

Memorandum

To: Tammie Grossman, Director, Community and Economic Development

From: Steve Witt, Manager, Building & Property Standards

Cc: David Powers, Director of Communications
BPS Division Staff

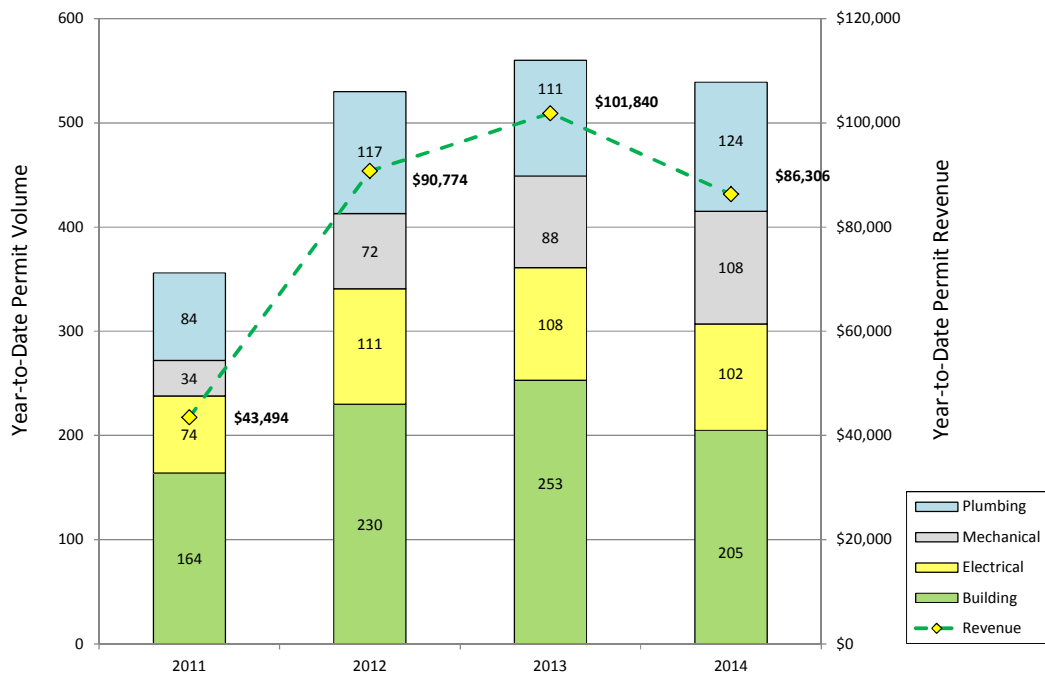
Subject: **Monthly Report – February 2014**

Date: 02/26/14

The following graphs represent department workload and performance related to construction activities within the Village for the month of February 2014. In addition, noteworthy department activities and accomplishments in the month of February included:

- Permits were issued for Update Interiors at 122 N. Marion and for repairs of the roof structure (8 failed bow string roof trusses) at the Oak-Leyden Developmental Services building at 320 Chicago.
- 100% of the 10 respondents to the permit counter survey “agreed” or “strongly agreed” that their overall service experience was excellent.

