

***BIC Regular Meeting  
of  
December 13, 2023***

***Agenda Item 10***



# Permitting Time Performance Review

December 13, 2023

# Early results are promising

## New In-House Review projects

Assigned to building station plan checker a median of **5 weeks faster** than in January

– September 2023	2 weeks	} 71% Improvement
– January 2023	7 weeks	

Building station first review comments issued a median of **5 weeks faster** than in January

– June 2023	3 weeks	} 67% Improvement
– January 2023	9 weeks	

# A few key considerations

Permitting indicators that are calculated as medians or averages will fluctuate over time until all permits in a given group “cross the finish line.”

November and December appear to skew the results due to shorter work months and reduced staffing.

# How does DBI measure permitting times?

## City Performance Measures

- OTC permits issuance
- In-house permit time to first review by building station
- Pre-app meetings
- Instant online permit issuance (building & trade)
- EPR processing

## Housing for All Executive Directive

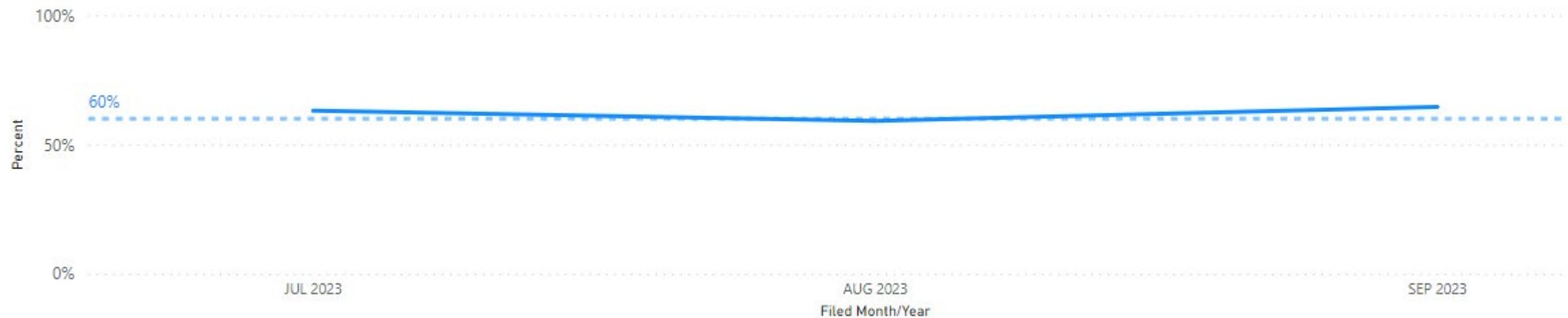
- Total issuance time for issued housing-related permits
- DBI plan check time for issued housing-related permits
- Time to first review for housing-related permits

# Over-The-Counter (OTC) permits issued in 2 business days or less

**Target: 60%**

**Current Fiscal Year (FY) performance: 62%**

- We have met our 60% target in July, September, October, and November and were at 59% in August.
- 94% of permits filed in FY24 have been OTC



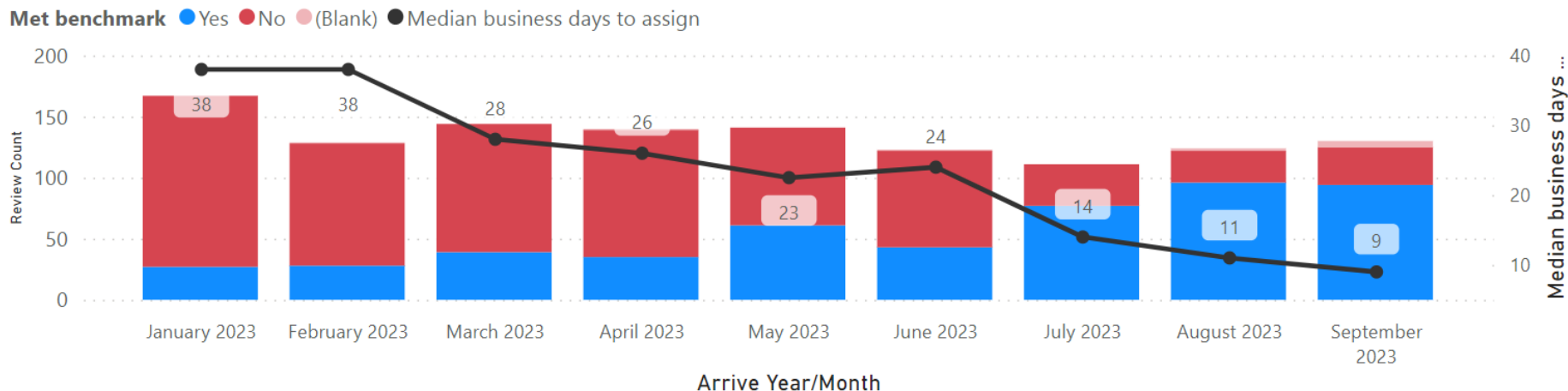
# In-House permits – time to first review comments at building station

