



## PLANNING AND ZONING COMMISSION MEMORANDUM

**FROM:** Planning & Zoning Department    **DATE:** January 15, 2026  
**SUBJECT:** Update regarding permitting process operational efficiency audit.  
**PRESENTER:** Cori Reaume, Director of Planning

### **GENERAL DESCRIPTION:**

At the request of the City Council, the Fiscal Year 2025 adopted budget included funding to conduct a third-party efficiency audit of the city's permitting process. The City Council awarded the professional services agreement for this audit to Matrix Consulting Group, LTD (Matrix) in April of 2025.

The "permitting process" not only included traditional building permits, but also a review of the applications and processes of the other development services areas such as planning or engineering.

Matrix has now completed its comprehensive review and provided the final report to the City Council in November.

In this work session, staff will provide a general overview of the key findings and recommendations, and share updates related to ongoing progress as it relates to the Commission.