

**ECONOMIC
DEVELOPMENT AND
PLANNING**

**ECONOMIC DEVELOPMENT
AND PLANNING**

Municipal Manager

**Economic Development
and Planning
Administration
1506**

**Economic
Development
1510**

**Administrative
Services
1511**

**Technical
Services
1513**

**Comprehensive
Planning
1530**

**Administration
1531**

**Land Use Planning
1532**

**Transportation
Planning
1533**

**Zoning and
Platting
1540**

**Zoning and
Platting
1541**

DEPARTMENT SUMMARY

DEPARTMENT

ECONOMIC DEVELOPMENT AND PLANNING

MISSION

To provide direction, coordination and support to government and the private sector in the use and management of municipal land, natural resources and systems. Through short and long-range planning, assist community activities and decisionmaking affecting economic development, transportation and the environment.

MAJOR PROGRAMMING HIGHLIGHTS

- Design, coordinate and implement municipal economic development programs and policies to increase tax and employment base.
- Coordinate activities of the Planning and Zoning Commission, Platting Board, Zoning Board of Examiners and Appeals, Urban Design Commission, Geotechnical Advisory Commission, AMATS Committees, Mayor's Economic Development Strategy Council and other ad hoc committees and task forces.
- Provide planning services to assure the steady flow of federal highway funds into development of municipal transportation systems.
- Conduct surveys and gather business information for use in transportation and economic development projects and strategies.
- Respond to thousands of requests for economic, demographic, land use, transportation, zoning and platting information, maps and publications; make annual population estimates; produce quarterly economic indicator reports.
- Process rezoning and conditional use applications, platting applications, and zoning variances.
- Initiate revisions to long-range plans such as the Anchorage Bowl Comprehensive Plan and the Eagle River Comprehensive Plan, and complete revisions to other plans as needed.
- Utilize the department's Geographic Information System to produce maps and do land use, environmental, zoning and platting, and economic development research and analysis.

RESOURCES

	1988	1989
Direct Costs	\$ 2,395,870	\$ 1,877,610
Program Revenues	\$ 132,000	\$ 132,000
Personnel	19FT 18PT	12FT 18PT
Grant Budget	\$ 1,388,920	\$ 1,244,922
Grant Positions	7.25FT	3FT 3PT

1989 RESOURCE PLAN

DEPARTMENT: ECONOMIC DEV & PLANNING

DIVISION	FINANCIAL SUMMARY		PERSONNEL SUMMARY							
	1988 REVISED	1989 BUDGET	1988 REVISED		1989 BUDGET					
			FT	PT	T	TOTAL	FT	PT	T	TOTAL
ADMINISTRATION	129,780	189,630	2			2	3			3
ECONOMIC DEVELOPMENT	698,220	621,280	6	5		11	2	8		10
COMMUNITY DEVELOPMENT	63,450			1		1				
COMPREHENSIVE PLANNING	698,610	434,120	4	8		12	3	5		8
ZONING AND PLATTING	687,140	514,930	7	4		11	4	5		9
OPERATING COST	2,277,200	1,759,960	19	18		37	12	18		30
ADD DEBT SERVICE	118,670	117,650								
DIRECT ORGANIZATION COST	2,395,870	1,877,610								
ADD INTRAGOVERNMENTAL CHARGES CHARGES FROM OTHERS	3,088,270	2,085,600								
TOTAL DEPARTMENT COST	5,484,140	3,963,210								
LESS INTRAGOVERNMENTAL CHARGES TO OTHERS	2,032,450	935,660								
FUNCTION COST	3,451,690	3,027,550								
LESS PROGRAM REVENUES	132,000	132,000								
NET PROGRAM COST	3,319,690	2,895,550								

