

## ATTACHMENT B



# PLANNING AND DEVELOPMENT DEPARTMENT PERMIT/CONSTRUCTION ACTIVITY SNAPSHOT

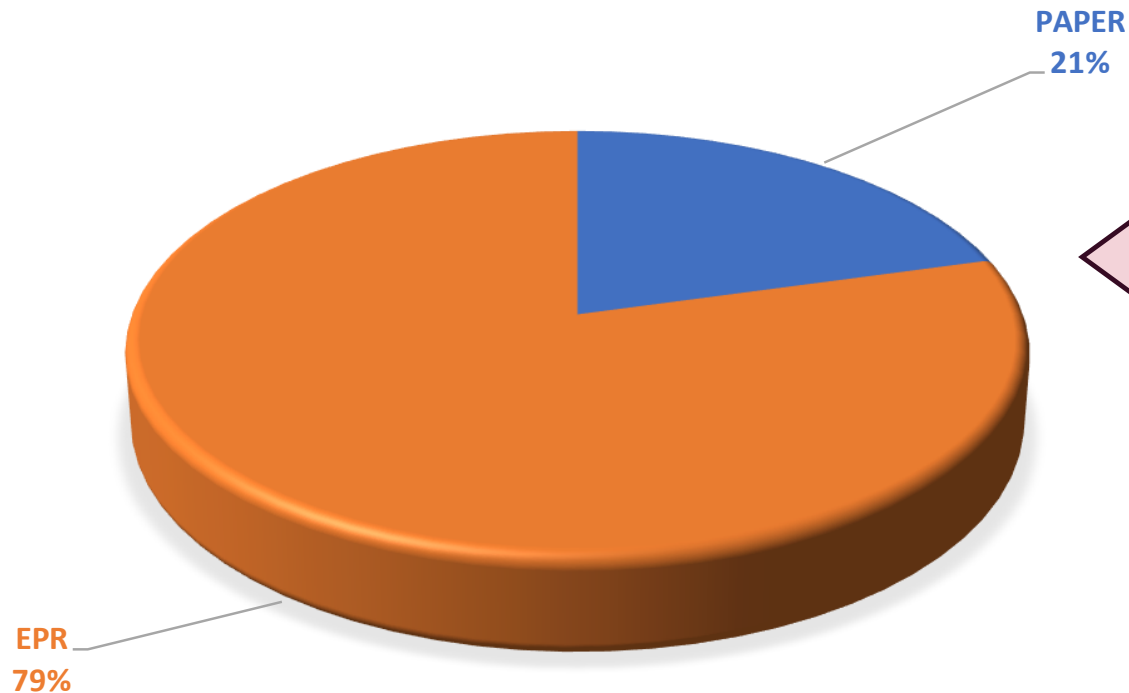
FORMAL CITY COUNCIL

FEBRUARY 17, 2021

# FROM PAPER TO ELECTRONIC SUBMITTALS



## EPR ELIGIBLE SUBMITTALS FY 2020-2021

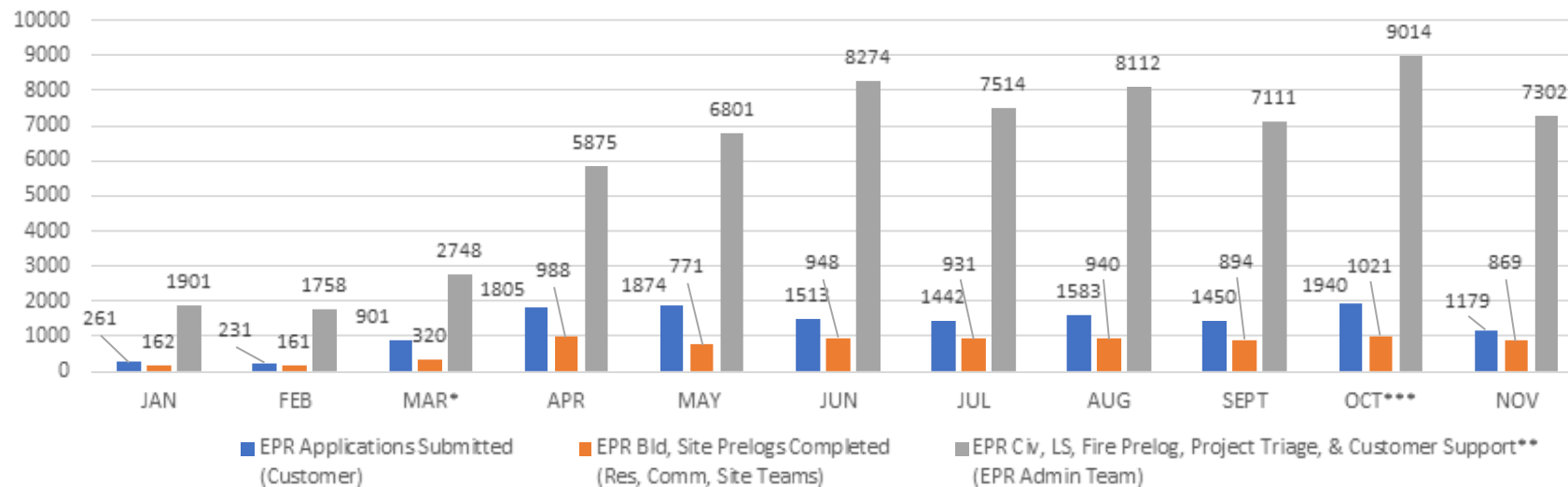


Plan Review activities have transitioned from traditional paper reviews, to the majority of plans being submitted electronically: 79% electronic vs 21% paper.

