

Office of Planning &
Economic Development
and
Code Enforcement

April 11, 2019

What We Do

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

- Special Projects / Grants
 - Grant Procurement and Administration
 - Grant Match
 - Project Management – Equal Rights Heritage Center

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

	2018-19	2019-20	Percent Change
Planning & Econ Dev			
Operating Budget	\$537,703	\$570,260	+6.1%
FTEs	5.0	5.0	
Code Enforcement			
Operating Budget	\$698,016	\$772,611	+10.7%
FTEs	7.5	8.0	

Service or Operational Changes

- Planning & Economic Development
 - 2018/19 Health Insurance under budgeted - Operating budget increase is approx. 3.4% when adjusted for discrepancy
- Code Enforcement
 - Plumbing Inspector moved to Municipal Utilities
 - Property Clean-up Program - Two (2) part-time Laborer positions to two (2) full-time Code Enforcement Laborer positions
 - Code Enforcement software expenses moved from Central Services budget to Code Enforcement budget

Initial Department Requests

- Planning & Economic Development
 - Historic District Project - \$15,000

- Code Enforcement
 - Vehicles (Dump Truck) - \$58,000
 - Other Equipment (Tractor) - \$33,500 (reduced to \$5,000 for other equipment needs)
 - Software - \$84,800 (reduced to \$50,000)
 - Housing Code Update - \$75,000
 - Demolition - \$100,000 (reduced to \$50,000)