



Technical Assistance Bulletin

Keeping TABs on Current Permitting and Construction Issues

March 2008

Permit Process Streamlining

Effective March 6th, 2008 and in response to the objectives set forth in Mayor Pike's 100 day plan, the Permit Center at Bellingham City Hall has streamlined the permit process by making the following changes:

- creating submittal categories, or "permit types,"
- reviewing permits concurrently among the various technical areas, and
- upgrading permit review software.

Attached is a handout explaining the criteria for each permit "type" (i.e. Quick Response, Standard or Major).

Internal Project-Management

In addition to initiating improvements to the permit review process, city staff will begin implementation of a project-management based system for the completion of projects and permits. Work will be divided into two broad areas: "Permits" and "Projects." Permits involve a customer applying and paying a fee to do some type of land use or development on their property. Projects include things such as creating master plans or running grant programs.

The Permit Center staff is available to answer any questions you may have regarding these changes.

To read Mayor Pike's 100 Plan in its entirety, please visit our website at www.cob.org.

Please note, we have a new phone system and the number to the Permit Center has changed! The new phone number is (360) 778.8300.