# EPR SELF-CERT TRIAGE



EPR Project Intake / Processing  
Jan-Nov 2020



\*March 23rd - Appointment Only Service Model Initiated, Transition to EPR

\*\*EPR Admin Team: Civ/Fire/LS Admin Prelog, KIVA Project Creation/Data Entry, Verify Fees, Customer Notifications, Batch Stamp, Email/Phone Technical Support

\*\*\*EPR Admin Phone/Voicemail Tracking Began

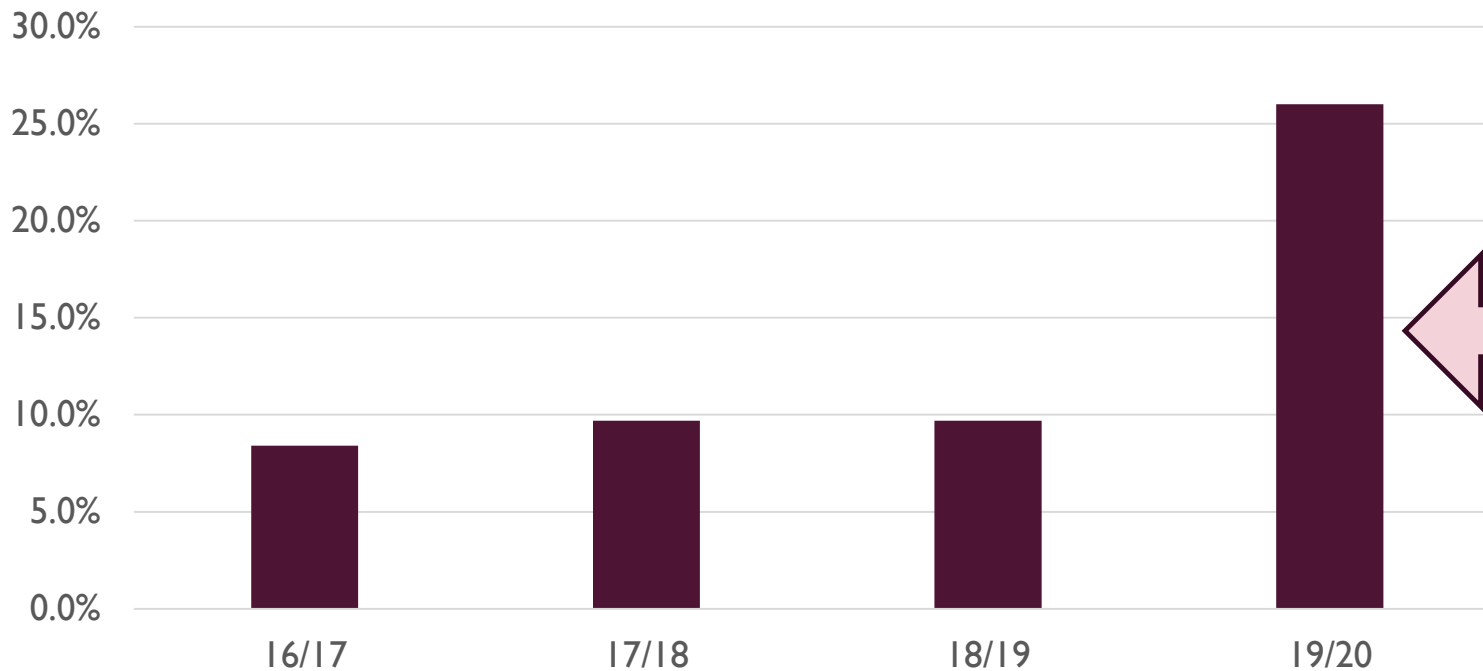
The EPR submittals from January to November have increased 284%

Requesting to add to Payments and Submittals: (1) Principal Engineering Tech, (1) Chief Engineering Tech, (1) Senior Engineering Tech, and (2) Engineering Techs

