

Permit Processing Timeframes

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Report Dates	First Review				Ready to Issue		Permits Issued	
April 1, 2017 To June 30, 2017	Target	Average First Review April 1 – June 30		Fiscal Year Average	Average Ready to Issue Time	Average Wait for Customer Pickup	Total Number of Permits Issued	
	# of Days	April 1- June 30	Change 2017 vs. 2016	FY 2017 Oct 1 – June 30	April 1 – June 30	April 1 – June 30	April 1 – June 30	FY 2017 Oct 1- June 30
Residential Construction								
Single Family Level 1	≤10	11 days	3 days longer	10 days	18 days	8 days	125	329
Single Family Level 2	≤14	14 days	1 day longer	13 days	25 days	9 days	59	170
Add/Alt/Repairs Level 1	≤1	1 day	same	1 day	4 days	1 day	185	480
Add/Alt/Repairs Level 2	≤5	5 days	2 days longer	4 days	10 days	4 days	142	291
Commercial Construction								
New Multi-Family	≤30	22 days	3 days faster	19 days	102 days	18 days	10	40
New Commercial Buildings & Additions	≤30	19 days	3 days faster	18 days	37 days	15 days	45	94
Tenant Improvement Level 1	≤5	2 days	same	2 days	4 days	13 days	49	128
Tenant Improvement Level 2	≤10	7 days	1 day longer	6 days	10 days	8 days	107	238
Tenant Improvement Level 3	≤20	19 days	4 days longer	15 days	34 days	19 days	39	119
Commercial Occupancy Evaluation	≤5	3 days	same	3 days	7 days	12 days	37	111

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Positive Trends

Average first review time frame targets were met for all project types except Single Family Level 1 from April 2017 through June of 2017. New Multi-Family Building and New Commercial Buildings & Addition permits are being processed 3 days faster than the same time frame last year concurrently.

As of July 7th, there are 105 Single Family Dwellings under review. This is up from 93 under review at this time last month. This is also up from the 55 Single Family permits under review at this time last year.

Areas of Concern

For the first time in many years, Single Family Level 1 projects are beyond our desired plan review time frame target. Single Family Level 2 reviews are taking 1 day longer to process than this time last year. Residential Additions/Alterations/Repairs Level 2 permits are taking 2 days longer to process than this time last year. Tenant Improvement Level 2 permits are taking 1 day longer to process than this time last year. Tenant Improvement Level 3 permits are taking 4 days longer to process than this time last year.

All other residential time frames are currently at the maximum threshold for our desired plan review time frame targets. The Building Plan Review team is short on team members due to vacated positions. Active recruiting/hiring for two vacant plan reviewer positions is underway.

Project Updates

The following new commercial or new multi-family projects are under review or in the resubmittal process : Idaho Performance Center, Boise Skin Clinic, Americana Addition, Micron B39 Central Utility Plant, Cole Storage, Albertsons on Broadway, Adare Manor Apartments, Verraso Downtown Multi-Family-8 units, Jefferson Flats Multi-Family, Treasure Valley Hospital

Addition Phase B, Southminster Church Addition, Warm Springs Apartments, Council Springs Apartments, Broadway & Beacon Mixed Use Building, Belmont Plaza Core and Shell, FedEx Distribution Center, Everest Lot Shell Buildings 1 and 2, Maverik on Victory, SE Boise Boat & RV Storage and Motive Power membrane structures. Plan modifications for Micron Pyrophoric Building and Micron T-CUP Building are under review.

Some larger commercial tenant improvement permit applications that are under review or in the resubmittal process include: Northgate Facade Remodel, St. Alphonsus Hybrid EVOR, Lyle Pearson Mercedes, DaVita Dialysis, NxEdge, Zelham Offices, Diablo & Sons Mezcaleria and Orange Theory Fitness.

PDS has completed the review of some permits that have not been issued but are ready such as: Boise Airport Loading Walkway at Gate C11, BOI/ARFF Remodel/Addition, Albertsons on Eagle Road, Jordan Wilcomb Warehouse, BMT Remodel, Barber Valley Shell and Core, Black Bear Diner, Fiberpipe Data Center, Clean Energy, Idaho Central Credit Union, Wendy's on Overland, and 5th and Idaho-Plaza/Pocket Park.

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 Single Family Level 2 building permits customer pick-up time decreased from 16 days to 9 days currently. Multi-Family building permits customer pick-up time decreased from 44 days to 18 days currently. New Commercial Buildings and Addition permits customer pick-up time decreased from 25 days to 15 days currently. Tenant Improvement Level 2 permits customer pick-up time decreased from 16 days to 8 days currently. Tenant Improvement Level 3 permits customer pick-up time increased from 15 days to 19 days currently. All other categories either remained the same or varied slightly from last month.