

Parking Lot Items	
Category	Post-it
Parking Lot	Lead Engineer - would they have time for review? Are they purely a timer, tiebreaker, first contact? Are they required to be in the office? Do they do lobby, virtual, meetings?
Parking Lot	Brochure to explain 2x6 process.
Parking Lot	Process for determining capacity to pull SDAPs into review especially if going g all the way with it?
Parking Lot	Beefed up Power BI showing which steps are done.
Parking Lot	How will the "Where's by permit in line" change for 2x6? Questions about ETA bog down time.
Parking Lot	Lead Engineer - tie breaker, technical deviations, code changes, training/help, info request review, less review time?, compensation?
Parking Lot	More info available on project pages
Parking Lot	easier access to info in SG
Parking Lot	Some staff working on backlog while other work on 2x6?
Parking Lot	Resubmittal screening?
Parking Lot	What is the difference between the new Power BI tool information vs what the customer can see in SG? The tool will never be as updated as the portal.
Parking Lot	Having a separate intake checklist on top of the logic already in Camino opens the door for disparity between the two.
Parking Lot	Find a preferred method of contact and communication from external persons to review. Email preferred, difficult to answer phones during certain times, reform K1 procedure?
Parking Lot	During Tech Review Meeting with public observing, we need to remind them the project may change dramatically.
Parking Lot	More DCD/PW coordination
Parking Lot	We used to have weeks where we shut down lobby to focus on review. Could this be a solution to tackle some of the backlog? Could do once a quarter, typically near Christmas.
Parking Lot	We used to expire T21 at the end of every calendar year but now we expire them once they hit 1 year since submittal. This allows customer to be grandfathered into fees/codes from previous years. Should we be allowing this?
Parking Lot	Stop customer inquiries about status of review by: creating a template response with a link to Power BI or set the standard that nobody gives estimates?
Parking Lot	Would a workforce management professional be helpful planning public facing vs review time? Supervisors don't have time to schedule.
Parking Lot	Capacity: permit influxes will occur. September CAO, December Comp Plan, and WUI. CAO will create need for more variance permits.
Parking Lot	Capacity: should not operate at 1 FTE above what's needed to account for training and redundancy needed to address turnover.
Parking Lot	Capacity: re-allocate time. Remove Live chat, focus on POD and VPOD.
Parking Lot	Which department is going to own/maintain these new systems? (intake checklists, outlook calendar for debriefings, etc.)
Parking Lot	If a need for a higher order permit is identified, it could be changed to a new status, indicating that they can't move forward until T21 is done.
Parking Lot	Hiring biologist for complex environmental review.
Parking Lot	Walking back resubmittals by cycle (no more than 6 cycles, review required, etc.)
Parking Lot	As different departments take on expanded roles and additional duties, how are we providing compensation?
Parking Lot	Tracking parent-child (related) permits. (comprehensive through life of the project)
Parking Lot	Divisional meetings must touch on list of projects being worked on by 2x6
Parking Lot	How can we make sure pre-app meetings are successful? Do we use a checklist?
Parking Lot	Do professionals need to be involved in pre-apps?
Parking Lot	GIS generator station in lobby to bring to lobby person as a prep?
Parking Lot	Informed brochures on FAQs for who/what/how interested parties
Parking Lot	How to enfold new staff training and 2x6 process
Parking Lot	How will the new permit process affect the permit report currently send to the CACs in the county? So we see where it is in the 2x6 process.
Parking Lot	References to "DCD" or "County" inbox - is that intended as an expansion of the DCD Admin Inbox? Which currently is primarily for internal admin communication. OR is this meant for K1 or new altogether?
Parking Lot	How do interagency comments/feedback interact in the 2x6 process? For example, PW review, KPHD review, Purveyor review, etc.
Parking Lot	For efficiency is it better for reviewers to be specialized? Either XYZ reviewer looks at XYZ application types, or XYZ reviewer does environmental and ABC reviewer does LU?

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Parking Lot	Recruit biologist on staff
Parking Lot	If there is going to be an expansion of Admin, capacity MUST be addressed if new duties and tasks are expected. Also need clear direction or instruction on how to process new activities
Parking Lot	Definition of "time out" scenario and who does what
Parking Lot	Effect of double up on workload/hours for SDAP/LU concurrent review/consolidated review
Parking Lot	2 types of pre-app meetings: have a standard of 30% plans for one and a conceptual plan (basic) for another
Parking Lot	2 types of pre-apps? Phase 1 and phase 2?
Parking Lot	If 2x6 works on land use, then waiting to submit SDAP works. However, there are times concurrent review makes sense. Recommend not eliminating concurrent review as timelines improving and will result in applicants submitting land use followed by SDAP, but have concurrent review option would be appreciated for times when it make sense. Maybe this is determined at kick off meeting? An example of when concurrent review makes sense is when CUP land use is required for an ADU that triggers an SDAP.