# MINOR COMMERCIAL EPR LOAD



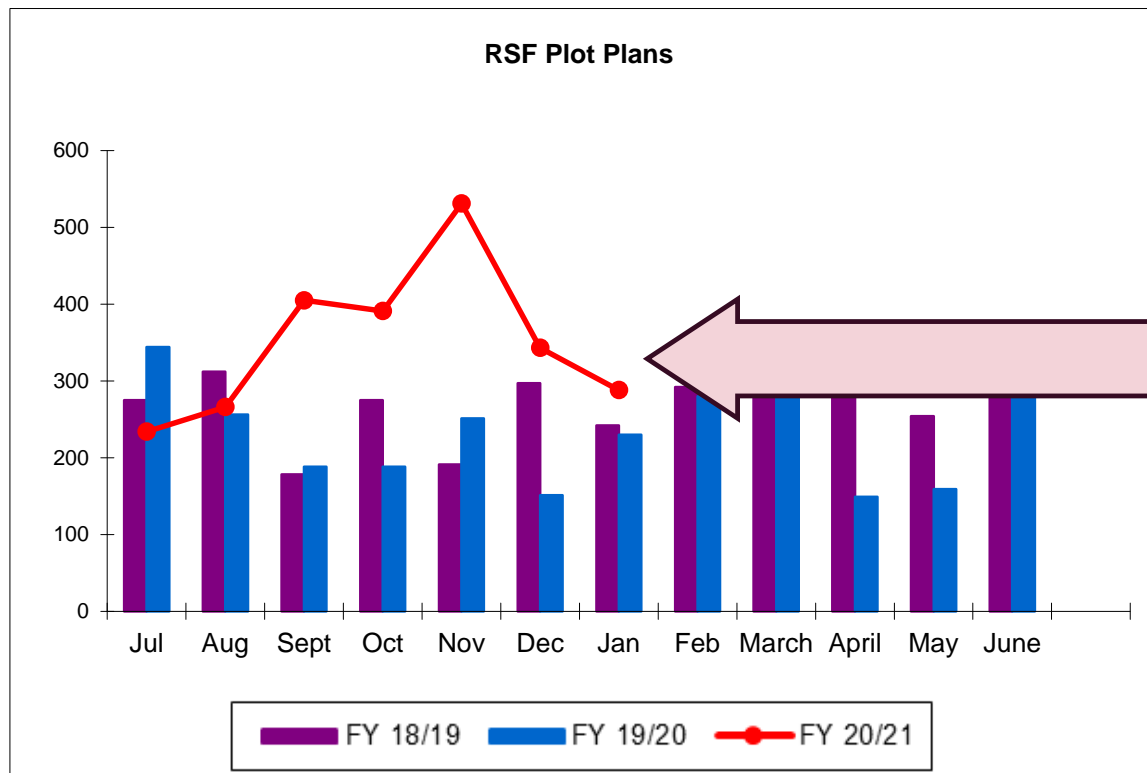
MINOR COMMERCIAL EPR LOAD



There is a shift in the process. It takes more time to prelog plans electronically than it does via paper

Requesting to add to Plan Review – Minor Commercial:  
(1) Building Code Examiner

