

Planning



**Municipal
Manager**

**Community
Development**

**Building
Services**

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 (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 (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:



Economic Recovery – Build a city that attracts and retains a talented workforce, is hospitable to entrepreneurs and business owners, provides a strong environment for economic growth, attract new and innovative industries to Anchorage, and expand the tourism opportunities of Southcentral Alaska.

- 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.



Homelessness – Compassionately reduce homelessness and create an effective strategy to provide essential services to ensure those in need have support to improve their ability to be productive in society by providing job training and low-income housing opportunities.

- 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.



Administrative Efficiency – Make city government more efficient and decrease departmental spending.

- 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.

Planning Department Summary

	2020 Actuals	2021 Revised	2022 Approved	22 v 21 % Chg
Direct Cost by Division				
PL Planning	3,091,508	3,242,497	3,081,747	(4.96%)
PL Planning Administration	352,726	340,626	340,106	(0.15%)
Direct Cost Total	3,444,233	3,583,123	3,421,853	(4.50%)
Intragovernmental Charges				
Charges by/to Other Departments	1,754,168	1,848,742	1,865,136	0.89%
Program Generated Revenue	(1,290,210)	(1,423,925)	(1,423,925)	-
Function Cost Total	5,198,401	5,431,865	5,286,989	(2.67%)
Net Cost Total	3,908,192	4,007,940	3,863,064	(3.61%)
Direct Cost by Category				
Salaries and Benefits	3,314,165	3,312,407	3,198,405	(3.44%)
Supplies	11,847	14,984	14,984	-
Travel	66	15,306	-	(100.00%)
Contractual/Other Services	94,402	230,976	199,014	(13.84%)
Debt Service	-	-	-	-
Equipment, Furnishings	23,753	9,450	9,450	-
Direct Cost Total	3,444,233	3,583,123	3,421,853	(4.50%)
Position Summary as Budgeted				
Full-Time	24	24	23	(4.17%)
Part-Time	-	-	1	100.00%
Position Total	24	24	24	-

Planning

Reconciliation from 2021 Revised Budget to 2022 Approved Budget

	Direct Costs	Positions		
		FT	PT	Seas/T
2021 Revised Budget	3,583,123	24	-	-
2021 One-Time Requirements				
- REVERSE - 2021 1Q - ONE-TIME Add funding for preparing the Long-Range Transportation Plan (LRTP)	(22,260)	-	-	-
- REVERSE - 2021 1Q - ONE-TIME Add funding to continue the update on the Girdwood Area Plan	(25,000)	-	-	-
Changes in Existing Programs/Funding for 2022				
- Salaries and benefits adjustments	(43,728)	-	-	-
2022 Continuation Level	3,492,135	24	-	-
Transfers by/to Other Departments				
- Transfer to Building Services Department	(3,492,135)	(24)	-	-
2022 Assembly Amendments				
- Amendment #3 to AO 2021-114 ReOrg - Make Building Services divisions Development Services and Planning into departments	3,421,853	23	1	-
2022 Mayoral Vetoes				
- Amendment #3 to AO 2021-114 ReOrg - Make Building Services divisions Development Services and Planning into departments	(3,421,853)	(23)	(1)	-
2022 Veto Overrides				
- Amendment #3 to AO 2021-114 ReOrg - Make Building Services divisions Development Services and Planning into departments	3,421,853	23	1	-
2022 Approved Budget	3,421,853	23	1	-

