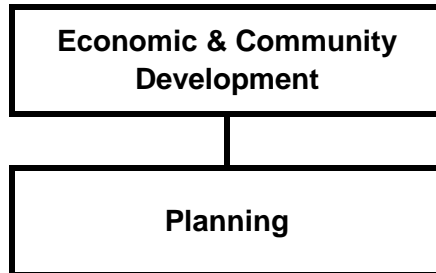


# Planning



## 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, 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.

### Department 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. Mountain View, University Medical Educational District (UMED).
- Provides planning for long-term multi-modal transportation needs.
- Ensures new developments adhere to adopted plans, codes, and regulations.
- Provides a public processes for property owners to seek exceptions to (variances, grandfather rights, rezonings, etc.), or accommodation under (conditional uses, plat notes etc.) Anchorage's zoning or platting regulations.
- Provides assistance to the public seeking to build housing, and commercial and industrial lands in the Municipality.

### 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 (4) 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 (Girdwood/Turnagain Arm, Anchorage Bowl and Chugiak/Eagle River/Eklutna);
  - Prepares and implements district and neighborhood plans, and conducts planning studies;
  - 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 developing and building housing, 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 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:**



**Administration – Make city government more efficient, accessible, transparent, and responsive**

- Engages 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.
- Reviews and makes necessary changes to codes, regulations, land use approval, building permit and other processes to reduce barriers to housing and non-residential development.
- Incorporates the necessary tools and training for staff in order to serve the public effectively.



**Homelessness – Reduce homelessness and improve community health**

- 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.
- Assists the MOA in developing and implementing a variety of housing tools within the code.



**Economy – Build a city that attracts and retains a talented workforce, is hospitable to entrepreneurs, small business and established companies, and provides a strong environment for economic growth**

- 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 their 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; and
  - Zoning and platting services.
- Safety: 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.
  - 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.

## Planning Department Summary

	2016 Actuals	2017 Revised	2018 Approved	18 v 17 % Chg
<b>Direct Cost by Division</b>				
PL Planning	2,867,751	2,905,078	2,810,551	(3.25%)
PL Planning Administration	479,550	438,783	302,975	(30.95%)
<b>Direct Cost Total</b>	<b>3,347,301</b>	<b>3,343,861</b>	<b>3,113,526</b>	<b>(6.89%)</b>
<b>Intragovernmental Charges</b>				
Charges by/to Other Departments	1,669,006	1,809,978	1,824,781	0.82%
<b>Function Cost Total</b>	<b>5,016,307</b>	<b>5,153,839</b>	<b>4,938,307</b>	<b>(4.18%)</b>
Program Generated Revenue	(763,757)	(808,755)	(808,755)	-
<b>Net Cost Total</b>	<b>4,252,550</b>	<b>4,345,084</b>	<b>4,129,552</b>	<b>(4.96%)</b>
<b>Direct Cost by Category</b>				
Salaries and Benefits	3,179,985	3,189,579	2,874,445	(9.88%)
Supplies	17,054	14,944	14,944	-
Travel	925	-	26,837	100.00%
Contractual/Other Services	143,937	129,888	187,850	44.62%
Debt Service	-	-	-	-
Equipment, Furnishings	5,400	9,450	9,450	-
<b>Direct Cost Total</b>	<b>3,347,301</b>	<b>3,343,861</b>	<b>3,113,526</b>	<b>(6.89%)</b>
<b>Position Summary as Budgeted</b>				
Full-Time	25	24	21	(12.50%)
Part-Time	-	-	-	-
<b>Position Total</b>	<b>25</b>	<b>24</b>	<b>21</b>	<b>(12.50%)</b>

## Planning

### Reconciliation from 2017 Revised Budget to 2018 Approved Budget

	Direct Costs	Positions		
		FT	PT	Seas/T
<b>2017 Revised Budget</b>	3,343,861	24	-	-
<b>2017 One-Time Requirements</b>				
- Remove 2017 Prop - ONE-TIME - Reduction in fleet rental rates	1,342	-	-	-
<b>Changes in Existing Programs/Funding for 2018</b>				
- Salary and benefits adjustments	100,677	-	-	-
- Fleet rental rates	2,946	-	-	-
<b>2018 Continuation Level</b>	<b>3,448,826</b>	<b>24</b>	<b>-</b>	<b>-</b>
<b>2018 Proposed Budget Changes</b>				
- Pause cost-of-living increase for Executive employees	(2,455)	-	-	-
- Eliminate two (2) full-time Planner positions	(267,596)	(2)	-	-
- Eliminate one (1) full-time Principal Admin Officer position	(145,761)	(1)	-	-
- Add non-labor for training and consulting	80,512	-	-	-
<b>2018 Approved Budget</b>	<b>3,113,526</b>	<b>21</b>	<b>-</b>	<b>-</b>