# RESIDENTIAL SINGLE-FAMILY PLOT PLANS SUBMITTED

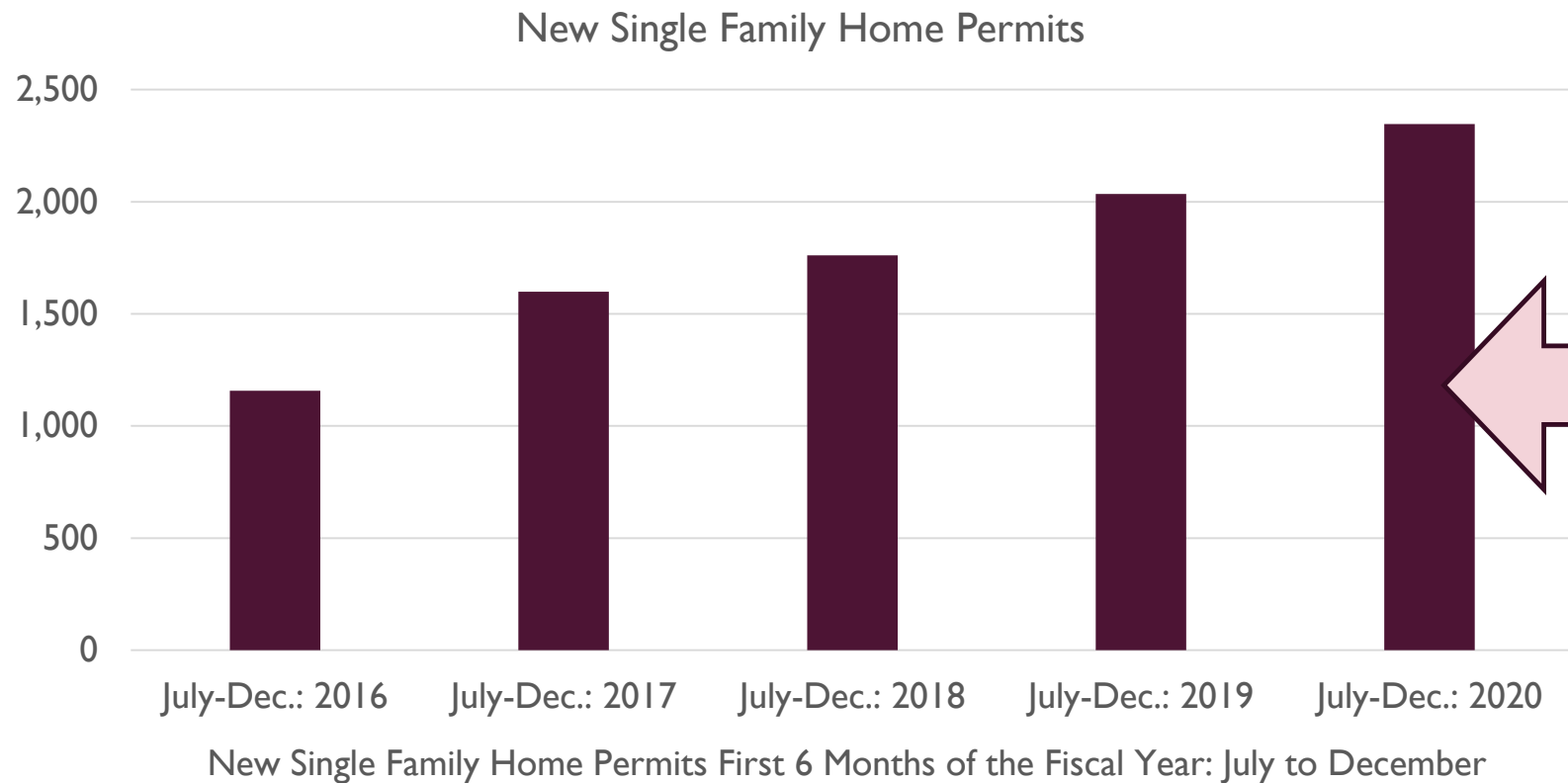


The Residential Section has seen a **49%** increase in Single Family Residence plot plan submittals compared to last fiscal year.

Requesting to add to Plan Review  
- Residential: (2) Engineering Technicians



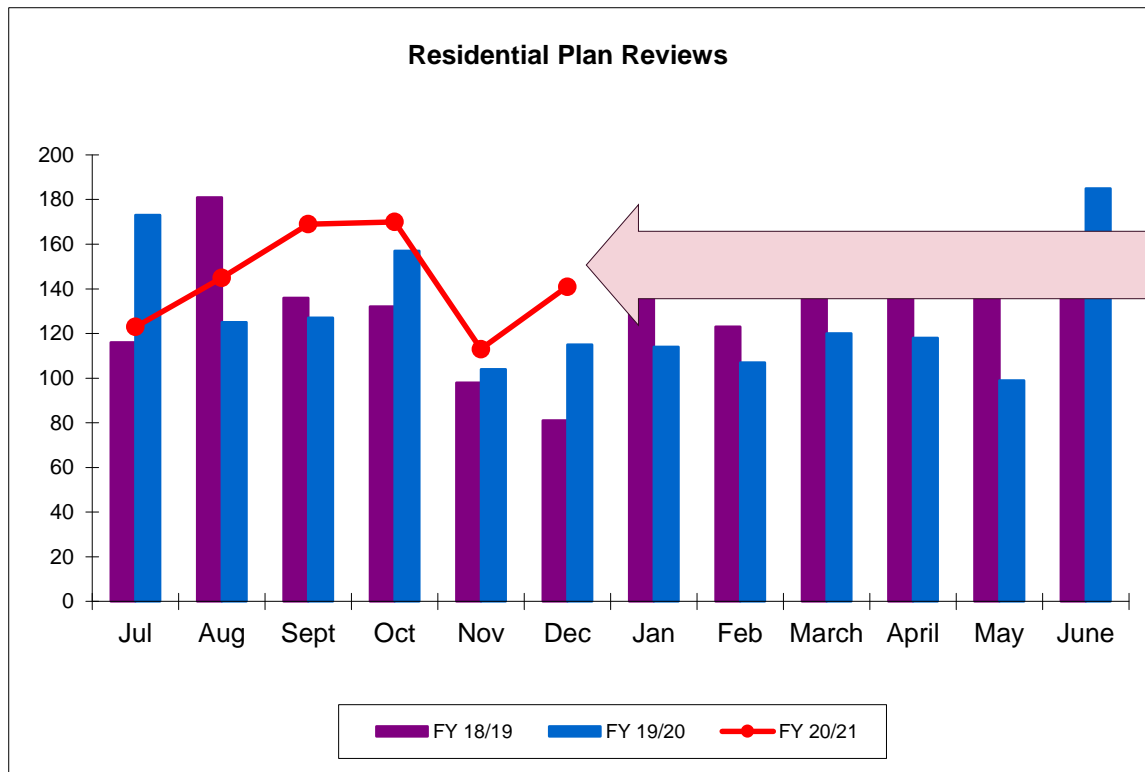
# NEW SINGLE FAMILY (NSF) HOME PERMITS FIRST 6 MONTHS OF THE FISCAL YEAR: JULY TO DECEMBER



The NSF numbers for the first 6 months of the Fiscal Year 20/21 are trending up with 15%.

In support of the request to add to Plan Review - Residential:  
(2) Engineering Technicians