1989 RESOURCES BY CATEGORY OF EXPENSE

DIVISION	PERSONAL SERVICES	SUPPLIES	OTHER SERVICES	CAPITAL OUTLAY	TOTAL DIRECT COST
ADMINISTRATION	174,550		18,200		192,750
ECONOMIC DEVELOPMENT	504,310	24,600	100,470		629,380
COMPREHENSIVE PLANNING	440,410	2,060	9,390	620	452,480
ZONING AND PLATTING	499,340		17,900	480	517,720
DEPT. TOTAL WITHOUT DEBT SERVICE	1,618,610	26,660	145,960	1,100	1,792,330
LESS VACANCY FACTOR	32,370				32,370
ADD DEBT SERVICE					117,650
TOTAL DIRECT ORGANIZATION COST	1,586,240	26,660	145,960	1,100	1,877,610

RECONCILIATION FROM 1988 REVISED TO 1989 BUDGET
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DEPARTMENT: ECONOMIC DEVELOPMENT AND PLANNING

	DIRECT COSTS	POSITIONS		
		FT	PT	T
1988 REVISED BUDGET:	\$ 2,395,870	19FT	18PT	
Amount Required to Continue Existing Programs in 1989:	(76,080)			
REDUCTIONS TO EXISTING PROGRAMS:				
- Zoning staff	(57,350)		(1PT)	
- Cartographic staff	(39,280)	(1FT)		
- Transportation Planning staff	(58,660)		(1PT)	
- Economic Development staff	(62,210)		(1PT)	
- Park and General Planning staff	(159,220)		(3PT)	
- Administrative staff	(74,920)	(1FT)	(1PT)	
- Minutes for Boards	(18,000)			
- Board and Commission stipend	(28,900)			
EXPANSIONS IN EXISTING PROGRAMS:				
- Economic Development staff	127,350	2FT		
NEW PROGRAMS:				
None				
MISCELLANEOUS INCREASES (DECREASES):				
- Non-represented staff placed on part time	(66,490)	(7FT)	7PT	
- Supplies	(5,250)			
- Other services	7,700			
- Debt service	(1,020)			
- Capital outlay	(5,930)			
1989 BUDGET	\$ 1,877,610	12FT	18PT	

1989 P R O G R A M P L A N

DEPARTMENT: ECONOMIC DEV & PLANNING DIVISION: ADMINISTRATION
 PROGRAM: Department Administration

PURPOSE:

Provide overall department direction and support to Assembly, boards and commissions.

1988 PERFORMANCES:

- Provide direction and support in the planning and implementation of departmental economic programs.
- Liaison to Mayor's Office, Assembly, Planning Commission and other boards and commissions.

1989 OBJECTIVES:

- Continue to provide direction and support in planning and implementation of the department land use and economic development programs.
- Continue to be liaison to Mayor, Assembly, Planning Commission and other boards and commissions supported by the department.

RESOURCES:

	1987 REVISED			1988 REVISED			1989 BUDGET		
	FT	PT	T	FT	PT	T	FT	PT	T
PERSONNEL:	2	0	0	2	0	0	3	0	0
PERSONAL SERVICES	\$	125,150		\$	127,470		\$	171,430	
SUPPLIES		1,420			1,400			0	
OTHER SERVICES		8,180			910			18,200	
TOTAL DIRECT COST:	\$	134,750		\$	129,780		\$	189,630	

22 SERVICE LEVELS ARE FUNDED FOR THE DEPARTMENT. THIS PROGRAM HAS LEVELS:
 7, 13, 20

1989 P R O G R A M P L A N

DEPARTMENT: ECONOMIC DEV & PLANNING DIVISION: ECONOMIC DEVELOPMENT
PROGRAM: Economic Development & Analysis

PURPOSE:

Provide demographic and economic data and analysis to support department planning efforts. Support public and private economic development efforts. Respond to requests for demographic and economic information. Provide report production, payroll & accounting services for the department.