**Planning**  
**Division Summary**  
**PL Planning**

(Fund Center # 190300, 190100, 190200)

	2016 Actuals	2017 Revised	2018 Approved	18 v 17 % Chg
<b>Direct Cost by Category</b>				
Salaries and Benefits	2,748,551	2,782,401	2,605,219	(6.37%)
Supplies	2,373	611	611	-
Travel	925	-	26,837	100.00%
Contractual/Other Services	113,081	118,566	174,384	47.08%
Equipment, Furnishings	2,820	3,500	3,500	-
<b>Manageable Direct Cost Total</b>	<b>2,867,751</b>	<b>2,905,078</b>	<b>2,810,551</b>	<b>(3.25%)</b>
Debt Service	-	-	-	-
<b>Non-Manageable Direct Cost Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Direct Cost Total</b>	<b>2,867,751</b>	<b>2,905,078</b>	<b>2,810,551</b>	<b>-</b>
<b>Intragovernmental Charges</b>				
Charges by/to Other Departments	2,164,083	2,248,762	2,127,758	(5.38%)
<b>Function Cost Total</b>	<b>5,031,834</b>	<b>5,153,840</b>	<b>4,938,309</b>	<b>(4.18%)</b>
<b>Program Generated Revenue by Fund</b>				
Fund 101000 - Areawide General	763,757	808,755	808,755	-
<b>Program Generated Revenue Total</b>	<b>763,757</b>	<b>808,755</b>	<b>808,755</b>	<b>-</b>
<b>Net Cost Total</b>	<b>4,268,077</b>	<b>4,345,085</b>	<b>4,129,554</b>	<b>(4.96%)</b>
<b>Position Summary as Budgeted</b>				
Full-Time	22	21	19	(9.52%)
<b>Position Total</b>	<b>22</b>	<b>21</b>	<b>19</b>	<b>(9.52%)</b>

**Planning**  
**Division Detail**  
**PL Planning**

(Fund Center # 190300, 190100, 190200)

	2016 Actuals	2017 Revised	2018 Approved	18 v 17 % Chg
<b>Direct Cost by Category</b>				
Salaries and Benefits	2,748,551	2,782,401	2,605,219	(6.37%)
Supplies	2,373	611	611	-
Travel	925	-	26,837	100.00%
Contractual/Other Services	113,081	118,566	174,384	47.08%
Equipment, Furnishings	2,820	3,500	3,500	-
<b>Manageable Direct Cost Total</b>	<b>2,867,751</b>	<b>2,905,078</b>	<b>2,810,551</b>	<b>(3.25%)</b>
Debt Service	-	-	-	-
<b>Non-Manageable Direct Cost Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Direct Cost Total</b>	<b>2,867,751</b>	<b>2,905,078</b>	<b>2,810,551</b>	<b>(3.25%)</b>
<b>Intragovernmental Charges</b>				
Charges by/to Other Departments	2,164,083	2,248,762	2,127,758	(5.38%)
<b>Program Generated Revenue</b>				
404180 - Park and Access Agreement	15,750	6,750	6,750	-
404220 - Miscellaneous Permits	41,892	42,530	42,530	-
406050 - Platting Fees	305,573	336,375	336,375	-
406060 - Zoning Fees	395,252	420,000	420,000	-
406110 - Sale Of Publications	5,083	2,500	2,500	-
406580 - Copier Fees	208	600	600	-
<b>Program Generated Revenue Total</b>	<b>763,757</b>	<b>808,755</b>	<b>808,755</b>	<b>-</b>
<b>Net Cost</b>				
Direct Cost Total	2,867,751	2,905,078	2,810,551	(3.25%)
Charges by/to Other Departments Total	2,164,083	2,248,762	2,127,758	(5.38%)
Program Generated Revenue Total	(763,757)	(808,755)	(808,755)	-
<b>Net Cost Total</b>	<b>4,268,077</b>	<b>4,345,085</b>	<b>4,129,554</b>	<b>(4.96%)</b>

