

Permit Processing Timeframes

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Report Dates	First Review				Ready to Issue		Permits Issued	
April 1, to June 30, 2016	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 2016 vs. 2015	FY 2016 Oct 1 – June 30	April 1 – June 30	April 1 – June 30	April 1 – June 30	FY 2016 Oct 1- June 30
Residential Construction								
Single Family Level 1	≤10	8 days	1 day longer	8 days	12 days	14 days	146	388
Single Family Level 2	≤14	13 days	2 days longer	13 days	32 days	9 days	42	154
Add/Alt/Repairs Level 1	≤1	Less than 1 day	same	Less than 1 day	2 days	2 day	161	398
Add/Alt/Repairs Level 2	≤5	2 days	same	2 days	8 days	4 days	86	208
Commercial Construction								
New Multi-Family	≤30	25 days	3 days longer	24 days	108 days	17 days	20	30
New Commercial Buildings & Additions	≤30	22 days	4 days longer	20 days	57 days	12 days	35	94
Tenant Improvement Level 1	≤5	2 days	same	2 days	3 days	9 days	50	155
Tenant Improvement Level 2	≤10	6 days	1 day longer	5 days	9 days	12 days	95	227
Tenant Improvement Level 3	≤20	15 days	1 day longer	15 days	29 days	21 days	35	135
Commercial Occupancy Evaluation	≤5	3 days	1 day longer	3 days	5 days	14 days	59	162

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Positive Trends

Average first review time frame targets were met for all project types from April through June of 2016. Level 1 & Level 2 residential additions/alterations/repairs and Level 1 tenant improvements are being completed in the same amount of review time as this time last year. As of July 11, 2016, there are 55 new single family dwellings under review in the system, which is slightly down from 69 that were under review at this time last month.

Areas of Concern

Plan reviews of Level 1 & 2 new single family, new multi-family, new commercial buildings, tenant improvements level 2, tenant improvements level 3 and commercial occupancy evaluation permits are all taking longer than this time last year.

Project Updates

The following new commercial or new multi-family projects are under review or in the resubmittal process: Phase 3 of the Kensington Apartments, Micron Modular Buildings, the Arboretum at Barber Station Bldg. #1 Apartment Building, the Arboretum at Barber Station Bldg. #2 Apartment Building, the Arboretum at Barber Station Bldg. #3 Apartment/Common Area Building, Larry H. Miller Dodge Chrysler showroom addition, Storage Express, Slattery Orthodontics, Hyatt Place Swimming Pool, Centennial High School Modular buildings (4), Aerial Rental Addition, ECCO – Expansion, Boise Bicycle Addition, Motive Power Membrane Structures (3), City of Boise – Maintenance Garage Addition, Dixon Container addition, the Beechcraft Building, Boise Dance Alliance, 5th & Idaho Plaza and Parking Garage, 5th & Idaho Apartment building, Micron Well House, Beans & Brews and Ustick Elementary Modular.

Some larger commercial tenant improvement permit applications that are under review or in the resubmittal process include Lansing Investment Company, Central Assembly – City of Hope Church, Catwalk Coffee, Boise Centre Elevated Walkway, Village Charter School Buildings 1 & 2, Cassia Crossing Apartments renovations (16 buildings), Meraki Greek Restaurant, and New York Life.

PDS has completed the review of some permits that have not been issued but are ready such as Molenaar Park restroom buildings, Panera Bread Café, Owyhee Construction, Union Square Office building #2, Skyline Apartments, Cordillera Apartments carports, Multiquip Fabric structure, Maverik store and fuel canopy on Ustick, Citadel 5 storage buildings (16) and JUMP Tractor Canopies.

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 minor changes when compared to last month. Level 2 new single family pick-up time decreased from 17 days to 9 days currently. New multi-family buildings and additions pick-up time decreased from 21 days to 17 days currently. New commercial buildings and additions pick-up time decreased from 16 days to 12 days currently. Level 1 tenant improvements customer pick-up time increased from 5 days to 9 days currently. Level 3 tenant improvements customer pick-up time increased from 14 days to 21 days currently. Commercial occupancy evaluations customer pick-up time increased from 9 days to 14 days currently. All other categories either remained the same or varied slightly from last month.