

Methods, Limitations, and References

Planning Permit Center

1. Permit Center Dashboard

a. Methods

- i. The data presented here is generated from the Planning Department permit tracking system.
- ii. **Total review time:** Approval times represent the cumulative permit time from initial application to building permit issuance, and includes time when the application is not in active review while the applicant is preparing their response to County comments. Approval times may be reduced by early consultation with County staff to ensure a complete application package – schedule an appointment to speak with Planning Department staff here.
- iii. **Median review time:** Median review times represent the middle point of the review time for a particular application type. This means that given the number of applications and review times considered, there is an equal probability of experiencing a longer or shorter review time for any given permit type. Many factors impact the review time of an individual building permit application including clarity and completeness of the plans, whether there are associated discretionary permits required, and environmental considerations.
- iv. **Timeline and updates:** 24 months of data are presented and the dashboard refreshes at the beginning of each month. Permit approval time reported for a specific type of permit is a function of the number of permits issued during the 24-month timeframe.

b. Limitations

- i. Some permit data are influenced by low numbers of applications in each permit type.
- ii. Data come from the permit tracking system, which relies on some manual data entry. This may result in errors that impact the accuracy of the data.