

Planning



**Municipal
Manager**

**Planning,
Development &
Public Works**

Planning

Planning Department

Description

The Planning Department provides professional, technical, and analytical expertise that assists the community in identifying goals, policies, and objectives governing growth and future development within the Municipality of Anchorage. It guides the development of a livable and resilient northern community, facilitates development in accordance with Anchorage's zoning and subdivision regulations and prepares long range land use plans based on the community's goals and aspirations, economic assets and opportunities, and environmental attributes. Deemed an essential service, the Department contributes to the economic vitality and livelihood of supporting residential and commercial activities through timely land use entitlement, code and plan interpretation and application.

Department Services

- Produces area-wide, regional, and neighborhood plans that meet community expectations for our winter city community. This includes Assembly-adopted comprehensive plans for the Anchorage Bowl, Chugiak-Eagle River, Girdwood and Turnagain Arm and sub-area plans within those areas.
- Provides planning for long-term multi-modal transportation needs.
- Ensures that new developments adhere to adopted plans, codes, and regulations.
- Provides a public process for property owners to seek exceptions to (variances, grandfather rights, rezoning's, etc.), or accommodation under (conditional uses, plat notes etc.) Anchorage's zoning or platting regulations.
- Assists the public with residential, commercial, and industrial development projects.
- Provides staff support to Municipality's Emergency Operation Center in the areas of Planning, Operations, and other areas as requested.

Divisions

- Director's Office & Administration
 - Provides leadership, management, and coordination for overall operations of the department; and
 - Provides full array of administrative and financial management services to include but not limited to budget, accounting, grant administration, purchasing, IT coordination, asset management, human resources coordination, and payroll.
- Current Planning
 - Processes zoning, platting and other development applications requiring land use actions;
 - Provides staff support to four adjudicatory/regulatory boards: Planning & Zoning Commission, Platting Board, Urban Design Commission, and Zoning Board of Examiners and Appeals; and
 - Develops ordinances to amend codes and regulations as needed to respond to market needs and public safety.
- Long Range Planning
 - Creates, updates, coordinates, and implements the Anchorage Comprehensive Plan (Anchorage Bowl, Chugiak/Eagle River/Eklutna, and Girdwood/Turnagain Arm);
 - Prepares and implements district and neighborhood plans, and conducts planning studies;
 - Develops policy guidance and ordinances to amend code as needed to implement plans;

- General Permit Authority: Administers and maintains the agreement with the Corp of Engineers through regular updates of the Anchorage Wetlands Management Plan and issues wetlands permits per COE guidelines;
- Prepares and updates the Land Use Plan Map;
- Assists the public in the development and construction of residential, commercial and industrial projects consistent with the Municipality’s Comprehensive, District and Neighborhood plans;
- Historic Preservation Officer: Administers and maintains National Park Service Certified Local Government Status, which enables the Municipality to qualify for grant funding;
- Provides staff support and expertise to the Anchorage Historic Preservation Commission, and towards historic preservation planning efforts;
- Provides staff support to the Geotechnical Advisory Commission, and the Watershed and Natural Resource Advisory Commission; and
- Applies for grants to further the vision and goals of the Municipality’s land use and functional plans.
- Transportation Planning
 - Supervises and coordinates the AMATS (Anchorage Metropolitan Area Transportation Solutions) Program through a cooperative, coordinated, and comprehensive planning process;
 - Develops and implements a multi-modal transportation system for the Municipality of Anchorage;
 - Maintains eligibility for Federal Assistance for road, transit, trail, port, freight, and air quality improvements;
 - Develops and manages the Unified Planning Work Program (UPWP); and
 - Updates the Transportation Improvement Program (TIP);
 - Monitors, amends, and updates the Metropolitan Transportation Plan (MTP); Non-Motorized Transportation Plan, and
 - Prepares and reviews design and land use plans.

Department Goals that Contribute to Achieving the Mayor’s Mission:



Good Government – Staffing up departments, balancing the budget, and delivering better services.

