



OFFICE OF PLANNING & ECONOMIC DEVELOPMENT AND CODE ENFORCEMENT

April 6, 2017

WHAT WE DO

○ Planning & Zoning

- Planning & Zoning Technical Assistance
- Planning Board / Historic Resources Review Board
- Project Management
- Environmental Compliance Technical Assistance
- Project Management – Visitor Center

○ Capital Projects and Grants

- Long Range CIP Planning
- CIP Financial Management
- CIP Project Management
- Grant Procurement and Administration
- Grant Match



WHAT WE DO

- Community Development
 - CDBG Program Delivery
 - CDBG Project Management
 - Planning & Administration
 - Grant Procurement and Administration
 - Business Technical Assistance
- General Administrative Support
 - Special Assignment
 - GIS Mapping
 - Contract Negotiations
 - Empire Zone Administration



WHAT WE DO

- Permitting and Inspection
 - Building Permitting & Inspections
 - Zoning Permitting & Compliance
 - Zoning Technical Assistance
 - ZBA Assistance
- Code Enforcement
 - Issuance of Code Violations
 - Property Inspection
 - City Court Appearances
 - Demolition
 - Grass, Trash and Snow Removal



WHO WE SERVE

- City Residents
- Developers / Applicants
- Businesses
- Board Members
- State and Federal Agencies
- City Departments



OPERATING BUDGETS

	2016-17	2017-18	Percent Change
Planning & Econ Dev			
Operating Budget	\$601,324	\$654,070	+8.8%
FTEs	5.5	6.0	+9.0%
Code Enforcement			
Operating Budget	\$566,203	\$660,650	+16.7%
FTEs	5.5	6.5	+18.0%



CHANGES IN SERVICES OR OTHER SIGNIFICANT CHANGES

- Planning & Economic Development
 - Create Deputy Director position and eliminate one (1) Senior Planner position (2 will remain)
 - Create FT Planning Assistant position and eliminate PT Secretary position
- Code Enforcement
 - Restore FT Code Enforcement Officer position, focused on Zombie and Vacant properties
 - \$33,000 available through LISC Grant for salary and training



ITEMS NOT INCLUDED IN FINAL BUDGET

- Planning & Economic Development
 - Public Art Plan - \$15,000
 - Uniform Park Signage - \$18,500
- Code Enforcement
 - Vehicle - \$19,000
 - Housing Code Update - \$35,000
 - Demolition - \$100,000 (reduced to \$50,000)

