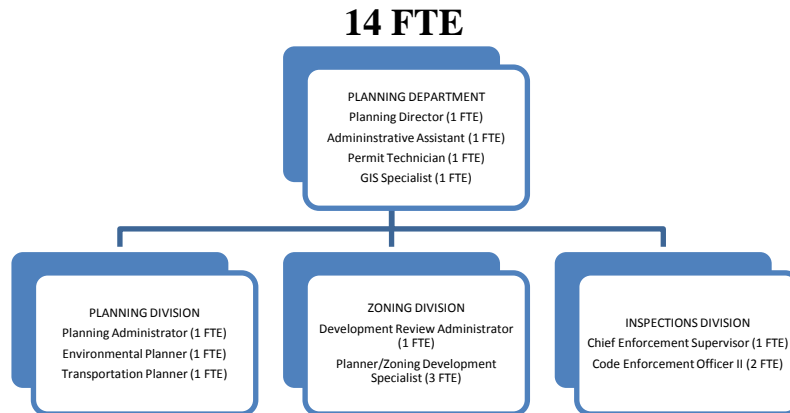


# PLANNING DEPARTMENT

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## PURPOSE

The Planning Department's mission is to help the Town define and carry out its vision for sustaining existing and future populations. The department monitors the availability and use of resources needed to maintain a balance desired by the community as a whole. The department fulfills this mission by offering professional planning, zoning, building code, and engineering and geographic information services to residents, property owners, and businesses.

## GOALS

- To deliver excellent service in a timely and responsive manner, ensuring effective and efficient use of financial, human and physical resources, innovative and engaging support for community initiatives, and clear and successful communication strategies.
- To emphasize the protection of existing neighborhoods, development that is compact, energy-considerate and ecologically appropriate, therefore promoting trust, mutual respect, acceptance, happiness, and well-being.
- To coordinate development of a well- balanced public infrastructure, including green infrastructure which improves walkability and access to transit.
- To evaluate and support commercial/ office/business/residential mixed use developments in new or redeveloping areas in support of strategic priorities to diversify revenue streams and maintain ethnic and economic diversity.

## SERVICES PROVIDED & ACTIVITIES

- Development Review and Permitting
- Minimum Housing Code Enforcement
- Building Inspections and Code Enforcement
- Intergovernmental Relations
- Geographic Information Services
- Land Use Planning
- Transportation Planning – bikeways, greenways, sidewalks, streets
- Environmental Planning
- Engineering Review Services
- Storm Water, Floodplain, and Watershed Management

- Energy Planning and climate protection/resiliency
- Staff Support for Advisory Boards

### **PREVIOUS YEAR ACCOMPLISHMENTS**

- Completion of Wilson Park Multi-use Path (Bolin Creek, Phase 1A) planning, design, and construction.
- Closeout of the \$311,000 energy efficiency retrofit grant that produced improvements in 113 pre-existing single-family and multifamily units and provided 5 small commercial loans for projects in 3 separate commercial buildings, surpassing the goal of 100 residential units and 4 commercial loans. Energy and cost savings are estimated to be 21 percent or more, which converts to almost \$40,000 a year at current utility rates.
- Certificates of Occupancy for 73 new residential units valued at \$14.1 M; 17,600 square feet of renovated and 21,000 square feet of new commercial space valued at \$2.8 M and \$3.2 M, respectively.
- Initiation of corporate strategic energy planning initiative.
- Reconfiguration of GIS data to AROnline; launching of GIS web applications for small screen users.

### **UPCOMING FISCAL YEAR OBJECTIVES**

- Complete a Parking Management planning process.
- Complete construction planning and support for construction administration of Bolin Creek Phase 1B and Morgan Creek greenways.
- Initiate preliminary design process for sidewalk on South Greensboro Street.
- Coordinate sustainability action planning effort; maintain engagement with local governments in the region and statewide on energy efficiency initiatives, including planning for ongoing sustainability of local efforts (e.g. residential and commercial retrofits, LED street lights)
- Update and streamline permit application processes, maximizing use of technology.

### **BOARD PRIORITIES**

Diversify revenue stream.

Enhance and sustain quality of life/place issues for everyone.