- Incorporate the necessary tools and training for staff in order to serve the public effectively.
- Examine and track the level of tax subsidy for the processing of zoning and platting cases.
- Develop staff resources to serve as projects managers to assist major housing and economic development projects from concept phase to issuance of certificate of occupancy.
- Provide timely and accurate services for applicants requesting:
 - Land use reviews/determinations;
 - Administrative land use permits; and
 - Zoning and platting services.
- Provide timely, clear, and accurate information about zoning and platting cases to the general public and to the citizens serving on Anchorage’s four land use regulatory boards: Planning and Zoning Commission, Platting Board, Zoning Board of Examiners and Appeals, and Urban Design Commission.



Safe Streets and Trails – Tackling homelessness, staffing up the Anchorage Police Department, and improving public safety for everyone.

- Apply Crime Prevention through Environmental Design guidelines in the review of site and building plans;
- Adopt policies and procedures to minimize the impacts of and response to natural disasters.
- Provide guidance in the design of public and private development projects that fosters crime prevention and minimizes the impacts from natural and man-made disasters.



Building Our Future – Delivering better economic opportunities, more housing, affordable childcare, and a reliable energy future.

- Engage the community in land use planning activities to make decisions about land uses and transportation, as well as public facilities, economic development, housing, and other public issues that are vital to a healthy and livable community.
- Review and make necessary changes to codes, regulations, land use approval, building permit and other processes to reduce barriers to housing and non-residential development.
- Assist health and higher education partners in implementing their campus master plans to ensure continued quality health care and higher education is provided in-state.

Planning Department Summary

	2023 Actuals Unaudited	2024 Revised	2025 Proposed	25 v 24 % Chg
Direct Cost by Division				
PL Planning	3,307,535	3,499,491	3,427,619	(2.05%)
PL Planning Administration	324,167	333,779	367,728	10.17%
Direct Cost Total	3,631,702	3,833,270	3,795,347	(0.99%)
Intragovernmental Charges				
Charges by/to Other Departments	1,693,030	1,857,475	1,942,699	4.59%
Function Cost Total	5,324,732	5,690,745	5,738,046	0.83%
Program Generated Revenue	(1,272,430)	(1,460,223)	(1,343,430)	(8.00%)
Net Cost Total	4,052,302	4,230,522	4,394,616	3.88%
Direct Cost by Category				
Salaries and Benefits	3,033,352	3,346,083	3,514,853	5.04%
Supplies	30,386	14,984	14,984	-
Travel	677	-	-	-
Contractual/Other Services	514,132	462,753	256,060	(44.67%)
Debt Service	-	-	-	-
Equipment, Furnishings	53,154	9,450	9,450	-
Direct Cost Total	3,631,702	3,833,270	3,795,347	(0.99%)
Position Summary as Budgeted				
Full-Time	23	24	25	4.17%
Part-Time	1	1	-	(100.00%)
Position Total	24	25	25	-

Planning Reconciliation from 2024 Revised Budget to 2025 Proposed Budget

	Direct Costs	Positions		
		FT	PT	Seas/T
2024 Revised Budget	3,833,270	24	1	-
2024 One-Time Requirements				
- Reverse ONE-TIME - 2024 Assembly Amendment #52, Line 25, Chugiak, Eagle River comprehensive plan	(200,000)	-	-	-
Changes in Existing Programs/Funding for 2025				
- Salaries and benefits adjustments	162,077	-	-	-
2025 Continuation Level	3,795,347	24	1	-
2025 Proposed Budget Changes				
- None	-	-	-	-
2025 Proposed Budget	3,795,347	24	1	-

Planning
Division Summary
PL Planning

(Fund Center # 190300, 192060, 190200, 190079)

