Remote Hearing Item Request Form

Submission of this form initiates review to determine if items ready for hearing are also considered "pressing and require prompt consideration" and that it would not be prudent to hear such items at an in-person meeting pursuant to City Council Ordinance 061, 2020.

Board or Commission: Building Review Board (BRB) **Chairperson:** Alan Cram
Date of Requested Hearing: May 28, 2020 **Staff Liaison:** Rich Anderson

Agenda Item: Suspension of Total Solar's Contractor license

Description: This item is for consideration of the contractor suspension of Total's Solar's license with the City of Fort Collins. This suspension was issued by the Chief Building Official on March 4,2020 for installation of multiple solar system without obtaining the required permits.

Remote Meeting Justification Pursuant to Section 4.A. & 6.A. of Ordinance 61,2020: An in-person meeting would not be prudent due to COVID-19 public health emergency. These items are being brought before the BRB during this time as it relates to operation and business activities that the City must continue despite the current crisis.

Applicant Justification: With this suspension Total Solar is not authorized to install solar systems in the City of Fort Collins. This agenda item will determine if they can resume contracting in the City of Fort Collins and will provide a path for those we serve to move forward with installations. With initial 45-day suspension issued on March 4,2020, Building Services has permit applications waiting for approval. Without this item on the agenda approvals, installation will not be allowed and our citizen will be adversely effected.

Recommendation is denial, please include additional information:

Chairperson Recommendation: As Chairperson of the BRB I here by approve the request to include the stated item to the May agenda for the BRB Hearing. 

Staff Liaison Recommendation: Approved

Service Area Director Decision in Consultation with the City Attorney: Approved