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DEPARTMENT OF
TRANSPORTATION

ENGINEERING SERVICES DIVISION

CITY OF SACRAMENTO
CALIFORNIA

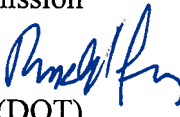
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MEMORANDUM

Date: October 24, 2008

To: Development Oversight Commission

From: Ronald Fong, Senior Engineer 
Department of Transportation (DOT)

Subject: Turnaround Times for On-Site Plan Reviews

Enclosed, per your request, is a report reflecting turn around times for the DOT on-site plan reviews. The report reflects data for January through September of 2008. Benchmarks for each cycle are 15 days for the first cycle and 10 days for each subsequent cycle.

The report shows each month of this year reflecting the total plan reviews, number of late and early reviews as well as number of days late or early for each review cycle.

Turn around times for off-site plan reviews are not included in this report. DSD staff is reprogramming the Accela workflow as it is not currently programmed to track the plan reviews by cycles. DOT will report back off-site turn around times to the Commission within a few months. We anticipate that the reporting period will start with the first day after the reprogramming of the Accela workflow.

We will continue to report to the Commission as requested. We look forward to your review, comments, suggestions, and recommendations.