

# Development Services Proposed Fiscal Year 18/19 Budget

April 26, 2018

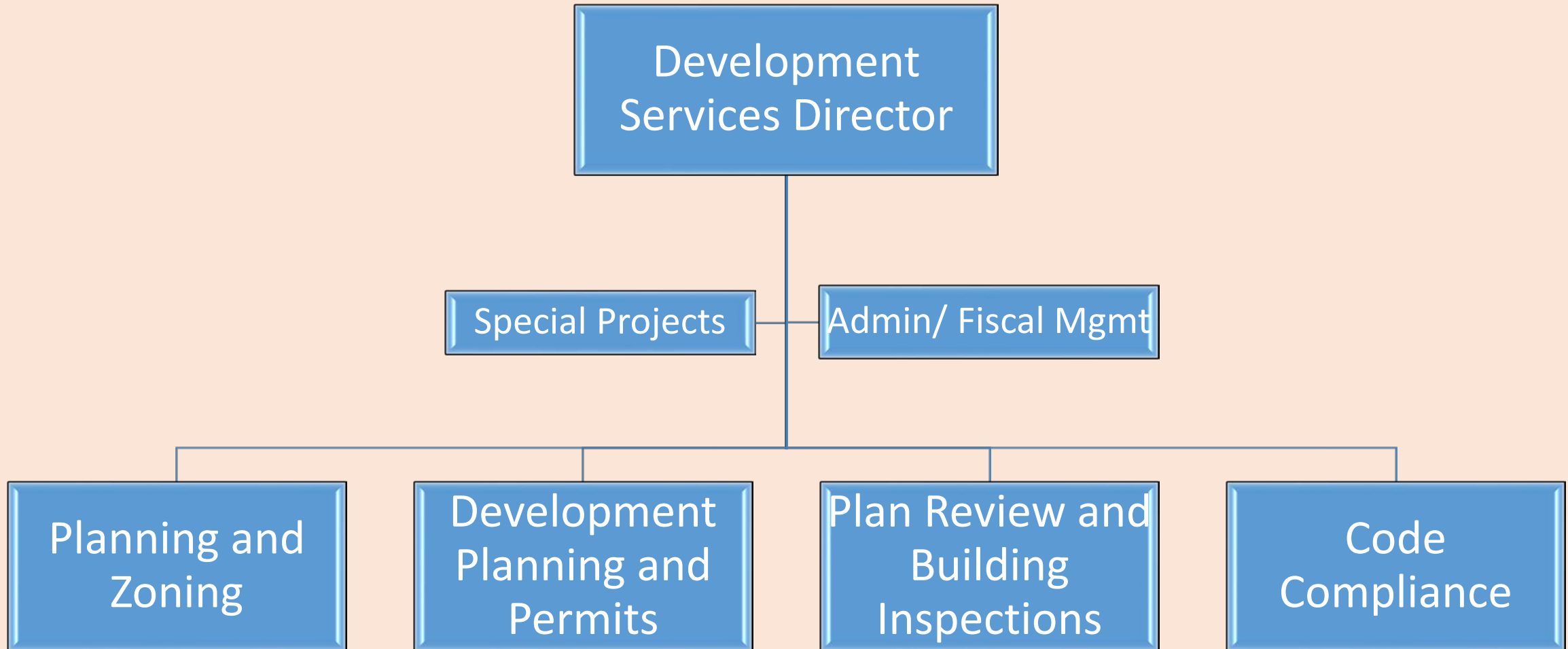


