

# Permitting Improvements

City of Tacoma

Planning & Development Services Department

**City Council Study Session**  
**March 28, 2017**



# Key Objectives

- Reduce barriers to development
- Continue to streamline permitting processes
- Work towards full cost recovery
- Enhance levels of service
- Improved customer engagement

# Overview of Completed Efficiencies

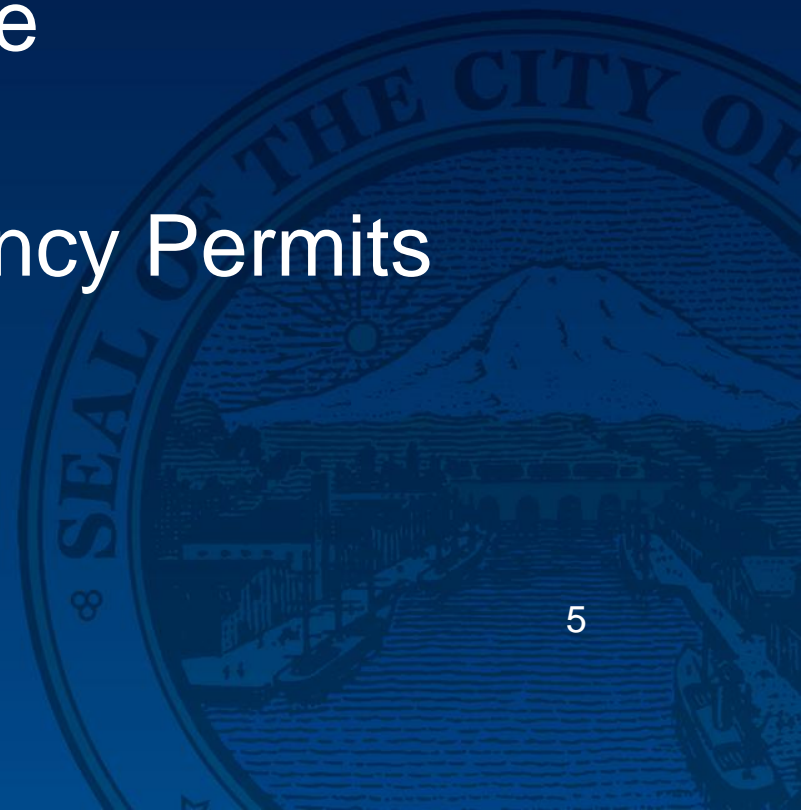
- Worked with Master Builders Association (MBA) to put in place suggested efficiencies:
  - Improved department coordination
  - Improved customer service measures
  - Improved Accela access for single family residential permits
  - Increased number of over the counter permits
  - Created on-line fee calculator

# Overview of Completed Efficiencies

- Developing employee field training program
- Reviewing enhanced levels of service
- Modified pre-application procedures
- Reviewing inspection services for efficiencies
- Establish monthly Technical Advisory Group to provide customer feedback
- Continue to utilized MBA document as a roadmap for improvement

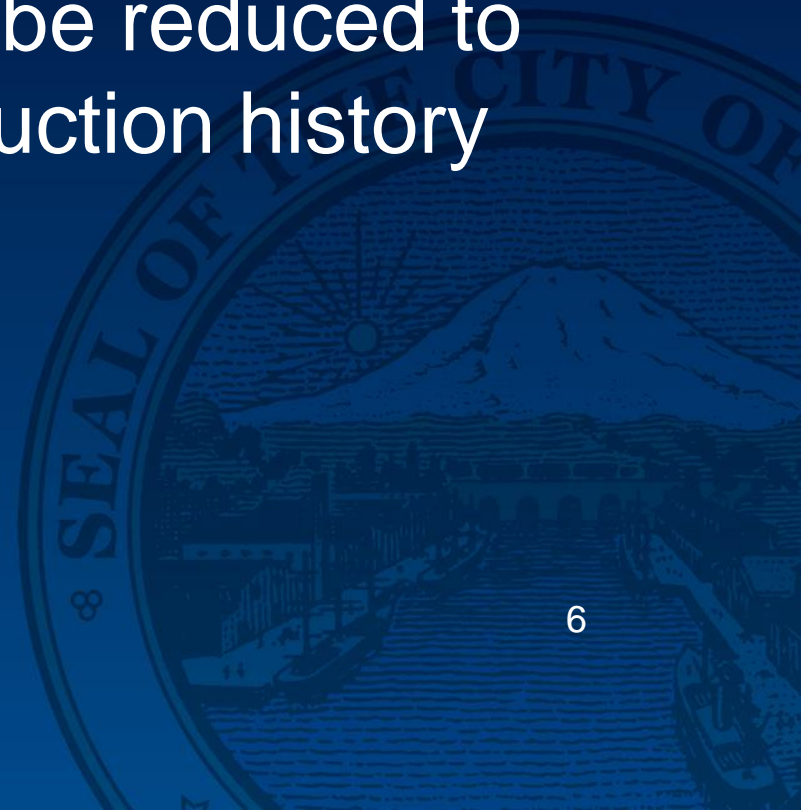
# Efficiencies – Code Changes

- Performance Bonds
- Fee In-Lieu for Off-Site Improvements
- Right-of-Way Occupancy Permits (ROPs)