	2023 Actuals Unaudited	2024 Revised	2025 Proposed	25 v 24 % Chg
Direct Cost by Category				
Salaries and Benefits	2,736,137	3,042,038	3,176,859	4.43%
Supplies	24,580	651	651	-
Travel	677	-	-	-
Contractual/Other Services	499,137	453,302	246,609	(45.60%)
Equipment, Furnishings	47,004	3,500	3,500	-
Manageable Direct Cost Total	3,307,535	3,499,491	3,427,619	(2.05%)
Debt Service	-	-	-	-
Depreciation/Amortization	-	-	-	-
Non-Manageable Direct Cost Total	-	-	-	-
Direct Cost Total	3,307,535	3,499,491	3,427,619	-
Intragovernmental Charges				
Charges by/to Other Departments	2,016,063	2,183,254	2,310,427	5.82%
Function Cost Total	5,323,598	5,682,745	5,738,046	0.97%
Program Generated Revenue by Fund				
Fund 101000 - Areawide General	1,271,297	1,460,223	1,343,430	(8.00%)
Program Generated Revenue Total	1,271,297	1,460,223	1,343,430	(8.00%)
Net Cost Total	4,052,302	4,222,522	4,394,616	4.08%
Position Summary as Budgeted				
Full-Time	20	21	22	4.76%
Part-Time	1	1	-	(100.00%)
Position Total	21	22	22	-

**Planning
Division Detail
PL Planning**

(Fund Center # 190300, 192060, 190200, 190079)

	2023 Actuals Unaudited	2024 Revised	2025 Proposed	25 v 24 % Chg
Direct Cost by Category				
Salaries and Benefits	2,736,137	3,042,038	3,176,859	4.43%
Supplies	24,580	651	651	-
Travel	677	-	-	-
Contractual/Other Services	499,137	453,302	246,609	(45.60%)
Equipment, Furnishings	47,004	3,500	3,500	-
Manageable Direct Cost Total	3,307,535	3,499,491	3,427,619	(2.05%)
Debt Service	-	-	-	-
Non-Manageable Direct Cost Total	-	-	-	-
Direct Cost Total	3,307,535	3,499,491	3,427,619	(2.05%)
Intragovernmental Charges				
Charges by/to Other Departments	2,016,063	2,183,254	2,310,427	5.82%
Program Generated Revenue				
404090 - Building Permit Plan Review Fees	580,432	488,928	525,000	7.38%
404170 - Land Use Permits (Not HLB)	134,162	110,870	150,000	35.29%
404180 - Parking & Access Agreement	5,640	7,650	9,000	17.65%
404220 - Miscellaneous Permits	7,785	44,250	15,030	(66.03%)
406030 - Landscape Plan Review Pmt	7,439	5,000	12,000	140.00%
406050 - Platting Fees	220,445	350,765	250,000	(28.73%)
406060 - Zoning Fees	312,888	449,970	380,000	(15.55%)
406110 - Sale Of Publications	275	2,690	2,300	(14.50%)
406580 - Copier Fees	50	100	100	-
408380 - Prior Year Expense Recovery	2,180	-	-	-
Program Generated Revenue Total	1,271,297	1,460,223	1,343,430	(8.00%)
Net Cost				
Direct Cost Total	3,307,535	3,499,491	3,427,619	(2.05%)
Charges by/to Other Departments Total	2,016,063	2,183,254	2,310,427	5.82%
Program Generated Revenue Total	(1,271,297)	(1,460,223)	(1,343,430)	(8.00%)
Net Cost Total	4,052,302	4,222,522	4,394,616	4.08%

Position Detail as Budgeted

	2023 Revised		2024 Revised		2025 Proposed	
	Full Time	Part Time	Full Time	Part Time	Full Time	Part Time
Associate Planner	1	-	1	-	2	-
Engineering Technician IV	1	-	1	-	1	-
Junior Administrative Officer	1	-	1	-	1	-
Manager	3	-	3	-	3	-
Office Associate	1	-	1	-	1	-
Plan Reviewer III	3	-	3	-	3	-
Planning Technician	1	-	1	-	-	-