**Position Detail as Budgeted**

	2016 Revised		2017 Revised		2018 Approved	
	Full Time	Part Time	Full Time	Part Time	Full Time	Part Time
Associate Planner	1	-	2	-	1	-
Engineering Technician IV	1	-	1	-	1	-
Junior Admin Officer	1	-	1	-	1	-
Manager	2	-	2	-	2	-
Office Associate	2	-	1	-	1	-
Plan Reviewer II	1	-	1	-	1	-
Plan Reviewer III	1	-	1	-	1	-
Planning Supervisor	1	-	-	-	-	-
Planning Technician	1	-	1	-	1	-
Principal Office Associate	1	-	1	-	1	-
Senior Planner	9	-	9	-	8	-



**Position Detail as Budgeted**

	2016 Revised		2017 Revised		2018 Approved	
	<u>Full Time</u>	<u>Part Time</u>	<u>Full Time</u>	<u>Part Time</u>	<u>Full Time</u>	<u>Part Time</u>
Senior Planning Technician	1	-	1	-	1	-
<b>Position Detail as Budgeted Total</b>	<b>22</b>	<b>-</b>	<b>21</b>	<b>-</b>	<b>19</b>	<b>-</b>

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

	2016 Actuals	2017 Revised	2018 Approved	18 v 17 % Chg
<b>Direct Cost by Category</b>				
Salaries and Benefits	431,434	407,178	269,226	(33.88%)
Supplies	14,681	14,333	14,333	-
Travel	-	-	-	-
Contractual/Other Services	30,856	11,322	13,466	18.94%
Equipment, Furnishings	2,579	5,950	5,950	-
<b>Manageable Direct Cost Total</b>	<b>479,550</b>	<b>438,783</b>	<b>302,975</b>	<b>(30.95%)</b>
Debt Service	-	-	-	-
<b>Non-Manageable Direct Cost Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Direct Cost Total</b>	<b>479,550</b>	<b>438,783</b>	<b>302,975</b>	<b>-</b>
<b>Intragovernmental Charges</b>				
Charges by/to Other Departments	(495,077)	(438,784)	(302,977)	(30.95%)
<b>Function Cost Total</b>	<b>(15,527)</b>	<b>(1)</b>	<b>(2)</b>	<b>256.63%</b>
<b>Net Cost Total</b>	<b>(15,527)</b>	<b>(1)</b>	<b>(2)</b>	<b>256.63%</b>
<b>Position Summary as Budgeted</b>				
Full-Time	3	3	2	(33.33%)
<b>Position Total</b>	<b>3</b>	<b>3</b>	<b>2</b>	<b>(33.33%)</b>

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

	2016 Actuals	2017 Revised	2018 Approved	18 v 17 % Chg
<b>Direct Cost by Category</b>				
Salaries and Benefits	431,434	407,178	269,226	(33.88%)
Supplies	14,681	14,333	14,333	-
Travel	-	-	-	-
Contractual/Other Services	30,856	11,322	13,466	18.94%
Equipment, Furnishings	2,579	5,950	5,950	-
<b>Manageable Direct Cost Total</b>	<b>479,550</b>	<b>438,783</b>	<b>302,975</b>	<b>(30.95%)</b>
Debt Service	-	-	-	-
<b>Non-Manageable Direct Cost Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Direct Cost Total</b>	<b>479,550</b>	<b>438,783</b>	<b>302,975</b>	<b>(30.95%)</b>
<b>Intragovernmental Charges</b>				
Charges by/to Other Departments	(495,077)	(438,784)	(302,977)	(30.95%)
<b>Net Cost</b>				
Direct Cost Total	479,550	438,783	302,975	(30.95%)
Charges by/to Other Departments Total	(495,077)	(438,784)	(302,977)	(30.95%)
<b>Net Cost Total</b>	<b>(15,527)</b>	<b>(1)</b>	<b>(2)</b>	<b>256.63%</b>

**Position Detail as Budgeted**

	2016 Revised		2017 Revised		2018 Approved	
	Full Time	Part Time	Full Time	Part Time	Full Time	Part Time
Director	1	-	1	-	1	-
Junior Admin Officer	1	-	1	-	1	-
Principal Accountant	1	-	-	-	-	-
Principal Administrative Officer	-	-	1	-	-	-
<b>Position Detail as Budgeted Total</b>	<b>3</b>	<b>-</b>	<b>3</b>	<b>-</b>	<b>2</b>	<b>-</b>

