



SALINAS

RICH IN LAND | RICH IN VALUES

Permit Center 2025 Annual Report

April 1, 2026

Community Development

Angeline Anzini

Chief Building Official

Courtney Grossman

Planning Manager

2025 Permit Center Annual Report Contents



2025 Permit Center Staff Report

2025 Permit Center Annual Report Dashboard

2025 Permit Center Key Actions Taken

2025 Permit Finance Committee Presentation

2025 Permit Center Annual Report PowerPoint Presentation

2026 Permit Draft Values in Action



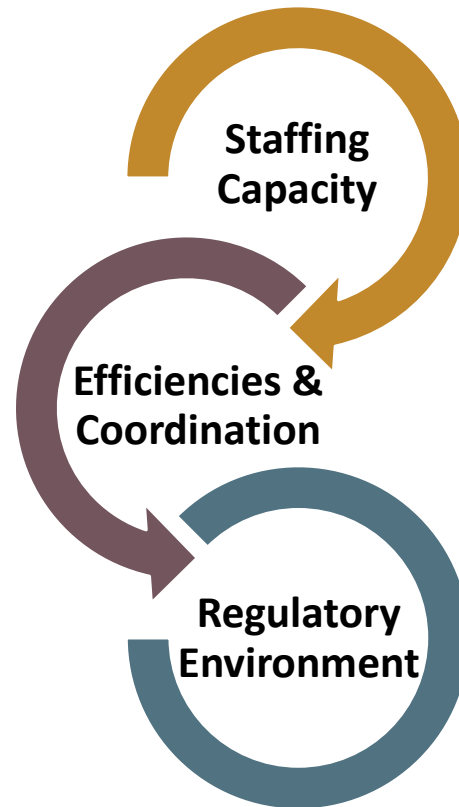
2025 Identified Issues and Resource Needs

Customer Complaints

Length of time

Lack of Clarity

Interpretation of Conflicting Regulations



Internal Hurdles

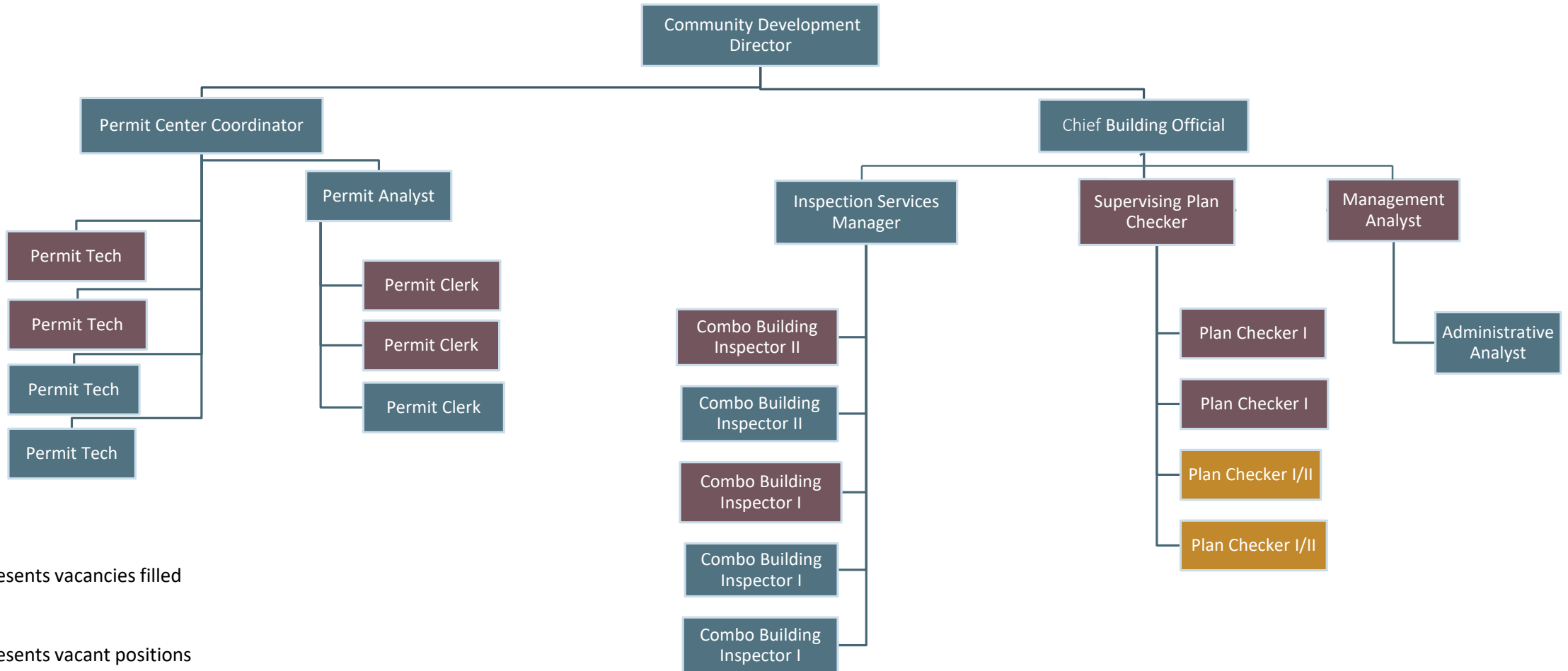
Staff resources are insufficient compared to volume

Division and department coordination is lacking process for final decision-making

Zoning, building, engineering and fire codes have different criteria that can be confusing or even conflicting