# Development Services Mission

**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

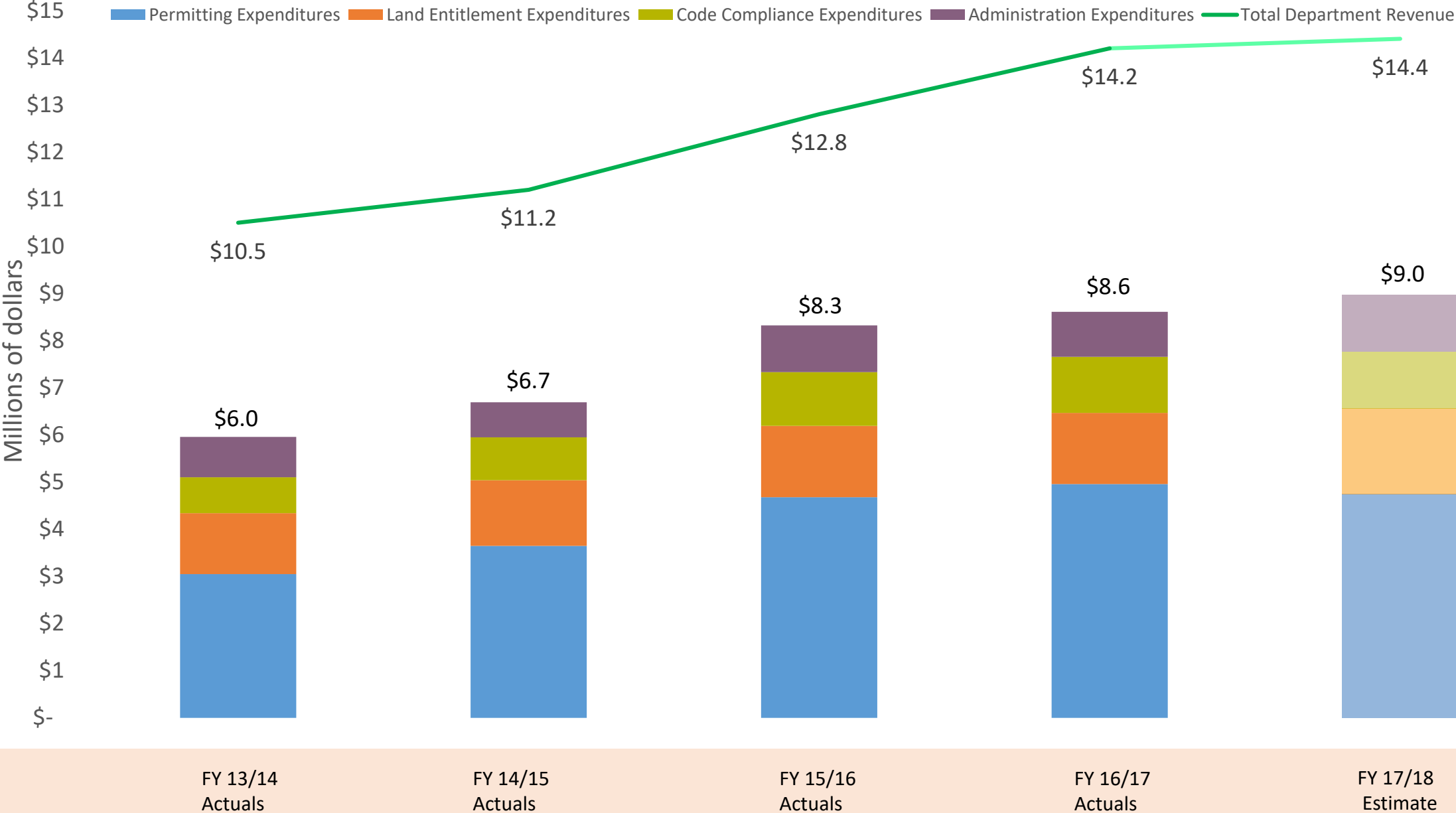
## Ordinance Updates