1988 PERFORMANCES:

- Conduct major population, housing and economic survey and publish results. Make 1988 population estimates.
- Submit Overall Economic Development Plan to EDA which will make Anchorage eligible to receive EDA public works funds.
- Administer an EDA 302 planning grant.
- Prepare population estimates and options for Assembly reapportionment.
- Initiate a Residential Housing Foreclosure Analysis.
- Administer the U.S. Dept. of Housing & Urban Development Community Development Block Grant Program.
- Prepare economic analysis for Eagle River Comprehensive Plan.
- Provide staff support to Mayor's Economic Strategy Council & Task Forces.
- Provide word processing and payroll clerk services for the department.
- Support public and private economic development efforts.
- Respond to public requests for demographic and economic information.
- Provide financial administrative support for the department.

1989 OBJECTIVES:

- Support public and private economic development efforts.
- Respond to requests for demographic and economic information.
- Provide staff support for the Mayor's Economic Strategy Council and task forces.
- Provide economic analysis for municipal-wide projects.
- Make 1989 population estimates.
- Conduct a survey of major employers.
- Provide financial administrative and payroll clerk services for the department.
- Provide desk top publishing services for the department.
- Provide staff training in Office Automation, Displaywrite, CPT word processing and desk top publishing.
- Implement Overall Economic Development Plan.
- Begin publication of Anchorage Economic Trends.
- Provide administrative and supervisory support for EDA and CDBG Grants.
- Continue residential foreclosures analysis.

1989 P R O G R A M P L A N

DEPARTMENT: ECONOMIC DEV & PLANNING DIVISION: ECONOMIC DEVELOPMENT
 PROGRAM: Economic Development & Analysis
 RESOURCES:

	1987 REVISED			1988 REVISED			1989 BUDGET		
	FT	PT	T	FT	PT	T	FT	PT	T
PERSONNEL:	8	1	0	3	2	0	2	4	0
PERSONAL SERVICES	\$	386,030		\$	211,940		\$	299,380	
SUPPLIES		5,760			4,190			14,100	
OTHER SERVICES		9,600			7,660			34,550	
CAPITAL OUTLAY		1,120			870			0	
TOTAL DIRECT COST:	\$	402,510		\$	224,660		\$	348,030	
PROGRAM REVENUES:	\$	0		\$	0		\$	58,500	

PERFORMANCE MEASURES:

- Department payroll, finance, and budget actions.		2,710		2,190		600
- Sales of population and housing reports.		4,100		1,600		1,000
- Sales of Anchorage Economic Trend report.		0		0		10,000
- Demographic, housing and economic information requests.		8,125		7,100		4,250
- Major reports & studies produced.		96		24		8
- Miscellaneous reports sold.		1,750		1,400		1,100
- Office Automation/Displaywrite training sessions held for staff.		15		26		36
- Pages of reports produced using desk top publishing.		0		300		2,000
- Percent of word processing documents completed on time.		96		95		0

22 SERVICE LEVELS ARE FUNDED FOR THE DEPARTMENT. THIS PROGRAM HAS LEVELS:
 4, 9, 10, 17, 19

1989 P R O G R A M P L A N

DEPARTMENT: ECONOMIC DEV & PLANNING DIVISION: ECONOMIC DEVELOPMENT
PROGRAM: Technical Services

PURPOSE:

To provide technical mapping & cartographic services to the Department of Economic Development & Planning & other municipal departments. Prepare and update official zoning maps & service area maps. Prepare aerial photo maps. Maintain GIS data base. Sell maps and provide map information to public.

1988 PERFORMANCES:

- Prepare all mandated zoning and platting case graphics.
- Prepare GIS analysis and computer/cartographic mapping support for the Eagle River Comprehensive Plan revisions, Noise Impact Study, Seismic Study and Residential Foreclosure Analysis.
- Maintain GIS zoning, land use, environmental, property and area boundary data bases for Anchorage Bowl, Eagle River and Turnagain Arm.
- Maintain and update official zoning maps and service area maps.
- Administer aerial photo mapping program; produce new aerial maps for selected areas.
- Provide cartographic and limited GIS analysis/mapping services to other municipal departments.
- Respond to public requests for maps and related information.