# RESIDENTIAL PLAN REVIEWS

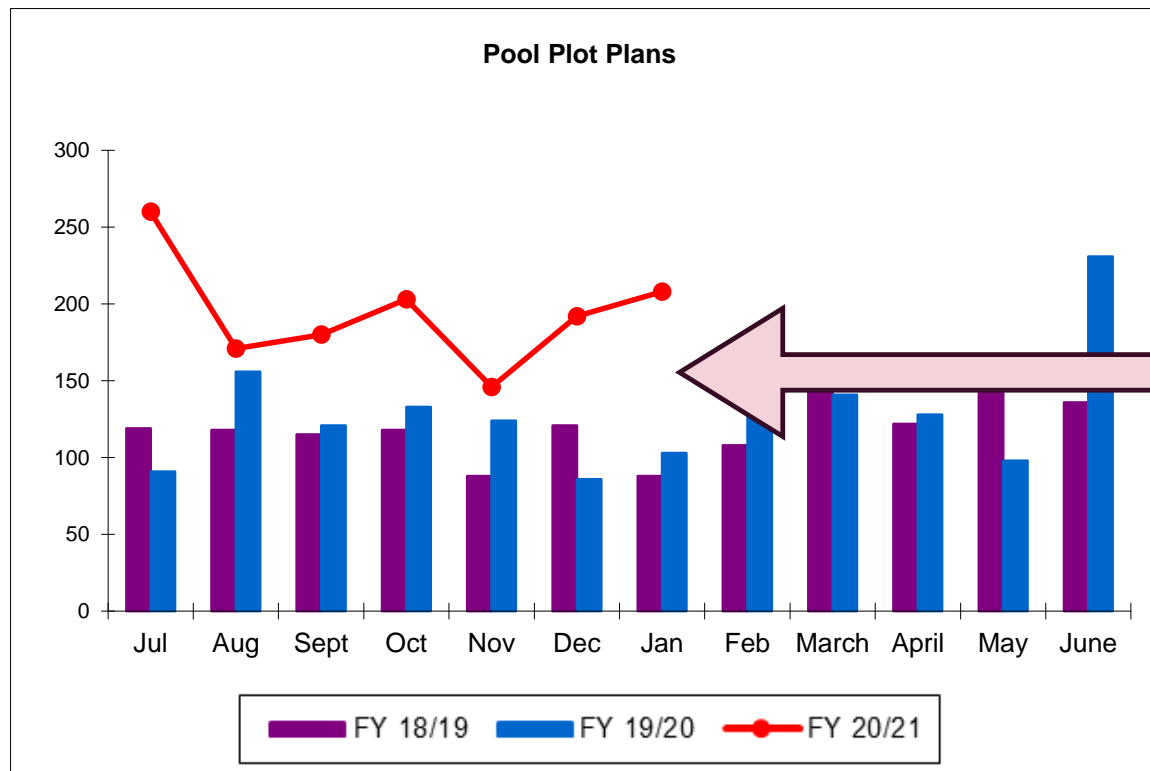


The Residential Plan Review Numbers FY20/21 are trending higher than previous years.

In support of the request to add to Plan Review - Residential:  
(2) Engineering Technicians

Graphics Source: December 2020 New Log-in Trends Report

# RESIDENTIAL POOL PLOT PLANS SUBMITTED

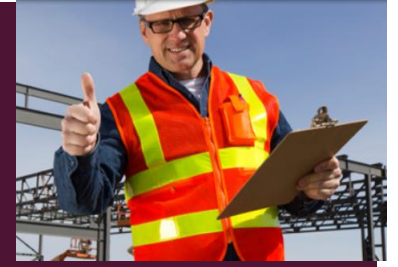


The Residential Pool Plot Plans are continuing to increase.  
Fiscal Year 18/19: 1,431  
Fiscal Year 19/20: 1,548  
Which is an 8% increase.  
The 20/21 numbers are trending up with 62%.

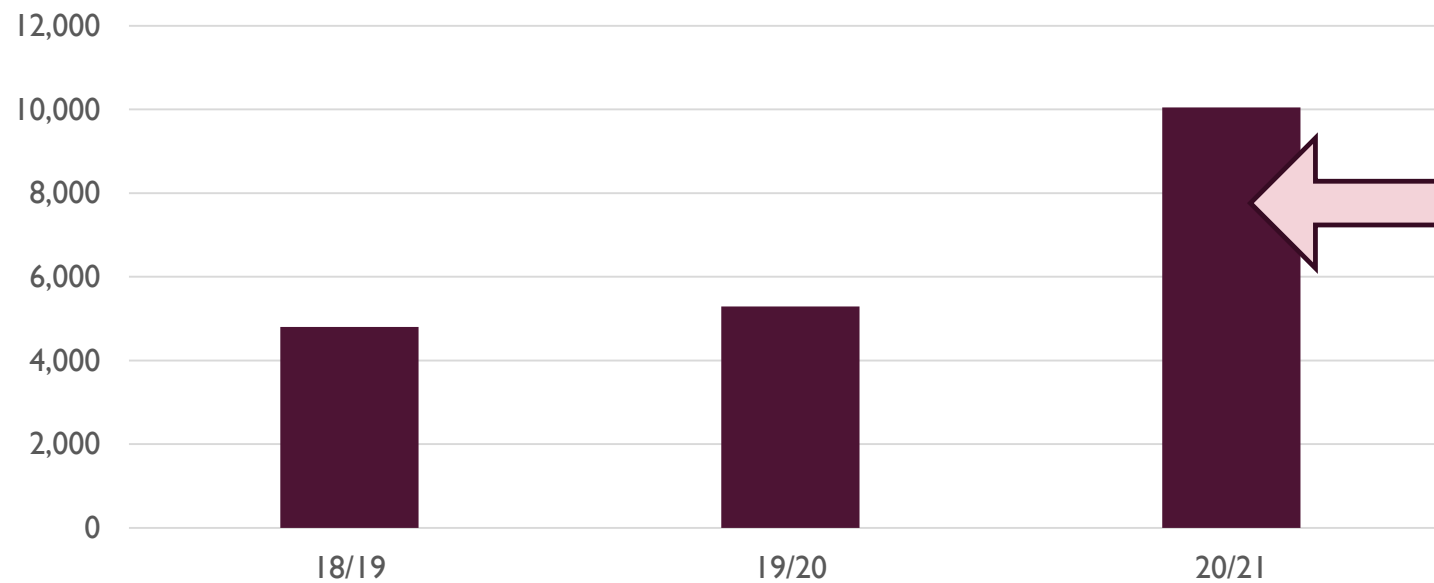
Requesting to add to Plan Review -  
Residential: (1) Senior Engineering Tech