2025 Proposed General Government Operating Budget

Position Detail as Budgeted

	2023 Revised		2024 Revised		2025 Proposed	
	<u>Full Time</u>	<u>Part Time</u>	<u>Full Time</u>	<u>Part Time</u>	<u>Full Time</u>	<u>Part Time</u>
Principal Office Associate	1	-	1	-	1	-
Senior Planner	7	1	8	1	8	-
Senior Planning Technician	1	-	1	-	2	-
Position Detail as Budgeted Total	20	1	21	1	22	-

Planning
Division Summary
PL Planning Administration
(Fund Center # 190000)

	2023 Actuals Unaudited	2024 Revised	2025 Proposed	25 v 24 % Chg
Direct Cost by Category				
Salaries and Benefits	297,215	304,045	337,994	11.17%
Supplies	5,806	14,333	14,333	-
Travel	-	-	-	-
Contractual/Other Services	14,996	9,451	9,451	-
Equipment, Furnishings	6,151	5,950	5,950	-
Manageable Direct Cost Total	324,167	333,779	367,728	10.17%
Debt Service	-	-	-	-
Depreciation/Amortization	-	-	-	-
Non-Manageable Direct Cost Total	-	-	-	-
Direct Cost Total	324,167	333,779	367,728	-
Intragovernmental Charges				
Charges by/to Other Departments	(323,033)	(325,779)	(367,728)	12.88%
Function Cost Total	1,134	8,000	-	(100.00%)
Program Generated Revenue by Fund				
Fund 101000 - Areawide General	1,134	-	-	-
Program Generated Revenue Total	1,134	-	-	-
Net Cost Total	-	8,000	-	(100.00%)
Position Summary as Budgeted				
Full-Time	3	3	3	-
Position Total	3	3	3	-

Planning
Division Detail
PL Planning Administration
(Fund Center # 190000)

	2023 Actuals Unaudited	2024 Revised	2025 Proposed	25 v 24 % Chg
Direct Cost by Category				
Salaries and Benefits	297,215	304,045	337,994	11.17%
Supplies	5,806	14,333	14,333	-
Travel	-	-	-	-
Contractual/Other Services	14,996	9,451	9,451	-
Equipment, Furnishings	6,151	5,950	5,950	-
Manageable Direct Cost Total	324,167	333,779	367,728	10.17%
Debt Service	-	-	-	-
Non-Manageable Direct Cost Total	-	-	-	-
Direct Cost Total	324,167	333,779	367,728	10.17%
Intragovernmental Charges				
Charges by/to Other Departments	(323,033)	(325,779)	(367,728)	12.88%
Program Generated Revenue				
408380 - Prior Year Expense Recovery	1,134	-	-	-
Program Generated Revenue Total	1,134	-	-	-
Net Cost				
Direct Cost Total	324,167	333,779	367,728	10.17%
Charges by/to Other Departments Total	(323,033)	(325,779)	(367,728)	12.88%
Program Generated Revenue Total	(1,134)	-	-	-
Net Cost Total	-	8,000	-	(100.00%)

Position Detail as Budgeted

	2023 Revised		2024 Revised		2025 Proposed	
	Full Time	Part Time	Full Time	Part Time	Full Time	Part Time
Director, Planning	1	-	1	-	1	-
Junior Administrative Officer	1	-	1	-	1	-
Principal Administrative Officer	1	-	1	-	1	-
Position Detail as Budgeted Total	3	-	3	-	3	-