Planning
Division Summary
PL Planning

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

	2020 Actuals	2021 Revised	2022 Approved	22 v 21 % Chg
Direct Cost by Category				
Salaries and Benefits	2,988,907	3,003,198	2,887,770	(3.84%)
Supplies	6,595	651	651	-
Travel	66	15,306	-	(100.00%)
Contractual/Other Services	84,655	219,842	189,826	(13.65%)
Equipment, Furnishings	11,285	3,500	3,500	-
Manageable Direct Cost Total	3,091,508	3,242,497	3,081,747	(4.96%)
Debt Service	-	-	-	-
Depreciation/Amortization	-	-	-	-
Non-Manageable Direct Cost Total	-	-	-	-
Direct Cost Total	3,091,508	3,242,497	3,081,747	-
Intragovernmental Charges				
Charges by/to Other Departments	2,106,618	2,189,368	2,205,242	0.73%
Function Cost Total	5,198,126	5,431,865	5,286,989	(2.67%)
Program Generated Revenue by Fund				
Fund 101000 - Areawide General	1,289,934	1,423,925	1,423,925	-
Program Generated Revenue Total	1,289,934	1,423,925	1,423,925	-
Net Cost Total	3,908,192	4,007,940	3,863,064	(3.61%)
Position Summary as Budgeted				
Full-Time	21	21	20	(4.76%)
Part-Time	-	-	1	100.00%
Position Total	21	21	21	-

**Planning
Division Detail
PL Planning**

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

	2020 Actuals	2021 Revised	2022 Approved	22 v 21 % Chg
Direct Cost by Category				
Salaries and Benefits	2,988,907	3,003,198	2,887,770	(3.84%)
Supplies	6,595	651	651	-
Travel	66	15,306	-	(100.00%)
Contractual/Other Services	84,655	219,842	189,826	(13.65%)
Equipment, Furnishings	11,285	3,500	3,500	-
Manageable Direct Cost Total	3,091,508	3,242,497	3,081,747	(4.96%)
Debt Service	-	-	-	-
Non-Manageable Direct Cost Total	-	-	-	-
Direct Cost Total	3,091,508	3,242,497	3,081,747	(4.96%)
Intragovernmental Charges				
Charges by/to Other Departments	2,106,618	2,189,368	2,205,242	0.73%
Program Generated Revenue				
404090 - Building Permit Plan Review Fees	469,915	452,030	452,030	-
404170 - Land Use Permits (Not HLB)	108,551	110,870	110,870	-
404180 - Park and Access Agreement	10,833	7,650	7,650	-
404220 - Miscellaneous Permits	40,960	44,250	44,250	-
406030 - Landscape Plan Review Pmt	7,967	5,000	5,000	-
406050 - Platting Fees	243,857	350,765	350,765	-
406060 - Zoning Fees	404,535	449,970	449,970	-
406110 - Sale Of Publications	2,673	2,690	2,690	-
406580 - Copier Fees	301	700	700	-
406625 - Reimbursed Cost-NonGrant Funded	243	-	-	-
408380 - Prior Year Expense Recovery	100	-	-	-
Program Generated Revenue Total	1,289,934	1,423,925	1,423,925	-
Net Cost				
Direct Cost Total	3,091,508	3,242,497	3,081,747	(4.96%)
Charges by/to Other Departments Total	2,106,618	2,189,368	2,205,242	0.73%
Program Generated Revenue Total	(1,289,934)	(1,423,925)	(1,423,925)	-
Net Cost Total	3,908,192	4,007,940	3,863,064	(3.61%)

Position Detail as Budgeted

	2020 Revised		2021 Revised		2022 Approved	
	Full Time	Part Time	Full Time	Part Time	Full Time	Part Time
Associate Planner	1	-	1	-	1	-
Engineering Technician IV	2	-	2	-	2	-
Junior Administrative Officer	1	-	1	-	1	-
Manager	2	-	2	-	2	-
Office Associate	1	-	1	-	1	-
Plan Reviewer III	3	-	3	-	3	-
Planning Technician	1	-	1	-	1	-

Position Detail as Budgeted

	2020 Revised		2021 Revised		2022 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>
Principal Office Associate	1	-	1	-	1	-
Senior Planner	8	-	8	-	7	1
Senior Planning Technician	1	-	1	-	1	-
Position Detail as Budgeted Total	21	-	21	-	20	1