2025 Staffing

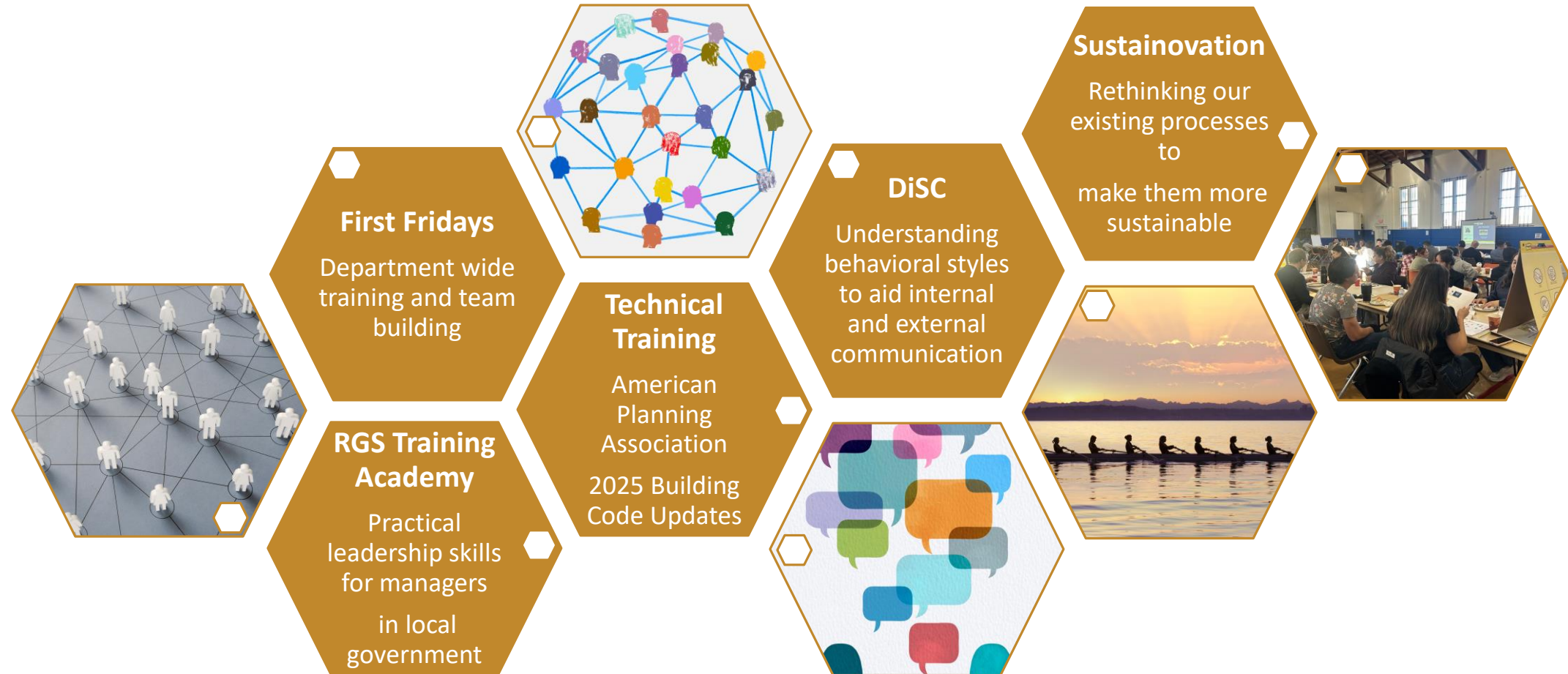
Permit Services Organizational Chart



*Represents vacancies filled

*Represents vacant positions

Staff Training



Draft Values in Action

Value / Definition	How It Is Seen	How It Is Measured	Stage		
			Development	Implementation	Achieved
<p>Accountability</p> <p>Own the outcome: We individually follow through on commitments, make data-informed decisions, and proactively step in to get things done.</p> <p>Disc Agreement</p> <p>Maintain accountability and professional respect across divisions.</p>	<p>Permit Services: Inspections are scheduled promptly at the requested time when the permit holder provides at least one business <u>days</u>' notice.</p> <p>Code Enforcement: Complaints are processed in a timely matter once received.</p> <p>Permit Techs: Permit intakes are processed in compliance with state law.</p> <p>Current Planning: Projects are processed in compliance with state law.</p>	<p>Permit Services: 90% percent of building permit inspections scheduled within one business day.</p> <p>Code Enforcement: Complaints are inputted into TRAKIT and scheduled for inspection within a week of input.</p> <p>Permit Techs: Meets or exceeds state timelines for completeness.</p> <p>Current Planning: Meets or exceeds state timelines for completeness.</p>	<input type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/>	<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>

ADU Workflow Improvements



Certification

Currently, all Building plan checkers and inspectors have obtained certification as residential plans examiners.



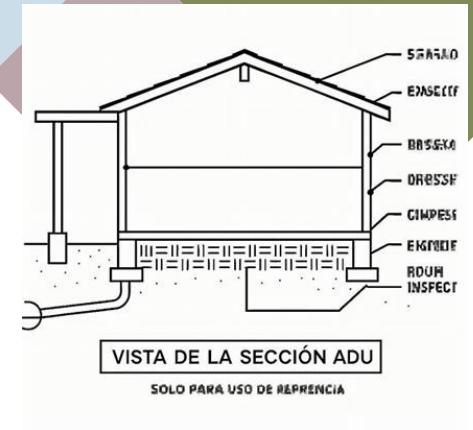
Training

Building plan checkers are completing training with the goal to Shift ADU plan reviews from consultants to City staff.



Resources

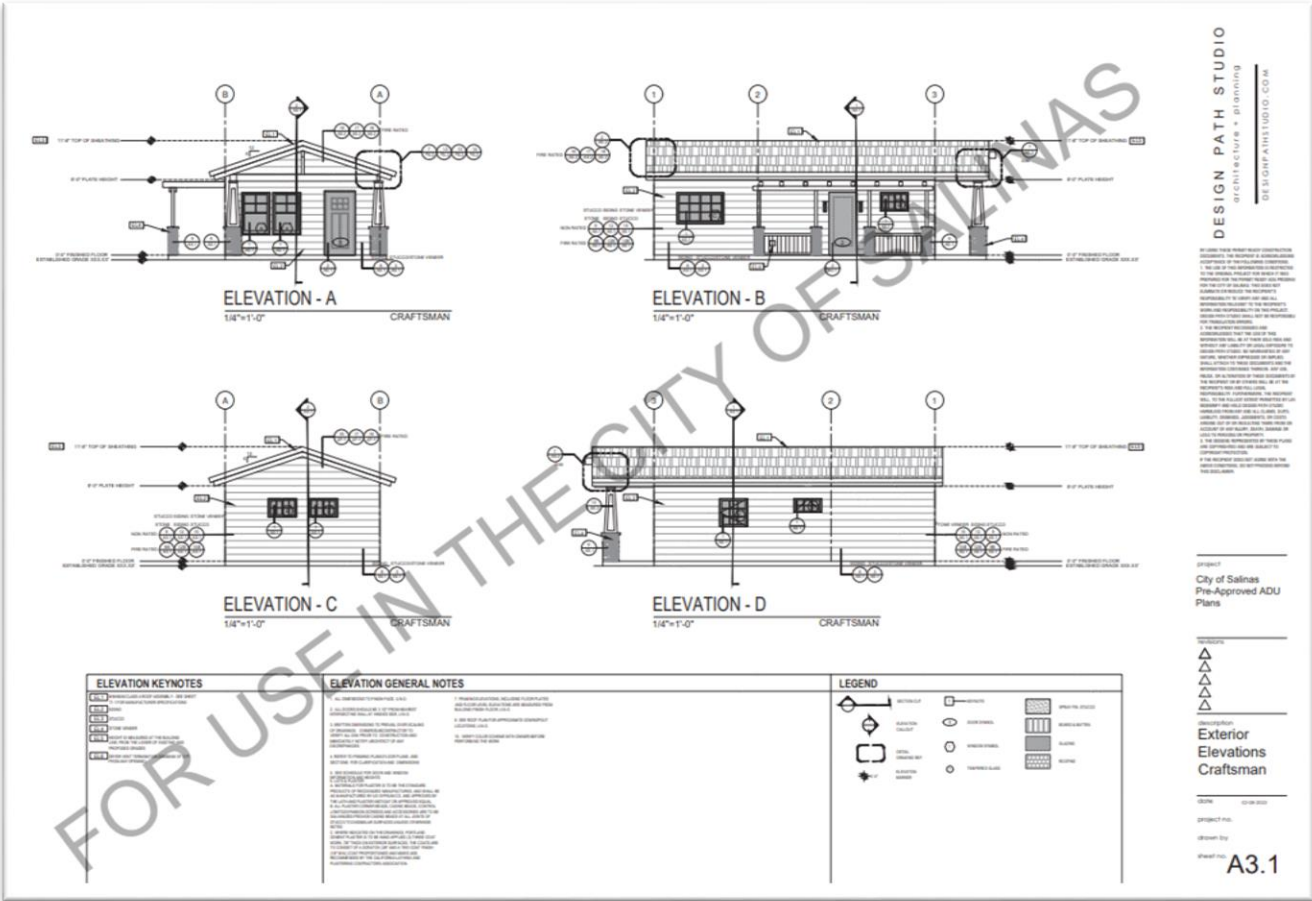
Building inspectors are providing homeowners with Code Check booklets to help them learn important code requirements.



Guides

Building Inspectors created a visual guide to help homeowners identify which inspection to request.

