

# COMMUNITY DEVELOPMENT

*Planning & Development*

*Community Development & HOME Funds*

*Housing Trust Revolving Fund*

*Building Safety*

*Nondepartmental*

# PLANNING & DEVELOPMENT

Judy Daniel, Director

**MISSION:** The mission of the Asheville Planning & Development Department is to encourage sound physical and economic development through community involvement and valuing our resources (historic, natural, housing, etc.) and by providing quality service, information and assistance.

## DEPARTMENT SUMMARY

	2008-09	2009-10	2010-11	2011-12
	Actual	Actual	Budget	Adopted
<b>Expenditures:</b>				
Salaries & Wages	1,211,644	1,216,187	1,204,241	1,153,816
Fringe Benefits	378,138	391,090	443,857	454,648
Operating Costs	138,199	173,744	142,175	151,708
Capital Outlay	0	0	0	0
Total	1,727,981	1,781,021	1,790,273	1,760,172
FTE Positions	26.00	22.75	22.75	22.75

## BUDGET HIGHLIGHTS

- The Planning Department will hold one Planner I position in the Development Services Center vacant in FY 2011-12 and reduce the status of some other staff to part-time which will produce personnel savings of \$103,000.

## PLANNING & DEVELOPMENT

DIVISION SUMMARY	2008-09 Actual	2009-10 Actual	2010-11 Budget	2011-12 Adopted
<u>Planning Services</u>	1,520,202	1,550,413	1,554,217	1,512,516
FTE Positions	23.00	19.75	19.75	19.75

The Planning Services Division conducts current and long-range planning. Planners are responsible for reviewing plans for development and redevelopment in the City's jurisdiction to ensure conformance with sound planning principles and City regulations, and for revising the City development guidelines as necessary. This division is also responsible for all comprehensive and small area plans and related matters. This division provides assistance to the Planning and Zoning Commission, the Board of Adjustment, the River District Design Review Board, and the Technical Review Committee. The primary focus of the code enforcement section is to enforce City of Asheville's codes, policies, & procedures which relate to land development. These activities include flood plain, zoning, sign and other ordinances. This division is also involved in enforcement of the junked car ordinance and the noise ordinance.

<u>Historic Resources</u>	137,964	148,858	151,558	157,119
FTE Positions	2.00	2.00	2.00	2.00

The Historic Resources Division provides assistance to the Historic Resources Commission in its efforts to protect and preserve the architectural history of Asheville.

<u>Homeless Program</u>	69,815	82,023	84,498	90,537
FTE Positions	1.00	1.00	1.00	1.00

### DEPARTMENTAL GOALS

- Improve the quality of life in Asheville by working with citizens, community organizations and developers to identify guidelines for growth and to establish and enforce sound standards for development.
- Preserve the natural and built environment of the City of Asheville while accommodating new growth and development.
- Provide timely and accurate review and permitting of land development projects.
- Provide thorough, effective, and timely code enforcement services and assistance.
- Promote a range of housing options for residents of Asheville by providing opportunities for the development of different housing types.
- Improve the economic climate through support of community and economic development activities.
- Encourage sustainable development and promote redevelopment in accordance with the City's Smart Growth Policies.
- Preserve and protect the historic, cultural and architectural resources of the City and help educate the community about the importance of preservation to the planning process.
- Improve collection, coordination and dissemination of data in order to end homelessness in Asheville and Buncombe County.

# PLANNING & DEVELOPMENT

## KEY PERFORMANCE OBJECTIVES & MEASURES

	<u>2009/10</u> <u>Actual</u>	<u>2010/11</u> <u>Estimate</u>	<u>2011/12</u> <u>Target</u>
<b>Planning Services</b>			
• <i>Improve customer access to accurate information – perform monthly updates</i>	75%	80%	80%
• <i>Develop, present and complete 100% of key UDO amendments in FY 07/09 and FY 09/10</i>	80%	80%	90%
• <i>Maintain timeliness of reviews – number of applications reviewed within the specified time period</i>	90%	95%	95%
<b>Growth Management</b>			
• <i>Maintain Annexation Program – maintain previous year's growth</i>	100%	100%	100%
• <i>Develop, update, adopt neighborhood plans and small area plans</i>	1-adopted 1-initiated	1-adopted 1-initiated	1-adopted 1-initiated
<b>Zoning Code Enforcement</b>			
• <i>Complaints investigated within 24 hours</i>	70%	80%	80%
• <i>Cases closed within 30 days</i>	75%	85%	85%
<b>Historic Resources</b>			
• <i>Extend protection of resources – Local landmarks designated</i>	0	2	1
<i>National Register properties reviewed</i>	0	1	1
<i>Certificates of Appropriateness issued</i>	166	176	175

## HOUSING TRUST REVOLVING FUND

The Housing Trust Revolving Fund provides resources to increase the supply of affordable housing in the City of Asheville. The Fund's activities are administered by the Planning & Development Department's Community Development Division.

<b>BUDGET SUMMARY</b>	<b>2008-09</b>	<b>2009-10</b>	<b>2010-11</b>	<b>2011-12</b>
	<b>Actual</b>	<b>Actual</b>	<b>Budget</b>	<b>Adopted</b>
<b>Expenditures:</b>				
General Fund Contribution	600,000	300,000	300,000	300,000

### BUDGET HIGHLIGHTS

- The FY 2011-12 adopted budget continues the General Fund contribution to the Housing Trust Fund at the \$300,000 level.

# BUILDING SAFETY

Robert Griffin, Director

**MISSION:** The mission of the Asheville Building Safety Department is to protect lives, health, and property in Asheville, and to support economic development by providing building and development permitting services and enforcing the North Carolina State Building Code, Asheville's Minimum Housing Code, and related environmental codes.