**Target: 85%**

**September performance: 72%** of all in-house permits

- Not able to meet this target yet, but making progress
- Trending in the right direction; 67% faster in the past 9 months

Percent of arrived reviews that met tier benchmarks, by arrive month/year



# Priority permits (In-House) – time to first review comments at building station

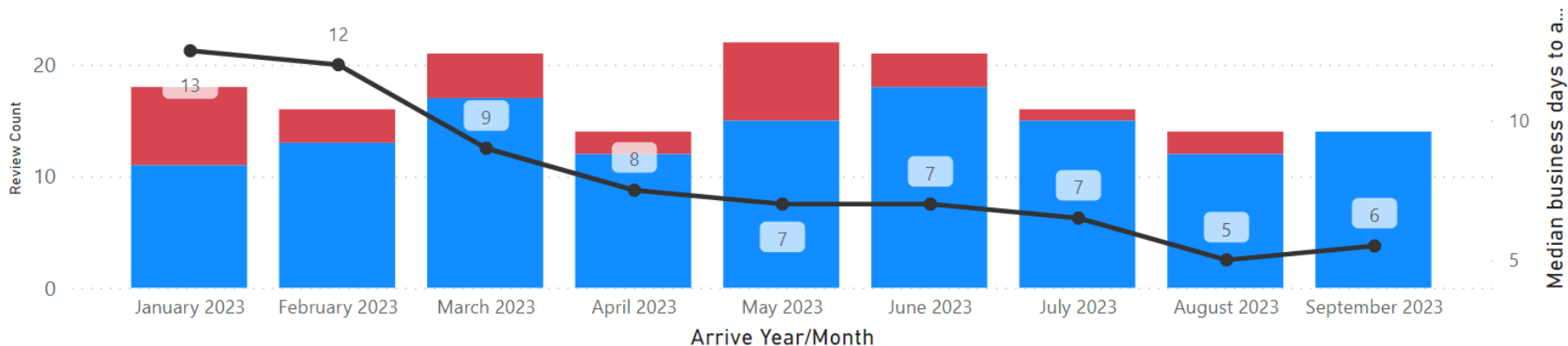
**Target: 85%**

**July performance: 100%** for priority projects

- Trending in right direction
- Includes ADUs and 100% affordable housing projects

