

PLANNING AND PERMITTING
FUND NO. 017
ACCOUNT NO. 0804

DESCRIPTION

The Planning and Permitting Division of the City's Development Services Department is primarily responsible for developing and maintaining the City's General Plan as required by State law; developing specific plans, master plans, and special studies as needed; and participating in regional transportation and land use plans. In addition, the division provides customer assistance, one-stop permit processing, development review, review of improvement plans, zoning and subdivision code enforcement, and special projects.

MISSION

The Planning and Permitting Division assists the community as it grows in meeting its long-range land use, circulation, and public facilities needs, and maintaining its quality of life. In doing this, the division provides a professional level of development services support to the general public, applicants, City departments, Design Review Commission, Planning Commission and the City Council.

GOALS

- ◇ Update the General Plan and associated documents, which are used by citizens, local officials and agencies as the primary policy framework for City growth and development
- ◇ Implement the General Plan Housing Element update, which addresses UCM impacts and affordable housing needs
- ◇ Implement the South Merced Strategic Plan and complete Specific Plans including a funding strategy
- ◇ Process development applications with a commitment to efficiency, problem solving, and balancing of competing interests. Manage City's development review process

OBJECTIVES

***PERFORMANCE
MEASUREMENTS/INDICATORS***

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| 1. Participate in regional transportation studies and improvements, including Mission Interchange, Campus Parkway EIR and route selection, existing Hwy 59, and financing mechanisms. | Coordinate with MCAG, County, Caltrans, and other entities for project consistency with General Plan and Public Facilities Financing Plan. |
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2. Participate in joint planning process with Merced County, UC, and property owners for the intervening area between the Merced SUDP and UC/University Community. Assist with evaluation of options for provision of utilities and contract services for County/University Community.
- 3, Update City General Plan and EIR to incorporate relevant outcomes of UC related studies, City master plans, housing element update, and to address other significant changes. Review of growth policies
4. Implement Strategic Plan, including completion of Specific Plan for South Merced.
5. Provide support to city programs:
 - ✓ CEQA compliance for North Merced Sewer Master Plan, Wastewater Treatment Plant expansion, and smaller public works projects.
 - ✓ Community Facilities Districts
 - ✓ Capital Improvement Programming (5-year period) and Public Facility Financing Plan (20 year period), including priorities for use of impact fees.

PERFORMANCE MEASUREMENTS/INDICATORS

Initiation of process following County adoption of University Community Plan. Periodically update with study sessions on issues, policies, and status. Results are incorporated in General Plan update.

Work Program by Winter 2005. Completion in FY 05-06.

Complete Specific Plan by June-July 2005. Meet with Department Heads on strategy for Strategic Plan recommendations.

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PERFORMANCE MEASUREMENTS/INDICATORS

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| 6. Implementation of new Housing Element. Address issue of affordable housing issues and sites | Complete Follow-up Actions as outlined in Housing Element, including amendments to Zoning Ordinance, 2 nd Unit Ordinance, and establishment of a Citizen Task Force to study inclusionary zoning by June 2005. |
| 7. Maintain excellent customer service delivery in Permitting | Contact applicants to gather feedback. Ongoing staff training program. Three training workshops per year for Planning Commission and Design Review Commission. |
| 8. Continue monitoring the flow of application processing to ensure maximum efficiency. | Consistent applicant and key managers/departments head participation in Development Review meetings for early identification of issues and improved communication. Mitigation Measures for development impacts. |

2004-2005 BUDGET HIGHLIGHTS

A new Assistant Planner position was approved in 2003-04 to handle customer inquiries and process permits and development applications.

An increase in 2004-05 Professional Services is proposed for consultant assistance with General Plan update in response to UC related work including University Community, South Merced Specific Plan, and initial study/mitigated negative declaration for North Merced Collection System Master Plan.