1989 OBJECTIVES:

- Verify all mandated zoning/platting case graphics.
- Maintain/update official zoning maps and service area maps.
- Administer aerial photo mapping program.
- Provide GIS analysis and computer/manual cartographic support for the Eagle River and Anchorage Bowl Comprehensive Land Use Plans, Noise Impact Study, Seismic Study and Residential Foreclosure Analysis and other major plans and studies.
- Maintain/update GIS parcel, land use, environmental, area boundary data for the Anchorage Bowl, Eagle River and Turnagain Arm.
- Provide manual cartographic and limited computer analysis/mapping services to other municipal agencies.
- Respond to phone, walk-in and mail requests for maps and map information from the public.
- Provide on-going GIS training to Property Appraisal staff.

1989 PROGRAM PLAN

DEPARTMENT: ECONOMIC DEV & PLANNING DIVISION: ECONOMIC DEVELOPMENT
 PROGRAM: Technical Services
 RESOURCES:

	1987 REVISED			1988 REVISED			1989 BUDGET		
	FT	PT	T	FT	PT	T	FT	PT	T
PERSONNEL:	7	1	0	3	4	0	0	4	0
PERSONAL SERVICES	\$	361,190		\$	433,940		\$	196,830	
SUPPLIES		25,620			23,460			10,500	
OTHER SERVICES		77,450			78,030			65,920	
DEBT SERVICE		123,600			118,670			117,650	
CAPITAL OUTLAY		2,450			1,580			0	
TOTAL DIRECT COST:	\$	590,310		\$	655,680		\$	390,900	
PROGRAM REVENUES:	\$	14,000		\$	12,000		\$	17,000	
PERFORMANCE MEASURES:									
- Respond to map information requests.		3,700			2,500			1,500	
- New maps & updated maps produced by manual cartographics.		4,100			2,050			700	
- New maps & updated maps produced by GIS computer.		2,760			1,800			800	
- Copies of maps produced for sale or Municipal use.		22,730			15,400			10,200	

22 SERVICE LEVELS ARE FUNDED FOR THE DEPARTMENT. THIS PROGRAM HAS LEVELS:
 3, 12, 15, 22

1989 PROGRAM PLAN

DEPARTMENT: ECONOMIC DEV & PLANNING DIVISION: COMPREHENSIVE PLANNING
PROGRAM: Comprehensive Planning

PURPOSE:

To provide mid- and long-range planning for land use, environmental, and transportation functions; administer private/public project and developmental reviews; prepare amendments to Title 21; conduct areawide rezonings; administer the AMATS process; support the Heritage Land Bank.

1988 PERFORMANCES:

- Reevaluate zoning and related development restrictions on municipal land and complete the revision of parking, loading, and easement standards.
- Continue revision of Eagle River Comprehensive Plan, and complete preparation of Seismic Safety Plan, Utility Corridor Plan, Ship Creek Greenbelt Plan, Southwest Anchorage Study, and Utility Implementation Plan.
- Complete review of downtown design standards, as part of the zoning bonus point system, and complete the resource inventory of the Wetlands Plan.
- Revise and approve the AMATS planning and programming documents required to maintain certification for highway and transit funding.
- Initiate the revision of the Long Range Transportation Plan and provide modeling support for the Reasonable Further Progress Report (air quality) required to maintain air quality certification.
- Administer development reviews for site plans, landscaping, geotechnical hazard areas, refuse screening, and public facilities.

1989 OBJECTIVES:

- Reevaluate zoning and related development restrictions on municipal land and provide planning support to the Heritage Land Bank.
- Complete revision of the Eagle River Comprehensive Plan, Long Range Transportation Plan, and Wetlands Management Plan.
- Start revision of Anchorage Comprehensive Plan, Coastal Zone Management Plan, and complete transportation studies of west and east-central Anch.
- Initiate and complete areawide rezonings of remaining "Transition" properties within the Anchorage Bowl.
- Initiate and complete the revision of certain municipal code and administrative procedures/regulations to enhance development flexibility.
- Revise and approve the AMATS planning and programming documents required to maintain certification for highway and transit funding.
- Provide computer modeling and planning support to DHHS for revision of the Air Quality Plan, required to maintain air quality certification.
- Administer development reviews for site plans, landscaping, hazardous seismic areas, refuse screening, and public facilities.