Protect historic neighborhoods and maintain Carrboro's unique identity.

### **OBJECTIVES**

1. Evaluate and schedule completion of Comprehensive LUO review/update.
2. Evaluate need for strategic or comprehensive planning/update.

**PERFORMANCE MEASURES**

	<b>FY2011-12 ACTUAL</b>	<b>FY2012-13 ACTUAL</b>	<b>FY2013-14 ESTIMATED</b>	<b>FY2014-15 PROJECTED</b>
# of LUO Amendments	5	6	12	5
# of Conditional Use Permits	3	3	1	1
# of Special Use Permits	2	0	1	1
# of Zoning Permits	86	89	90	90
# of Bldg Permits for New Residential Units in Town	92	55	50	60
Estimated Building Permit Construction Value for New Residential in Town	\$14.5 M	\$11.2 M	\$10.9 M	\$10 M
Estimated Building Permit Value for New Commercial in Town	\$15.6 M	\$4 M	\$ 4.5 M	\$6.9 M
# of Cos Issued for New Residential Units in Town	79	56	53	50
Inspections per day per Inspector FTE	8.7	10.1	9.4	10

**BUDGET SUMMARY  
PLANNING - DEPARTMENTAL TOTAL**

	<b>2012-13 ACTUAL</b>	<b>2013-14 ADOPTED BUDGET</b>	<b>2014-15 ADOPTED BUDGET</b>	<b>CHANGE</b>
<b>SUMMARY</b>				
PERSONNEL	967,485	1,054,246	1,079,437	2%
OPERATIONS	121,320	207,658	248,133	19%
CAPITAL OUTLAY	-	-	-	0%
<b>TOTAL</b>	<b>1,088,804</b>	<b>1,261,904</b>	<b>1,327,570</b>	<b>5%</b>

**CHANGES IN BUDGET FROM PRIOR YEAR ADOPTED BUDGET**

The change in personnel reflects an increase in salary. Operations increased with additional engineering services and parking plan study cost.

**Planning Department *Division Level Summaries***

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**PLANNING SUPERVISION**

**540**

	<b>2012-13 ACTUAL</b>	<b>2013-14 ADOPTED BUDGET</b>	<b>2014-15 ADOPTED BUDGET</b>	<b>CHANGE</b>
<b>SUMMARY</b>				
PERSONNEL	454,214	463,498	474,832	2%
OPERATIONS	100,015	175,734	215,247	22%
CAPITAL OUTLAY	-	-	-	0%
<b>TOTAL</b>	<b>554,228</b>	<b>639,232</b>	<b>690,079</b>	<b>8%</b>

**CHANGES IN BUDGET FROM PRIOR YEAR ADOPTED BUDGET**

The change in personnel reflects an increase in salary. Operations increased due to additional engineering services and parking plan study cost.

**PLANNING ZONING**  
**541**

<b>2012-13 ACTUAL</b>	<b>2013-14 ADOPTED BUDGET</b>	<b>2014-15 ADOPTED BUDGET</b>	<b>CHANGE</b>
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**SUMMARY**

PERSONNEL	257,285	334,503	342,276	2%
OPERATIONS	10,715	13,968	14,049	1%
CAPITAL OUTLAY	-	-	-	0%
<b>TOTAL</b>	<b>268,000</b>	<b>348,471</b>	<b>356,325</b>	<b>2%</b>

**CHANGES IN BUDGET FROM PRIOR YEAR ADOPTED BUDGET**

The change in personnel reflects an increase in salary.

**PLANNING INSPECTIONS**  
**542**

<b>2012-13 ACTUAL</b>	<b>2013-14 ADOPTED BUDGET</b>	<b>2014-15 ADOPTED BUDGET</b>	<b>CHANGE</b>
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**SUMMARY**

PERSONNEL	255,985	256,245	262,329	2%
OPERATIONS	10,590	17,956	18,837	5%
CAPITAL OUTLAY	-	-	-	0%
<b>TOTAL</b>	<b>266,575</b>	<b>274,201</b>	<b>281,166</b>	<b>3%</b>

**CHANGES IN BUDGET FROM PRIOR YEAR ADOPTED BUDGET**

The change in personnel reflects an increase in salary.