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

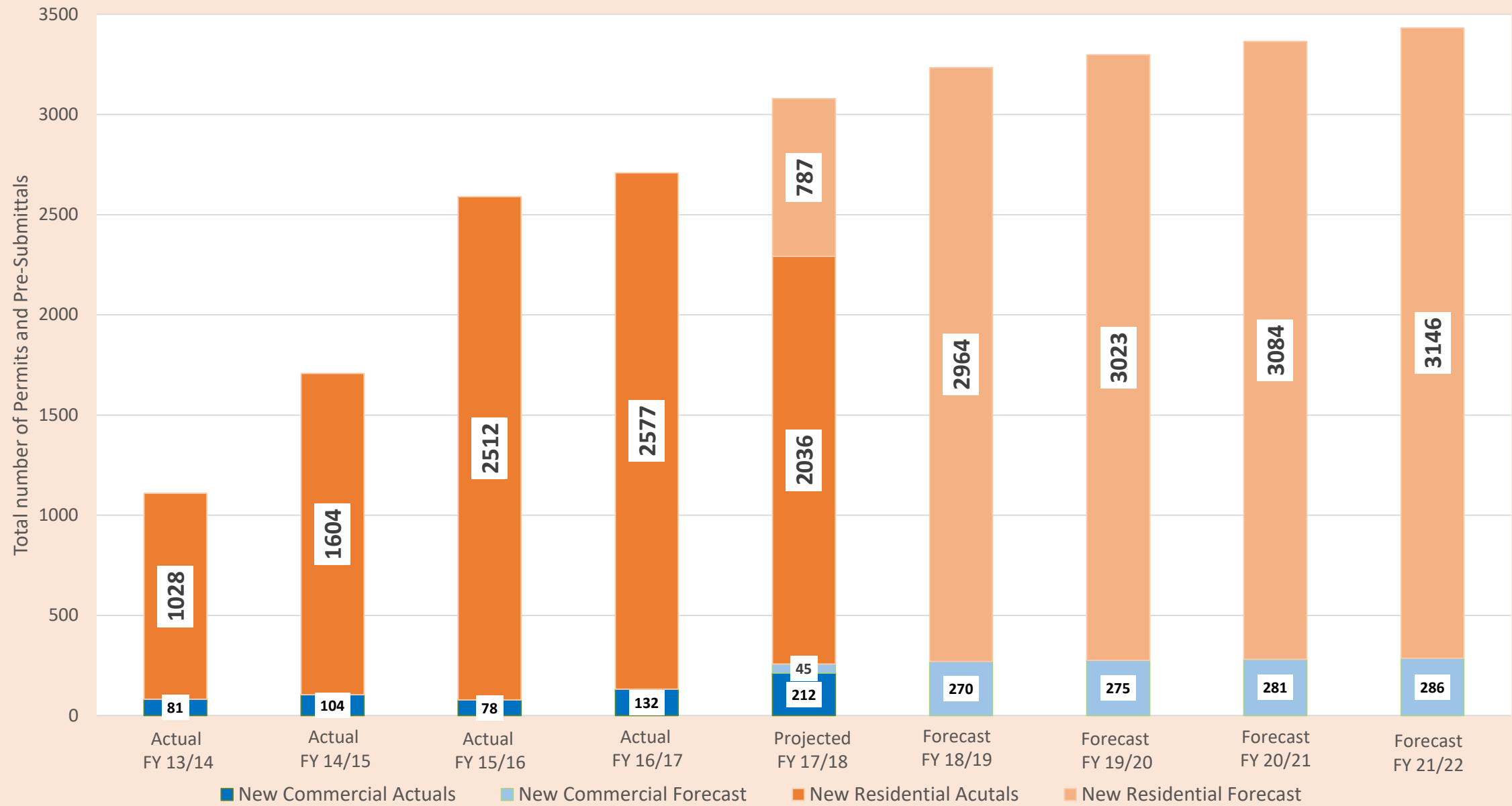
Proactive Code  
Enforcement

Historic  
Preservation

