Development Services

Why Third-Party Plan Review Makes Sense
Your Panelists

- Chuck Downham  
  Assistant City Administrator  
  City of Spring Hill, TN

- Mike Brown  
  Building Inspector  
  City of Paris, TN

- Vernon Gerth  
  Assistant City Administrator for Community and Economic Development  
  City of Franklin, TN
Types of Third-Party Review Services

Paris
• Stormwater quality standards and runoff reduction for all development.
• The need for guidance and assistance in implementing the MS4 program including review services.
• Most plans are reviewed by staff along with utility and public service providers.

Spring Hill
• Building plan review for all multi-family and non-residential (office, retail, warehousing, industrial) regardless of size or complexity.
• Not mandatory applicants utilize third-party plan review - applicants may still utilize in-house plan review.

Franklin
• Building plan review for all buildings 10,000 square feet and greater in size.
• Includes building, electrical, plumbing, mechanical, and fire.
• Traffic Studies
Why Third-Party Reviews?
Paris

- **Volume** - Typical development consists of mostly infill both commercial and residential projects. Not unmanageable.

- **Staffing** - Projects reviewed by departments and agencies.

- **Level of Service** - Turn around time reasonable. Becoming a Phase II MS4 permit holder was the tipping point.

- **Complexity** - TDEC requires holders of MS4 permit to utilize a licensed engineer with proper certifications to review plans for compliance with stormwater quality standards.

- **Budgetary** - Did not have an engineer on staff, nor anyone qualified to review submittals.
**Spring Hill**

- **Volume** - Averaging over 800 building permits annually for past 2 years.

- **Staffing** - Only one plan reviewer for all types of building permits.

- **Level of Service** - Plan review taking on average over 15 business days - opportunity to reduce by 50%

- **Complexity** - Consultants more efficient and timely.

- **Budgetary** - Needed a solution that would not add extra staff or personnel/operating cost - Third-party review paid 100% by applicant.
Franklin

- **Volume** - Over 700 million dollars of private investment in each of last 2 years.

- **Staffing** - Four plans examiners for building permits. Larger structures require more time.

- **Level of Service** - Varies...One-Stop, 5 Working Days, 20 working days. Resubmittals reviewed in half the time.

- **Complexity** - Consultants more efficient and thorough.

- **Budgetary** - Added a nominal fee to the Plan Review Fee for processing and Zoning review. Transactions are between the Consultant and Applicant.
Paris

- Consensus Building
  - Elected Officials
  - Development Community
  - Staff
- Adopt Municipal Code Changes and Fee Structure
- Request for Qualifications - Qualifications Based Selection
- Setting expectations with Third-Party Consultants
- How does the process work?
- Plan Review Quality
- Staffs Role
Spring Hill

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- How does the process work?

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- Staffs Role
Franklin

- Buy-In
  - Elected Officials
  - Development Community
  - Staff
- Adopt Municipal Code Changes and Fee Structure
- Request for Qualifications - Qualifications Based Selection
- Setting expectations with Third-Party Consultants
- How does the process work?
- Quality Control
Lessons Learned
Paris

- Review Quality
- Electronic plan submittal - seamless communication
- Measurable improvement in quality of stormwater construction resulting in reduced long-term maintenance costs
- Growing acceptance by development community
- Initial challenges of consultant familiarity with community
Spring Hill

- Timely, consistent, and thorough review quality
- Plan review cost 100% covered by applicants
- Utilize multiple consultants to manage review workload
- Reduced plan review time by 50% to 5-7 business days
- Employee and Applicant Acceptance & Positive Feedback
Franklin

- Review Quality
- Timeliness
- Added Value
- Customer/Contractor Benefits
- Employee Benefits