

House File 2484 - Introduced

HOUSE FILE 2484
BY HARRIS

A BILL FOR

1 An Act creating a permit transparency program under the
2 administration of the department of inspections, appeals, and
3 licensing.
4 BE IT ENACTED BY THE GENERAL ASSEMBLY OF THE STATE OF IOWA:

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1 Section 1. NEW SECTION. **10A.541 Definitions.**

2 For purposes of this part:

3 1. "Agency" means a board, commission, committee, or council
4 under the purview of the department.

5 2. "Permit" means a permit, license, certification,
6 registration, or other form of authorization that a regulated
7 party must obtain from an agency to engage in an activity.

8 3. "Permit transparency portal" means the online platform
9 established pursuant to section 10A.544 that allows for the
10 tracking of permit applications.

11 4. "Procedural stage" means a distinct step in the permit
12 process at which an application is transferred or reviewed for
13 approval.

14 5. "Program" means the permit transparency program
15 established pursuant to section 10A.542.

16 Sec. 2. NEW SECTION. **10A.542 Permit transparency program.**

17 1. The department shall establish and administer a permit
18 transparency program.

19 2. In administering the permit transparency program, the
20 department shall have all of the following duties:

21 a. Establish standards for permit processing timelines.

22 b. Provide technical assistance to agencies in mapping permit
23 processes.

24 c. Develop standardized metrics for measuring the efficiency
25 of permit processes.

26 d. Recommend statutory or regulatory changes to the governor
27 and general assembly for improving permit approval processes.

28 e. Maintain an inventory of each active permit type issued by
29 an agency.

30 Sec. 3. NEW SECTION. **10A.543 Permit transparency
31 coordination committee.**

32 1. There is established a permit transparency coordination
33 committee within the department composed of representatives from
34 each agency that issues permits.

35 2. The committee shall meet at least quarterly to do all of

1 the following:

2 a. Share best practices in permit processing.

3 b. Identify opportunities for collaboration between agencies.

4 c. Develop recommendations for improving the state's
5 permitting processes.

6 3. The committee shall be chaired by the director.

7 4. The committee is not subject to section 4A.5.

8 Sec. 4. NEW SECTION. **10A.544 Permit transparency portal.**

9 1. The director shall develop and maintain a publicly
10 accessible online permit transparency portal which must include
11 all of the following features:

12 a. A searchable database of each permit type offered by an
13 agency that includes a description of each permit, the legal
14 basis for each permit, application requirements and forms, permit
15 fees, expected processing timelines, and contact information
16 for the person responsible for each step of a permit approval
17 process.

18 b. The ability to submit an application and supporting
19 documentation electronically.

20 c. A tracking system that allows an applicant to monitor the
21 status of the applicant's applications through each procedural
22 stage. A permit with only a single procedural stage may be
23 excluded from the tracking system.

24 d. Automated notifications of application deadlines.

25 e. The ability to pay an application fee electronically.

26 f. An interactive map showing the geographic distribution of
27 pending and approved applications.

28 g. Historical data on average processing times.

29 2. The permit transparency portal must be designed to do all
30 of the following:

31 a. Integrate with existing agency permitting systems.

32 b. Minimize duplication of data entry.

33 c. Ensure data security and privacy.

34 d. Comply with accessibility standards for persons with
35 disabilities.

1 Sec. 5. NEW SECTION. **10A.545 Report.**

2 1. The director shall submit to the governor and the general
3 assembly a permitting efficiency report by February 1 of each
4 year that must include all of the following:

5 a. Statistics on the number of permit applications received,
6 approved, and denied by each agency.

7 b. The average processing time for each type of permit.

8 c. The percentage of permits that have not met established
9 timelines and an analysis of the reasons for delay.

10 d. Efficiency metrics.

11 e. Recommendations to improve efficiency.

12 2. The annual report shall be posted on the department's
13 internet site and the permit transparency portal.

14 Sec. 6. NEW SECTION. **10A.546 Agency responsibilities.**

15 Each agency shall do all of the following:

16 1. Designate a liaison to coordinate with the program.

17 2. Integrate agency permit processes with the permit
18 transparency portal.

19 3. Establish a timeline for each procedural stage in the
20 permit approval process.