# RESIDENTIAL PHOTOVOLTAIC SUBMITTALS



Residential Photovoltaic Submittals

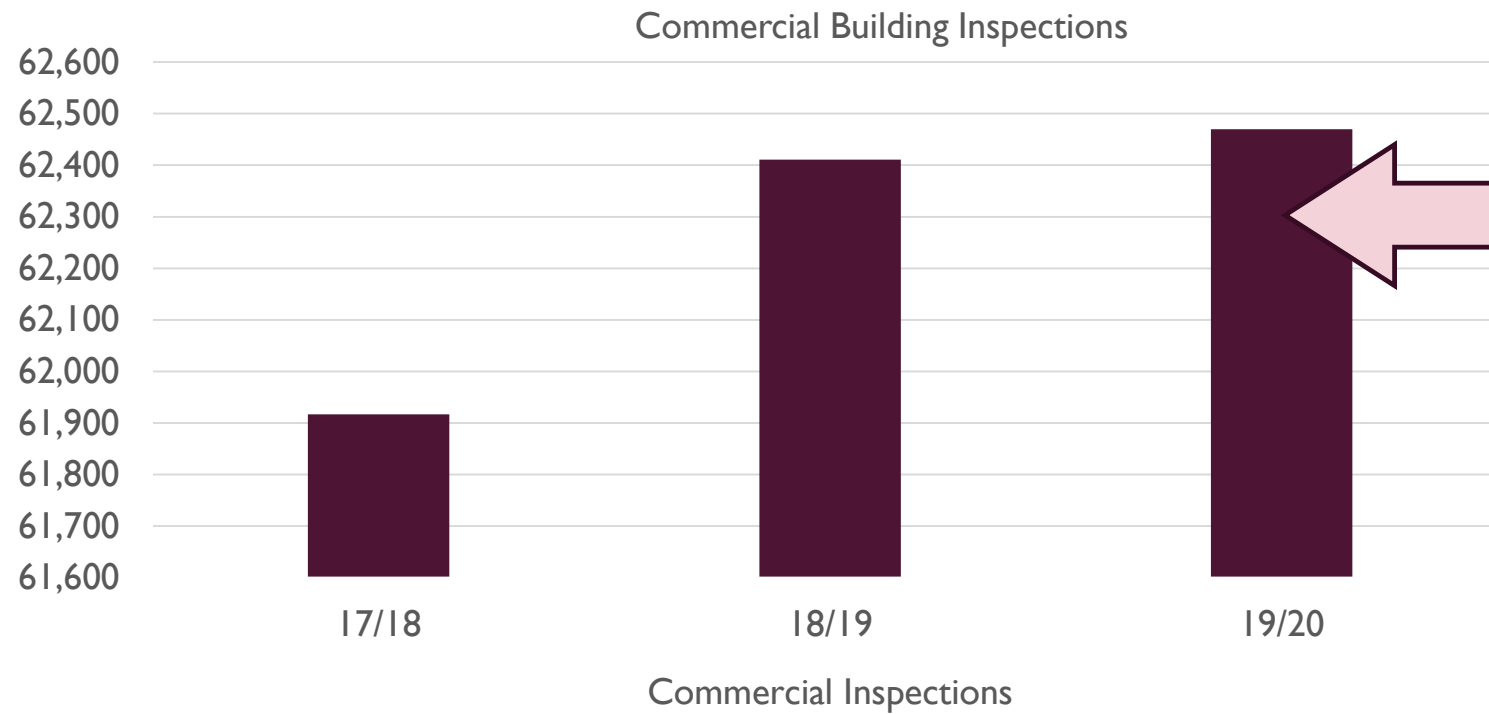


The PV numbers for 20/21 are up 90%, forecasting trajectory of 10,047 by year end

Requesting to add to Plan Review - Residential:  
(1) Electrical Plans Examiner II

Residential Photovoltaic Submittals

# COMMERCIAL BUILDING INSPECTIONS



The Commercial Inspections are trending up, and more work will be coming in due to the TSMC site.

