

Memorandum

City of Lawrence

Planning & Development Services

TO: David L. Corliss, City Manager
 FROM: Barry Walthall, Building Codes Administrator
 CC: Scott McCullough, Planning & Development Services Director
 Kurt Schroeder, Asst. Director, Development Services
 Date: February 9, 2015
 RE: January 2015 Monthly Permit Reports

The Building Safety Division issued 126 building permits in January, with total construction for the month valued at \$3,451,952. Total permit fees assessed for the month were \$28,754. Permits were issued for six (6) new residential projects, including five (5) single-family dwellings and one (1) duplex. Comparisons to previous years will be tracked throughout 2015 in the following table:

Year	One- & Two-Family Permits		Multi-Family Permits (New Units)		Total Number of Permits		Total Valuation		Permit Fees	
	Month	YTD	Month	YTD	Month	YTD	Month	YTD	Month	YTD
2015	6	6	0(0)	0(0)	126	126	\$3,451,952	\$3,451,952	\$28,754	\$28,754
2014	9	9	0(0)	0(0)	93	93	\$4,228,009	\$4,228,009	\$33,962	\$33,962
2013	8	8	11(264)	11(264)	145	145	\$16,769,849	\$16,769,849	\$106,110	\$106,110
2012	7	7	0(0)	0(0)	176	176	\$2,769,066	\$2,769,066	\$30,039	\$30,039
2011	0	0	0(0)	0(0)	152	152	\$3,281,725	\$3,281,725	\$25,457	\$25,457
2010	6	6	0(0)	0(0)	94	94	\$3,444,463	\$3,444,463	\$27,500	\$27,500
2009	6	6	0(0)	0(0)	117	117	\$2,553,334	\$2,553,334	\$30,064	\$30,064

Permits were issued for 28 City projects in January, including remodeling of the pharmacy at Lawrence Memorial Hospital, 325 Maine Street, valued at \$287,748; an electrical permit to install lighting at a new parking lot for Lawrence Memorial Hospital at 302 Maine Street, valued at \$16,354; and twenty six (26) plumbing permits for inflow and infiltration program projects by the Utilities Department at various locations with valuation totaling \$80,915.

These statistics are of interest in tracking construction activity in the community, but only partially tell the story for staff workload and performance. Staff has established performance goals of completing "initial" reviews for residential permits within 5 business days and for commercial permits within 15 business days of the application date. An initial review is a comprehensive first review of an application and plans for a building project, and may include review work performed by staff from Planning and Development Services, Fire and Medical, Utilities and Public Works Departments, as well as other relevant review agencies (depending on the nature and scope of the project). Initial and subsequent reviews and comments are tracked in the Innoprise permit tracking system from which reports may be extracted. Development Services staff is responsible for coordinating review work and disseminating review comments to applicants.

During the 2014 calendar year, staff achieved these goals for 95.5% of all residential permits with an average review time of 2.5 days; and 96% of all commercial permits with an average review time of 6.2 days.

In January, staff completed 71 of 90 residential reviews within 5 business days (78.8%), and 90 of 111 commercial reviews within 15 business days (81.0%). The following table tracks performance in meeting these objectives.

	Residential Permits				Commercial Permits			
	Total Number of Reviews	Number of Reviews Completed within 5 Business Days	Average Review Time	Percent of Reviews Completed within 5 Business Days	Total Number of Reviews	Number of Reviews Completed within 15 Business Days	Average Review Time	Percent of Reviews Completed within 15 Business Days
Jan	90	71	3.4	78.8%	111	90	9.5	81.0%
Feb								
Mar								
Apr								
May								
June								
July								
Aug								
Sept								
Oct								
Nov								
Dec								
YTD	90	71	3.4	78.8%	111	90	9.5	81.0%

Permit reports for January are attached.

Top Projects for 2015:

Rank	Construction Valuation	Project Description
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
10		