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

	2020 Actuals	2021 Revised	2022 Approved	22 v 21 % Chg
Direct Cost by Category				
Salaries and Benefits	325,258	309,209	310,635	0.46%
Supplies	5,252	14,333	14,333	-
Travel	-	-	-	-
Contractual/Other Services	9,747	11,134	9,188	(17.48%)
Equipment, Furnishings	12,468	5,950	5,950	-
Manageable Direct Cost Total	352,726	340,626	340,106	(0.15%)
Debt Service	-	-	-	-
Depreciation/Amortization	-	-	-	-
Non-Manageable Direct Cost Total	-	-	-	-
Direct Cost Total	352,726	340,626	340,106	-
Intragovernmental Charges				
Charges by/to Other Departments	(352,449)	(340,626)	(340,106)	(0.15%)
Function Cost Total	276	-	-	-
Program Generated Revenue by Fund				
Fund 101000 - Areawide General	276	-	-	-
Program Generated Revenue Total	276	-	-	-
Net Cost Total	-	-	-	-
Position Summary as Budgeted				
Full-Time	3	3	3	-
Position Total	3	3	3	-

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

	2020 Actuals	2021 Revised	2022 Approved	22 v 21 % Chg
Direct Cost by Category				
Salaries and Benefits	325,258	309,209	310,635	0.46%
Supplies	5,252	14,333	14,333	-
Travel	-	-	-	-
Contractual/Other Services	9,747	11,134	9,188	(17.48%)
Equipment, Furnishings	12,468	5,950	5,950	-
Manageable Direct Cost Total	352,726	340,626	340,106	(0.15%)
Debt Service	-	-	-	-
Non-Manageable Direct Cost Total	-	-	-	-
Direct Cost Total	352,726	340,626	340,106	(0.15%)
Intragovernmental Charges				
Charges by/to Other Departments	(352,449)	(340,626)	(340,106)	(0.15%)
Program Generated Revenue				
408380 - Prior Year Expense Recovery	276	-	-	-
Program Generated Revenue Total	276	-	-	-
Net Cost				
Direct Cost Total	352,726	340,626	340,106	(0.15%)
Charges by/to Other Departments Total	(352,449)	(340,626)	(340,106)	(0.15%)
Program Generated Revenue Total	(276)	-	-	-
Net Cost Total	-	-	-	-

Position Detail as Budgeted

	2020 Revised		2021 Revised		2022 Approved	
	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 12/31/2021	Expected Expenditures in 2022	Expected Balance at End of 2022	Personnel			Program Expiration
						FT	PT	T	
2018/2019 AMATS Program - Anchorage Metropolitan Area Transportation Solutions (AMATS) Program 2018/2019 (State Dir/Fed Pass-Thru Grant) Annual grant for local and regional studies that are required prior to transit and highway design and construction.	190200 1000067	1,343,047	1,343,047	-	-	-	-	-	Dec-19
2020/2021 AMATS Program - Anchorage Metropolitan Area Transportation Solutions (AMATS) Program 2020 (State Dir/Fed Pass-Thru Grant) Annual grant for local and regional studies that are required prior to transit and highway design and construction.	190200 1000077	1,343,047	1,343,047	1,343,047	-	5.8	-	-	Dec-20
									*continued funding for 5.8 positions
AMATS: ASD Bike Sharing Education Trailer Program (State Dir/Fed Pass-Thru Grant and Private Donations) 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.	190200 1000049	124,397	115,712	8,685	-	-	-	-	Jun-21
AMATS Spenard Road Corridor Strategic Plan Grant (State Dir/Fed Pass-Thru 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.	190200 1000009	273,251	272,748	-	-	-	-	-	Jun-20
AMATS Safe Routes to School (State Dir/Fed Pass-Thru Grant) A major component will be to resurrect the District's "Be Safe-Be Seen Program," which focuses on distribution of reflective materials to students and complementary lessons on the use to enhance walking and biking safety. For younger students, the MOA will support the cost of the "Little Yellow School Bus" programming and educational activity that involves the movement of the miniature school bus from the ASD Transportation Center. Program effectiveness will be evaluated with pre- and post-evaluations by students, the number of students reached with the "Little Yellow School Bus" activity, participation in "Bike/Walk to School Day," and the number of reflective materials distributed.	190200 1000064	114,648	2,521	-	-	-	-	-	Jun-20
AMATS Non-Motorized Plans Update (State Dir/Fed Pass-Thru Grant) Develop a comprehensive update to the Anchorage Bicycle Plan, Anchorage Pedestrian plan, and the Anchorage Trails Plan. Identify opportunities to increase and expand multimodal facilities, for both recreation and transportation throughout the city.	190200 1000008	284,879	284,879	-	-	-	-	-	Dec-20
AMATS Consolidated MOA MTP Update (State Dir/Fed Pass-Thru Grant) 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.	190200 1000021	800,117	800,117	-	-	-	-	-	Mar-21

