

Permit Processing Timeframes

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Report Dates	First Review				Ready to Issue		Permits Issued	
May. 1 2013 to July 31, 2013	Target	Average First Review May 1-July 31		Fiscal Year Average	Average Ready to Issue Time	Average Wait for Customer Pickup	Total Number of Permits Issued	
	# of Days	May 1 – July 31	Change 2012 vs. 2013	FY 2013 Oct 1 – July 31	May 1 – July 31	May 1 – July 31	May 1 – July 31	FY 2013 Oct 1- July 31
Residential Construction								
Single Family Level 1	≤10	6 days	6 days faster	9 days	14 days	12 days	109	347
Single Family Level 2	≤14	10 days	7 days faster	12 days	33 days	3 days	36	80
Add/Alt/Repairs Level 1	≤1	Less than 1 day	same	Less than 1 day	6 days	2 days	141	327
Add/Alt/Repairs Level 2	≤5	5 days	2 days longer	4 days	7 days	4 days	11	32
Commercial Construction								
New Multi-Family	≤30	24 days	23 days longer	24 days	42 days	9 days	14	14
New Commercial Buildings & Additions	≤30	17 days	9 days faster	18 days	36 days	10 days	29	84
Tenant Improvement Level 1	≤5	3 days	same	3 days	6 days	5 days	60	189
Tenant Improvement Level 2	≤10	7 days	3 days faster	8 days	17 days	4 days	70	166
Tenant Improvement Level 3	≤20	14 days	3 days faster	16 days	31 days	3 days	28	99
Commercial Occupancy Evaluation	≤5	4 days	same	4 days	6 days	4 days	81	207

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Positive Trends

On average, first review time frame targets were met for all project types issued during May through July 2013. Level 1 single family permit first review times improved from 7 days last month to 6 days currently. Level 3 tenant improvements first review times improved from 17 days last month to 14 days currently.

Areas of Concern

Level 2 residential additions/alterations/repairs permit first review times increased from 3 days last month to 5 days currently. New commercial permit first review times increased from 15 days last month to 17 days currently. Although all of these plan reviews remain well within target ranges, the trend is showing additional work and time needed to process permit applications in these areas. New multi-family shows first review time is taking 23 days longer than last year, however, this is because two of the reported multi-family permits from last year were for foundation only permits which process much faster.

New commercial and new multi-family first review timeframes are expected to increase when permits are issued. Some of the new larger projects currently under review or in the resubmittal process are JUMP shell and core, the Terraces, 916 Park Apartments, Western Aircraft Parts Warehouse, City of Boise Public Works Thickening Building at the West Boise Waste Water Treatment Plant, Treasure Valley Hospital Addition and Renovation, a new Jackson's Convenience Store, Western Trailer fabrication and warehouse building, Western Power Sports addition, RSD Warehouse & Showroom and Boise Family Eye Center.

Several of the 8th & Main tenant improvement permit applications have been submitted, reviewed and are ready for issuance or have been issued. More are expected to be submitted in the upcoming months. The Ruth's Chris restaurant tenant improvement project has been submitted and is under review. The large JUMP tenant improvement project has been submitted and is under review. The Sockeye Brew Pub tenant improvement project has been submitted and is under review. We are awaiting a second round of resubmittal plans on the Owyhee Place tenant improvement project.

As of August 1st, there are 58 new single family dwellings under review in the system, which is up from 54 applications reported as under review at this time last month.

Other Trends

New multi-family permits (Aberdeen Place – 4-plexes) (Union Square Phase II) were issued during this reporting period. Several other new multi-family permit applications (Park Apartments, The Terraces, Depot Lofts) are currently under review or in the resubmittal process.

The average time a permit waits for a customer to pick it up (customer pick-up time) after PDS has completed their review remained close to the same overall when compared to last month with one exception. New commercial buildings & additions customer pick-up time went up from 6 days to 10 days currently.