## Planning Operating Grant and Other Alternative Funding

Program	Fund Center	Award Amount	Amount Expended As of 12/31/2017	Expected Expenditures in 2018	Expected Balance at End of 2018	Personnel FT	PT	T	Program Expiration
<b>Planning Department</b>									
<b>Long Range Planning Division (DeptID 1522)</b>									
STATE OF ALASKA DEPARTMENT OF NATURAL RESOURCES									
Army Housing Block 13 Historic District National Register Nomination Grant - Compile information to nominate Block 13 in Anchorage's Third Addition for historic district status in both the State and National Register. (State Dir/Fed Pass-Thru Grant)		14,467	14,467	-	-	-	-	-	Sep-16
NAPC Forum 2016 Grant - Travel/Training to attend the National Alliance of Preservation Commissions Forum 2016 in Mobile, Alabama July 27-31, 2016 for 1 MOA HPC Planning staff and 1 MOA HPC Commissioner. (State Dir/Fed Pass-Thru Grant)		5,051	5,051	-	-	-	-	-	Sep-16
Historic Preservation Plan Grant - For professional consultant services to work with the Municipality of Anchorage to complete an Anchorage-area Historic Preservation Plan as identified in Anchorage 2020. A draft historic preservation plan has been submitted to the State Historic Preservation Office (SHPO) in the grant timeframe. All funding has been expended and billed. The SHPO is holding back 10% (State Dir/Fed Pass-Thru Grant).		21,736	5,000	16,736	-	-	-	-	Sep-17
<b>Transportation Planning Division</b>									
<b>FEDERAL HIGHWAY ADMINISTRATION (FHWA)</b>									
<b>PASS THRU STATE OF ALASKA</b>									
2017 AMATS Program - Anchorage Metropolitan Area Transportation Solutions (AMATS) Program 2017 - Annual grant for local and regional studies that are required prior to transit and highway design and construction. * DeptID 772017G - Estimated Amt of Grant Award - Actual Grant Amt TBD- 6 Personnel directly housed in grant annually. BP2017 (State Dir/Fed Pass-Thru Grant)	192100	1,408,650	-	1,408,650	-	6	-	-	Dec-17
AMATS Multimodal Trip Planner and Smartphone App - Funding for professional consultant services to provide carpool, vanpool and bicycle commuter matching, transit and shuttle schedules and multimodal directions. T(State Dir/Fed Pass-Thru Grant)	192100	60,371	-	30,186	30,186	-	-	-	Dec-18
AMATS: ASD Bike Sharing Education Trailer Program - Funding will provide bicycle fleets and transportation trailers for a bicycle sharing education program used by the Anchorage School District (ASD) Physical Education Department to instruct studies in grades K-8 on bicycle safety and rider skills, and to encourage the use of bicycles as transportation. (State Dir/Fed Pass-Thru Grant and Private Donations)	192100	128,011	-	128,011	-	-	-	-	Dec-17
AMATS Spenard Road Corridor Strategic Plan Grant - Develop a comprehensive transit oriented development plan to guide transportation and multimodal solutions, capital improvements, and land use in the Spenard Transit-Supportive Corridor. (State Dir/Fed Pass-Thru Grant)	192100	301,695	144,929	156,766	-	-	-	-	Dec-17
AMATS Non-Motorized Plans Update - Develop a comprehensive update to the Anchorage Bicycle Plan, Anchorage Pedestrian plan, and the Anchorage Trails Plan. Identify opportunities to increase and expand multi-modal facilities, for both recreation and transportation throughout the city. (State Dir/Fed Pass-Thru Grant)	192100	286,043	7,354	139,344	139,344	-	-	-	Dec-18
AMATS Consolidated MOA MTP Update - Funding for contractual services to update the AMATS 2035 Metropolitan Plan for the Anchorage Bowl and Chugiak-Eagle River as required every four years to comply with federal planning requirements. (State Dir/Fed Pass-Thru Grant)	192100	924,079	206,732	239,116	478,231	-	-	-	Dec-19

