

Permit Processing Timeframes

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Report Dates	First Review				Ready to Issue		Permits Issued	
	Target	Average First Review Aug 1-Oct 31		Fiscal Year Average	Average Ready to Issue Time	Average Wait for Customer Pickup	Total Number of Permits Issued	
	# of Days	Aug 1 – Oct 31	Change 2012 vs. 2013	FY 2014 Oct 1 – Oct 31	Aug 1 – Oct 31	Aug 1 – Oct 31	Aug 1 –Oct 31	FY 2014 Oct 1- Oct 31
Residential Construction								
Single Family Level 1	≤10	8 days	5 days faster	9 days	15 days	8 days	112	34
Single Family Level 2	≤14	13 days	4 days faster	11 days	29 days	10 days	43	14
Add/Alt/Repairs Level 1	≤1	Less than 1 day	same	Less than 1 day	1 day	1 days	123	51
Add/Alt/Repairs Level 2	≤5	3 days	1 day longer	4 days	23 days	4 days	14	3
Commercial Construction								
New Multi-Family	≤30	31 days	6 days longer	31 days	92 days	28 days	2	2
New Commercial Buildings & Additions	≤30	19 days	3 days faster	19 days	40 days	11 days	28	10
Tenant Improvement Level 1	≤5	3 days	same	2 days	14 days	3 days	59	16
Tenant Improvement Level 2	≤10	7 days	2 days faster	7 days	22 days	6 days	69	29
Tenant Improvement Level 3	≤20	13 days	4 days faster	14 days	44 days	9 days	46	12
Commercial Occupancy Evaluation	≤5	3 days	1 day faster	3 days	7 days	7 days	48	26

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Positive Trends

Permit submittals remained steady compared to the reporting of last month with a slight increase in the number of new residential applications submitted. As of November 1, there are 52 new single family dwellings under review in the system, which is up from 40 applications reported as under review at this time last month. Reviews of single family dwellings are being processed 4-5 days faster than this time last year. Average first review time frame targets were met for all project types except new multi-family issued between August and October 2013.

Areas of Concern

New multi-family review missed hitting the target first review time range by 1 day. This can be attributed to the Depot Lofts multi-family project that was submitted at the height of the summer review time. The recent addition of new team members should help alleviate this in the future.

Project Updates

The following new commercial projects are under review or in the resubmittal process: the Terraces at Boise, Western Recycling production warehouse, Cloverdale Plumbing storage addition, Maverik store and fuel islands/canopy, Pad 3 shell building at the Trader Joe's site and Security Gold & Silver Exchange building. Several plan modifications for the JUMP and Jacksons stores projects have been submitted for review.

Some larger tenant improvement permit applications that are under review or in the resubmittal process include On the Fly Deli and MMC Office in the 8th & Main building, Gordman's retail store, St. Luke's Hospital second floor remodel, and Winco Foods Data Center.

PDS has completed the review of several permits that have not been issued including the 916 Park Apartments, River Edge Apartments, C.C. Anderson Apartments, Trinity Trailer Manufacturing, Warner Construction maintenance and storage building, Flatbread Pizzeria, and YMCA Tri-Club/Cross-Fit/Yoga Studios.

Other Trends

The average time a permit waits for a customer to pick it up (customer pick-up time) after PDS has completed the review showed some changes when compared to last month. New multi-family buildings and additions customer pick-up time increased from 0 days in September to 28 days in October. Level 3 tenant improvement customer pick-up time increased from 5 days to 9 days currently. Level 2 tenant improvement customer pick-up time increased from 3 days to 6 days currently. Level 2 new residential customer pick-up time increased from 7 days to 10 days currently. Commercial occupancy evaluation customer pick-up time increased from 5 days to 7 days currently. New commercial customer pick-up time declined from 15 days to 11 days currently. All other categories either remained the same or varied slightly from last month.