

**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
- ◇ Complete the General Plan Housing Element update which addresses UCM impacts and affordable housing needs
- ◇ Complete South Merced Strategic and 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***

1. Participate in regional transportation studies including Campus Parkway, Atwater-Merced Parkway (new Hwy 59), 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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OBJECTIVES

PERFORMANCE MEASUREMENTS/INDICATORS

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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. | Initiation of process following County adoption of University Community Plan. Results are incorporated in General Plan update. |
| 3, Update City General Plan and EIR to incorporate relevant outcomes of UC related studies, City master plans and housing element updates, and to address other significant changes. Review of growth policies | City Council-Planning Commission Study Session/direction Winter 2003-04.
Work Program by Winter 2004.
Completion by Spring 2005. |
| 4. Complete Strategic Plan and Specific Plan for South Merced beginning with public participation process and action plan (e.g. land use, public improvements, housing, commercial services, and funding strategy) | Complete Strategic Plan by December 2003 and Specific Plan by June-July 2004. |
| 5. Work with other departments to prepare recommendations regarding annexation issues and needs: special assessment districts for operating and maintenance costs; updated fees; traffic mitigation; and implementation of Bellevue Ranch Master Development Plan | Recommendations presented to City Council. |

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PERFORMANCE MEASUREMENTS/INDICATORS

6. Provide support to city programs:

- | CEQA compliance for North Merced Sewer Master Plan, Wastewater Treatment Plant expansion, and smaller public works projects.
- | City Staff UC Team
- | Capital Improvement Programming (5-year period) and Public Facility Financing Plan (20 year period).

7. Adoption of mandated Housing Element consistent with State requirements. Address issue of affordable housing issues and sites

Final element and State certification by December 2003.

Permitting

8.1 Maintain excellent customer service delivery.

Use periodic survey and contact with applicants to gather feedback. Ongoing staff training program. Three training workshops per year for Planning Commission and Design Review Commission.

8.2 Continue monitoring the flow of application processing to ensure maximum efficiency.

Consistent applicant and key managers/department head participation in Development Review meetings for early identification of issues and improved communication. Mitigation Measures for development impacts.

2003-2004 BUDGET HIGHLIGHTS

No significant changes in program direction, staffing, expenditures, and revenues are anticipated.