## Planning Operating Grant and Other Alternative Funding

Program	Fund Center	Award Amount	Amount Expended As of 12/31/2017	Expected Expenditures in 2018	Expected Balance at End of 2018	Personnel			Program Expiration
						FT	PT	T	
AMATS Vision Program - Funding to identify high-priority safety improvement needs in the Anchorage area by providing a comprehensive analysis of current road conditions, bicycle and pedestrian infrastructure, levels of freight and commuter traffic, and road ownership. Elements of the program include: a public media campaign and ongoing support for BikeLife Anchorage publication; an analysis of current codes and guidelines to identify barriers and the resulting improvements necessary to allow Vision Zero goals to be implemented; in/out of state training and on-going education for MOA staff and outside partnering agencies to implement best practices; and the formation of a Vision Aero Steering Committee and coalition to help support two annual road safety events in 2017 and 2018. (State Dir/Fed Pass-Thru Grant)	192100	270,988	8,510	131,239	131,239	-	-	-	Dec-18
<b>Total Grant and Alternative Operating Funding for Department</b>		<b>3,421,090</b>	<b>392,043</b>	<b>2,250,048</b>	<b>779,000</b>	<b>6</b>	<b>-</b>	<b>-</b>	
<b>Total General Government Operating Direct Cost for Department</b>				<b>3,113,526</b>		<b>21</b>	<b>-</b>	<b>-</b>	
<b>Total Operating Budget for Department</b>				<b>5,363,574</b>		<b>27</b>	<b>-</b>	<b>-</b>	

*Anchorage: Performance. Value. Results*

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## **Planning Department**

*Anchorage: Performance. Value. Results.*

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### **Purpose**

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.
- Provides a public processes for property owners to seek exceptions to (variances, grandfather rights, rezonings, etc.), or accommodation under (conditional uses, plat notes etc.) Anchorage's zoning or platting regulations.

## Current Planning Division Planning Department

*Anchorage: Performance. Value. Results.*

### Purpose

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

### Direct 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, rezonings, 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.

### Performance Measures

Progress in achieving goals will be measured by:

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

Average Number of Business Days to Complete Initial Reviews of Land Use Determinations

2016	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
<b>Average # of Days to Complete</b>	4	13	10	9	7	12.5						
<b>Total # Completed</b>	3	11	20	15	42	29						
<b># of Staff</b>	2	1	2	2	3.5	2						
2015	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
<b>Average # of Days to Complete</b>	17	12	19	16	13	15	14	13	14	27	14	13
<b>Total # Completed</b>	22	9	14	21	14	18	24	13	16	17	16	10
<b># of Staff</b>	2	2	2	2	2	2	2	2	2	2	2	2
Yearly	2014			2013			2012					
<b>Average # of Days to Complete</b>	25			16			9					
<b>Total # Completed</b>	205			225			160					
<b># of Staff</b>	2			2			2					

NOTE: February 2016, short staffed. Overtime and extra staff utilized in May due to Spenard Rd. project work.



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

Average Number of Days to Complete Initial Reviews of Administrative Land Use Permits

2016	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Average # of Days	3	4	8	6	1	5						
Total # Completed	20	30	24	8	9	23						
# of Staff	1	1	1	1	1	1						
2015	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Average # of Days	9	0	27	8	0	4	0	1	28	36	6	3
Total # Completed	8	0	1	6	0	2	1	1	3	5	4	19
# of Staff	1	0	1	1	1	1	1	1	1	1	1	2
Average by Year	2014			2013			2012			2011		
Average # of Days	23			4			16			11		
Total # Completed	105			22			91			141		
# of Staff	1			1			1			2		

**NOTE:** Increased time in March due to 2 permits, A161047 and A161048, held pending information from applicants

**Measure #3: Number of New Planning Applications Received in the Quarter (Current Planning)**

New Applications in 2016 by Quarter				
Type of Case	Q1 2016	Q2 2016	Q3 2016	Q4 2016
AMATS Review	0	0		
Platting Cases	36	18		
Administrative Cases	6	5		
Zoning Cases	15	17		
<b>TOTAL CASES This Quarter</b>	<b>57</b>	<b>40</b>		

Former Performance Measure for 2010 - 2014

	Average Number of Days to Process a Case*			
	Q1	Q2	Q3	Q4
2014	51.1	Not available	Not available	Not available
2013	50.5	46.8	53.6	49.7
2012	53	50.5	50.4	45.0
2011	55	48	51	54
2010	77	61	69	61

*Info about the Former Performance Measure and Why It Changed:*

During 2014, the legacy Cityview software used to manage planning cases was modernized to a web-based version. Given the change in software, some of the reports that used to be generated from the old database are no longer available. The good news is that the querying capabilities in the new database are much stronger. The change in software requires modifications to Current Planning's performance measures.

