

Development Services Proposed Fiscal Year 18/19 Budget

April 26, 2018

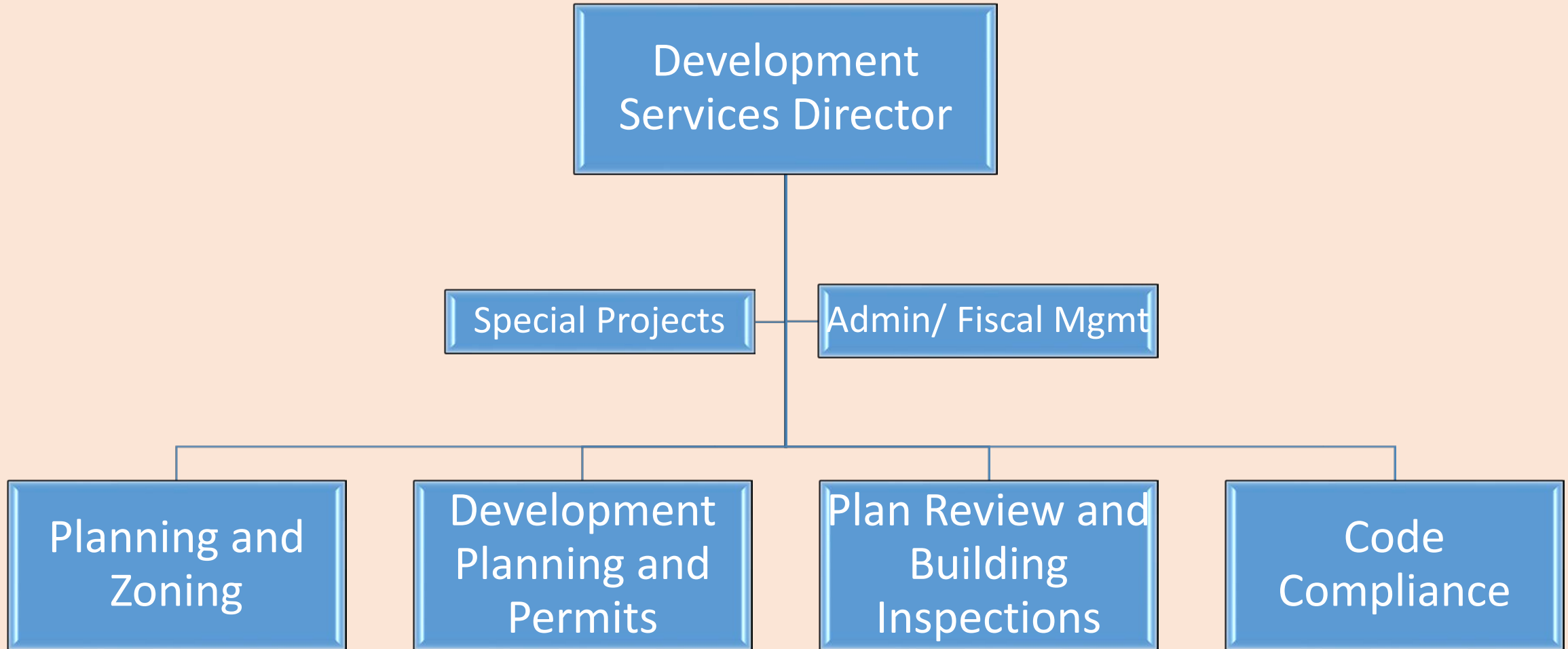


Development Services Mission

In support of the City's General Plan, the Department provides professional planning, plan review, building permits, inspections and code compliance services to facilitate the orderly development of an attractive, healthy, livable city.