Planning Operating Grant and Alternative Funded Programs

Program	Fund Center	Award Amount	Expected Expenditures Thru 12/31/2024	Expected Expenditures in 2025	Expected Balance at End of 2025	Personnel			Program Expiration
						FT	PT	T	
American Rescue Plan Act (ARPA) AR2021-360 (State Dir/Fed Pass-Thru Grant) Complete the Midtown Neighborhood plan and the South Addition Neighborhood Plan	190200 9000005	325,000	325,000	-	-	-	-	-	Dec-24
AMATS 2050 MTP (State Dir/Fed Pass-Thru Grant) The MTP will update descriptions of existing conditions; address current and future deficiencies; make recommendations for improvements to roadways, public transportation service, pedestrian and bicycle facilities, and include a financial plan; and will address air quality requirements and MAP-21 planning factors carried forward in the FAST Act.	190200 1000082	983,439	946,827		36,612	-	-	-	Dec-24
Historic Preservation Fund - Local Historic Resources Survey Database (State Dir/Fed Pass-Thru Grant) Create a local historic and cultural resource survey inventory and local landmarks register database for the Municipality of Anchorage. This inventory database will become a new GIS data set that the Municipality of Anchorage will maintain and keep updated as permanent data layer in its GIS system, in support of its historic preservation gram and to facilitate greater consideration of historic resources in municipal decision making processes.	190200 1000104	6,000	3,000	3,000	-	-	-	-	Jun-25
2024/2025 AMATS Program - Anchorage Metropolitan Area Transportation Solutions (AMATS) Program 2020 (State Dir/Fed Pass-Thru Grant) Two year grant for local and regional studies that are required prior to transit and highway design and construction.	190200 1000100	4,269,053	1,708,280	2,000,000	560,773	7.8	-	-	Sep-25
AMATS: Downtown Streets Engineering Study (State Dir/Fed Pass-Thru Grant) This project will implement the Our Downtown Anchorage District Plan through a street engineering study that will address the Plan's transportation & circulation policies. Plan action items include assessing ROW ownership and management in the Downtown district, identify opportunities for complete streets, and include modeling as needed.	190200 1000097	517,160	246,723	270,437	0	-	-	-	Dec-25
Historic Preservation Fund - Govt. Hill Wireless Station Phase II (State Dir/Fed Pass-Thru Grant) The second-phase of Historic Structure Report (HSR) is essential to support continued, time-sensitive efforts to rehabilitate this historic property as recommended in the first-phase HSR which assessed that the building is in an advanced stage of deterioration and needs stabilization soon.	190200 1000106	30,000	660	14,670	14,670	-	-	-	Sep-26
Historic Preservation Fund - Russian Orthodox Sacred Sites in Alaska, Inc (ROSSIA) (State Dir/Fed Pass-Thru Grant) Restoration of the Old Saint Nicholas Russian Orthodox Church (Eklutna Chapel - National Register of Historic Places)	190200 1000108	49,500	1,089	24,206	24,206	-	-	-	Sep-26