Requesting to add to Inspections Commercial:

- (I) Electrical Inspector II
- (I) Structural Inspector II
- (I) Plumbing Mechanical Inspector II
- (I) Fire Prevention Specialist II

# RESIDENTIAL INSPECTIONS



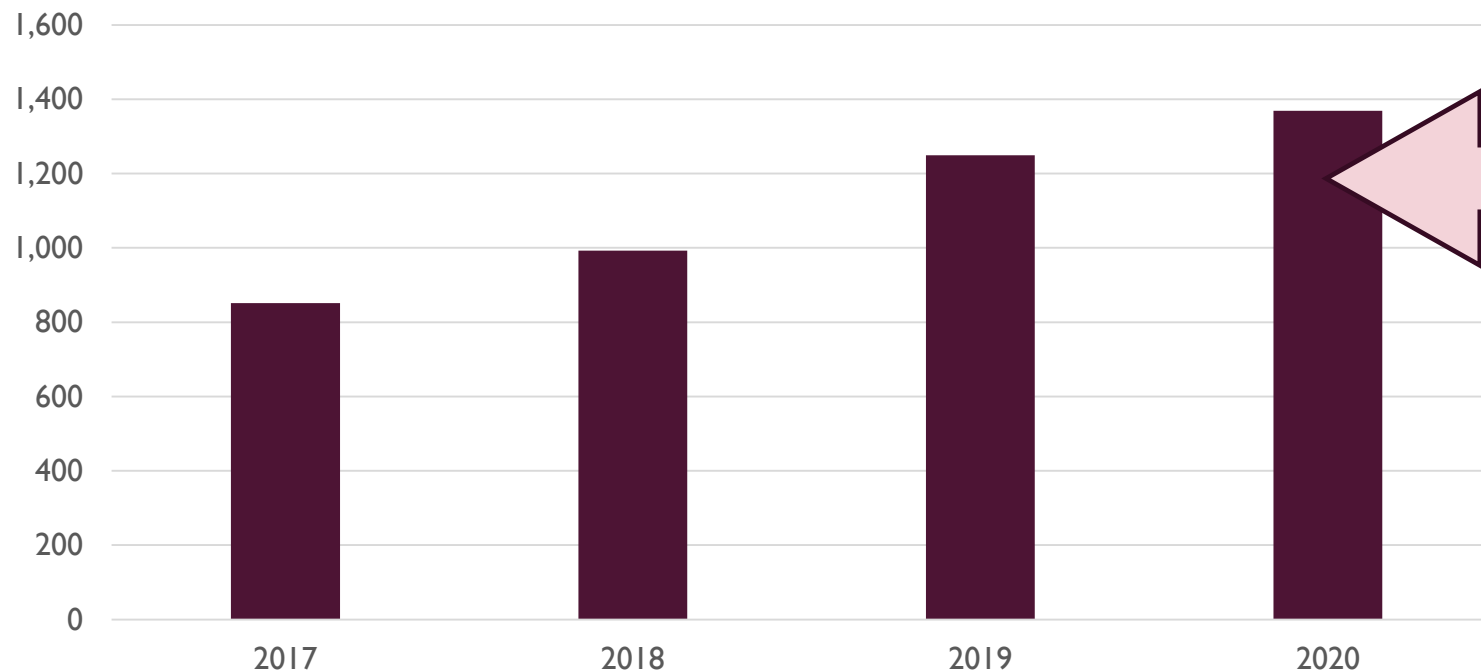
In each of the the last two Fiscal Years, Residential Inspections has completed 90,000 inspections. Plan submittal numbers are up, and we need more staff to complete inspections.