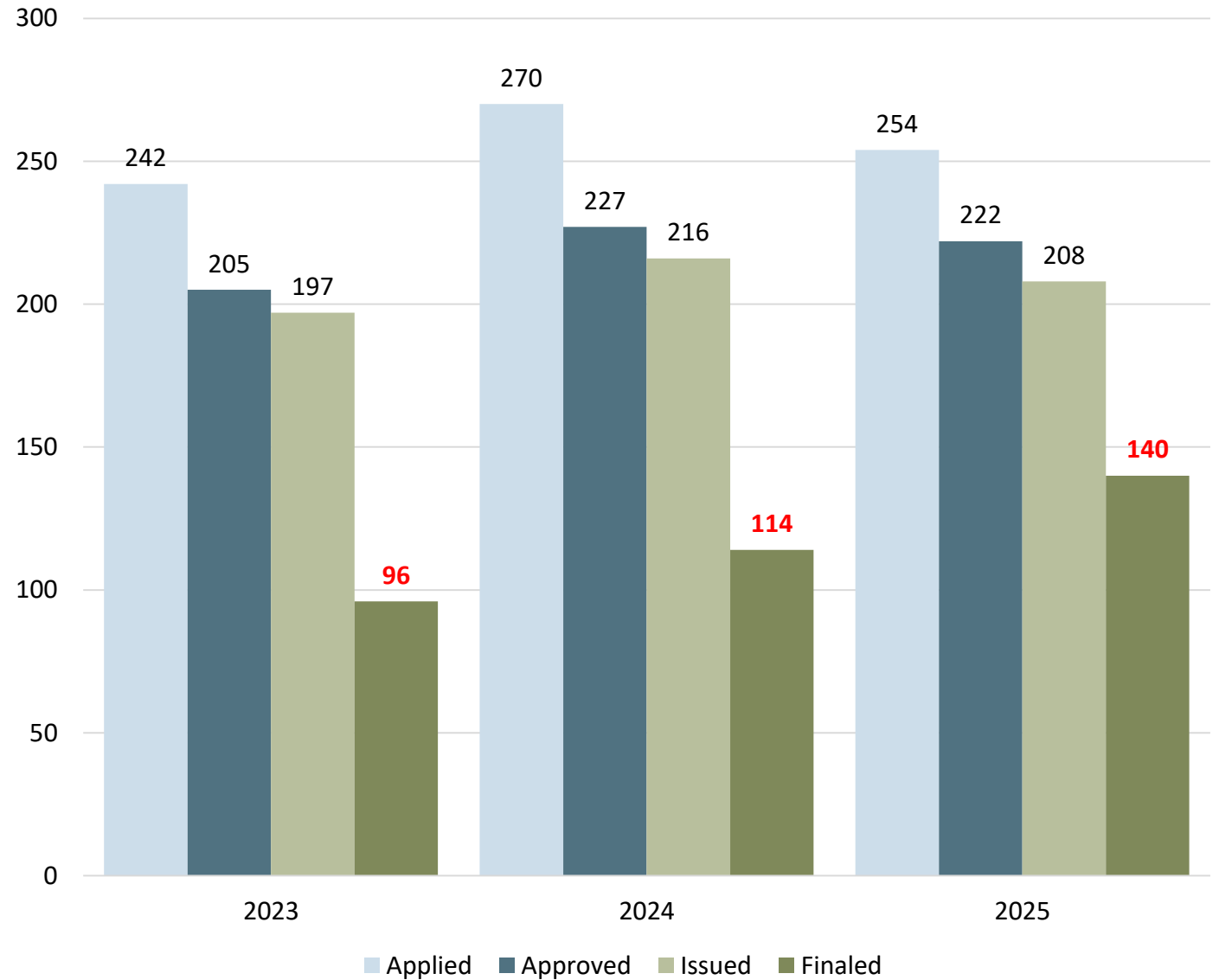
Pre-Approved ADU Plans

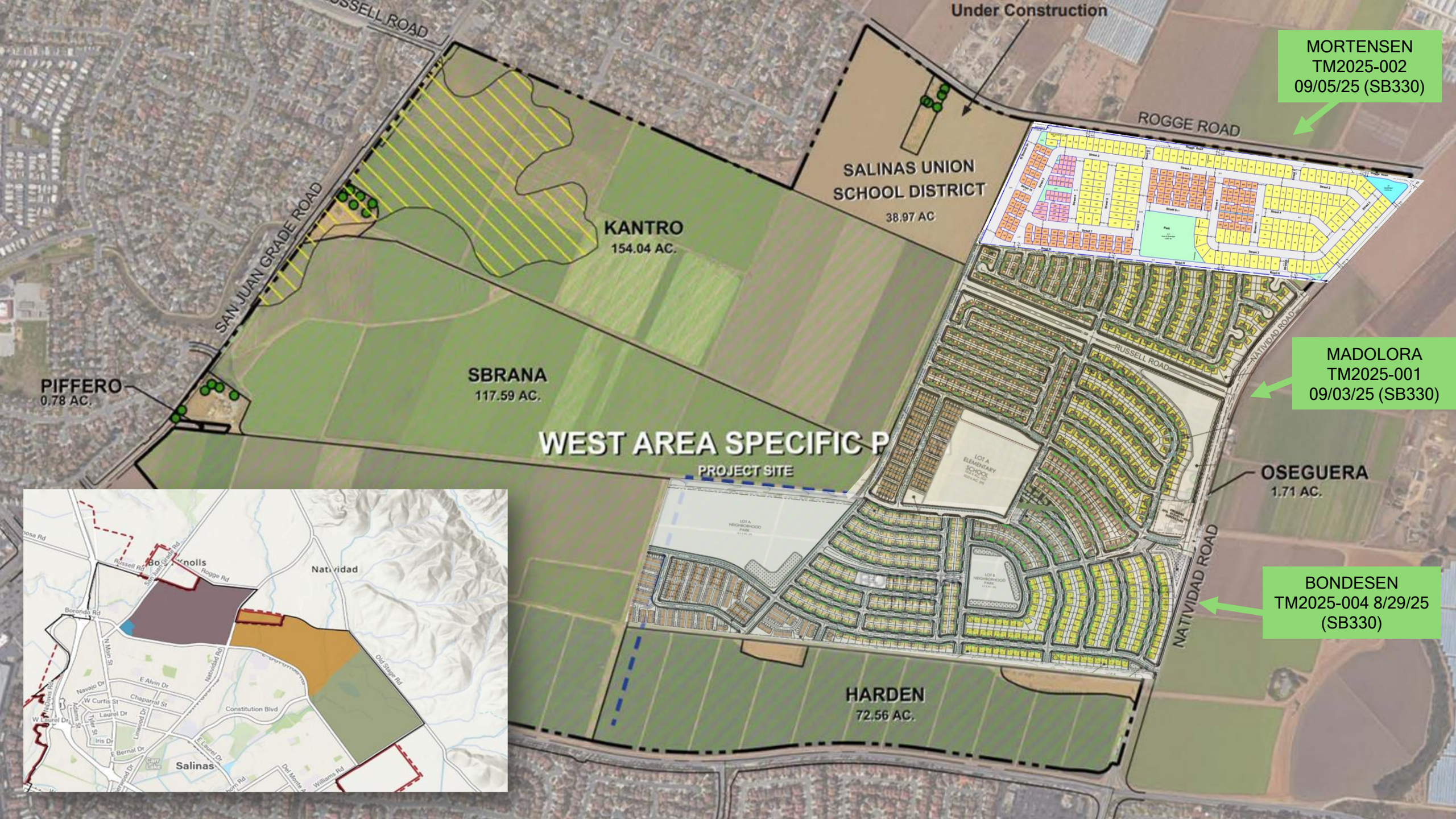


- The average time from permit application to approval for Pre-Approved ADUs is 53 days less than regularly designed ADUS.
- 60 homeowners have used the free plans to apply for a detached ADU.

Accessory Dwelling Unit (ADU) Permits by Year

- The 2025 volume of applied, approved, and issued permits hovered between 2023 and 2024 values
- Finaled ADUs increased by 23% from 2024 to 2025 and 44% from 2023 to 2025





MORTENSEN
TM2025-002
09/05/25 (SB330)

MADOLORA
TM2025-001
09/03/25 (SB330)

OSEGUERA
1.71 AC.

BONDESEN
TM2025-004 8/29/25
(SB330)

PIFFERO
0.78 AC.

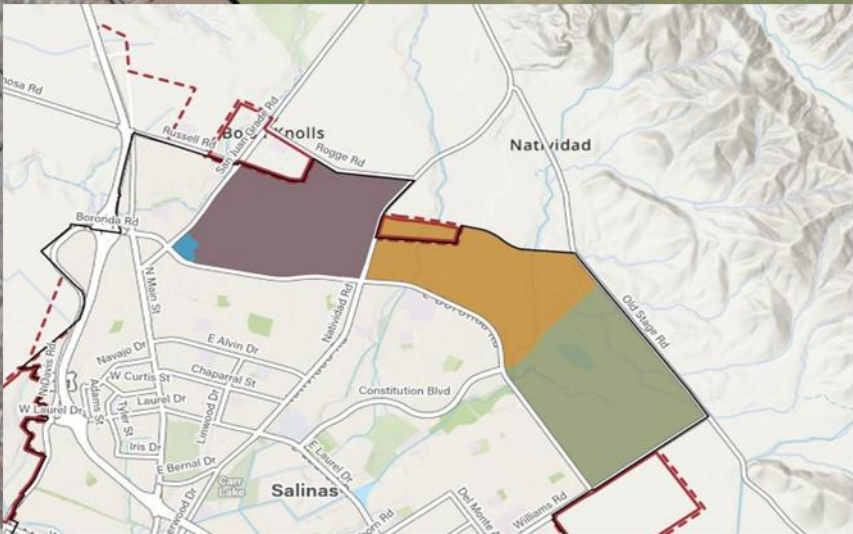
KANTRO
154.04 AC.