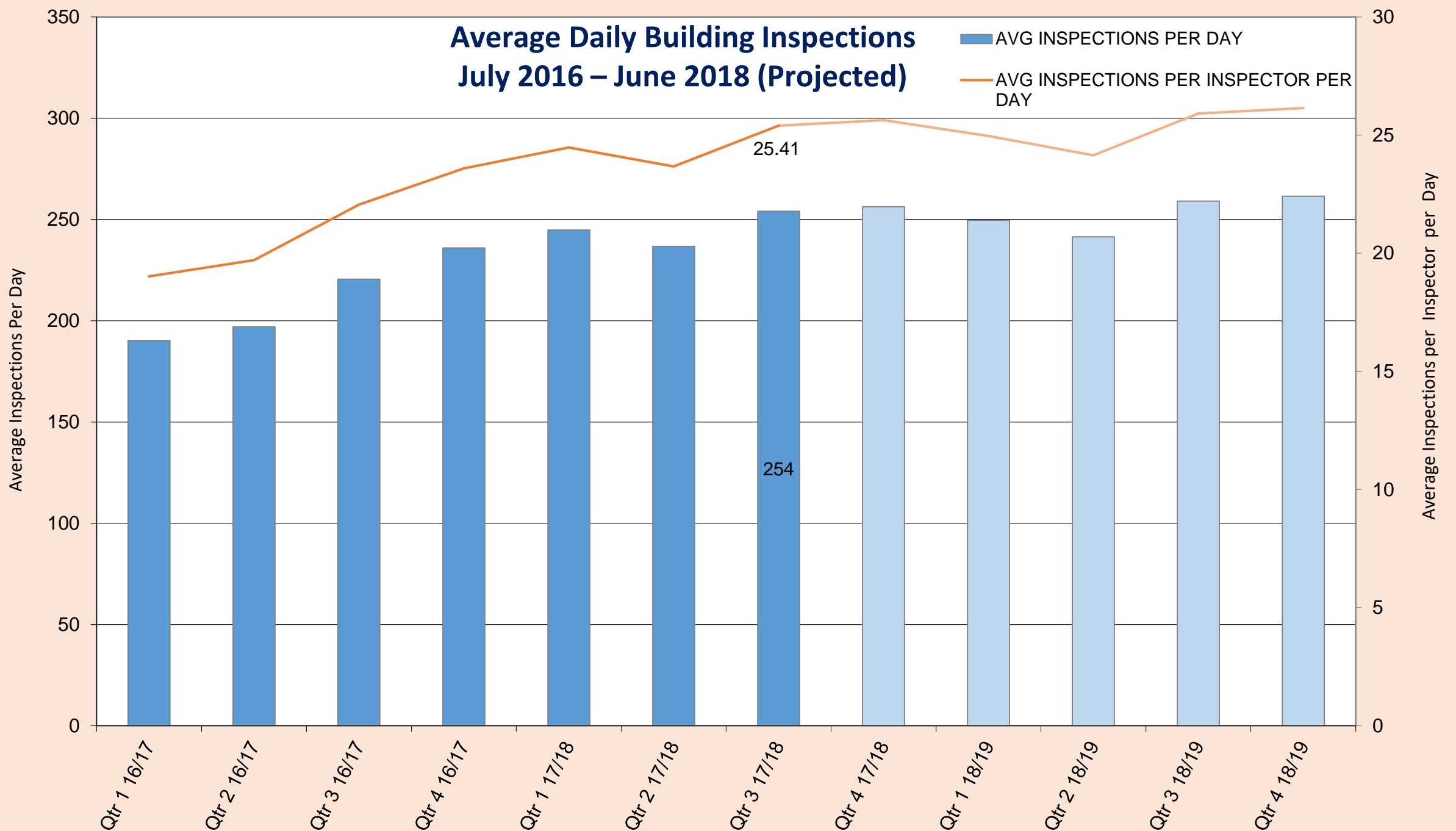
# Development Services Department Five-Year Revenue and Expense Trend by Area for All Funds



