**Organization**

Kitsap County Department of Community Development

**Project Title**

Kitsap County Residential Building Permit Forecast Model

**Organizational Background**

As more people move to Kitsap County, known for its natural beauty and livable communities, the County faces a range of new challenges, requirements and responsibilities. Kitsap, a short ferry ride across the Puget Sound from Seattle, has over 200 miles of saltwater shoreline, snow-capped mountains, estuaries and lakes, and forests and parklands. Diverse and growing communities, including the County’s largest urban growth area, Silverdale, rely on the Department of Community Development (DCD) for its permitting and land use.

DCD is a nationally recognized, high performing governmental organization focused on the development of quality, affordable, safe, and environmentally sound communities. Its services include comprehensive planning and implementation, land use, drafting and implementing reasonable codes, fire investigations, code enforcement, and permitting. DCD has 73 employees and an operating budget of $10.1M for 2019.

The Department has four main divisions: Building and Fire Safety, Planning and Environmental Programs, Development Services and Engineering, and Administrative and Permit Services. DCD has earned national awards for its permitting system, risk check fire inspection program and public records request response system. It has received two Governor’s Awards for comprehensive planning efforts and is recognized for its Natural Resource program by federal and state agencies as the "go to" organization for Puget Sound Restoration efforts. The department has worked to develop a lean culture and continuously improve its processes. The DCD staff’s customer service and expertise are well-regarded.

Kitsap is poised for rapid growth in the coming decade, as more residents leave the surrounding Puget Sound counties to enjoy Kitsap’s relatively affordable housing market. DCD will be ready for this rapid growth by having adequate permitting staff available to review, inspect and process new and existing permit applications in line with forecasted growth. Forecasted growth will be based upon land capacity analysis, local and national demographic and economic estimates, as well as analysis of expanded medical services and new ‘fast ferry’ transportation impacts on the local housing market.
Project Description
Kitsap is poised for rapid growth in the coming decade, as more residents leave the surrounding Puget Sound counties to enjoy Kitsap's relatively affordable housing market. DCD will be ready for this rapid growth by having adequate permitting staff available to review, inspect and process new and existing permit applications in line with forecasted growth. Forecasted growth will be based upon historical permitting trends, existing land capacity analysis, local and national demographic and economic estimates, as well as identification and analysis of other jurisdictions that have experienced similar expanded medical and transportation services and any associated impacts on the local housing market. The outcome of this project will be the development of a Residential Building Permit Forecast Model that will help DCD prepare for this anticipated growth.

Travel Required?
Yes

Deliverables
A detailed report to include well documented research, analysis, assumptions, survey and interview results and a forecasting model (potential scenarios may be included) based upon that effort.

Key Tasks for Consultants
Consultants will be expected to perform extensive review and analysis of local and national economic trends and associated impacts on building permits. Some of those trends might include online research and compilation of the following:

• Unemployment rates
• Naval Base Kitsap Employment
• Federal Spending in Kitsap County
• Inflation rates
• Interest rates
• Real estate trends (i.e., inventory, etc.)

Prepare and conduct phone interviews to gather relevant information from benchmark communities with similar challenges and opportunities (i.e., new hospital/medical service center, improved transportation to a large metro area, etc.).

Develop a survey to gather local developer confidence and other development community information that might assist in developing the forecasting model.
Utilize land capacity / buildable lands data in unincorporated Kitsap County combined with local and national economic trends to assist with forecasting residential building permit volumes.