1989 PROGRAM PLAN

DEPARTMENT: ECONOMIC DEV & PLANNING DIVISION: COMPREHENSIVE PLANNING
 PROGRAM: Comprehensive Planning
 RESOURCES:

	1987 REVISED			1988 REVISED			1989 BUDGET		
	FT	PT	T	FT	PT	T	FT	PT	T
PERSONNEL:	15	0	0	4	8	0	3	5	0
PERSONAL SERVICES	\$	822,840		\$	668,310		\$	422,050	
SUPPLIES		7,470			6,400			2,060	
OTHER SERVICES		25,480			23,240			9,390	
CAPITAL OUTLAY		2,080			660			620	
TOTAL DIRECT COST:	\$	857,870		\$	698,610		\$	434,120	
PROGRAM REVENUES:	\$	0		\$	0		\$	2,500	

PERFORMANCE MEASURES:

- Plans/studies/site selections prepared		38		22		11
- Boards/Commissions supported		18		18		11
- Code amendments		9		5		7
- Areawide rezonings		2		0		2
- Site plans, rezonings, conditional uses, plat reviews, variances		1,825		420		220
- Landscape and project design reviews		120		120		0
- Support to planning projects		0		3		4
- State/federal permit reviews		118		118		110
- Access, OSHP, and traffic reviews		20		20		20
- Computer modeling projections		0		13		13

22 SERVICE LEVELS ARE FUNDED FOR THE DEPARTMENT. THIS PROGRAM HAS LEVELS:
 6, 8, 11, 18

1989 PROGRAM PLAN

DEPARTMENT: ECONOMIC DEV & PLANNING DIVISION: ZONING AND PLATTING
PROGRAM: Zoning and Platting

PURPOSE:

To process all rezonings, conditional uses, zoning variances, airport height variances, subdivisions, right-of-way vacations, underground utility variances, and service area annexations on a comprehensive basis

1988 PERFORMANCES:

- Process all rezoning and conditional use applications on a geographic and comprehensive basis.
- Process all service area annexation petitions.
- Process all requests for subdivision, vacation, and utility underground variances.
- Process all variance requests from the zoning ordinance, floodplain, regulations, and airport height maps.
- Publish extract of Municipal Code on Title 21 Land Use Regulations.
- Provide support to public counter with sales of department publications, maps, and other planning, platting, and zoning information.

1989 OBJECTIVES:

- Process all rezoning, conditional use and zoning variance applications on a comprehensive and timely basis.
- Process all service area annexation petitions
- Process all preliminary plat, final plat, vacations, and platting. variances on a comprehensive and timely basis.
- Process all liquor license reviews.
- Process all amendments to Title 21 in a timely manner.
- Publish extract of Title 21 of the Municipal Code and quarterly supplements.
- Provide support to public counter with sales of department publications, maps, and other planning, platting, and zoning information.

1989 P R O G R A M P L A N

DEPARTMENT: ECONOMIC DEV & PLANNING DIVISION: ZONING AND PLATTING
 PROGRAM: Zoning and Platting
 RESOURCES:

	1987 REVISED			1988 REVISED			1989 BUDGET		
	FT	PT	T	FT	PT	T	FT	PT	T
PERSONNEL:	12	0	0	7	4	0	4	5	0
PERSONAL SERVICES	\$	633,530		\$	615,540		\$	496,550	
SUPPLIES		5,600			5,200			0	
OTHER SERVICES		74,040			62,480			17,900	
CAPITAL OUTLAY		1,740			3,920			480	
TOTAL DIRECT COST:	\$	714,910		\$	687,140		\$	514,930	
PROGRAM REVENUES:	\$	208,000		\$	120,000		\$	54,000	

