

**Pilot Project Concept/Tool Summary - Benefit, Impact and Performance Monitoring**

	Description	Benefits	Impacts to Nonpilot Projects	Expandable	Monitoring and Matrix	Monitoring Owner
<b>1. 20% Reduction to Turn Around Goals</b>	A 20% reduction will be applied to first checksheets for building and public works permits.	Reduced turnaround timeline.	Plan review and other services will be impacted.	Not without continued impacts.	First checksheet turnaround times are currently monitored and reported.	Project Manager assigned to permit.
<b>2. Project Manager and Team Approach</b>	Each project will be assigned a Project Manager and a set group of reviewers that will be maintained throughout the plan review process.	Risks and issues will be avoided and/or identified and resolved more efficiently, avoiding delays to review times.	Review teams will be pulled from other projects to meet turnaround timelines, impacting other projects and services.	Not without continued impacts.	Develop survey questions for City Program Managers and review teams, managers, and design teams to gather value of services and City employee impacts to non-pilot work.	Ross Caron (or another BDS staffer) with assistance from OMF performance management staff to draft questions.
<b>3. Project Agreements</b>	An agreement establishing a shared project schedule, turnaround goals and levels of communication is required.	Allows City to manage resources necessary to meet pilot project timelines and minimizes impacts to other projects.	Requires design team to allocate resources necessary to meet agreement requirements.	Possibly, based on performance monitoring.	Develop survey questions for City Program Managers and review teams, managers, and design teams to gather benefits and impacts of agreements, including administrative resources needed.	Project Manager and Ross Caron (or another BDS staffer) with assistance from OMF performance management staff to draft questions.
<b>4. Plan Review Gates</b>	Applicants not allowed to submit checksheet corrections while other checksheet corrections are under review. Encourages applicants to submit all checksheet corrections, or as many as possible, at one time and allows City reviewers to better coordinate reviews.	More efficient use of City staff time routing and reviewing plans, which will help reduce impacts on other projects.	Requires design team to coordinate checksheet corrections submittals.	Possibly, based on performance monitoring.	Develop survey questions for City Program Managers and review teams, managers, and design teams to gather benefits and impacts of review gates.	Project Manager and Ross Caron (or another BDS staffer) with assistance from OMF performance management staff to draft questions.
<b>5. Complete Application Submittals</b>	Minimum submittal standards for pilot project permits will be strictly enforced. Applications not meeting standards will be rejected.	Reduce plan review staff time and checksheets issued used to deem a permit application complete and start code compliance review.	Increased time spent by Permit Techs performing completeness checks.	Yes	Develop survey questions for City Program Managers and review teams, managers, and design teams to gather benefits and impacts of application submittal requirements.	Project Manager and Ross Caron (or another BDS staffer) with assistance from OMF performance management staff to draft questions.
<b>6. Conflict Identification and Resolution</b>	Establish a transparent and timely process for identifying and resolving inter and intra bureau code and process conflicts.	: Reduce review delays and staff/applicant frustration when internal code and process conflicts are identified.	Will require management team and development review directors time in resolving conflict through path of escalation.	Yes	Develop survey questions for City Program Managers and review teams, managers, directors, and design teams for feedback on process, results and timeliness.	Project Manager and Ross Caron (or another BDS staffer) with assistance from OMF performance management staff to draft questions.
<b>7. Early Bond Calculation of Public Works Permit</b>	Infrastructure bureaus will accept a performance guarantee prior to 30% public works plans review and acceptance based on historical data with necessary assumptions and contingencies.	Allows building permits to be issued earlier in the public works permitting process.	Cost of performance guarantee will be of greater value than a guarantee calculated at the typical 30% due to uncertainty in the project at the pre-30% stage.	Yes, based on monitoring of pilot results.	Develop questions and reporting to gauge the effectiveness, calculations and developer interest in option	Public Works lead and Ross Caron with assistance from OMF performance management staff to draft questions.
<b>8. Self-Certification of First Checksheet Corrections</b>	Provide option allowing the applicant to self-certify corrections to first checksheets and take responsibility for permit application compliance with local, state and federal requirements, except for the fire, life safety and structural requirements.	Potentially reducing City review time and reducing non-fire, life safety and structural plan review staff workload to focus on other projects.	Potentially creates construction phase compliance issues causing slowdowns to project and requiring the resubmittal of plans, land use reviews, and/or field corrections.	Possibly, based on performance monitoring.	Develop questions and reporting to gauge the effectiveness, calculations, and developer interest in option; audits of self certified plan sets and field inspections of construction compliance.	Kim Tallant, Ross Caron, and BDS Planning & Zoning Planners assigned to pilot projects.