SBRANA
117.59 AC.

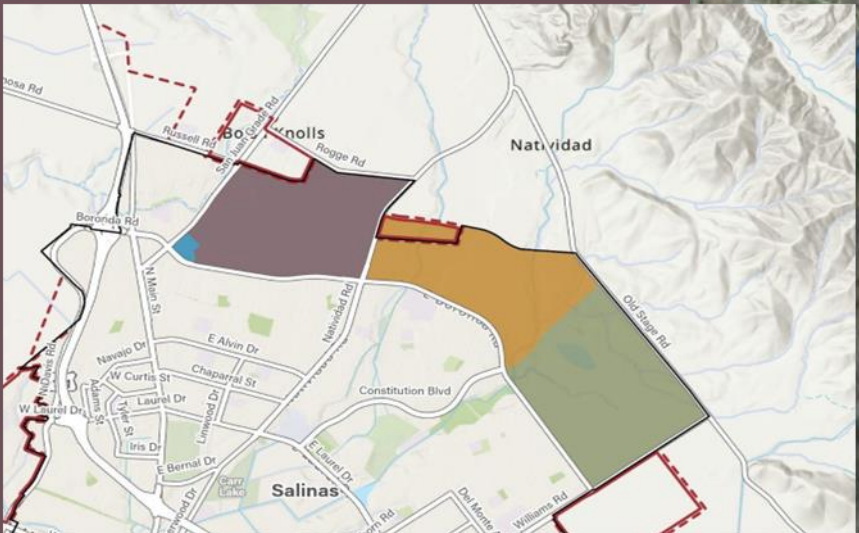
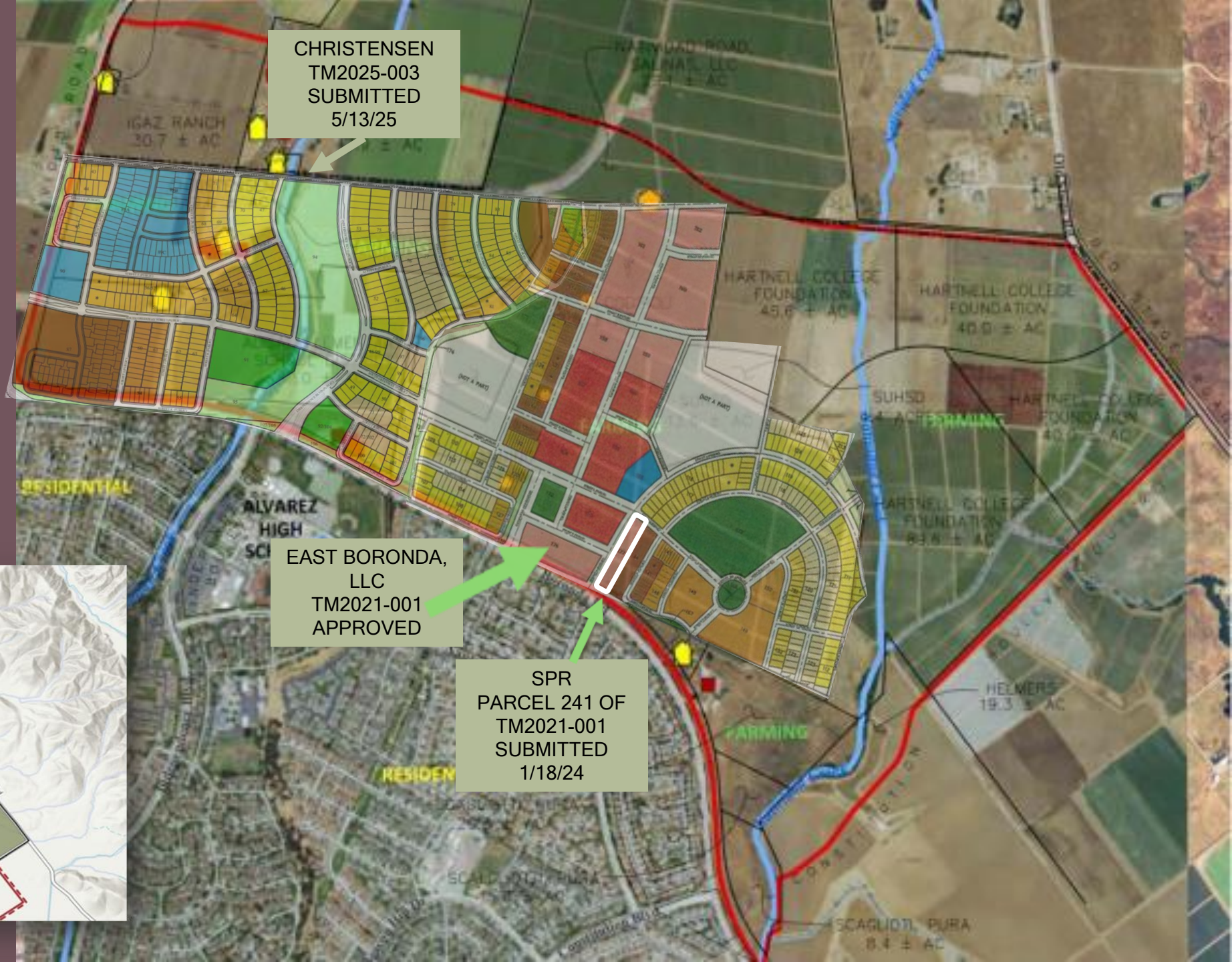
SALINAS UNION
SCHOOL DISTRICT
38.97 AC

WEST AREA SPECIFIC P
PROJECT SITE

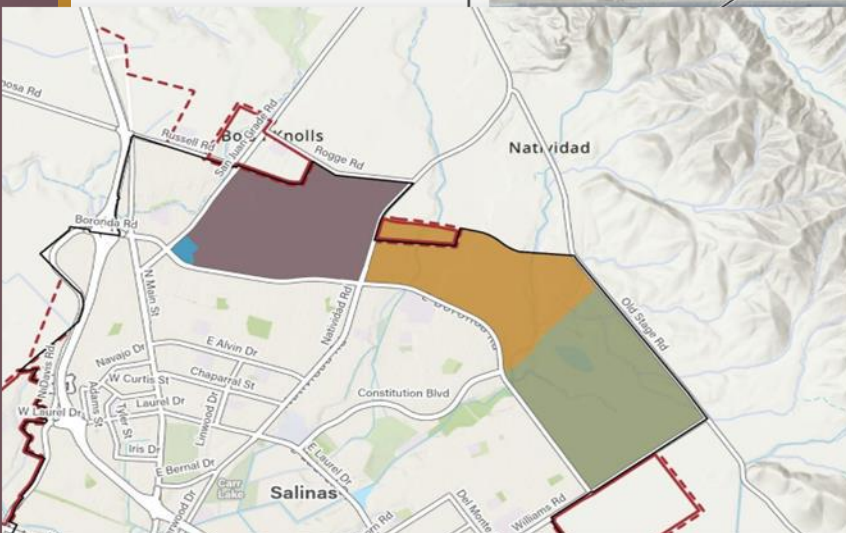
HARDEN
72.56 AC.