Percent of arrived reviews that met tier benchmarks, by arrive month/year

Met benchmark ● Yes ● No ● Median business days to assign



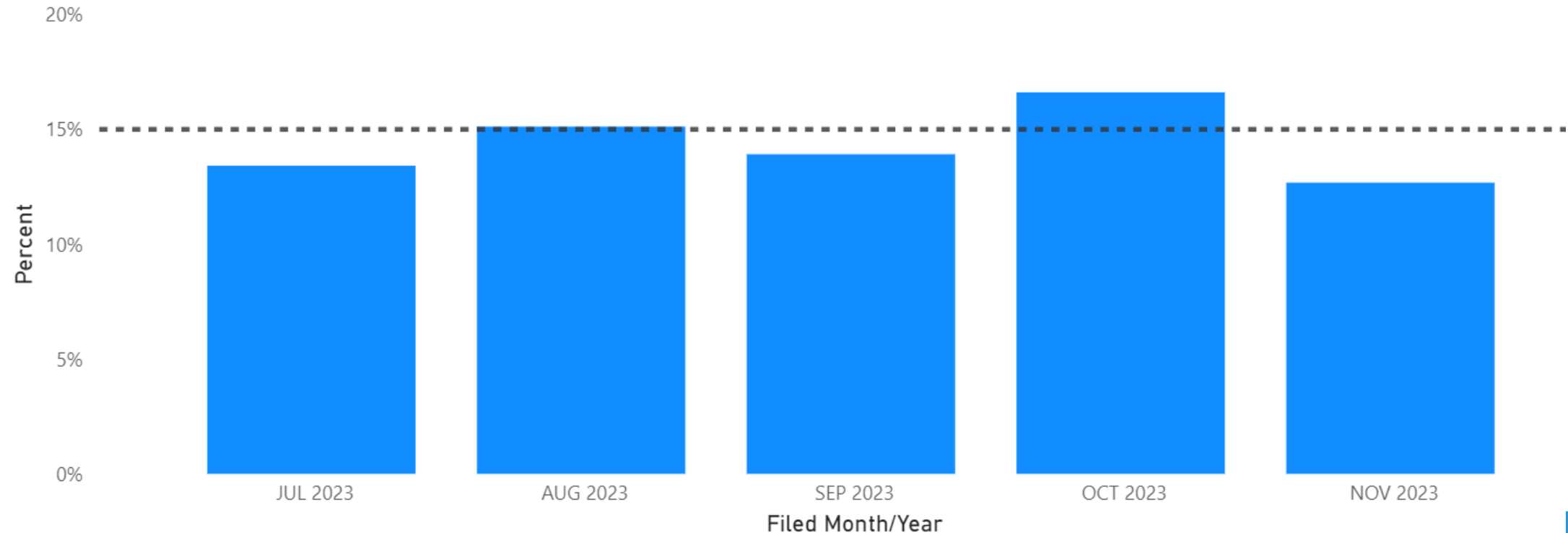


# Percentage of OTC no-plans building permits that are processed online (re-roofing and kitchen/bath remodels)

**Target: 15%**

**Current performance: 14.5%**

Percent of no-plans OTC permits issued online