Development Services Organization Chart



Challenges and Opportunities

Development
Activity and
Staffing Levels

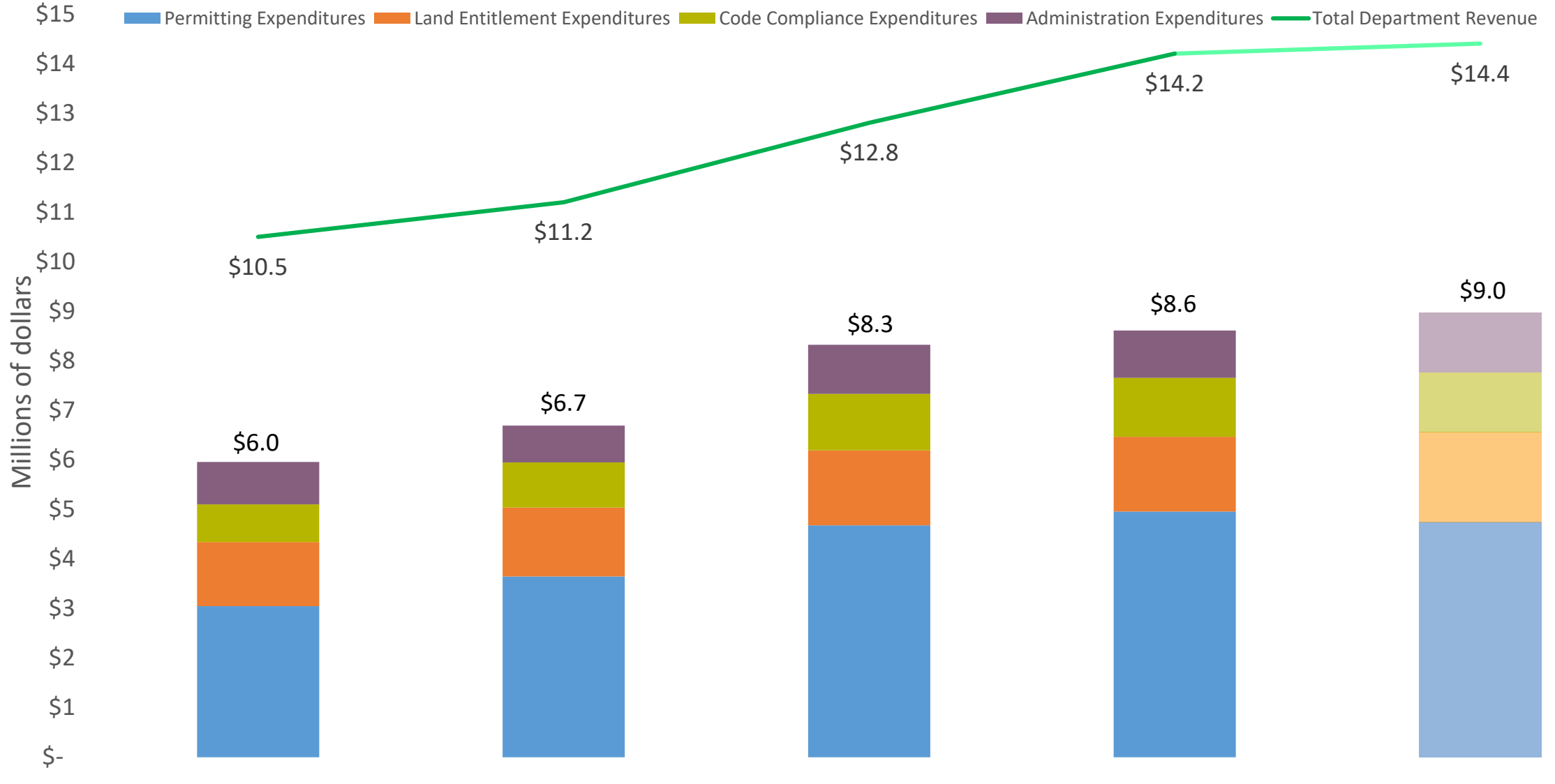
Ordinance Updates

- Zoning
 - Revisions
 - Sign Code
- Building
- Property Maintenance
- Adaptive reuse, design guidelines, and subdivision regulations

Proactive Code
Enforcement

Historic
Preservation

Development Services Department Five-Year Revenue and Expense Trend by Area for All Funds