# Performance Bonds

- Subject to Director's discretion
- Bonding amount may be reduced to 30% with good construction history
- Applies to bonds only





# Performance Bonds

- Non performance :
  - 5 Year Building Suspension
  - Bonding requirements at 150% value determined by City
- Working without a permit :
  - Double fee (\$200 minimum)
  - Bonding requirements at 150% value determined by City

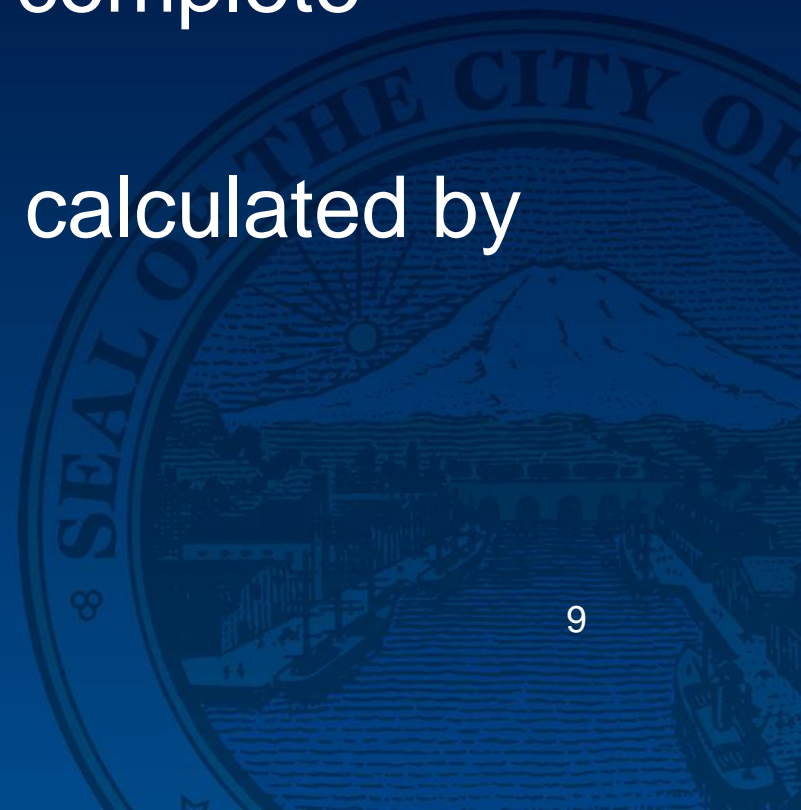
# Fee In-Lieu for Off-site Improvements

- Program availability subject to Director's approval
- Available to residential development  
1-3 lot single family residential
- If infrastructure required does not exist within the site vicinity



# Fee In-Lieu for Off-site Improvements

- If infrastructure exists, but new improvements will not complete block
- Fee for improvements calculated by agreed methodology



# Fee In-Lieu for Off-site Improvements

- Not eligible:
  - Improvements will complete block or neighborhood
  - Removal and replacement of existing infrastructure
  - Temporary improvements

# Fee In-Lieu: Nexus and Proportionality

- The purpose of this policy is to develop fair, consistent, and equitable methods for assessing off-site improvements.
- New Residential
  - Nexus Exists
  - Offsite improvements should not exceed 5% total project construction costs

# Fee In-Lieu: Nexus and Proportionality

## ■ Alteration Residential

- Additions and remodels of 2,000 or more sq. ft. lot coverage may be subject to offsite improvement requirements
- Offsite improvements should not exceed 5% total project construction costs

# Right-of-Way Occupancy Permits (ROP)

- Currently Street-Occupancy Permits (SOP)
- For new construction, ROP tracked with building permit and/or work order
- Reduce number of required commercial use fees

# Right-of-Way Occupancy Permits (ROP)

- Streamline Process for Residential ROP
  - Streamlined “over the counter” Permit Required
  - No annual renewal fee (\$90.00 savings)
  - Review of insurance requirements for residential ROP



# Right-of-Way Permit: Fiscal Impact

Commercial use fees will not be billed for code required amenities:

- Underground improvements, such as private utilities, irrigation
- Alternative walkway materials; and amenities required by code, such as benches and bike racks

# MBA Fee Discussion

- Permit Enterprise Fund restructuring
- Cost recovery and process efficiencies
- Fees for service
- Enhanced levels of service



# Next Steps

- March
  - City Council Study Session
- April
  - City Council Committee Discussions
- May/June
  - Full City Council Consideration