Georgia Municipal Association
Local Government
Project in Port Wentworth, GA

Annalice Daniel
Ben Wheeler
Population:
- 2010: 5,360
- 2013 est: 6,529
- % increase: 21.8%

Land area:
- 2010: 16.45 sq. miles
- 2010 pop. density: 325.9/sq mile
- 2013 pop. density*: 396.9/sq mile

*assuming no change in land area from 2010
http://quickfacts.census.gov/qfd/states/13/1362328.html
The City of Port Wentworth requested:
  • an analysis of the workflow, staffing, and organization structure of the building permit granting process
  • recommendations on how to streamline it.

We worked primarily with:
  • Philip Claxton—City Administrator
  • Brian Harvey—Certified Building Official
  • Kaylee Mobley—Deputy Clerk of Council
  • Melanie Ellis — Administrative Secretary
Types of Building Permits

Fence
- Flat $100 fee

Residential
- Progressive fee based on the value of construction

Commercial
- Progressive fee based on the value of construction
Process Flow Chart for Application

Fence permit
- Residential
- Commercial

Melanie

Brian Harvey

Inspection

Delay Action taken with permit

Storage
Recommendations for Action

• Immediate: Have a more regulated work schedule.
  • Set date/time for inspections/meetings
  • Long term: Hire an inspector
  • Average salary ~$51,000 for Port Wentworth (according to Indeed.com)

• Immediate: Fence permit online application submission
  • long term: Transition to all online application submission

• Online fee pay
A Big Thanks To:

Philip Claxton
Brian Harvey
Kaylee Mobley
Melanie Ellis
GMA
Dr. Philip Christian

Questions? Comments?