



# Development Process Improvements

Thursday, May 29, 2025

*Streamline Sacramento Quarterly Check-In*

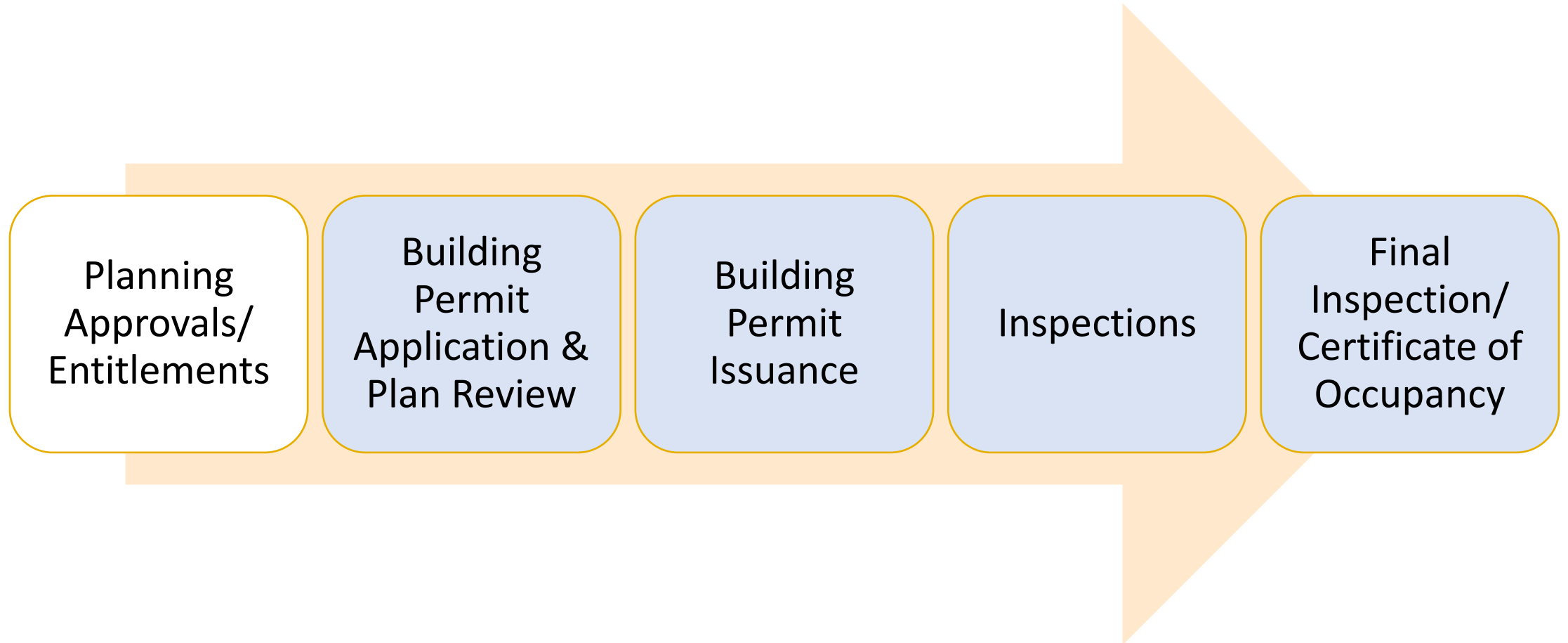
# Welcome from Councilmember Pluckebaum (D4)



# City's Internal Working Group

<u>Department</u>	<u>Division/Section</u>	<u>Working Group Members</u>
<b>Community Development</b>	Building Division	Chuck Clark, Daniel Valencia, David Phillips, Elise Gumm, Rob Hoatson
<b>Public Works</b>	Engineering Services Division, Development Engineering Section, Construction Inspection Section	Megan Carter, Ofelia Avalos, Chad Copeman, Matthew Johns
<b>Public Works</b>	Urban Forestry	Kevin Hocker
<b>Utilities</b>	Engineering Services	Neal Joyce, Brett Grant, Sherill Huun
<b>Utilities</b>	Operations & Maintenance	Charley Cunningham
<b>Finance</b>	Public Improvement Finance	Eric Frederick, Mary Jean Rodriguez
<b>Fire</b>	Fire Prevention	Jason Lee, Waris Gildersleeve, Elizabeth Batoon