# 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
<b>Total</b>	<b>6</b>	<b>\$ 466,000</b>



# 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

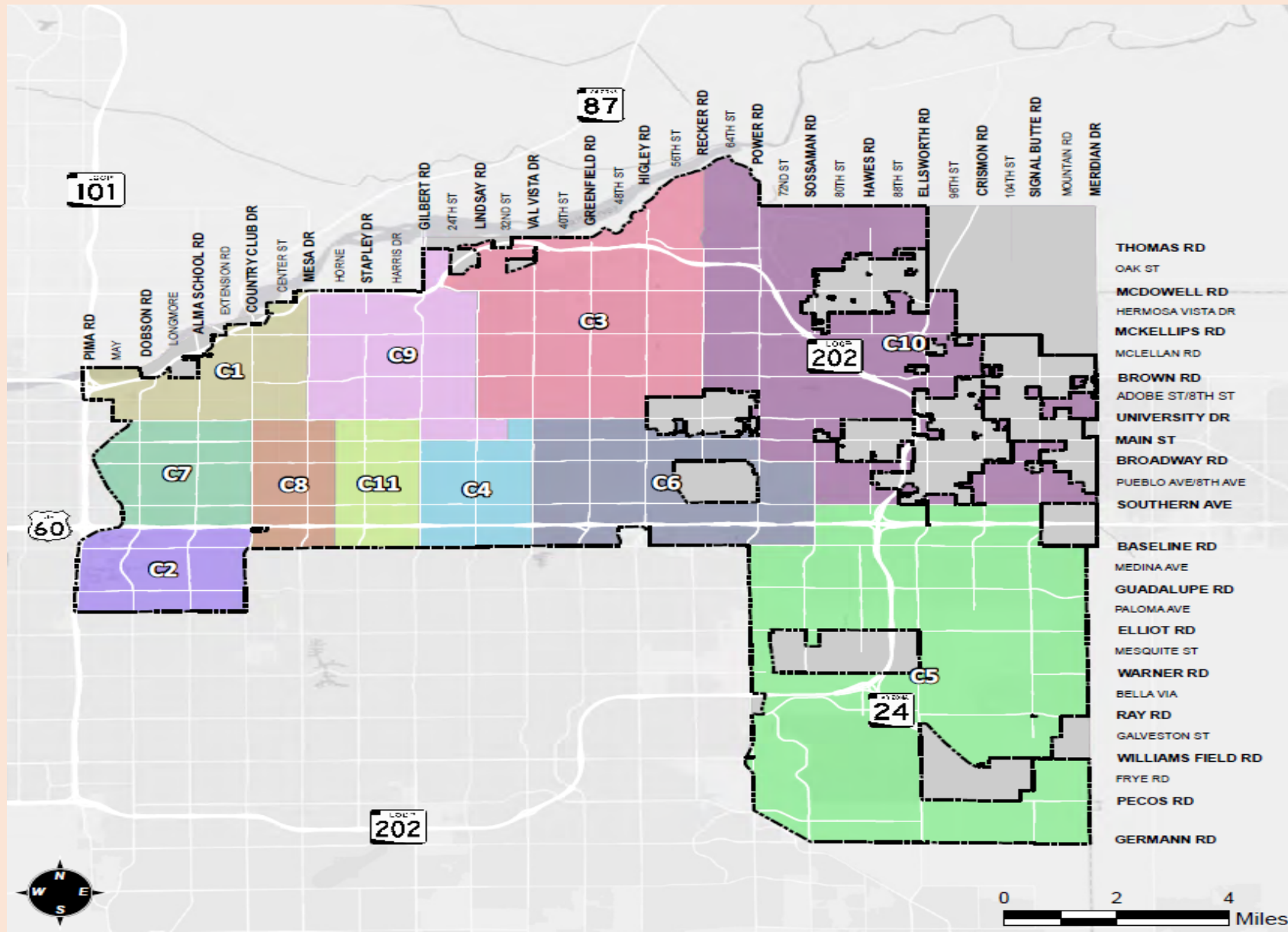
## New Programs

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
<b>Total</b>	<b>6</b>	<b>\$ 480,000</b>

# 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?