FY 13/14
Actuals

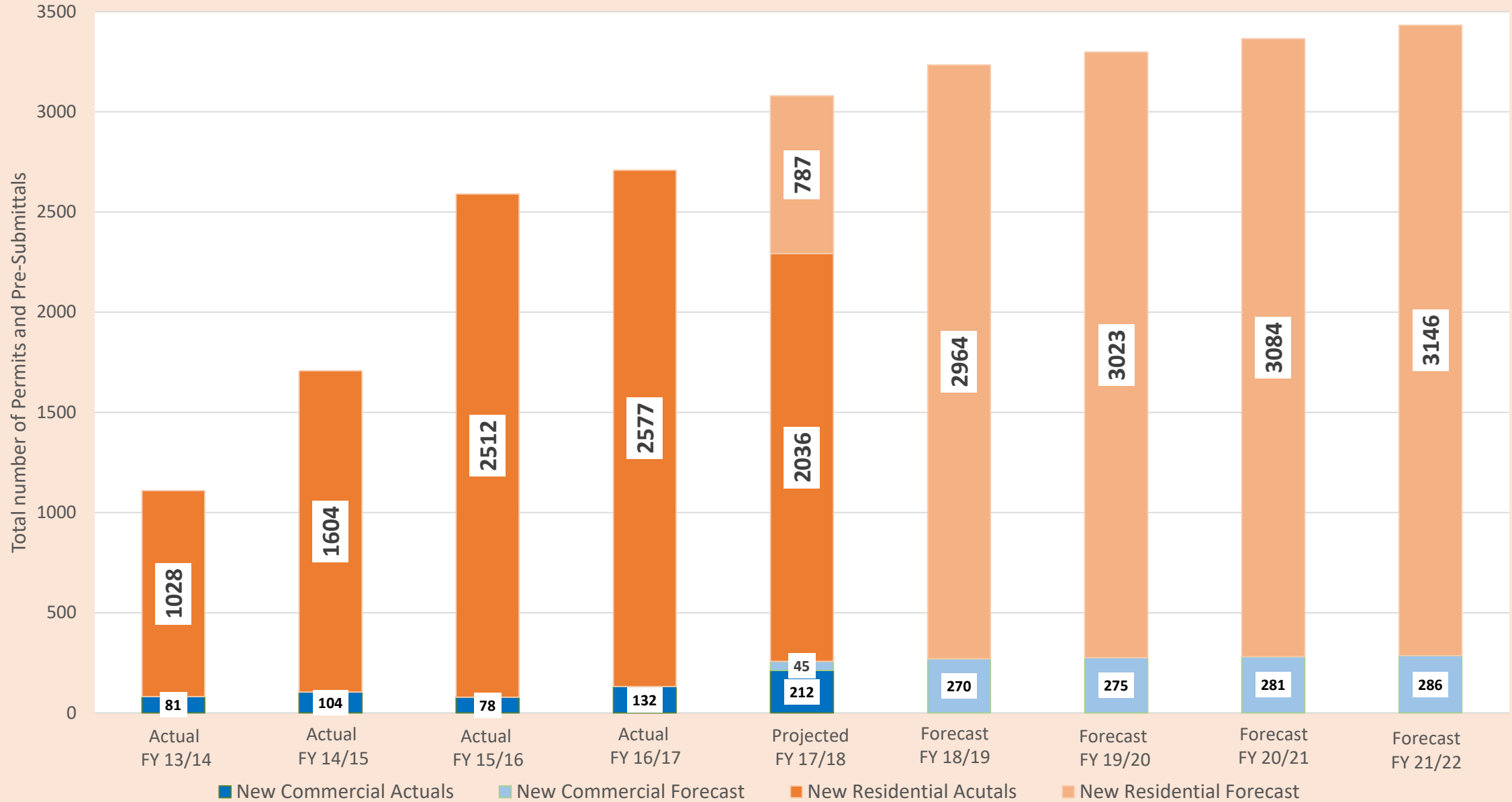
FY 14/15
Actuals

FY 15/16
Actuals

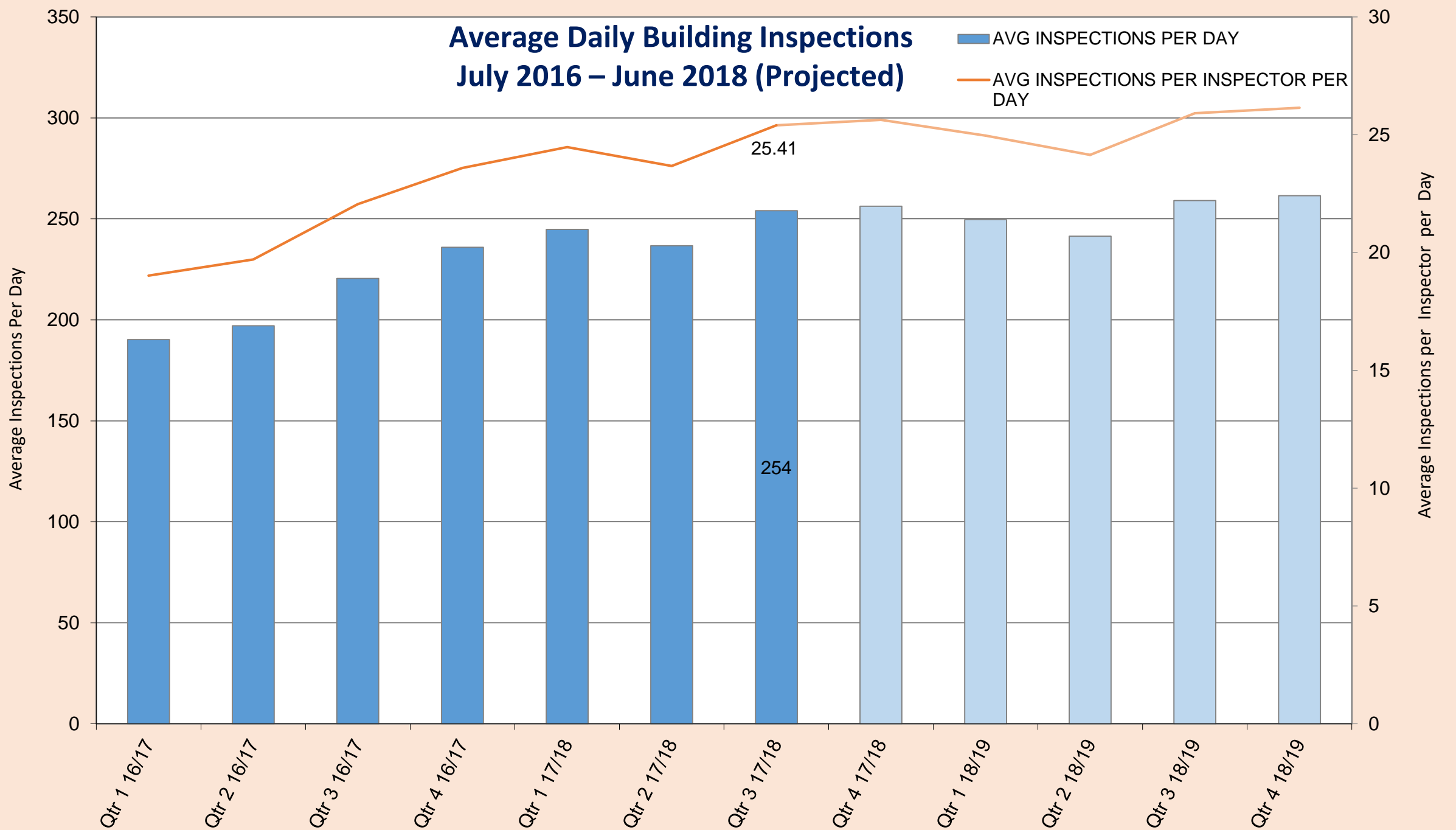
FY 16/17
Actuals

FY 17/18
Estimate

New Permits Issued



Average Daily Building Inspections July 2016 – June 2018 (Projected)



Temporary Employee Conversion to Full-Time Positions in Proposed Budget

| Development Levels FTE | Number of Positions | Total Cost |
|--|----------------------------|-------------------|
| Permit Technician II | 1 | \$ 63,000 |
| Building Plans Examiner | 1 | \$ 86,000 |
| Civil Plans Examiner | 1 | \$ 93,000 |
| Building Inspector I | 2 | \$ 164,000 |
| Administrative Assistant I (Front desk, walk-in support) | 1 | \$ 60,000 |
| Total | 6 | \$ 466,000 |

Performance Metrics

- **New planning cases by month**
- **Active planning cases per planner**
- **New residential and non-residential building permits***
- **Average number of inspections per Inspector**
- **Average number of active code cases per officer**
- **Percent of cases closed through voluntary compliance***

