

Office of Planning & Economic  
Development  
and  
Code Enforcement

April 21, 2015

# What We Do

- Planning & Zoning
  - Planning & Zoning Technical Assistance
  - Planning Board / Historic Resources Review Board
  - Project Management
  - Environmental Compliance Technical Assistance
- Community Development
  - CDBG Program Delivery
  - CDBG Project Management
  - Planning & Administration
  - Grant Procurement and Administration
  - Business Technical Assistance

# What We Do

- Capital Projects and Grants
  - Long Range CIP Planning
  - CIP Financial Management
  - CIP Project Management
  - Grant Procurement and Administration
  - Grant Match
- General Administrative Support
  - Special Assignment
  - GIS Mapping
  - Contract Negotiations
  - ALDC Support
  - 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

# What Revenues We Generate

- CDBG Administration - \$80,500
- Brownfield Opportunity Area Grant Administration- \$30,000
- NY Main Street Grant Administration- \$12,000
- Permits / Inspections / Licenses - \$207,000

# Operating Budgets

		2014-15		2015-16		Percent Change
Planning & Economic Dev						
Operating Budget		\$589,499		\$609,390		+3.37%
FTEs		5.5		5.5		0.00%
Code Enforcement						
Operating Budget		\$666,510		\$671,739		+0.78%
FTEs		5.5		5.5		0.00%

# Changes in Services or Other Significant Changes

- Planning & Economic Development: None
- Code Enforcement: None
  - Note: This department budget includes a request to increase the Demolition line from \$50,000 to \$100,000. The overall budget request is still less than +1% from the 2014-2015 approved budget.