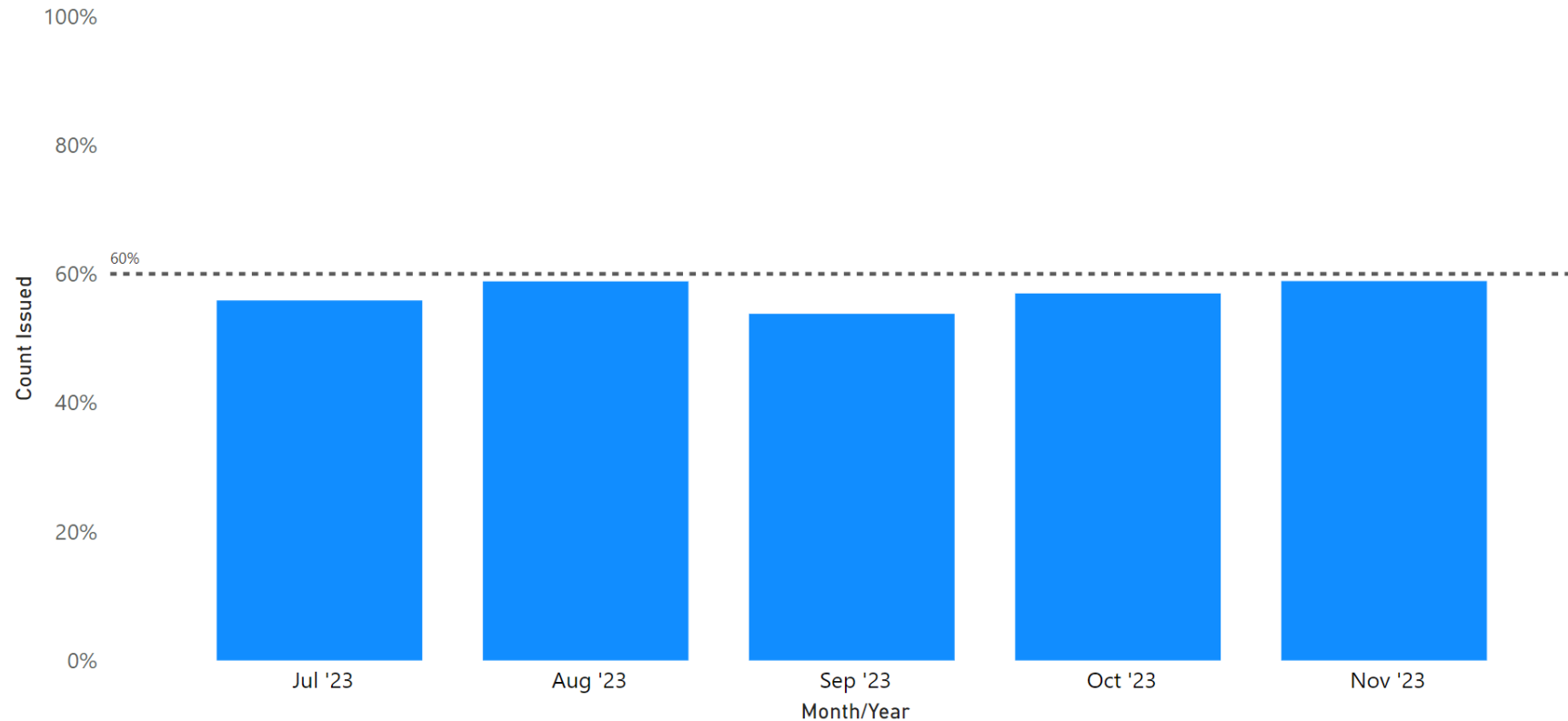


# Percentage of plumbing and electrical permits that are processed online

**Target: 60%**

**Current FY performance: 57%**

Percent of plumbing and electrical permits issued online

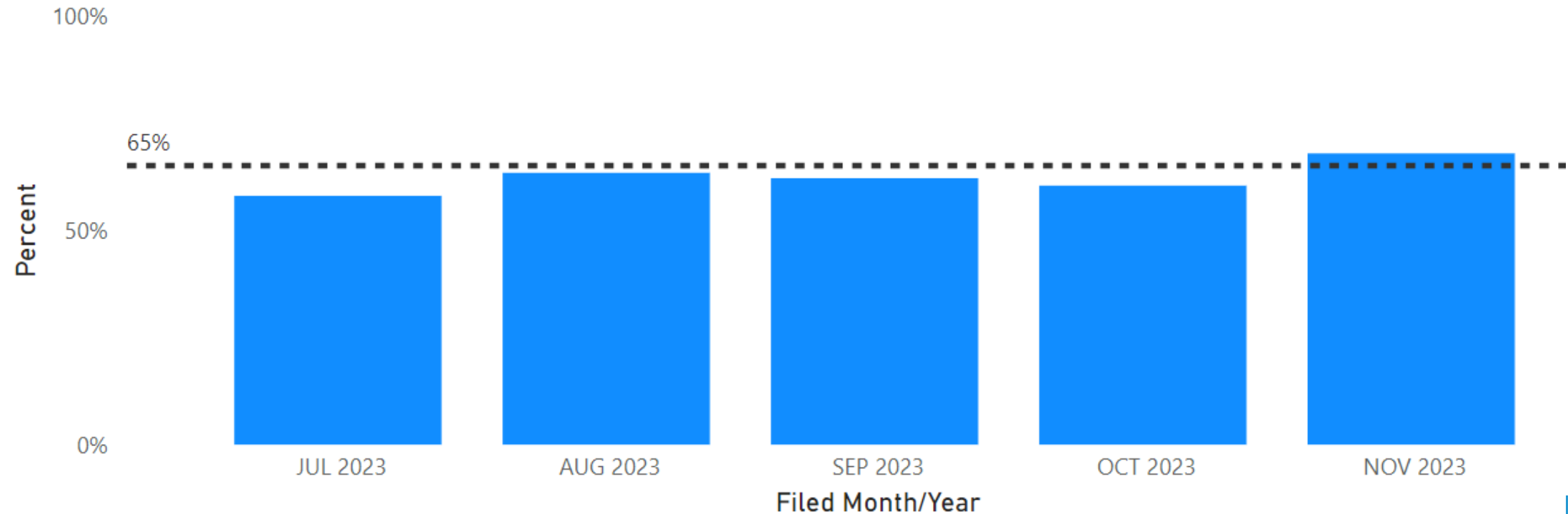