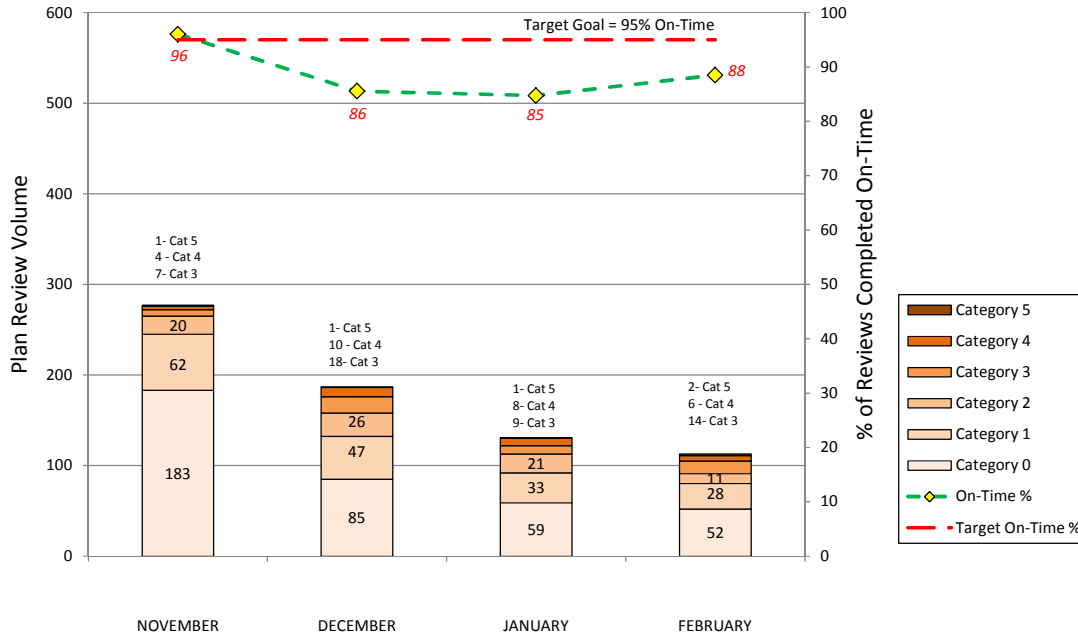
**Year-to-Date Permit Application Volume and Revenue
Through end of February for Each Year
(including Online Permits)**



Weather conditions played a key role in the slow start of construction activities in 2014. The number of permit applications received in February was about 25 percent lower than the same time period in 2013. Permit revenue was down 15 percent compared to this time last year.

Monthly Plan Review Volume by Category and % Completed On-Time Across All Case Types

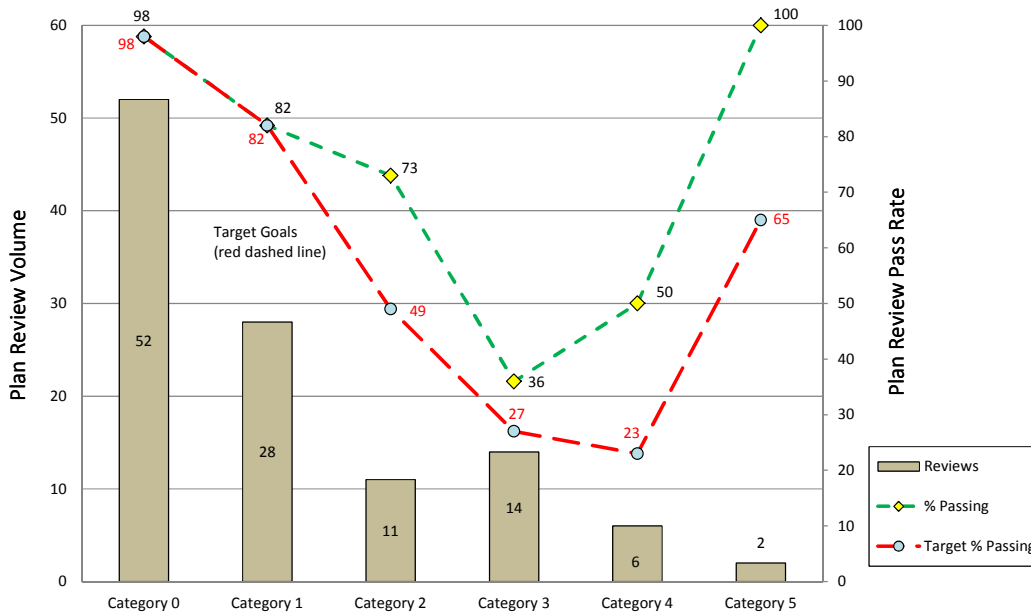
Turn around time is calculated from date of application to completion of initial review by all Village departments.
Chart does not include processing of Online Permits



Total number of plan review applications dropped about 14 percent from the previous month. As of the end of the month, there were 27 applications in the plan review queue with 7 cases overdue an average of 4 days.