# Development Approval Process

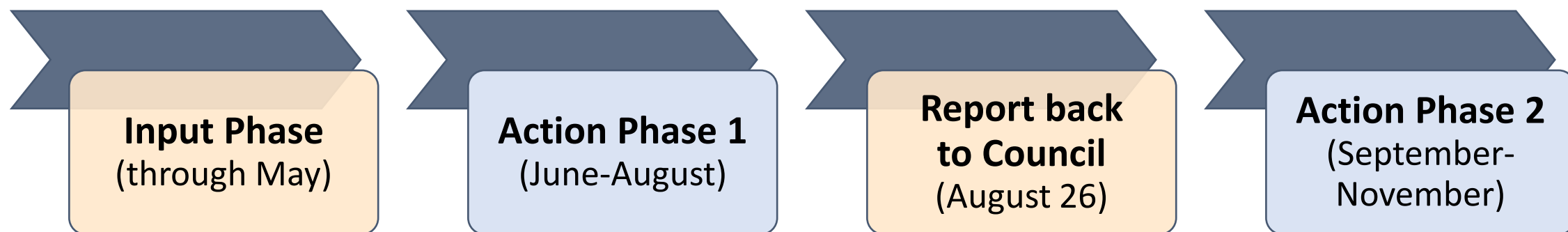




## Work Accomplished

- Hired Chief Building Official (October 2024)
- 7 meetings with development community
- 4 informational interviews with other jurisdictions/industry groups
- City Council presentation (April 8, 2025)
- 6 meetings with cross-departmental Internal Working Group
- Published webpage: [www.cityofsacramento.gov/streamlinesacramento](http://www.cityofsacramento.gov/streamlinesacramento)
- Ongoing Potential Actions Table

# Streamline Sacramento Timeline 2025





## Potential Actions Table

- Potential Actions: 33 (★: added since last check-in)
- Categories: Customer Service, Building Permit Application Submittal & Plan Review, Financing, Building Permit Issuance, Building & Offsite Inspections, Final Inspection & Certificate of Occupancy
- Status: Exploring, Implementing, Instituted, Ongoing



# Round table discussion

**Subscribe to updates on our website:**

[www.cityofsacramento.gov/streamlinesacramento](http://www.cityofsacramento.gov/streamlinesacramento)

# Potential Action Items

## Customer Service

Process & Potential Action	Lead	Status
Small Business Liaison	CDD/Building	Ongoing & Implementing
Minor Alterations & Improvements Processes ★ (Sunnyvale)	CDD/Building	Ongoing
Customer Service Satisfaction Surveys	CDD/Building	Ongoing & Exploring
Staff Contact Information & Responsiveness	All Development-Related Departments	Instituted (March 2025)
Application Forms (Consolidate & Simplify)	CDD/Building	Ongoing & Exploring
Information Bulletins & Reference Materials	CDD/Building	Exploring & Implementing
300 Richards Blvd. Public Counter Operation & Virtual Appointments ★ (San Diego)	Multiple Departments	Instituted (May 2025) & Exploring
Increased Coordination and Communication between City Departments and Agencies (e.g., utility providers, sanitation district) ★	CDD/Building & Multiple Departments	Exploring
Fill & Retain Development Related Vacant Positions	Multiple Departments	Ongoing
AI Tools for Increased Efficiency & Customer Service ★ (Roseville)	CDD/Building	Exploring

# Potential Action Items

## Building Permit Application Submittal & Plan Review

Process & Potential Action	Lead	Status
Avoidance of Plan Review Comments After Cycle 1	CDD/Building	Instituted (January 2025)
In-Field Revisions & Corrections	CDD/Building	Instituted (January 2025)
Request for Information (RFI) Process	CDD/Building	Instituted (January 2025)
Proactively Monitor Project Applications & Implement Triage Plans	CDD/Building	Implementing
Meet or Exceed Plan Review Timelines	CDD, PW (Development Engineering, Transportation & Urban Forestry) Fire, DOU	Ongoing & Exploring
Implement Cycle Review Times for Lot Mergers/Adjustments and Parcel Maps ★	PW/ Development Engineering	Exploring
Best Practices & Procedures for Plan Review & Reducing Number of Plan Review Cycles	CDD/Building	Exploring
Self-Certification Program & Prequalified Architectural Submittal System (PASS) ★	CDD/Building	Exploring
Condo Maps ★	PW/Development Engineering	Exploring

# Potential Action Items

## Financing

Process & Potential Action	Lead	Status
Deferral and Reduction of Development Impact Fees	CDD/Building	Ongoing & Exploring
Community Facilities District (CFD)	Infrastructure Finance/PW/ DOU	Exploring
Flat Fees for PW, Offsite Plans	PW	Exploring
Bond Opportunities for Land Development (BOLD) Program ★	Infrastructure Finance	Implementing (Authorized by City Council April 2025)

# Potential Action Items

## Building Permit Issuance

Process & Potential Action	Lead	Status
Instant Building Permit Issuance	CDD/Building	Instituted (April 2025) & Exploring
Demolition/Wrecking Permit ★	CDD/Building & Multiple Departments	Implementing

# Potential Action Items

## Building & Offsite Inspections

Process & Potential Action	Lead	Status
Virtual Inspections	CDD/Building	Implementing
Onsite & Offsite Inspections	CDD/Building/DOU/PW	Instituted (April 2025)
Building Inspection Process Efficiencies	CDD/Building	Instituted (March 2025) & Exploring
Inspections & Approved Building Plans	CDD/Building	Exploring
Issuance of Inspection Results	CDD/Building	Exploring
Building Inspection Certificate Trainings & California Building Standards Code, Consistent Interpretation	CDD/Building	Exploring & Ongoing
Drone Assisted Building Inspections ★	CDD/Building	Exploring

# Potential Action Items

## **Final Inspection & Certificate of Occupancy**

Process & Potential Action	Lead	Status
Temporary Certificate of Occupancy & Safe to Stock	CDD/Building	Implementing



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