Central Area Specific Plan



ILLUSTRATIVE SITE PLAN BARDIN RANCH CITY OF SALINAS, CALIFORNIA JULY 2024



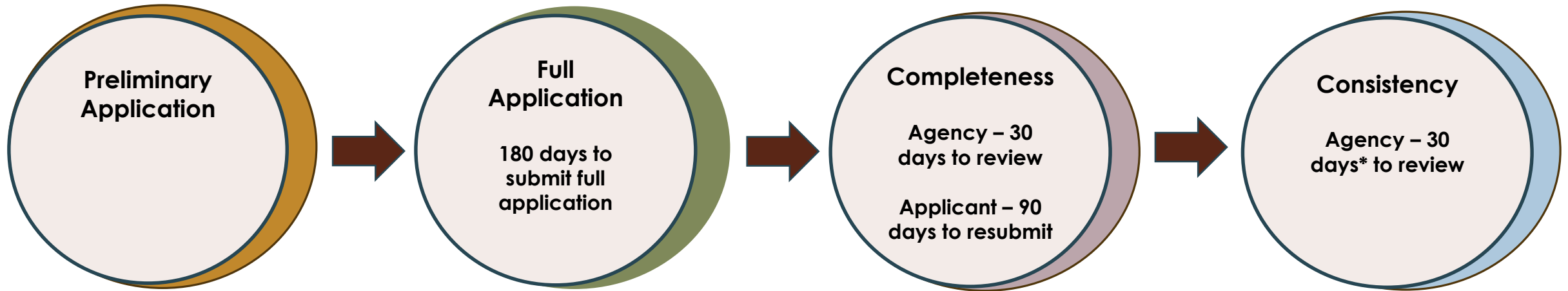
LAND USE SUMMARY				
VILLAGE/LOT NO.	ACRES (G)	ACRES (N)	BUILDING S.F.	UNIT COUNT
VILLAGE 1	22.4	14.7	387,172	131
VILLAGE 2	21.4	14.7	387,172	147
VILLAGE 3	10.7	7.7	364,476	90
VILLAGE 4	6.1	3.8	208,041	79
VILLAGE 5	13.4	8.4	163,333	184
VILLAGE 6	20.6	15.0	322,887	155
VILLAGE 7	20.9	15.1	341,411	116
LOT A: STORMWATER QUALITY	8.6	7.1	-	-
LOT B: PARK/STORMWATER QUALITY	14.1	15.3	-	-
LOT C: PARK	2.7	2.7	-	-
LANDSCAPE LOTS	-	0.4	-	-
PRIVATE DIVES	-	2.1	-	-
INTERIOR ROADS	-	35.9	-	-
MAJOR ROADWAYS	3.9	3.9	-	-
LOTS INF. ROAD DEDICATIONS	4.9	4.9	-	-
REMAINDER	123.7	123.7	-	-
TOTAL	275.4 ± AC.	275.4 ± AC.	2,169,660 S.F.	852 DU

WOOD RODGERS
BUILDING RELATIONSHIPS ONE PROJECT AT A TIME
3875 HOPKINS ROAD STE 345 TEL 925.847.1556
PLEASANTON, CA 94588 FAX 925.847.1557

FGA Subdivision Status

Name	Area	Units	Completeness Review	Consistency Review	Tentative Map Approval	Final Map Approval	Site Plan Review	Building Permit Application Review
Christensen	CASP	670 Dwelling Units						
Bardin Ranch	EASP	859 Dwelling Units						
Bondensen	WASP	638 Dwelling Units						
Madolora	WASP	648 Dwelling Units						
Mortensen	WASP	391 Dwelling Units						
East Boronda Phase One	CASP	415 Dwelling Units						
East Boronda Phase One	CASP	3 Apartment Buildings (50 Dwelling Units Total)						
East Boronda Phase One	CASP	12 Model Homes					N/A	

SB330 Timeline – Tentative Map Application



Applicant submitted preliminary application on 12/10/24

Applicant submitted full application on 5/14/25

Incompleteness letter sent by City 6/13/25

Applicant Resubmitted 9/3/25

Incompleteness letter sent by City 10/2/25

Applicant resubmitted on 11/20/25

Completeness letter sent by City on 12/19/25

Future Growth Area GIS Dashboard

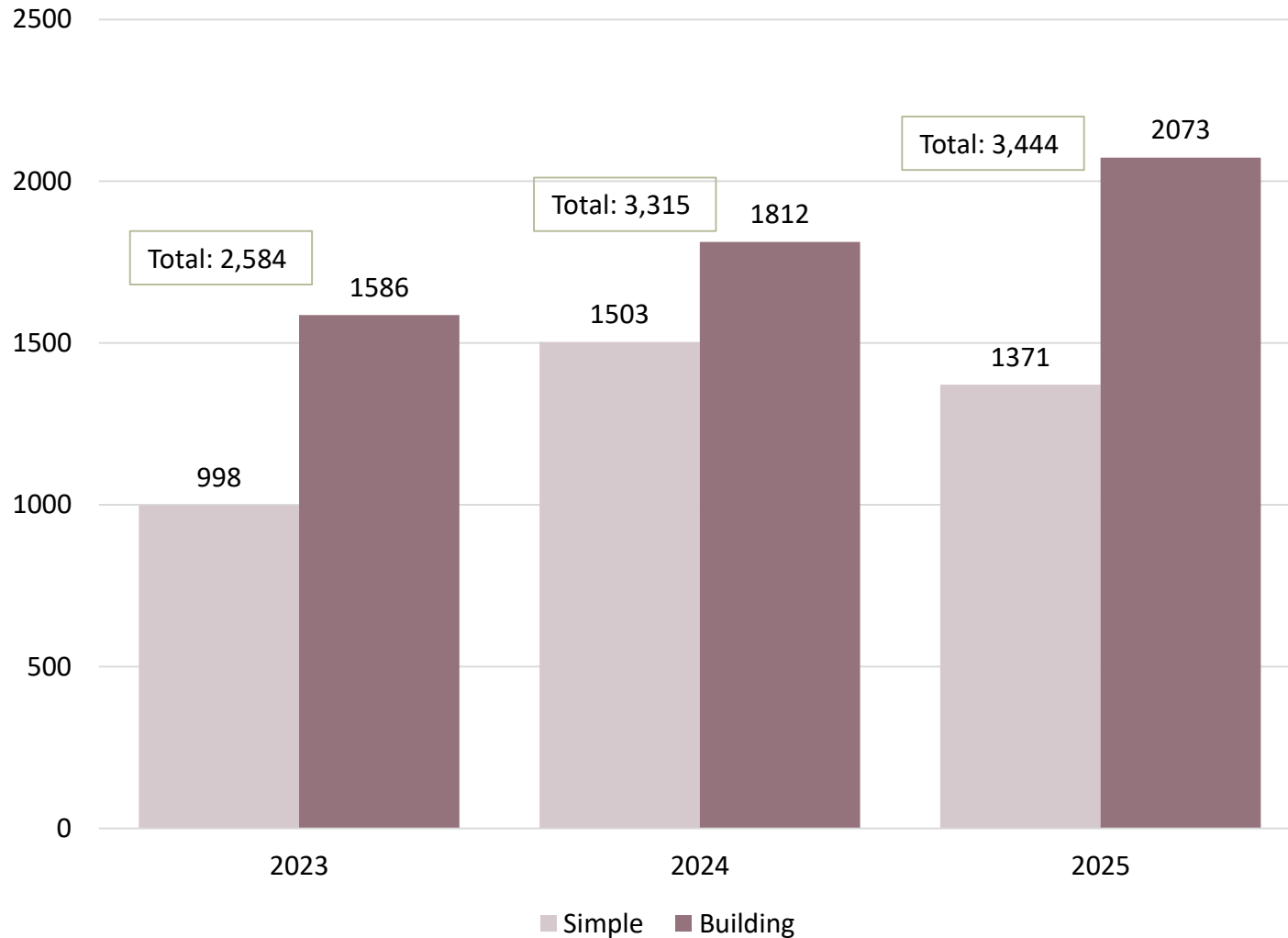
The **Future Growth Area GIS Dashboard** is in development to deliver a real-time overview of subdivision maps and development activity.

Milestone Tracking: Tracks statutory timelines, flags issues early, and supports resource planning.

Communication Tool: Centralizes subdivision data to improve transparency and departmental visibility.

Collaborative Platform: Developed through coordination among Community Development, Public Works, and Fire Prevention.