PERFORMANCE MEASURES:

- Rezoning, conditional use and variance applications		167		150		150
- Subdivision application (final and preliminary)		275		200		200
- Service area annexations		2		21		4
- Information requests receiving response		41,000		39,000		30,000
- Liquor license zoning review		35		36		0
- Pages of minutes and verbatim transcripts		1,669		2,000		100
- Underground utility variances		3		3		2
- Code amendments		9		18		8
- Contracts administered		1		1		0
- Edit and publish Title 21 extract with supplements		4		2		0
- Computer files, and historic maps maintained		6		15		0

22 SERVICE LEVELS ARE FUNDED FOR THE DEPARTMENT. THIS PROGRAM HAS LEVELS:
 1, 2, 5, 14, 16, 21

DEPARTMENT
OF
ECONOMIC DEVELOPMENT
AND PLANNING

FY89
GRANT FUNDED PROGRAMS

GRANT PROGRAM	1988 GRANT YR	1988 FUNDED POSITIONS	1989 GRANT YR	1989 FUNDED POSITIONS	GRANT PERIOD
***** TOTAL GRANT FUNDING	\$ 1,388,920	7.25FT	\$ 1,244,922	3FT 3PT	
***** TOTAL ECONOMIC DEV & PLANNING					
GENERAL GOVERNMENT OPERATING BUDGET	\$ 2,395,870	19FT/18PT	\$ 1,877,610	12FT/18PT	
	\$ 3,784,790	26.25FT/18PT	\$ 3,122,532	15FT/21PT	

***** 1988 GRANT FUNDING REPRESENTS 36.7% OF THE DEPARTMENT'S TOTAL BUDGET.

***** 1989 GRANT FUNDING REPRESENTS 39.9% OF THE DEPARTMENT'S TOTAL BUDGET.

COMMUNITY DEVELOPMENT

ECONOMIC DEVELOPMENT PLANNING (EDA)	\$ 60,000	1FT	\$ 0 0		n/a
<p>- Provides operating funds to support economic development planning, including implementation of the Department of Economic Dev. and Planning 5 year Economic Development Strategy, annual business survey, economic data base study and business information assistance program.</p>					
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) ADMINISTRATION	\$ 279,315	3.25FT	\$ 311,400	3FT	UPON COMPLETION
<p>- Provides funds for managing Community Development Block Grant projects.</p>					
CDBG - PASS THRU'S	\$ 811,285	0	\$ 676,622	0	UPON COMPLETION
<p>- Provides funds for various Community Development Block Grant projects benefiting low and moderate income and disadvantaged residents.</p>					

GRANT PROGRAM	1988 GRANT YR	1988 FUNDED POSITIONS	1989 GRANT YR	1989 FUNDED POSITIONS	GRANT PERIOD
PHYSICAL PLANNING *****					
* FEDERAL HIGHWAY ADMINISTRATION	\$ 186,420	3FT	\$ 186,375	3PT	10/1/88 - 9/30/89
- Provides for the necessary local and regional transportation studies which are required prior to transit and highway design and construction in order to receive state/federal construction and capital acquisition funds; support AMATS.					
COASTAL ZONE MANAGEMENT	\$ 51,900	0	\$ 53,500	0	7/1/88 - 6/30/89
- Provides for continued implementation of the Coastal Zone Management Program.					
TENANT PROGRAM	\$ 0	0	\$ 17,025	0	5/3/88 - 6/3/89
- Provides for technical assistance to public housing residents in CDBG cities who wish to improve their housing and economic conditions through tenant participation, tenant management or tenant economic development.					
	\$ 1,388,920	7.25FT	\$ 1,244,922	3FT 3PT	

* Estimated - Actual FY89 grant figures not available at this time.