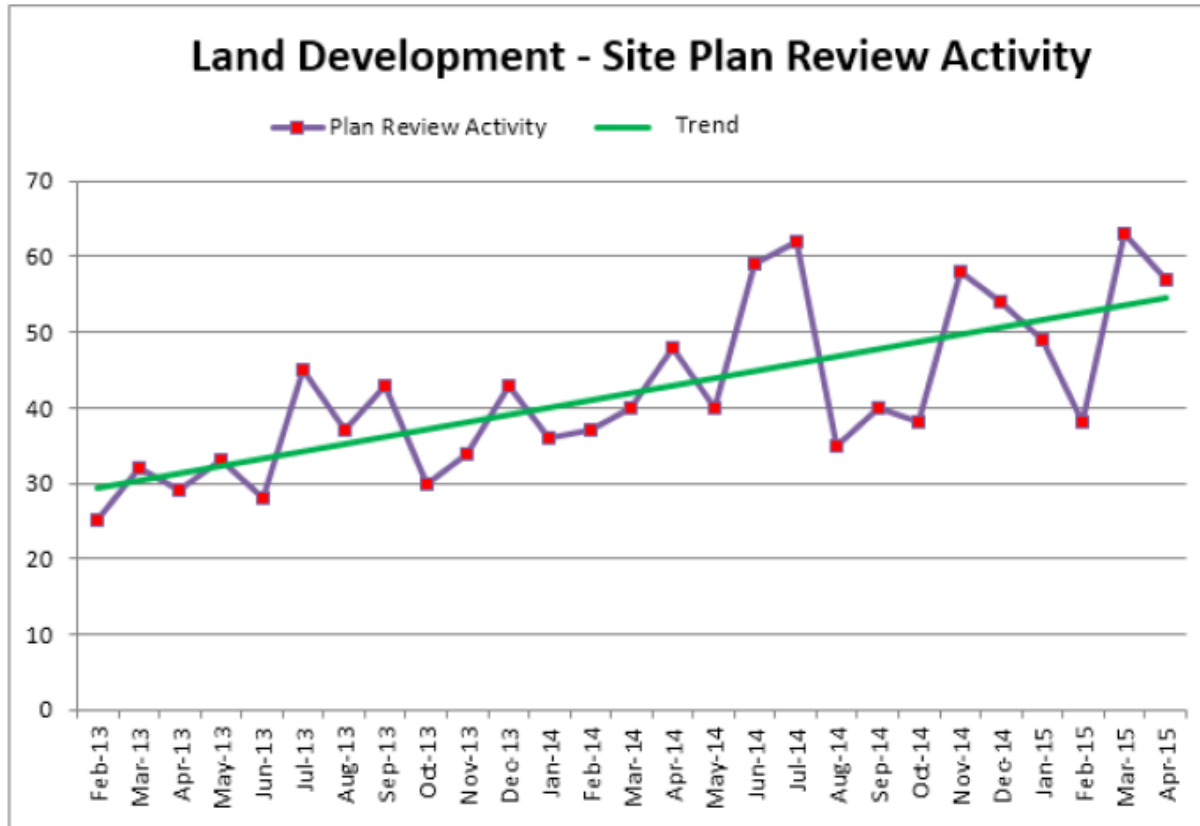


PLAN REVIEW IMPROVEMENT TEAM – OVERVIEW

1. Local municipalities contract with Mecklenburg County for review services (master plan, land development, erosion control, plats)
2. Stakeholder groups (staff from County, Town, NCDOT, and site design professionals) met throughout 2015 to identify and finalize strategies for improving Land Development (LUESA) services through EPM.



PLAN REVIEW IMPROVEMENT TEAM – TRENDS



PLAN REVIEW IMPROVEMENT TEAM – GOALS

1. Improve predictability (timing of review cycles)
2. Enhance communication (between various review agencies and applicant)
3. Increase flexibility (of agencies to support applicant through a truncated review process)



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PLAN REVIEW IMPROVEMENT TEAM – GOALS & RECOMMENDATIONS

Improve Predictability

1. Plan review turn-around goal of less than 21 calendar days for all plans (except Final Plats)
2. Goal of 2.5 review cycles or less
3. 15% fewer plans in EPM if cycle number reduced to goal
4. Final Plats to be reviewed in 14 calendar days
5. If review cycle exceeds prescribed goal, the additional time is reduced from next cycle



PLAN REVIEW IMPROVEMENT TEAM – GOALS & RECOMMENDATIONS

Enhance Communication

1. Increase staff availability to address plan review comments
2. Clear delineation between of plan review comments (requirements vs. suggestions)
3. Prior to resubmitting, a pre-resubmittal meeting required to address consultant response to comments
4. Slip sheeting permitted
5. New technology to replace EPM (Electronic Plans Management)
6. Plan Intake Checklist required



PLAN REVIEW IMPROVEMENT TEAM – GOALS & RECOMMENDATIONS

Increase Flexibility

1. Joint pre-submittal review meeting with Town/County required
2. Consultant to include sheet listing agency comments and applicant responses
3. County will conduct two educational forums annually with Town and consultants to solicit process feedback



PLAN REVIEW IMPROVEMENT TEAM –

1. Pilot implementation begun earlier this year
2. Full implementation began April 1, 2016.



College Town. Lake Town. *Your Town.*

Plan Review Improvement Team
Jason Burdette, Planning Director
April 12, 2016

PERFORMANCE METRICS – BUILDING PERMITS

Month/Year	Average Days/Review	Number of Permits
Nov 2015	3.8	21
Dec 2015	4.3	30
Jan 2016	6.4	31
Feb 2016	6.3	26
March 2016	2.9	24