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# AGENDA ITEM #4 - INFO BRIEFING

## *UPDATE ON THE BUILDING PERMIT PROCESS BACKLOG*

Submitted by the Department of Planning and Permitting for Agenda Item # 4
Committee on Planning & the Economy
May 2, 2024

DEPT. COM. 314
P&E

# Permitting Process Durations by Phase - *Residential*

| RESIDENTIAL PERMITS EXCLUDING INSTANT ONLINE | | | | |
|---|---|---|---|---|
| | **Pre-screen** | **Code Review** | **Approve to Issue** | **Total Ave Duration** |
| EMLA 11/15/2022 | 6 months | 3 months | 2 months | 330 days |
| P&E 10/19/23 | 5 days | 5 months, 3 weeks | 5 days | 181 days/ 6 months |
| P&E 1/11/24 | 5 days | 5 months, 4 weeks | 5 days | 188 days/ 6 months, 1 week |
| **P&E 5/1/24** | **5 days** | **6 months, 1 week** | **5 days** | **197 days / 6 months, 17 days** |

# Permitting Process Durations by Phase - *Commercial*

| | Pre-screen | Code Review | Approve to Issue | Total Ave Duration |
|---|---|---|---|---|
| EMLA 11/15/2022 | 6 months | 6 months | 2 months | 420 days |
| P&E 9/14/23 | 5 Days | 9 months, 3 weeks | 1 month, 3 weeks | 345 days/ 11.5 months |
| P&E 1/11/24 | 5 Days | 11 months, 3 weeks | 2 months | 411 days / 13.7 months |
| **P&E 5/1/24** | **5 Days** | **9 months, 3 weeks** | **2 months, 3 weeks** | **407.44 days / 13 months, 2 weeks** |

# Process Improvements Progress

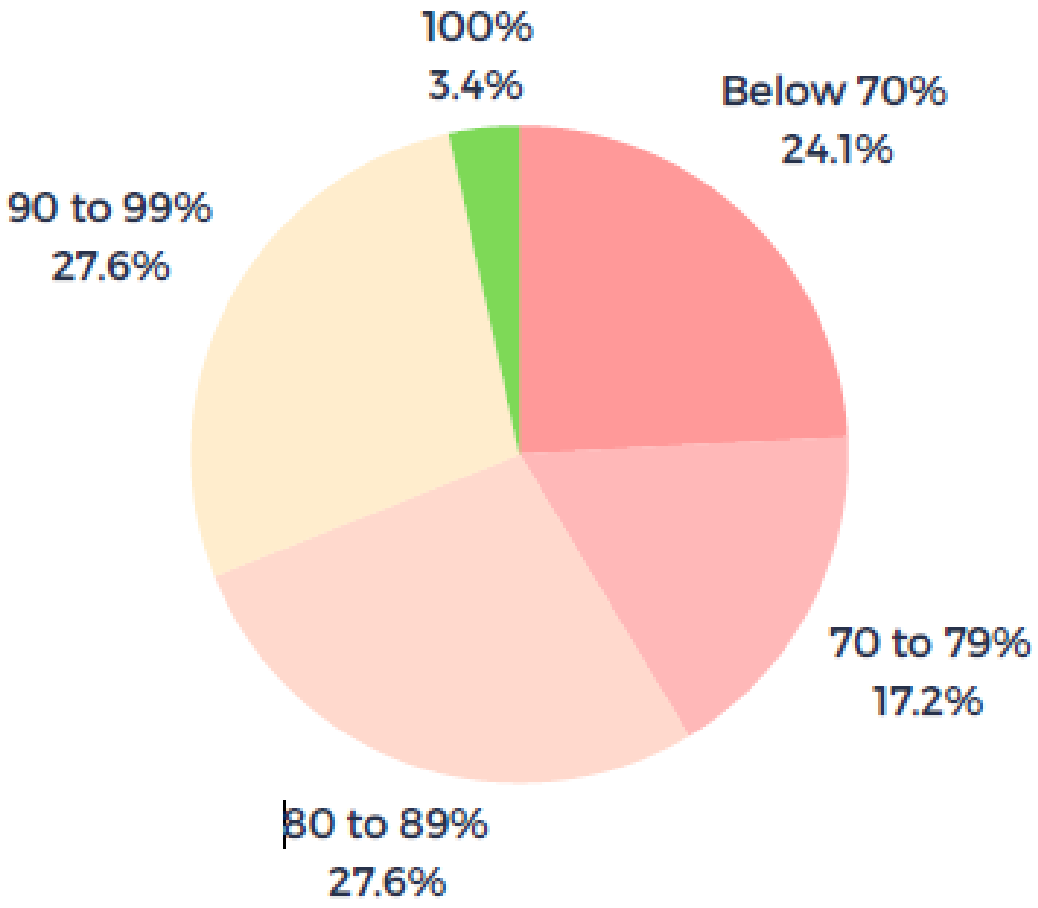
| Improvement | Status | Notes |
|---|---|---|
| **Clariti/Speridian** Permitting Software | 2/18 months | 5 weeks discovery pau, in Sprint 1 |
| **Avolve** – ePlans Upgrade | 0/6 months | Kick-off last week |
| **CivCheck** – AI Code Review | 3/5 months | Internal beta testing |
| ICC Code Reviewers | 0/12 months | Delivery orders pending license/certs |
| **Accuity** - Process Improvements | 9/12 months | 17 SOPs, process improvements |
| **Granicus** - STR software | 0/6 months | Kick-off this week |

## TOP 5 COMMON CODE ISSUES

These code checks exhibited the highest number of errors or omissions among the sample permit applications.
** Error rate is based on total projects where code check is applicable*

| | CODE CHECK | ERROR RATE* | FREQUENT ERRORS AND OMISSIONS |
|---|---|---|---|
| 1 | **Residential Storm Water Management Plan / ISA** | **65%** | • Missing *Appendix G1* form.<br>• Excluding areas from the Impervious Surface Area. |
| 2 | **Carbon Monoxide Alarms** | **53%** | • Omission of Carbon Monoxide Alarms in dwellings with an Attached Garage. |
| 3 | **Erosion and Sediment Control Plan** | **47%** | • Missing *Appendix B* form.<br>• Missing Standard BMP notes and Project Schedule. |
| 4 | **Natural Light and Ventilation** | **45%** | • Missing *L/V notations*.<br>• Missing note specifying rooms with mechanical ventilation. |
| 5 | **Energy Code Compliance Block** | **39%** | • Missing Energy Block on permit plans.<br>• Incorrectly referencing an older code edition. |

CivCheck




## PERMIT COMPLIANCE RATES (FIRST REVIEW ROUND)

This data reflects the compliance rates of the sample permit applications, based on the total applicable checks screened by the CivCheck platform.

MAHALO