Requesting to add to Inspections Residential:  
(2) General Inspectors II

# NON-PERMITTED CONSTRUCTION CASES



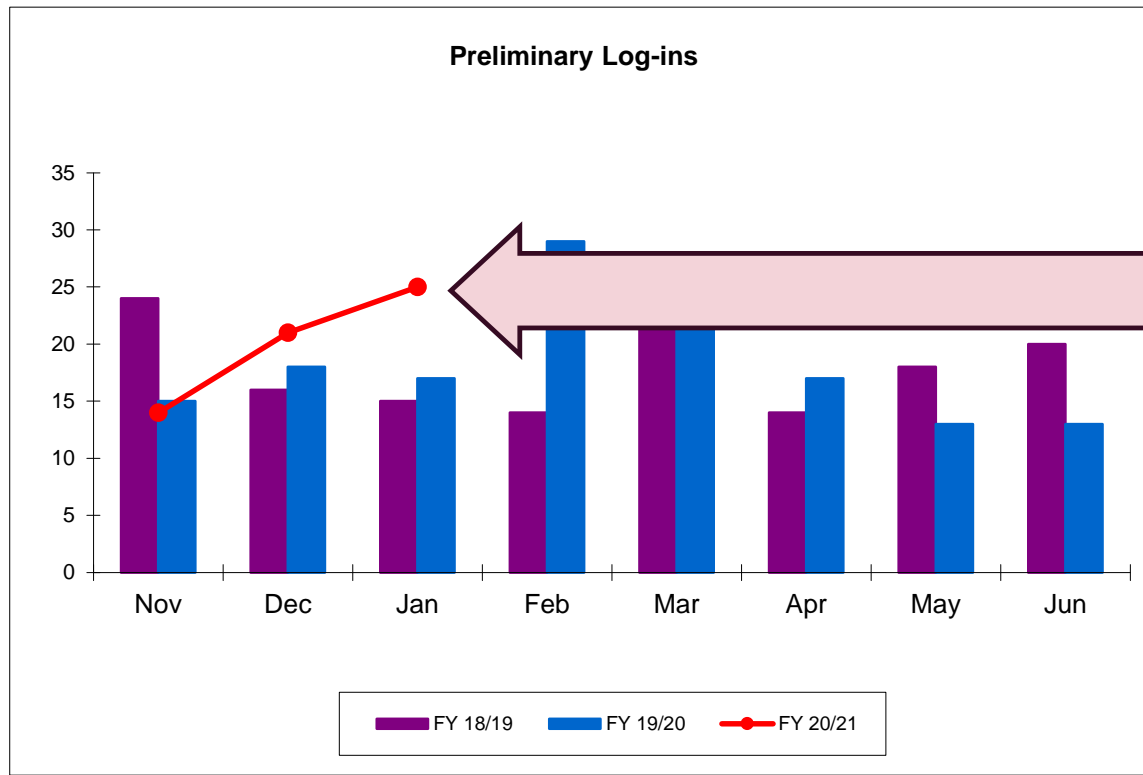
Non-Permitted Construction Cases



Since 2017, the number of cases the Non-Permitted Construction (NPC) team has responded to has significantly increased.

Requesting to add to Non-permitted Construction:  
(I) Engineering Technician

# SITE PLANNING – PRELIMINARY LOGIN



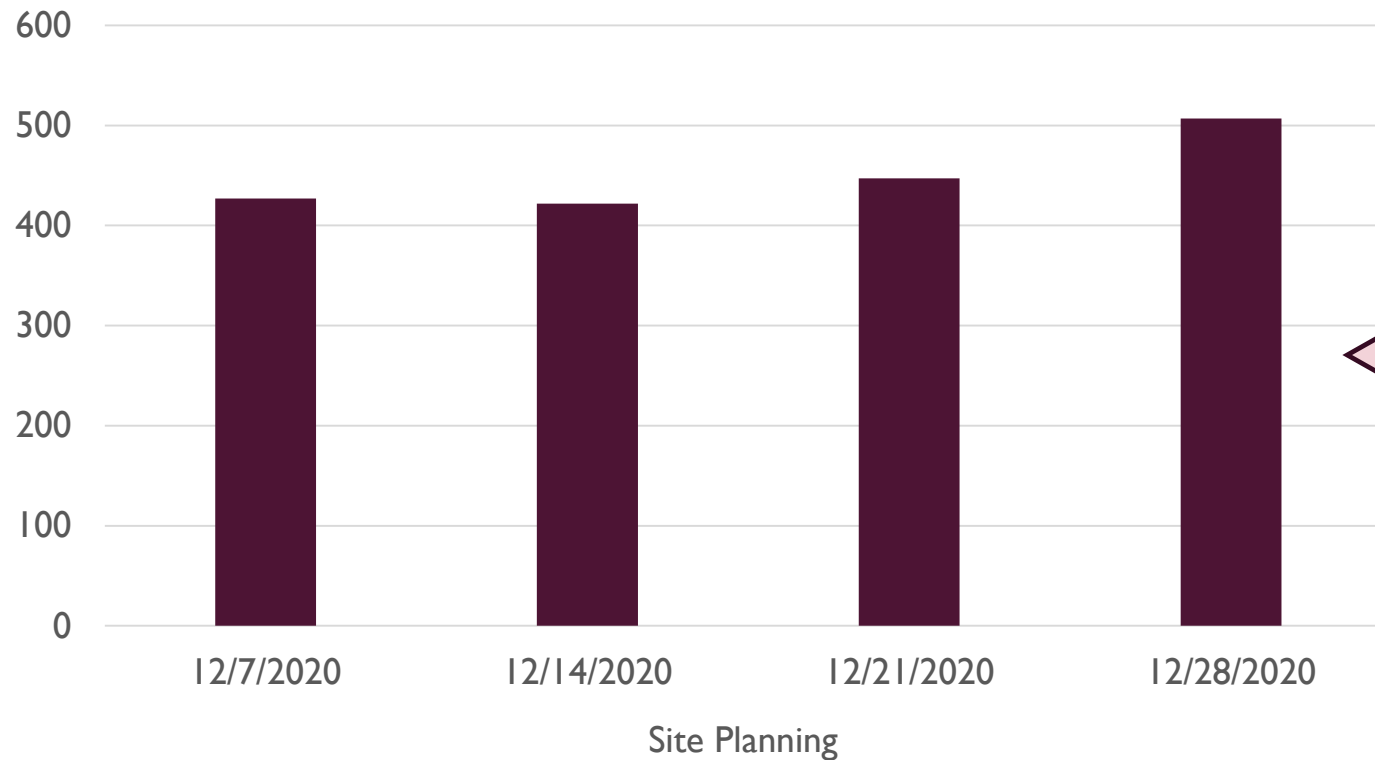
The preliminary logins numbers, continue to increase.

Requesting to add:  
Landscape Architect I, Planner II  
and Administrative Assistant I

# SITE PLANNING – BACK LOG



Site Planning - Back Log Cases



In addition to the increase in preliminary submittals, Site Planning is also at the highest level of work with 507 plans in the system and 40% not meeting the turnaround goal

In support of the request to add: Landscape Architect I, Planner II and Administrative Assistant I

Back Log Percentage:	40%	45%	45%	45%