The image shows two screenshots of a GIS dashboard. The top screenshot is for a project titled "Mortensen WASP SB 330". It features a header with a share button, project details (Planner: Son Pham, Project No. TM2025-002, Dwelling Units: Mortensen), and four key performance indicators: "NO DEADLINES" (Tasks have no due dates yet), "3/4 TASKS" (75% complete), "6 TEAM" (6 members), and "In Progress" (STATUS: 1 active). Below these is a "Project Timeline" bar chart showing progress from May 13, 2025, to Oct 2, 2025, with a 75% completion rate (3 of 4 tasks done). Navigation options include List View, Table View, Timeline View, Discussion, Attachments, and Map View. The bottom screenshot is a "Specific Plan Area Dashboard" for "Mortensen". It includes a legend, info panel, and a map. The info panel lists: Project Type (PRELIM PROJ REVIEW), Status (COMPLETED), Planner (Mortensen), Area (WASP), Parcel Name (Mortensen), Number of Lots (408), Property Owner (KB Home South Bay), Project Number (PRE2024-002), SB 330, Project Description (Tentative map for 343 lot - Mortensen Tract), Applied (02/13/2024), Site Address (1100 ROGGE), and Remarks (1 review). The map shows various plan areas: WASP (Kantro, Sbrana, Piffero), Mortensen (Dwelling Units 408), Madolora (Dwelling Units 663), Oseguera, Christensen (Dwelling Units 569), Cordirali & Matsui (Dwelling Units 438), CASP, and EASP (Bardin Ranch, Dwelling Units 699). A search bar and zoom controls are also visible on the map interface.

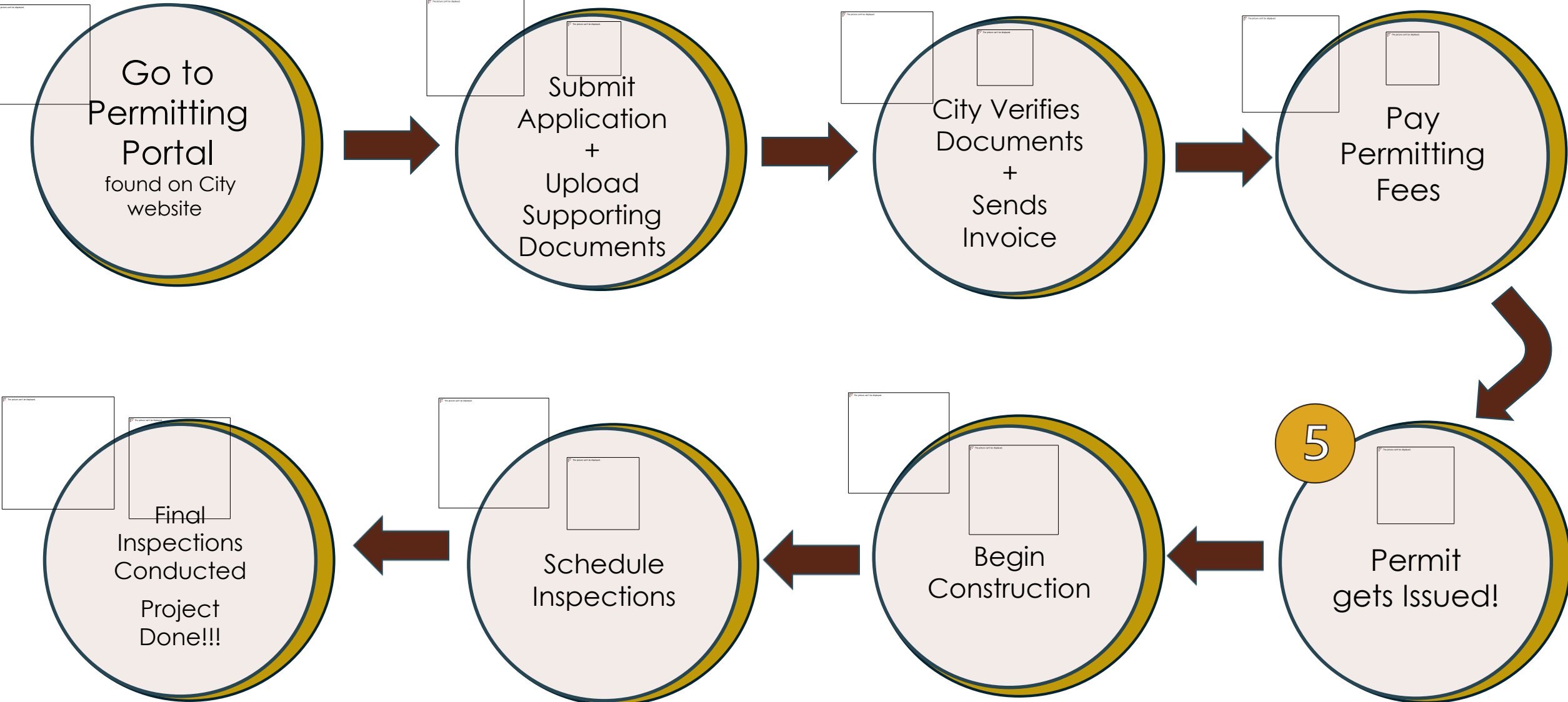


Total Permits Applied by Year

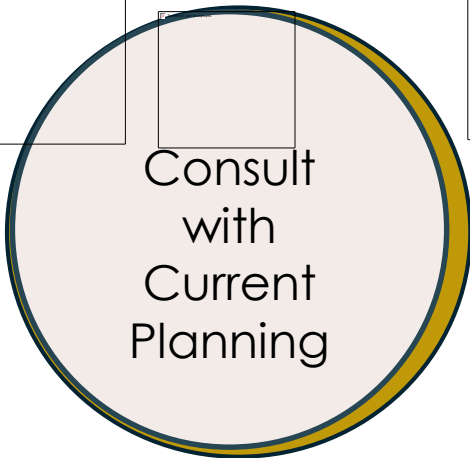
- Building* permits increased 31% from 2023 and 14% from 2024
- Simple* permits decreased 9% from 2024 to 2025

*Building permits require at least one plan review. Simple permits are fast-tracked (1–3 days)

Simple Permit Process



Building Permit Process



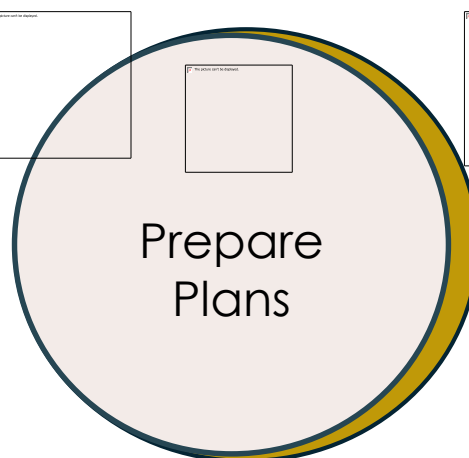
Consult with Current Planning

This step is represented by a light gray circle with a yellow and blue gradient border. A small white box is positioned above the circle.



Research Cost and Financing

This step is represented by a light gray circle with a yellow and blue gradient border. A small white box is positioned above the circle.



Prepare Plans

This step is represented by a light gray circle with a yellow and blue gradient border. A small white box is positioned above the circle.



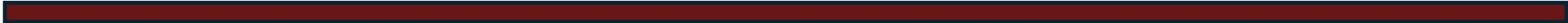
Submit Your Application

This step is represented by a light gray circle with a yellow and blue gradient border. A small white box is positioned above the circle.



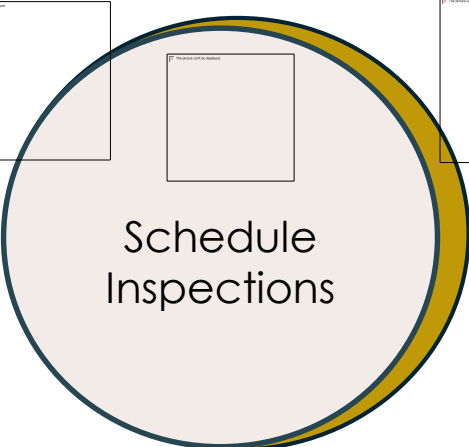
5 Plan Review

This step is represented by a light gray circle with a yellow and blue gradient border. A small white box is positioned above the circle. A yellow circle with the number '5' is located to the left of the circle.



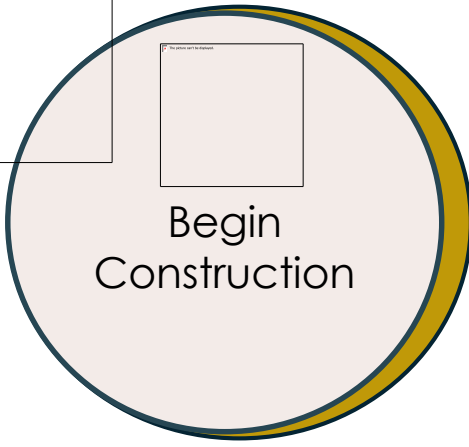
Final Inspections Conducted Project Done!!!