## DEPARTMENT SUMMARY

	2008-09	2009-10	2010-11	2011-12
	Actual	Actual	Budget	Adopted
<b>Expenditures:</b>				
Salaries & Wages	1,812,893	2,099,885	1,982,161	1,904,803
Fringe Benefits	554,231	686,894	826,491	857,368
Operating Costs	176,633	381,383	860,477	870,709
Capital Outlay	0	1,922	7,800	7,800
Total	2,543,757	3,170,084	3,676,929	3,640,680
FTE Positions	39.00	50.00	46.00	46.00

## BUDGET HIGHLIGHTS

- With the continued slowdown in construction due to the recession, the Building Safety Department will freeze one vacant Inspector position in FY 2011-12. The department will also reclassify one DSC Case Manager position and reduce its overtime budget. All together, these changes will produce personnel savings of approximately \$76,000

## BUILDING SAFETY

DIVISION SUMMARY	2008-09 Actual	2009-10 Actual	2010-11 Budget	2011-12 Adopted
<u>Permitting &amp; Inspections</u>	2,543,757	2,541,230	2,621,043	2,572,552
FTE Positions	39.00	40.00	37.00	37.00

The purpose of the Permitting and Inspections Division is to provide for a One Stop Permit Center, the enforcement of the State Building Code, City Housing Code and related environmental/safety codes. The division processes permits, conducts plan reviews, and inspects structures under renovation, construction, or change of occupancy. Upon the completion of final inspections, either certificates of occupancy confirming compliance with the state codes, or housing certificates confirming compliance with the local housing code are issued.

<u>Building Maintenance</u>	628,854	1,055,886	1,068,128
FTE Positions	10.00	9.00	9.00

The Building Maintenance Division is committed to maintaining all City facilities in such a manner that will minimize the impact of facility operations and equipment on the scheduled day-to-day operations. This division was moved to the Building Safety Department during FY 2009-10.

### DEPARTMENTAL GOALS

- To provide effective and timely NC State Building Code enforcement through inspection of new construction, repairs, remodels, or rehabilitation.
- To provide a one-stop development and permit information center to assist the public in the permitting and approval of all development and construction projects.
- To provide effective and timely plan review services through the review of plans submitted for permitting.
- To provide continuing education opportunities for code enforcement officers, contractors, designers, and realtors.
- To provide fee rebates supporting environmental and sustainable construction.
- To provide all building code enforcement, plan review, and development services center activities through user fees and charges for building permits, inspections, and plan reviews.

### KEY PERFORMANCE OBJECTIVES & MEASURES

	<u>2009/10</u> <u>Actual</u>	<u>2010/11</u> <u>Estimated</u>	<u>2011/12</u> <u>Target</u>
• Complete 100% of inspections within 24 hours of request	95	98	100

# BUILDING SAFETY

## KEY PERFORMANCE OBJECTIVES & MEASURES (cont.)

	<u>2009/10</u> <u>Actual</u>	<u>2010/11</u> <u>Estimated</u>	<u>2011/12</u> <u>Target</u>
• <i>Reduce inspection disapprovals to 10% of completed inspections</i>	13.7	12	10
• <i>Eliminate substandard structures in the City through demolition</i>	11	15	10
• <i>Presentations to realtors, developers, and homeowner associations on the Minimum Housing Code</i>	7	5	6
• <i>Deliver 12 education session for code enforcement officers, contractors, and designers on building codes</i>	14	16	12
• <i>Complete application processing in Development Service Center within 1 working day</i>	2	2	1
• <i>Complete initial review of single family home plans within 5 days</i>	8	7	5

## NONDEPARTMENTAL COMMUNITY DEVELOPMENT

The City provides funding to outside agencies for the purpose of promoting community and economic development in the City of Asheville. The City also supports community and economic development through nondepartmental activities, such as the Economic Incentives program. Outside agency and nondepartmental funding includes the following:

### BUDGET SUMMARY

Expenditures:	2008-09 Actual	2009-10 Actual	2010-11 Budget	2011-12 Adopted
Community Relations Council	50,000	50,000	50,000	0
One Youth at a Time	7,000	7,000	5,600	5,600
YWCA	10,000	10,000	8,000	8,000
Kids Voting	1,000	750	0	1,000
Children First	22,500	22,500	17,800	17,800
United Way 211	5,000	5,000	0	0
Economic Incentives	506,250	450,958	606,250	525,000
AHOPE	20,000	20,000	20,000	20,000
Asheville Greenworks	10,000	10,000	8,000	8,000
Economic Development Coalition	50,000	50,000	40,000	40,000
Meet the Geeks	3,000	1,500	0	0
Youthful Hand	5,000	5,000	4,000	4,000
Center for Diversity Education	1,200	0	0	0
Child Abuse Prevention Services	6,000	4,500	5,000	5,000
Asheville Design Center	5,000	5,000	4,000	4,000
YMI Utilities	0	24,000	24,000	24,000
Hall Fletcher PTO	5,000	0	0	0
Governor's Western Residence	0	0	0	5,000
A/B Sports Commission	0	0	0	40,000
Other	<u>5,300</u>	<u>12,000</u>	<u>17,500</u>	<u>59,000</u>
Total	251,191	678,208	810,150	766,400

### BUDGET HIGHLIGHTS

- The adopted budget reflects the Outside Agency funding amounts that were approved by City Council on June 14, 2011.
- The one-time \$100,000 payment in support of the UNC School of Pharmacy that was in the FY 2010-11 economic incentives budget is taken out in FY 2011-12. The \$525,000 remaining in the economic incentives budget in FY 2011-12 is for the Biltmore Farms agreement.