Planning Operating Grant and Alternative Funded Programs

Program	Fund Center	Award Amount	Expected Expenditures Thru 12/31/2021	Expected Expenditures in 2022	Expected Balance at End of 2022	Personnel			Program Expiration
						FT	PT	T	
AMATS 2050 MTP Update (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. It is anticipated the AMATS Travel Demand Model will be updated and used to project future road network deficiencies, and a number of model runs will be conducted for various solutions strategies.	190200 1000082	691,483	15,207	169,069	507,207	-	-	-	Dec-24
AMATS Vision Program (State Dir/Fed Pass-Thru Grant) 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 ongoing 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.	510579 5000010	268,780	208,803	-	-	-	-	-	Mar-20
AMATS: University Medical (U-MED) District Transportation Demand Management (TDM) Study (State Dir/Fed Pass-Thru Grant) The project will identify the shared sense of need and provide recommendations to implement TDM projects that are attainable, enforceable, business-sensitive, and outcomes-based within the U-MED District area of the Municipality of Anchorage. The goal is to generate TDM projects, policies, incentive and strategies that reduce single-occupant vehicles trips arriving at or within the district; an increase in the use of the alternative travel modes; more efficient parking utilization; a reduction of vehicle miles traveled; and/or reduction of emissions.	190200 1000074	419,361	14,152	202,605	202,605	-	-	-	Dec-22
(AMATS): Chugach Way Area Transportation Element Study (State Dir/Fed Pass-Thru Grant) The study serves as an east-west link that connects Arctic Road to Spenard Road; it serves an entrance to the Spenard community and provides access to Fish Creek Trail. This focused study/masterplan for the Chugach Way area would benefit the community and the city. The study will include a detailed analysis and resulting plan for existing and future transportation facilities as well as supporting land use, design features, and utilities for the area surrounding the corridor.	190200 1000075	125,808	2,767	61,500	61,541	-	-	-	Sep-21
(Long Range Plan): Girdwood Alaska Survey and Inventory Study (State Dir/Fed Pass-Thru Grant) The aims of this project are to identify, document historic buildings, structures, sites, trails, traditional cultural properties and culture landscapes located throughout Girdwood, AK.	190200 1000079	22,120	3,687	18,433	-	-	-	-	Sep-21
Total Grant and Alternative Operating Funding for Department		5,810,938	4,406,686	1,803,339	771,353	6	-	-	
Total General Government Operating Direct Cost for Department				3,421,853		23	1	-	
Total Operating Budget for Department				5,225,192		29	1	-	

Anchorage: Performance. Value. Results

Building Services Department Planning Division

Anchorage: Performance. Value. Results.

Mission

The Planning Division 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 Division Current Planning

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 (Land Use Review)

2021	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Average # of Days to Complete	11.29	7.33	8.44	10.87	6.21	8.53						
Total # Completed	14	6	16	30	17	19						
# of Staff	1.75	1.5	1.75	2	2	2						

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

2021	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Average # of Days	4	4	2	1	1	1						
Total # Completed	8	6	2	5	8	1						
# of Staff	.25	.25	.25	.25	.25	.25						

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

2021	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Average # of Days to Complete	2	2	3	2.5	2.8	2.2						
Total # Completed	52	67	74	103	114	132						
# of Staff	2	2	1.75	2	1.75	1.75						

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

2021	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Average # of Days	3	3	5	5.67	7.08	5.77						
Total # Completed	61	82	76	88	101	84						
# of Staff	2	2	1.75	2	1.75	1.75						

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.

