

Capacity	
Category	Post-it
A	GIS sketcher - where is that coming from. How will staff be trained so they can provide assistance with it?
A	Who/how training for permits techs on zoning and ER? Who is their point of contact for questions during review or do they just get routed to planners?
A	Capacity-2X6 administrator redundancy needed (turnover, sickness)
A	Status check - 4,000 permits status check for each at 15 minutes to process and response = 1,000 hours to respond + FTEs
A	Generalize the idea of a staff biologist.
A	Specialization is key. Hire environmental planners to do environmental review. The cure is NOT to train Land Use planners into environmental planners. If Land Use planners are freed from environmental review they will have more time for public facing work.
D	Info request can't be sent out until fees are paid and permit is complete. We'd also be creating additional review cycles which would negatively and incorrectly impact our statistics
D	process occurs without payment
D	Switch to estimated fee. Actual billing based on time and materials for all cycles.
D	Fees for intake should be reviewed.
E	Do we charge an application for intake hours. Need to allow charging to extra hours required for intake, time, and materials. Not a fixed fee.
E	No general fund so DCD permit review must function as a business. Shifting review to intake effectively increases overhead costs unless it's charges to the permit. Need a deposit for intake, general fund allocation, or keep intake as high level review-unless permit associated w/consults/Pre-App
E	can we communicate cost feasibility better to the customer for these harder to develop properties.
E	Are fees appropriate? Flat fee vs hourly?
E	Fee for SDAP? We assume flat fee for first 2 cycles?
E	Doing unpaid review work before review payment?
E	Timing of fees due.

- A Staffing needs, funding, recruiting, training
- B Participation in these improvements
- C overcoming the mountain of WIP (JDIs, OSR, focused time, overtime, Saturdays, tbd), goal timeline, when we start offering the new
- D Fee recovery (when applicant elects not to pay)
- E Plan for fees (the mountain and going forward)
- F BOCC approvals