# Percentage of In-House review permits that are processed with Electronic Plan Review (EPR)

**Target: 65%**

**Current performance: 62%**

Percent of in-house review permits that are processed with EPR

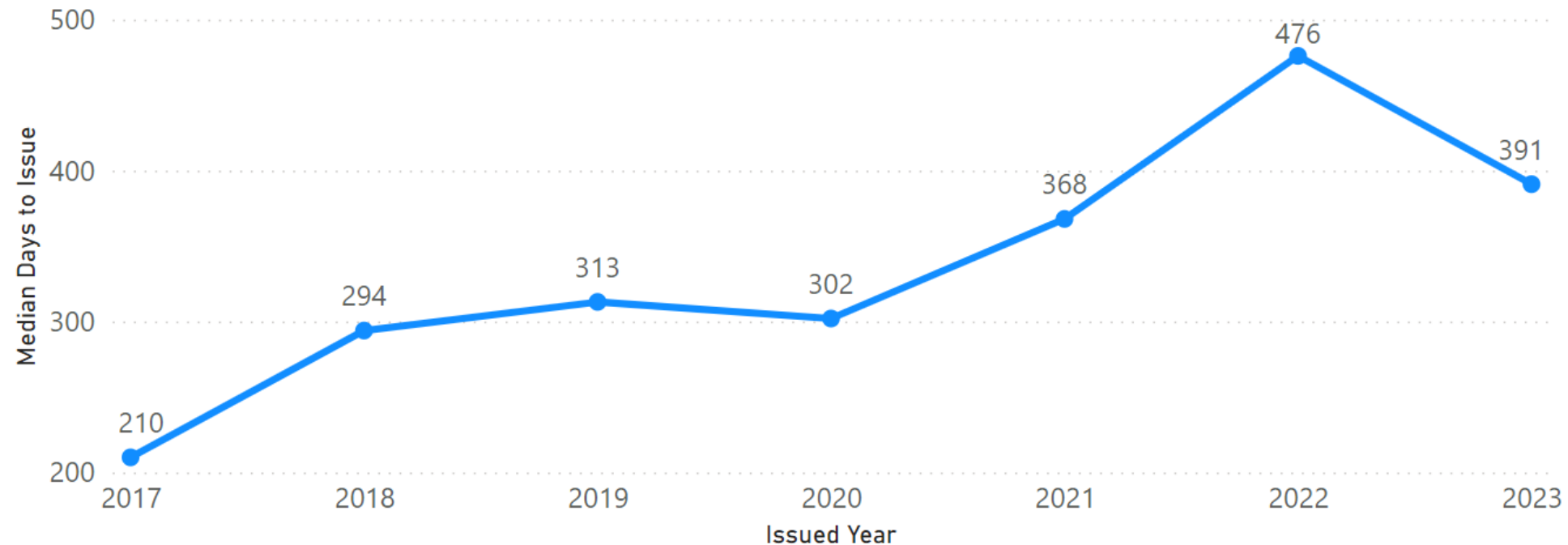


# Median days to issue housing-related permits by issuance year

**Target:** 50% reduction from 2022

- 18% reduction compared to last year (476 → 391 days)

