

# Permit Processing Timeframes

City of Boise | Planning & Development Services | pds.cityofboise.org

| Report Dates                               | First Review |  |                         |                            | Ready to Issue                 |  | Permits Issued                    |                           |
|--|--------------|--|-------------------------|----------------------------|--------------------------------|--|-----------------------------------|---------------------------|
| November 1, 2019<br>to<br>January 31, 2020 | Target       | Average First Review<br>Nov. 1 – Jan. 31 |                         | Fiscal Year<br>Average     | Average Ready<br>to Issue Time | Average Wait for<br>Customer to Pickup | Total Number of<br>Permits Issued |                           |
|  | # of<br>Days | Nov. 1 –<br>Jan. 31                      | Change<br>2019 vs. 2018 | FY 2020<br>Oct 1 – Jan. 31 | Nov. 1 – Jan. 31               | Nov. 1 – Jan. 31                       | Nov. 1 – Jan. 31                  | FY 2020<br>Oct. 1–Jan. 31 |
| <b>Residential Construction</b>            |              |  |                         |                            |                                |  |                                   |                           |
| Single Family Level 1                      | ≤10          | 12 days                                  | 6 days longer           | 12 days                    | 16 days                        | 16 days                                | 114                               | 168                       |
| Single Family Level 2                      | ≤14          | 16 days                                  | 6 days longer           | 15 days                    | 30 days                        | 26 days                                | 47                                | 79                        |
| Add/Alt/Repairs Level 1                    | ≤1           | ≤ 1 day                                  | same                    | ≤ 1 day                    | 2 days                         | 1 day                                  | 119                               | 183                       |
| Add/Alt/Repairs Level 2                    | ≤5           | 7 days                                   | 3 days longer           | 6 days                     | 12 days                        | 3 days                                 | 125                               | 191                       |
| <b>Commercial Construction</b>             |              |  |                         |                            |                                |  |                                   |                           |
| New Multi-Family                           | ≤30          | 34 days                                  | 3 days longer           | 18 days                    | 108 days                       | 3 days                                 | 2                                 | 6                         |
| New Commercial<br>Buildings & Additions    | ≤30          | 30 days                                  | 3 days longer           | 31 days                    | 54 days                        | 9 days                                 | 22                                | 29                        |
| Tenant Improvement<br>Level 1              | ≤5           | 4 days                                   | 1 day longer            | 4 days                     | 6 days                         | 8 days                                 | 49                                | 57                        |
| Tenant Improvement<br>Level 2              | ≤10          | 18 days                                  | 9 days longer           | 15 days                    | 19 days                        | 17 days                                | 52                                | 83                        |
| Tenant Improvement<br>Level 3              | ≤20          | 19 days                                  | 2 days faster           | 18 days                    | 40 days                        | 11 days                                | 29                                | 44                        |
| Commercial Occupancy<br>Evaluation         | ≤5           | 3 days                                   | same                    | 3 days                     | 4 days                         | 3 days                                 | 49                                | 75                        |

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## Positive Trends

Average first review time frame targets were met for building permit project types residential Additions/Alterations/Repairs Level 1, New Commercial Buildings & Additions, Tenant Improvement Level 1, Tenant Improvements Level 3 and Commercial Occupancy Evaluations from November 2019 through January 2020.

Tenant Improvement Level 3 permits are being processed 2 days faster than this same time last year.

As of February 12, 2020, there are 87 Single Family Dwellings under building permit review. This is up from 41 Single Family Dwellings under review at this same time last year.

## Areas of Concern

Single Family Level 1 permits average first review timeframes are currently taking 12 days (outside desired first review target), and 6 days longer than this time last year. Single Family Level 2 permits average first review timeframes are currently taking 16 days (outside desired first review target), and 6 days longer than this time last year. Residential Additions/Alterations/Repairs Level 2 permits average first review timeframes are currently taking 7 days (outside desired first review target), and 3 days longer than this time last year.

New Multi-Family permits average first review timeframes are currently taking 34 days (outside desired first review target), and 3 days longer than this time last year. Tenant Improvement Level 2 permits average first review timeframes are currently taking 18 days (outside desired first review target), and 9 days longer than this time last year.

## Project Updates

The following new commercial or new multi-family projects are under building permit review or in the resubmittal process: Fairfield Inn & Suites

on Emerald, Northview Apartments Building 1, Barber Valley Storage-5 Buildings, Fox Fourplex, Marcum Tilt-Up A, Pivot KA at Barber Valley, JD/Fischer Industrial Development-2 buildings, Ustick 12-plex, Barber Valley Urgent Care, Scott Family Building A, W. Airport Industrial Park Bldgs. C & D, State Street Apartments Multifamily-7 Buildings, the Eno at Harris Ranch, Passenger Boarding Bridge C8A at Boise Airport, Franklin Warehouse #2, Chase Bank, Valley View Elementary School and 3<sup>rd</sup> & Myrtle Garage interior.

Some larger commercial tenant improvement permit applications that are under building permit review or in the resubmittal process include: Micron B32 remodel, Micron B26 Labs remodel, McDonald's on Fairview remodel, Fleet Street remodel, Exceed Investment Firm, St. Luke's IHT Offices, St. Alphonsus Clinic remodel, Boise Police Downtown Station, Café Rio, 11<sup>th</sup> & Main Apartments, Arbor Village at Hillcrest, Les Schwab on State Street, Verde TI and a Saint Alphonsus Regional Medical Center remodel.

PDS has completed the review of some permits that have not been issued but are ready such as: Namaste Yoga Studio, Habitat Veterinary Hospital, 600 W. Front-Podium, 600 W. Front-Multi-Family Building, Liberty Lake Clubhouse, Jefferson Elementary Cafeteria and Boise Airport Employee Parking Garage.

## 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 Multi-Family permit customer pick-up time decreased from 7 days to 3 days currently. Commercial Occupancy Evaluation permit customer pick-up time decreased from 5 days to 3 days currently. Single Family Level 2 permit customer pick-up time increased from 19 days to 26 days currently. All other categories either remained the same or varied slightly from last month.