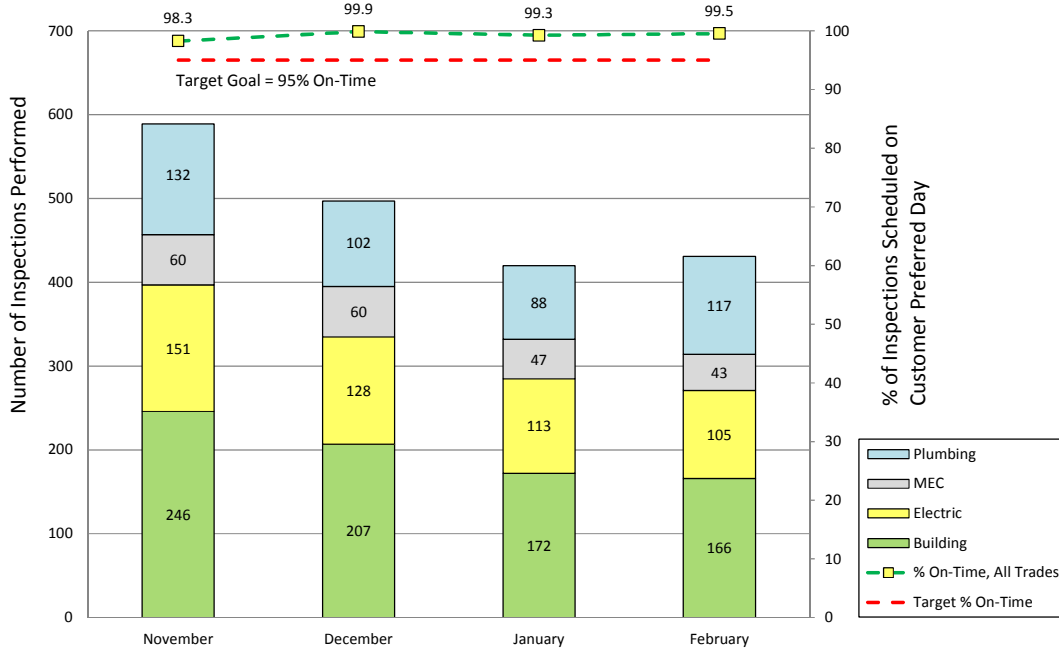
Plan Review Volume and Initial Review Pass Rate by Permit Category February 2014

Chart does not include processing of Online Permits



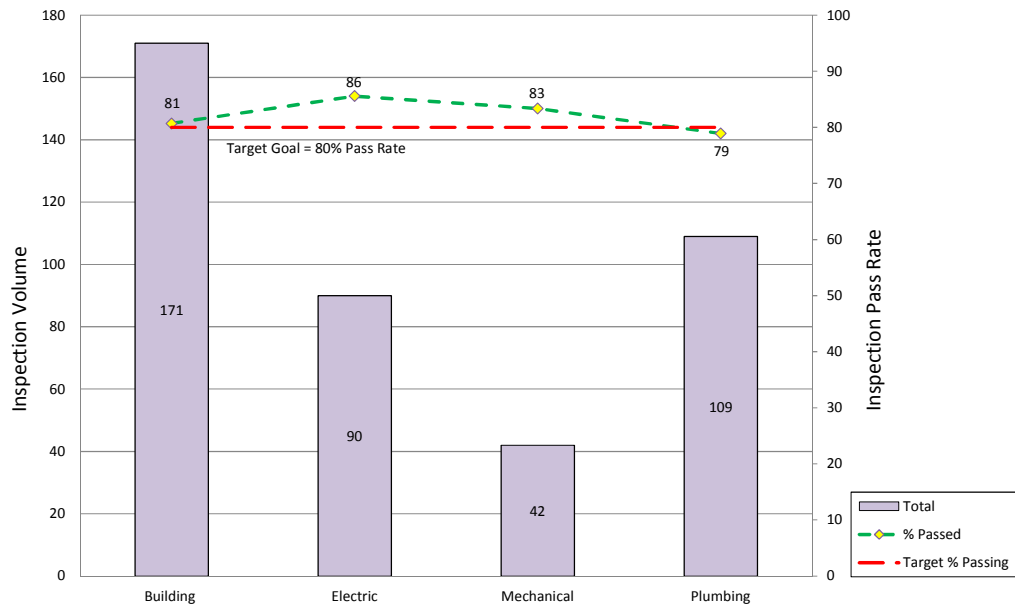
Initial plan review pass rates met or exceeded target goals in February.

Monthly Scheduled Inspection Volume and % of All Inspections Scheduled on Customer Preferred Day



Construction activity remained the same as the previous month as the above average snow falls continued.

Inspection Volume and Pass Rate February 2014



The overall pass rate for inspections met or exceeded the target pass rate in February.