Median calendar days to issue housing-related permits by issued year

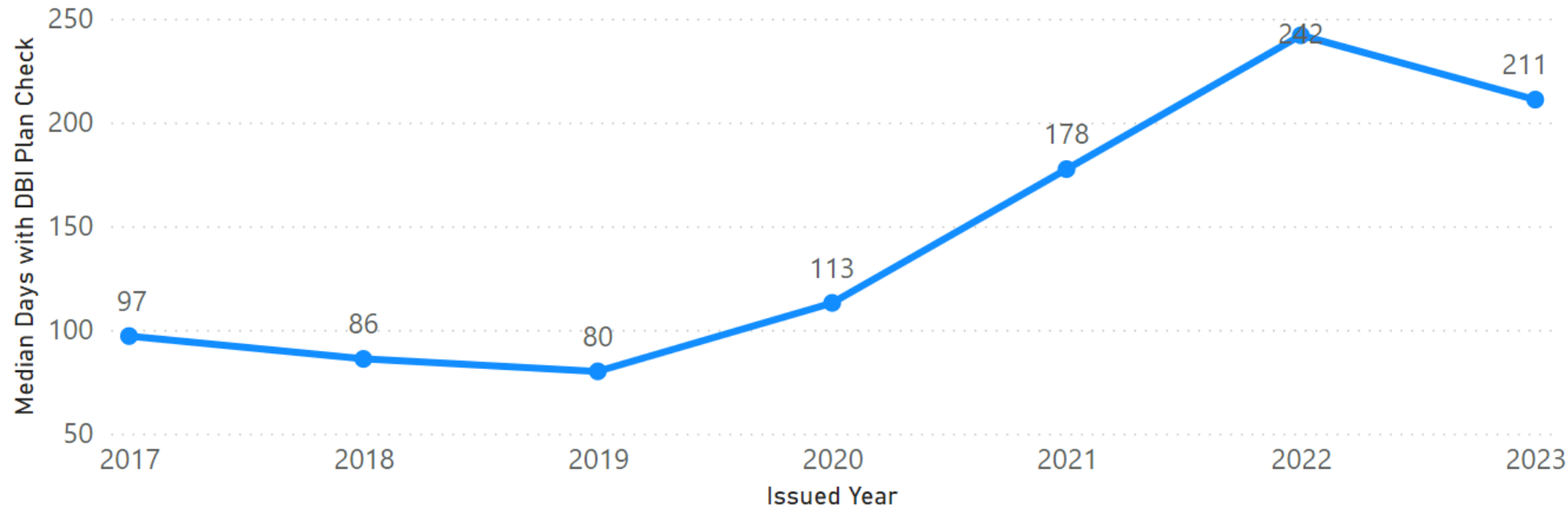


# Median days with DBI plan check for housing-related permits by issuance year

**Target:** 50% reduction from 2022

- 13% reduction compared to last year (242 → 211 days)

Median calendar housing-related permits spent with DBI plan check stations during issuance journey, by issue date

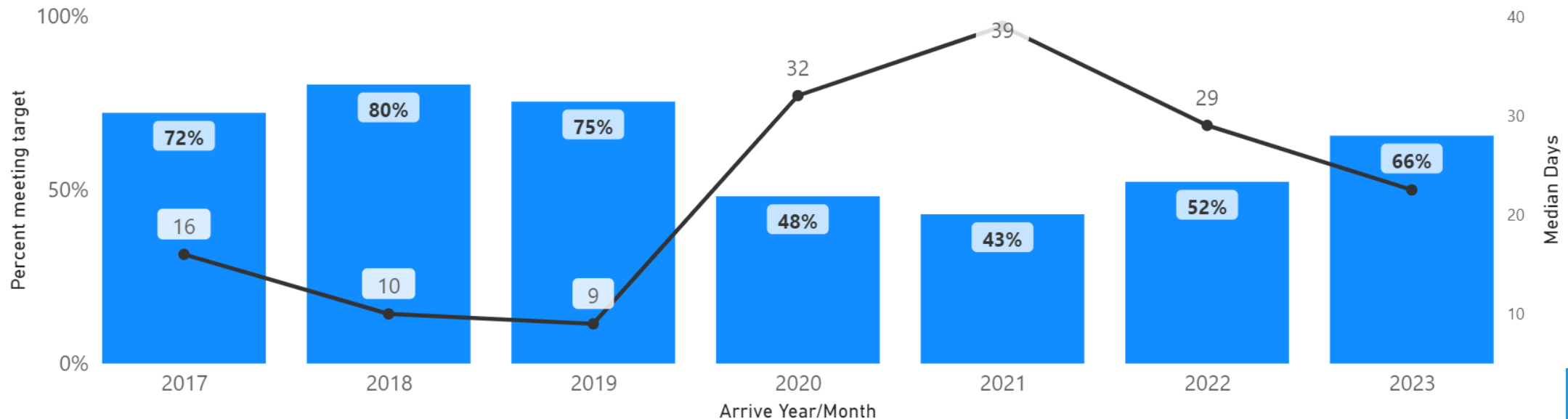


# Percentage of housing-producing permits/addenda receiving first review 6 weeks or less

**Target:** 50% improvement from 2022

- 27% improvement between 2022 and 2023 YTD (52% → 66%)
- 84.5% of plans that arrived in FY24 Q1 received their first review in 6 weeks or less (median 18 business days).
  - This means we are already meeting the 50% improvement benchmark this fiscal year!

Percent of first reviews of housing-related permits conducted in 30 business days or less and median days to first review at DBI plan check stations, by review arrive date





**THANK YOU**