Planning Operating Grant and Alternative Funded Programs

Program	Fund Center	Award Amount	Expected Expenditures Thru 12/31/2024	Expected Expenditures in 2025	Expected Balance at End of 2025	Personnel			Program Expiration
						FT	PT	T	
AMATS: Climate Action Plan (State Dir/Fed Pass-Thru Grant) This project will build on the Anchorage Climate Action Plan (adopted May 2019) by developing a climate action plan for the AMATS planning area. This data-based product will inventory current and past Anchorage/Chugiak-Eagle River transportation system greenhouse gas (GHG) emissions (including carbon) in order to quantitatively evaluate strategies and actions to reduce future GHG emissions, including carbon reduction strategies, related to transportation. This project will focus on equity and include a strategic implementation plan.	190200 1000101	382,496	8,412	374,084	0	-	-	-	Dec-26
AMATS: Regional Household Travel Survey (State Dir/Fed Pass-Thru Grant) This project will conduct a Regional Household Travel Survey to gather information on travel behaviors and patterns of the households in the region. This work will develop, test, and implement a household travel survey to gather information on travel behaviors and patterns of the households in the region. The data collected from this effort will be used to update and recalibrate the regional travel demand model and other technical tools, and support transportation planning requirements and activities.	190200 1000094	564,175	12,311	275,932	275,932	-	-	-	Dec-26
AMATS Non-Motorized Facility Maintenance Equipment (State Dir/Fed Pass-Thru Grant) This project will purchase maintenance equipment that will be used to plow and sweep non-motorized facilities during the winter and summer months within the AMATS area.	190200 1000092	2,350,729	945,469	702,630	702,630	-	-	-	Dec-26
AMATS: Recreational Trails Plan Update (State Dir/Fed Pass-Thru Grant) This project will provide a comprehensive update of all recreational trails within the AMATS area. This update will include primary and secondary linkages to established multi-use pathways, as well as, recreational facilities such as single track bicycle trails, hiking networks, and bicycle parks within the planning area. This plan will also study trail expansion opportunities and strengthening the connections between recreational trail development and fostering economic growth within the AMATS area.	190200 1000093	382,496	77,160	152,668	152,668	-	-	-	Dec-26
Brownfield FY23 Coalition EPA Grant (Fed Pass-Thru Grant) MOA will inventory, characterize, assess, and conduct cleanup planning and community involvement for brownfield sites in the Anchorage area. Coalition partners are strengthening the local economy by redeveloping brownfield properties in and around 5 high priority revitalization areas: East Downtown/Fairview/Ship Creek, Downtown Core, Midtown/Spennard, Mountain View, and Chugiak/Eagle River. Brownfields are real property, the expansion, development or reuse of which may be complicated by the presence or potential presence of a hazardous substance, pollutant, or contaminant.	190200 1000091	1,000,000	22,000	326,000	652,000	-	-	-	Sep-27
CDBG-DR Updating Neighborhood & Targeted Plans (State Dir/Fed Pass-Thru Grant) Integrate the MOA Hazard Mitigation Plan into MOA Comprehensive Land Use 26 Plans, and complete a Seismic Zone Hazards Analysis and Building Code Update, update various neighborhood plans, completing a buildable land study, update GIS data for buildable lands, and update the housing forecast study. All plans and studies are required to demonstrate connections to the 2018 Earthquake and 30 provide provisions for HUD "designated census tracts deemed most impacted and 31 distressed."	190200 1000090	1,400,000	70,000	443,333	886,667	-	-	-	Oct-27

Planning Operating Grant and Alternative Funded Programs

Program	Fund Center	Award Amount	Expected Expenditures Thru 12/31/2024	Expected Expenditures in 2025	Expected Balance at End of 2025	Personnel			Program Expiration
						FT	PT	T	
AMATS: Complete Streets Plan (State Dir/Fed Pass-Thru Grant) This plan will build on the AMATS Complete Streets policy to provide planning guidance for street types, sidewalks, roadways, intersections, curbsides, and ADA accessibility as well as plan implementation. This plan will also develop multi-modal street typologies for the AMATS area a corresponding street typology map. These typologies may include recommendations for development review, streetscape design, traffic signal upgrades, recommended road reclassifications, and bicycle and pedestrian facilities design.	190200 1000099	382,496	35,280	115,739	231,478	-	-	-	Dec-27
Total Grant and Alternative Operating Funding for Department		12,642,544	4,402,211	4,702,699	3,537,635	8	-	-	
Total General Government Operating Direct Cost for Department				3,795,347		24	1	-	
Total Operating Budget for Department				8,498,046		32	1	-	

Planning Department

Anchorage: Performance. Value. Results.

Mission

The Planning Department provides professional, technical, and analytical expertise that assists the community in identifying goals, policies and objectives governing growth and future development within the Municipality of Anchorage. It guides the development of a livable northern community, facilitating development in accordance with Anchorage's zoning and subdivision regulations and preparing long-range land use plans based on the community's goals and aspirations, economic assets and opportunities, and environmental attributes.

Core Services

- Produces area-wide, regional, and neighborhood plans that meet community expectations for our winter city community. This includes Assembly-adopted comprehensive and sub-area plans for Chugiak-Eagle River, Anchorage Bowl, Girdwood, and Turnagain Arm.
- Provides planning for long-term multi-modal transportation needs.
- Ensures new developments adhere to adopted plans and land use code.
- Provides a public process for property owners to seek exceptions to (variances, grandfather rights, rezoning's, etc.), or accommodation under (conditional uses, plat notes etc.) Anchorage's zoning or platting regulations.