Formerly, Current Planning reported on the average number of days to process a case using a report from the old database that is no longer available. Note that the average number of days also has only limited meaning. There are cut-off dates that applicants must meet to have their cases heard at the next board or commission meeting. Generally, if the applicant submits by the cut-off date, his or her case will be scheduled for the next meeting. If an applicant submits an application early (several days before the cut-off), the case is still heard on the same date as the ones submitted on the final cut-off date. Cases generally take longer than other cases if they are postponed. Often the applicant is the person deciding to postpone hearing of a case if an application is unlikely to be approved as is. An applicant will request a postponement so that he or she can make modifications that may make it more likely that the case will be approved. In other cases, a board or commission runs into the same problem that the Assembly does: not enough time to get through the whole agenda at a meeting, especially if there is a controversial item on the agenda that takes lots of time. Thus, a board or commission may postpone a case to the next meeting simply because meeting time ran out. That planning staff requests a postponement is very rare, less than 5% of all postponements. Thus, case duration data, as presented in the former performance measure, has only limited use in that cases generally run longer because an applicant or a board postponed cases.

<b>Measure #4: Average Cost, Fee Revenue, and Tax Subsidy per Case Processed (Current Planning)</b>
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Annual figures are the most reliable ones. The following breaks down figures by quarter, but direct costs and revenues are cumulative (2<sup>nd</sup> quarter includes figures for 1<sup>st</sup> quarter.) Given that revenues and expenditures are not evenly spread over all days of the year, the annual summary figures are more informative than the quarterly figures.

<b>Cumulative Figures by Quarter for 2016</b>				
	<b>Q1</b>	<b>Q2</b>	<b>Q3</b>	<b>Q4</b>
<b>Average direct cost per case</b>	10,199	10,259		
<b>Average revenue per case</b>	3,858	4,287		
<b>Tax subsidy</b>	6,341	5,972		
<b>Cumulative Figures by Quarter for 2015</b>				
	<b>Q1</b>	<b>Q2</b>	<b>Q3</b>	<b>Q4</b>
<b>Average direct cost per case</b>	6,766	6,313	5463	7,989*
<b>Average revenue per case</b>	2,623	2,353	2467	3,599
<b>Tax subsidy</b>	4,143	3,960	2696	4,390*
<b>Annual Figures – Prior Years</b>				
	<b>2014</b>	<b>2013</b>	<b>2012</b>	<b>2011</b>
<b>Average direct cost per case</b>	N/A Due to Cityview Upgrades in 2014. Reports were unavailable during this timeframe.	4,687	5,273	5,358
<b>Average revenue per case</b>		3,257	2,684	3,080
<b>Tax subsidy</b>		1,430	2,589	2,278

**Measure #5: Planning Case Action Statistics by Quarter (Current Planning)**

This new performance measure tracks level of planning activity occurring by summarizing the actions taken by the department director on administrative cases, by the Assembly on cases requiring Assembly approval, and by planning board and commissions.

Planning Case Actions in 2016	Q1	Q2	Q3	Q4	Total
<u>Planning Case Actions – Anchorage Assembly</u>					
Approved	3	7			10
Postponed (indefinitely or date certain)	8	0			8
Denied	0	1			1
<u>Planning Administrative Case Actions – Department Director</u>					
Approved	2	4			6
Denied	0	0			0
<u>Planning Case Actions – Planning Boards &amp; Commissions</u>					
Approved	44	36			80
Denied	1	2			3
Postponed (indefinitely or date certain)	25	11			36
Returned for redesign	0	0			0
Information item only – no action required	0	0			0
Withdrawn	0	1			1
<u>Resolution Actions – Planning Boards &amp; Commissions</u>					
Approved	21	14			35
Postponed	6	3			9
<u>Planning Case Recommendations Made to Assembly by Planning Boards</u>					
Approval Recommended	3	5			8
Denial Recommended	0	1			1
Recommendation Postponed (indefinitely or date certain)	8	4			12
Case Withdrawn by Applicant/No Recommendation	0	1			1