21 4. Accept electronic submissions of applications and
22 supporting documentation to the extent practicable.

23 5. Within ten business days of receiving an application,
24 the agency shall notify the applicant in writing of whether
25 the application is complete. If the agency determines that
26 an application is incomplete, the notice to the applicant must
27 enumerate each deficiency, citing the applicable rule or statute,
28 and how to remedy the deficiency.

29 Sec. 7. NEW SECTION. **10A.547 Timeline standards.**

30 1. The director shall work with agencies to establish target
31 processing timelines for each type of permit.

32 2. The timeline standards shall be published on the permit
33 transparency portal and included in application materials
34 provided to applicants.

35 3. The director shall review and, if necessary, revise the

1 timeline standards at least once every five years.

2 Sec. 8. PERMIT AUDIT.

3 1. Within one hundred eighty days of the effective date of
4 this Act, each agency, as defined in section 10A.541, as enacted
5 by this Act, shall conduct an audit of the agency's permits
6 and submit the results to the director of the department of
7 inspections, appeals, and licensing. For each type of permit,
8 the audit must include all of the following:

9 a. A description of the permit and the legal basis for the
10 permit.

11 b. The annual number of applications processed for the
12 previous three years.

13 c. The average processing time for each type of permit.

14 d. Any fee associated with the permit.

15 e. A detailed mapping of each procedural stage in the permit
16 approval process.

17 f. Whether applications are accepted electronically.

18 g. Recommendations for eliminating the permit or a procedural
19 stage of the permit approval process.

20 h. Recommendations for an appropriate processing timeline.

21 2. An agency shall, within ninety days of completing the
22 audit, initiate the process to eliminate any permit with five or
23 fewer issuances per year that are not required by statute, unless
24 the director waives the requirement for the permit.

25 3. An agency shall, within ninety days of completing the
26 audit, initiate the process to eliminate or consolidate any
27 permits that serve substantially similar purposes or require
28 substantially similar information and that are not required by
29 statute.

30 EXPLANATION

31 The inclusion of this explanation does not constitute agreement with
32 the explanation's substance by the members of the general assembly.

33 This bill establishes a permit transparency program (program)
34 under the administration of the department of inspections,
35 appeals, and licensing (department). The department must

1 establish standards for permit processing timelines, provide
2 technical assistance to agencies in mapping permit approval
3 processes, develop standardized metrics for measuring permit
4 approval efficiency, recommend statutory or regulatory changes
5 for improving permit processes, and maintain an inventory of each
6 active permit type issued by an agency. For purposes of the
7 bill, an agency is a board, commission, committee, or council
8 under the purview of the department.

9 The bill establishes a permit transparency coordination
10 committee composed of members from each agency that issues
11 permits. The committee must meet at least quarterly to share
12 best practices in permit processing, identify opportunities for
13 interagency collaboration, and make recommendations for improving
14 permitting processes.

15 The bill requires the director of the department (director)
16 to develop and maintain a publicly accessible online permit
17 transparency portal that includes a searchable database with
18 information about each permit type offered by an agency, the
19 ability to submit an application electronically, and the ability
20 to pay an application fee electronically, among other features.

21 The director must submit to the governor and the general
22 assembly an annual permitting efficiency report and work with
23 agencies to establish processing timelines for each type of
24 permit.

25 The bill requires each agency to designate a liaison to
26 coordinate with the program, integrate agency permit processes
27 with the permit transparency portal, establish a timeline for
28 each procedural stage in the permit approval process, and
29 accept electronic submissions of applications and supporting
30 documentation to the extent practicable. Within 10 business days
31 of receiving an application, an agency must notify the applicant
32 of any deficiency in the application, citing the applicable
33 rule or statute, and advise the applicant how to remedy the
34 deficiency.

35 Within 180 days of July 1, 2026, each agency must submit

1 to the director an audit of each permit issued by the agency.
2 Within 90 days of completing the audit, an agency must initiate
3 the process to eliminate any permit with five or fewer issuances
4 per year that is not required by statute, unless the agency
5 receives a waiver from the director, and any permits that serve
6 substantially similar purposes or require substantially similar
7 information and that are not required by statute.

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