This step is represented by a light gray circle with a yellow and blue gradient border. A small white box is positioned above the circle.



Schedule Inspections

This step is represented by a light gray circle with a yellow and blue gradient border. A small white box is positioned above the circle.



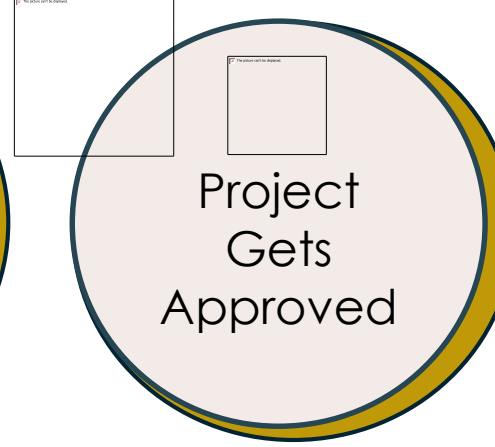
Begin Construction

This step is represented by a light gray circle with a yellow and blue gradient border. A small white box is positioned above the circle.



Permit Issued Congrats!!! You now have your permit.

This step is represented by a light gray circle with a yellow and blue gradient border. A small white box is positioned above the circle.



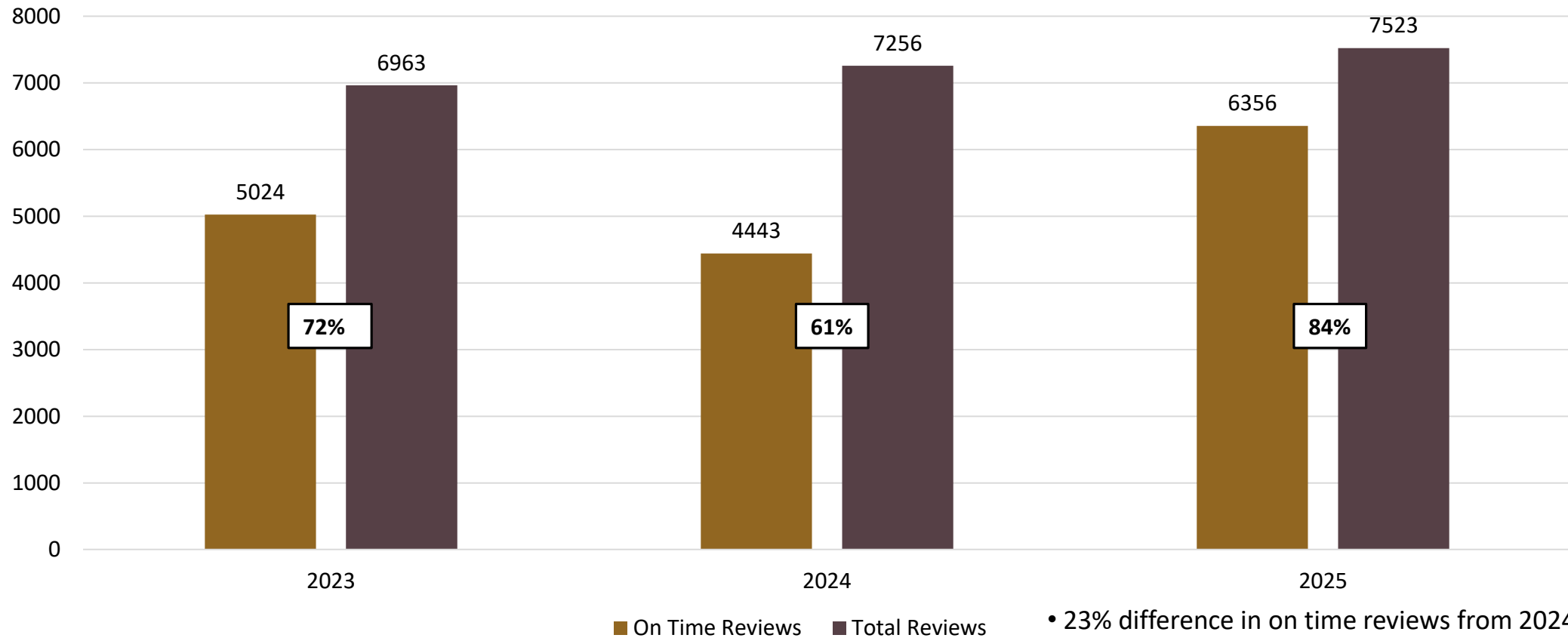
Project Gets Approved

This step is represented by a light gray circle with a yellow and blue gradient border. A small white box is positioned above the circle.

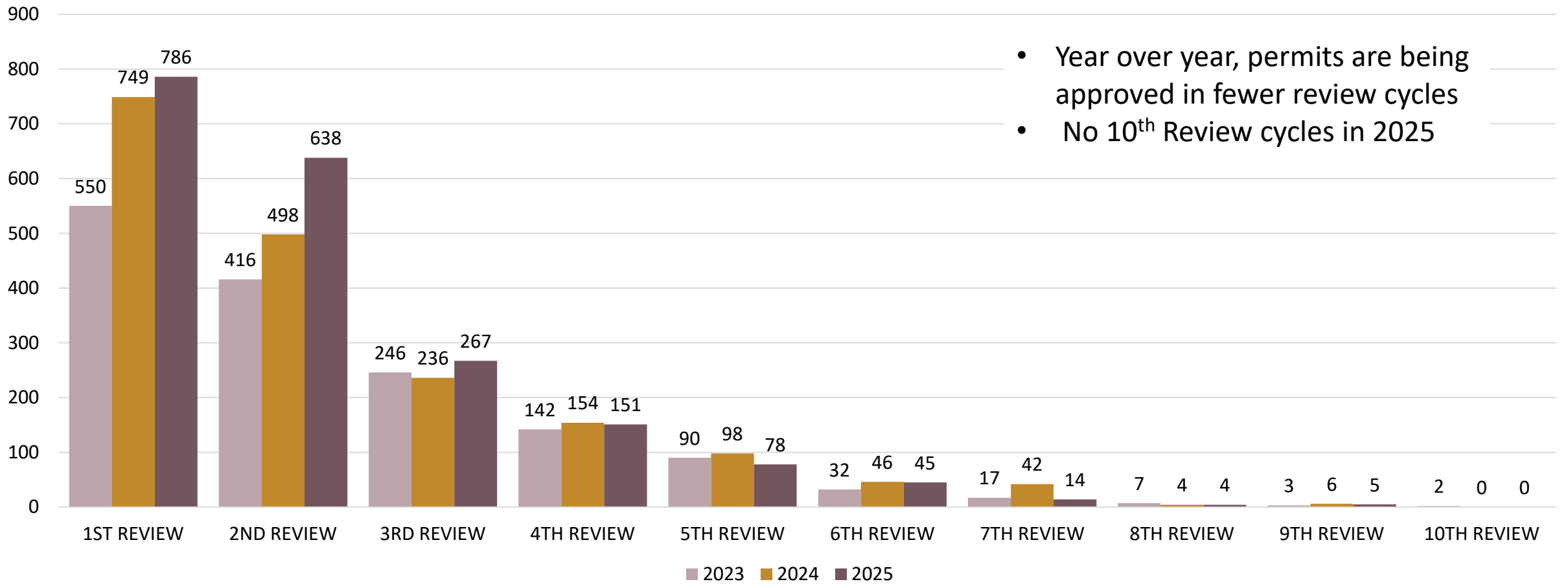
Project Type	1 st Review	2 nd Review	3 rd Review	4 th Review	5 th Review
New Commercial, Major TI w/Structural or Stormwater	15 Working Days	10 Working Days	5 Working Days	3 Working Days	3 Working Day
New SFD, Non- Structural and Minor TI's	10 Working Days	5 Working Days	3 Working Days	3 Working Day	3 Working Day
Minor Non-structural Remodel w/o Engineering or Planning; B, M or S Occupancy	5 Working Days	3 Working Days	3 Working Days		
Miscellaneous Permits	3 Working Days	3 Working Day	3 Working Day		

Salinas Plan Review Timelines

Building Plan Reviews Completed on Time



- 23% difference in on time reviews from 2024 to 2025
- Volume of reviews had a minor increase from 2024 to 2025