*Data currently available on City of Mesa Data Portal

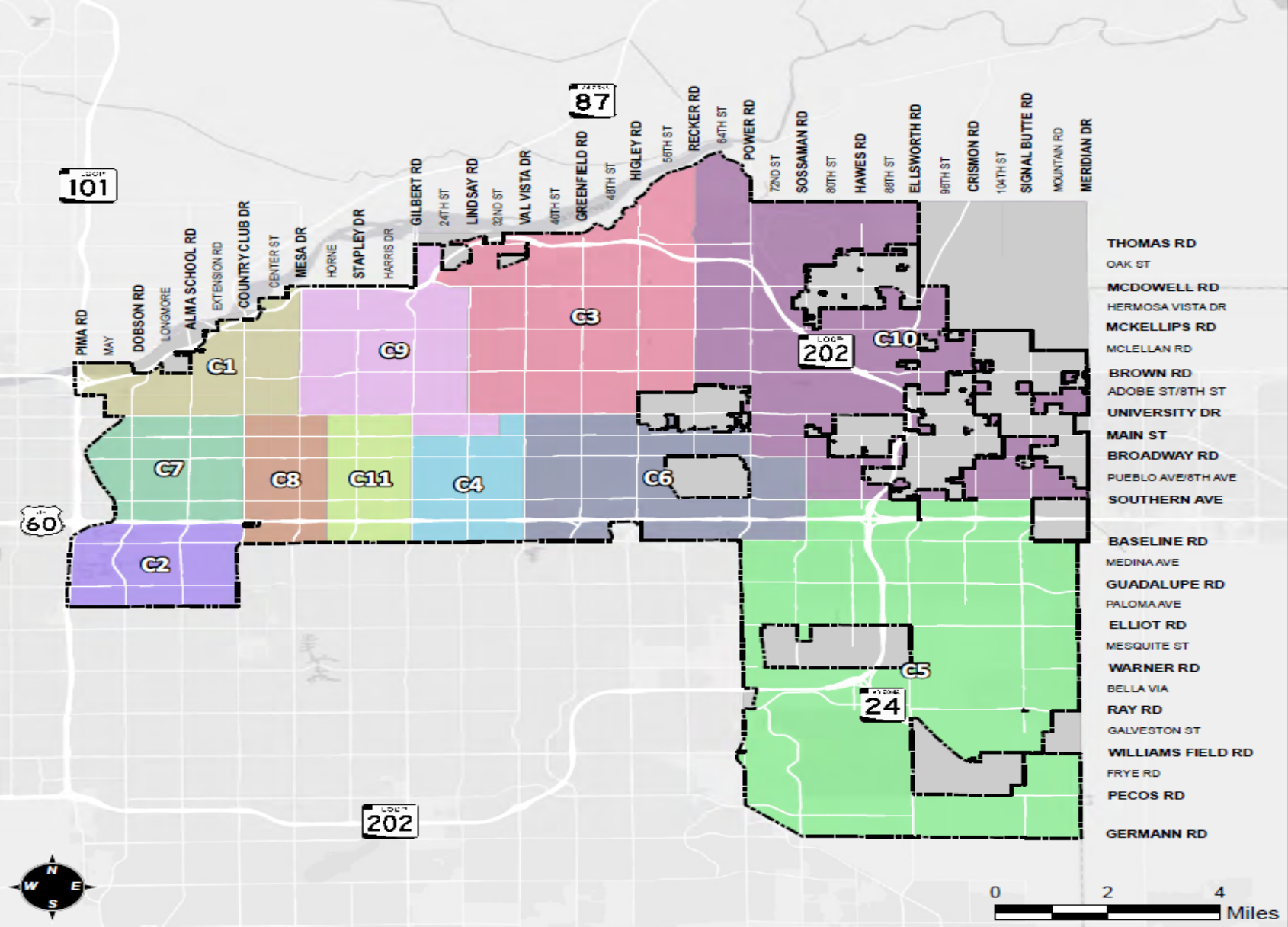
New Programs

| New Programs | Number of Positions | Total Cost |
|--|------------------------------------|-------------------|
| Small Business Assistance | 1 | \$ 86,000 |
| Proactive Code Enforcement (Code Officers) | 4 | \$ 298,000 |
| Historic Preservation Officer | 1 | \$ 96,000 |
| Total | 6 | \$ 480,000 |

Small Business Assistance

- Enhance services and information:
 - Focus on social media and website portal
 - Available on an appointment basis
- Provide one central point of information on City processes
- Provide assistance throughout the development process:
 - Proper zoning
 - Building code requirements
 - Options for development (adaptive reuse, collaboration with other City departments)
 - Help with required permitting processes
 - Continued assistance until business opening

Existing Code Enforcement Areas



Proactive Code Enforcement Program

- Currently 9 FTE and one temporary position doing primarily complaints
- Additional 4 Code Officers:
 - smaller work areas,
 - more pro-active inspections (Property Maintenance and Zoning Code)
 - temporary sign regulations
- Projects
 - Multi-departmental Action Teams
 - Police, Fire Prevention, Building (Solid Waste, Neighborhood Outreach)
 - Identify Project Areas for Pro-active Outreach
 - Neighborhood Outreach and Education
- Bandit signs

Part-time Contract Conversion to Full-time Mesa Historic Preservation Officer

- Transforming and maintaining neighborhoods
- Guiding neighborhoods through historic preservation process for neighborhoods and landmarks
 - Neighborhood outreach and education
 - Certificates of Appropriateness
 - Preserving history
 - Preserving neon signs
- Metrics:
 - Number of neighborhood education events conducted
 - Average number of days to approve Certificates of Appropriateness
 - Number of districts or landmarks researched per quarter

Questions?