Planning Department

Current Planning Division

Anchorage: Performance. Value. Results.

Mission

Facilitate land use development in accordance with Anchorage's zoning and subdivision regulations.

Core Services

- Respond to public inquiries regarding land use development regulations and how regulations apply to given situations.
- Provide public processes for property owners to seek exceptions to (variances, grandfather rights, rezoning's, etc.), or accommodation under (conditional uses, plat notes, etc.) Anchorage's zoning or platting regulations.

Accomplishment Goals

- Provide timely, clear, and accurate information about zoning and platting cases to the general public and to the citizens serving on Anchorage's four land use regulatory boards: Planning and Zoning Commission, Platting Board, Zoning Board of Examiners and Appeals, and Urban Design Commission.
- Examine and track the level of tax subsidy for the processing of zoning and platting cases.
- Develop staff resources to serve as projects managers to assist major housing and economic development projects from concept phase to issuance of certificate of occupancy.
- Assist health and higher education partners in implementing campus master plans to ensure continued quality health care and higher education is provided in-state.
- Provide timely and accurate services for applicants requesting:
 - Land use reviews/determinations;
 - Administrative land use permits;
 - Zoning and platting services; and
 - Zoning Review for all land use and building permits.
- Safety: Provide guidance in the design of public and private development projects that foster crime prevention and minimizes the impacts from natural and man-made disasters.
 - Apply Crime Prevention through Environmental Design guidelines in the review of site and building plans;
 - Adopt policies and procedures to minimize the impacts of and response to natural disasters.
- Engage the community in land use planning activities to make decisions about land uses and transportation, as well as public facilities, economic development, housing, and other public issues that are vital to a healthy and livable community.
- Review and make necessary changes to codes, regulations, land use approval, building permit and other processes to reduce barriers to housing and non-residential development.
- Incorporate the necessary tools and training for staff in order to serve the public effectively.

Performance Measures

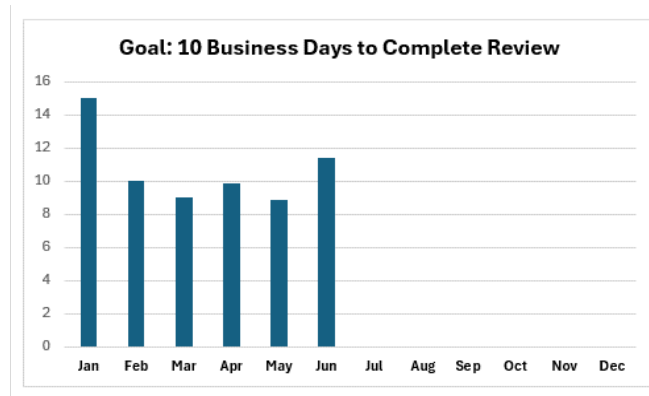
Progress in achieving goals shall be measured by:

Measure #1: Average number of business days to complete initial reviews of land use determinations. Goal: 10 business days (Land Use Review)

2023	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Average # of Days to Complete	15	10	9	9.89	8.87	11.45						
Total # Completed	11	4	11	12	23	11						
# of Staff	1.5	1.5	1.5	1.5	1.5	1.25						

NOTE:

- Short staffed and new staff in January/February created longer review times.

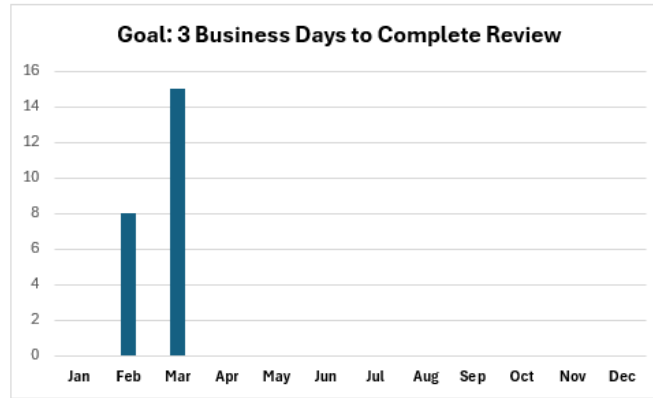


Measure #2: Average number of days to complete initial reviews of administrative land use permits. Goal: 3 business days (Land Use Review)