Permits Approved by Review Cycle

Building Permit Applied to Issued

Real Permit Example:
749 square foot ADU



Time with City – 18 Days



Time with Applicant – 23 Days

Total Days: 41



8 DAYS

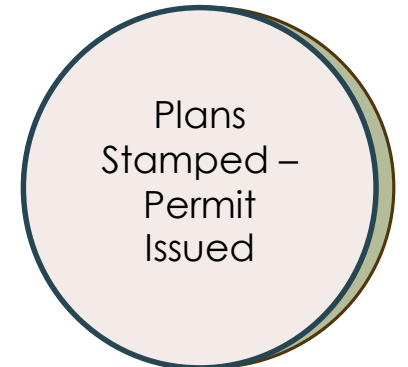
11 DAYS

6 DAYS

6 DAYS

9 DAYS

1 DAY



Building Permit Applied to Issued

Real Permit Example:
Commercial Tenant Improvement

Time with City - 34 Days

Time with Applicant – 192 Days

Total Days: 226

Complete application submitted by applicant

Sent to applicant for corrections from Building and Fire

Sent to Applicant for corrections from Building

Sent to Applicant for corrections from Building

Application approved. Sent to applicant to pay permitting fees

5 DAYS

13 DAYS

62 DAYS

9 DAYS

113 DAYS

8 DAYS

9 DAYS

2 DAYS

3 DAYS

2 DAYS

Reviewed by Building, Fire, and Planning

2nd round Reviewed by Building and Fire

3rd round reviewed by Building

4th round reviewed by Building

Plans Stamped – Permit Issued



Projected General Plan Update Timeline 2026

Jan-March

First Public Review Draft comment period

Workshop event – 3/7

Prepare public review draft EIR

Prepare updated EDE

Release first public review draft CAP

April-June

Revise General Plan based on comments

Release Second Public Review Draft General Plan with CAP and EIR for 45-day comment period

July-September

Study sessions/briefings on EIR, CAP, and revised General Plan and approval process

Revise documents following comment period

October-December

Publish revised General Plan, CAP, and EIR

Start approval process

- Monterey County Airport LU Commission
- Planning Commission
- Traffic and Transportation Commission
- City Council certification and adoption



Zoning Code Update

Multi-phase approach

Phase 1:

Fall 2025

Summer 2026

- Housing law compliance - outlined in Housing Element
 - Objective design and approval standards
 - ADUs and SB-9
- Other priority items and legal compliance – driveways, cannabis, cottage food

Phase 2:

Fall 2025

Spring 2027

- Consistency with General Plan Update once adopted
 - Amending current code to implement new land uses

Fall 2025

Fall 2027

Phase 3:

- Complete zoning overhaul striving for ease of use and streamlining

2025 Division Highlights

Current
Planning

Front Counter
Customers: 1,564

Approved Planning
Applications: 535

Fire
Prevention

Front Counter
Customers: 142

Permits Issued: 364

Plans Checked: 703

Completed
Inspections: 2,451

Fireworks Citations: 96

Development
Engineering

Front Counter
Customers: 1,046

Permits Issued: 941

Plans Checked: 2,634

Completed
Inspections: 5,794

Code
Enforcement

Building Permits
Reviewed for
Compliance:

Opened cases: 1,721

Completed
Inspections: 2,840

Closed cases: 1,557

Small Business
Support

Customer Assistance
Interactions: 323

2025 Permit Services Activity

Administration

Calls Received:
Held steady from 2024

Counter Transactions:
30% decrease from 2024

City Reports:
Held steady for 2024

Permit Applications:
4% decrease from 2024

Building Plan Review

Plan Reviews:
4% increase from 2024

On time Plan Reviews:
23% increase from 2024

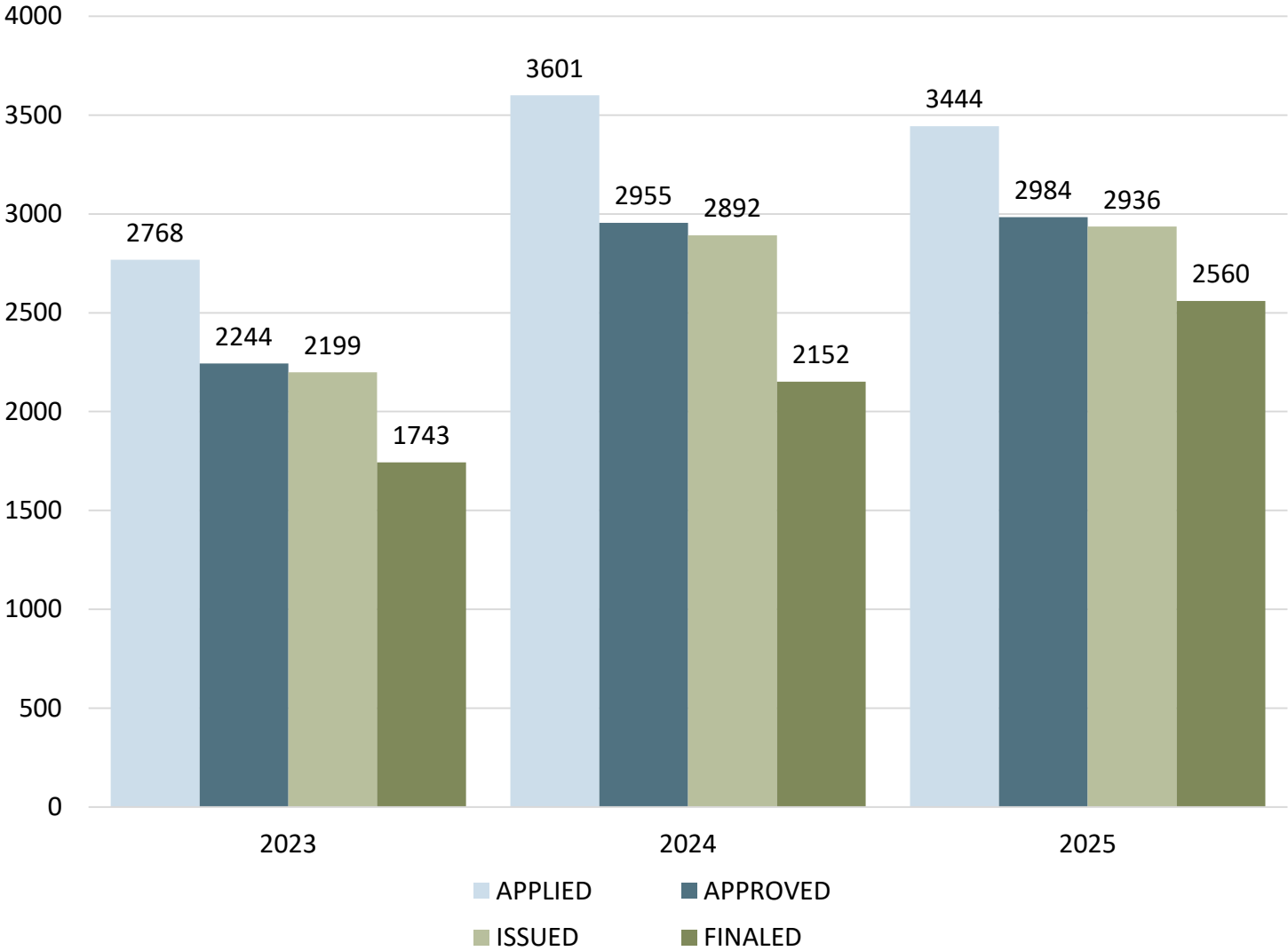
Permits Approved:
2% increase from 2024

Building Inspections

Completed Inspections:
Field: 18,944
Virtual: 1,158

13% increase from 2024

Construction Permits by Year



- **Finaled permits increased by 19% from 2024 to 2025**
- **Volume of 2025 applied and issued permits hovered between 2023 and 2024 values**
- **Approved permits had a small 1% increase**

Finalized Buildings and Facilities

683 Fremont St



900 Northridge Mall



Finalized Buildings and Facilities



713 La Guardia St



919 Iverson St



930 S Main St



Questions?

*For more information, contact Permit Services
(831) 758-7251*

<https://www.cityofsalinas.org/Your-Government/Departments/Community-Development>