

# Permit Processing Timeframes

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Report Dates	First Review				Ready to Issue		Permits Issued	
	Target	Average First Review July 1-Sept 31		Fiscal Year Average	Average Ready to Issue Time	Average Wait for Customer Pickup	Total Number of Permits Issued	
	# of Days	July 1 – Sept 30	Change 2012 vs. 2013	FY 2013 Oct 1 – Sept 30	July 1 – Sept 30	July 1 – Sept 30	July 1 – Sept 30	FY 2013 Oct 1- Sept 30
<b>July 1, 2013 to Sept. 30, 2013</b>								
<b>Residential Construction</b>								
Single Family Level 1	≤10	7 days	5 days faster	9 days	15 days	7 days	149	426
Single Family Level 2	≤14	13 days	4 days faster	12 days	26 days	7 days	35	109
Add/Alt/Repairs Level 1	≤1	Less than 1 day	same	Less than 1 day	2 day	1 days	114	399
Add/Alt/Repairs Level 2	≤5	4 days	3 days longer	3 days	22 days	5 days	17	43
<b>Commercial Construction</b>								
New Multi-Family	≤30	24 days	1 day faster	24 days	42 days	0 days	12	14
New Commercial Buildings & Additions	≤30	18 days	7 days faster	18 days	30 days	15 days	27	102
Tenant Improvement Level 1	≤5	3 days	same	3 days	13 days	4 days	71	232
Tenant Improvement Level 2	≤10	7 days	2 days faster	8 days	18 days	3 days	70	204
Tenant Improvement Level 3	≤20	12 days	5 days faster	15 days	35 days	5 days	46	133
Commercial Occupancy Evaluation	≤5	3 days	1 day faster	4 days	7 days	5 days	45	230

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## Positive Trends

Average first review time frame targets were met for all project types issued between July and September 2013. First review time frames for new commercial buildings and additions decreased from 22 days in August to 18 days in September. First review times for Level 3 major tenant improvements decreased from 14 days last month to 12 days in September. Commercial occupancy evaluation review times decreased from 4 days in August to 3 days in September. There was a slight decrease in the amount of time it took to process submittals for new residential and major tenant improvement projects in September compared with August

## Areas of Concern

Although the total number of residential permits issued was down dramatically in September (30) compared with August (52), the number of applications under review in the system has actually increased. As of October 1<sup>st</sup>, there are 40 new single family dwellings under review in the system, which is up from the 24 applications reported as under review at this time last month.

## Project Updates

The following new commercial projects are under review or in the resubmittal process: the Terraces at Boise, Western Aircraft shop and office addition, Mattress Firm addition, Aviation Specialties Unlimited aircraft hangar, Western Recycling production warehouse, Trinity Trailer manufacturing and office building, and Cloverdale Plumbing storage

addition. Several plan modifications for the JUMP and Jacksons stores projects have been submitted.

Several 8<sup>th</sup> and Main Tenant improvement permit applications have been submitted and are under review including Zenergy Athletic Club, Flatbread Pizzeria, and Ruths Chris. The large JUMP tenant improvement project has been submitted and is under review. Chipotle and Panda Express in the Trader Joe's development have been submitted. YMCA Daycare, Jack in the Box, Zaxio and 8 Feathers Distillery tenant improvement projects are in the resubmittal process.

PDS has completed the review of several permits that have not been issued. The 916 Park Apartments, River Edge Apartments, C.C. Anderson Apartments, Warner Construction maintenance and storage building and the Treasure Valley Hospital addition permits are ready for issuance but have not been issued.

## 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 commercial buildings and additions customer pick-up time increased from 3 days in August to 15 days in September. Level 1 new residential customer pick-up time went down from 10 days to 7 days currently. All other categories either remained the same or are only off 1 day from what was reported last month.