2023	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Average # of Days	0	8	15	0	0	0						
Total # Completed	6	6	5	4	15	15						
# of Staff	.25	.25	.25	.25	.75	.75						

NOTE:

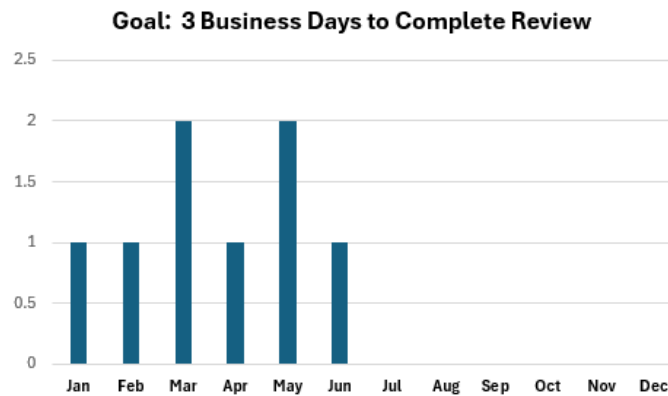
- Training new employees in February on Admin permit reviews resulted in longer review times.
- Waiting on information from applicant for permit A241023 resulted in longer average turnaround time in March.



Measure #3: Average number of business days to complete initial reviews of Residential Permits. Goal: 3 business days (Zoning Plan Review)

2024	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Average # of Days to Complete	1	1	2	1	2	1						
Total # Completed	35	34	83	89	86	84						
# of Staff	1.67	1.89	1.90	1.7	1.5	1.83						

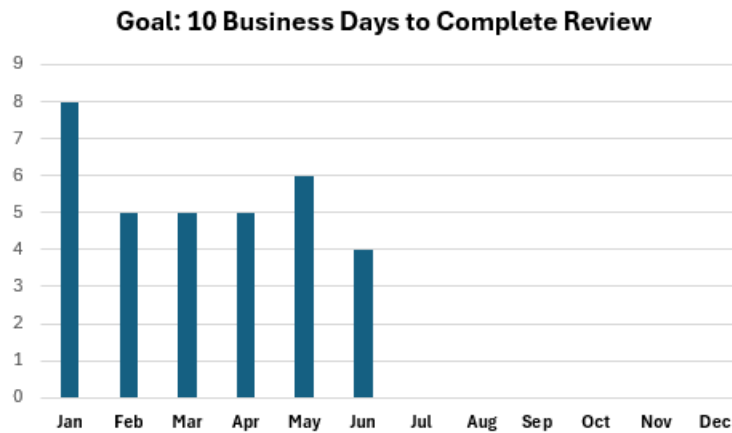
NOTE:
Holidays during the work week are calculated as workdays in the average # of days to complete a review.



Measure #4: Average number of days to complete initial reviews of Commercial Permits. Goal: 10 business days (Zoning Plan Review)

2024	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Average # of Days	8	5	5	5	6	4						
Total # Completed	62	84	68	98	122	63						
# of Staff	1.67	1.89	1.90	1.7	1.5	1.83						

NOTE:
Holidays during the work week are calculated as workdays in the average # of days to complete a review.



PVR Measure WC: Managing Workers' Compensation Claims

Reducing job-related injuries is a priority for the Administration by ensuring safe work conditions and safe practices. By instilling safe work practices, we ensure not only the safety of our employees but reduce the potential for injuries and property damage to the public. The Municipality is self-insured and every injury poses a financial burden on the public and the injured worker's family. It just makes good sense to WORK SAFE.

Results are tracked by monitoring monthly reports issued by the Risk Management Division.

