

Proposed Amendments to Ordinance 0424 and 0426, Series of 2022

LUTI - April 9, 2024

Agenda

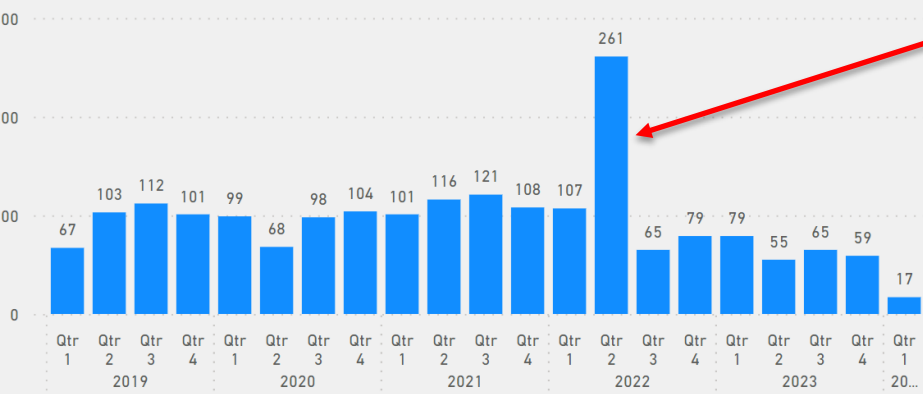
- Current Grace Period Dates
- Grace Period Volume & Distribution
- Staffing
- Review Timeframe Trends
- Update on Status of Grace Period Projects
- Review Strategies
- Extension Proposal and Methodology
- Staff Recommendation and Questions

Key Dates for the Grace Period

- Submitted concept prior to June 30, 2022
- SDP approval by May 17, 2024 or August 31st (if 4th+ review required)
- SDP approval by September 13, 2024 or December 31st (if 4th+ review required) if the project had to do LDR or Subdivision

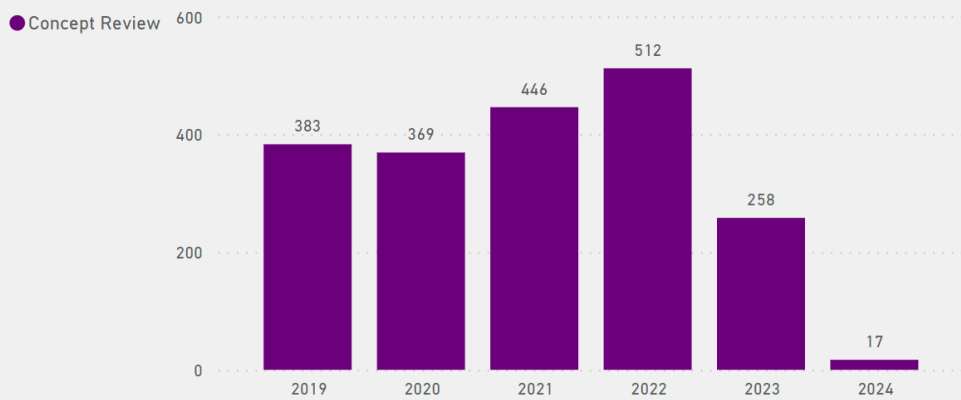
Grace Period Volume

New Records Opened, Concept Only

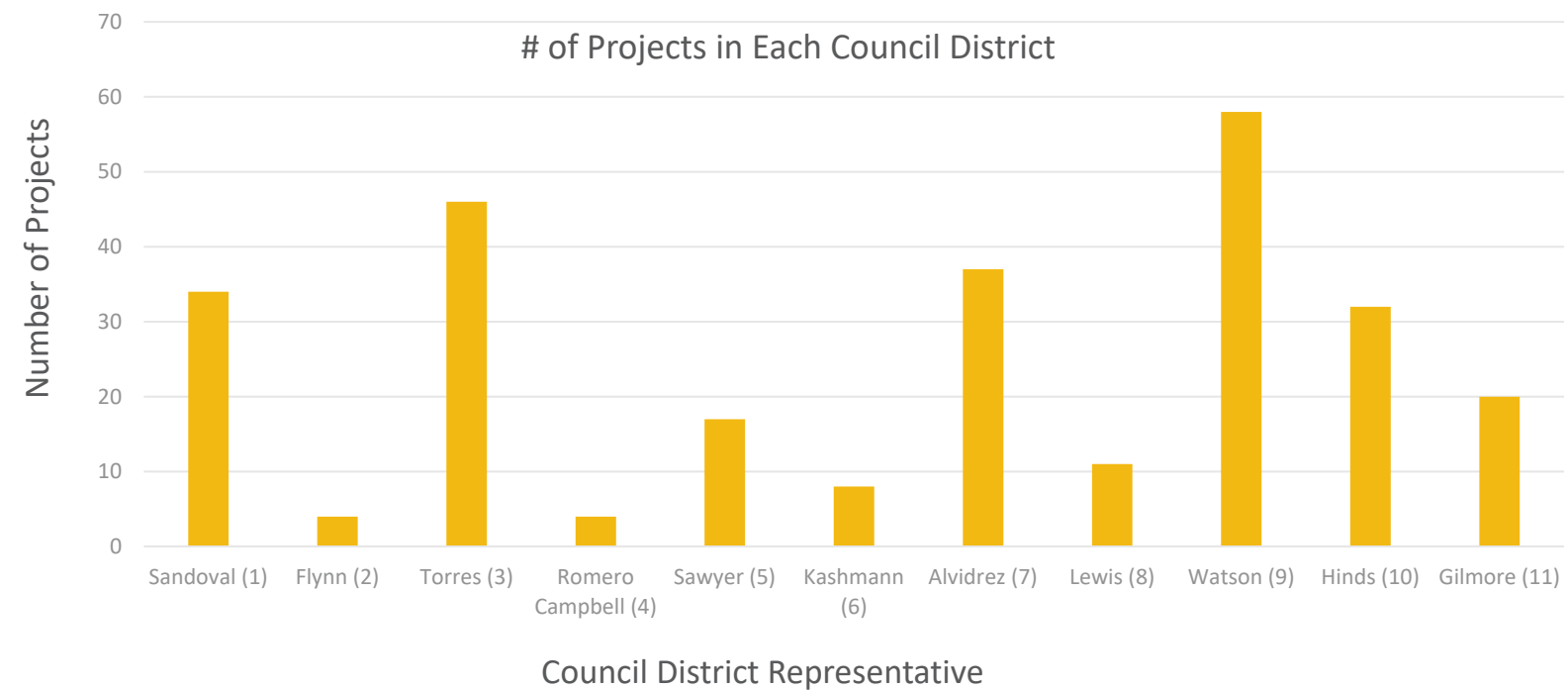


June 30th deadline

New Records Opened, Project Coordination



Distribution of Remaining Grace Period Projects



Staffing

Filled 11 vacancies in 2023.

Currently have 1 vacant position:

- **Intake-** 3 positions, 2 filled
- **Associate-** 4 positions
- **Senior (Project Coordinator)-** 6 positions
- **Urban Design Architect-** 1 position
- **Supervisor-** 2 positions
- SDND team also includes staff for these programs: Adaptive Reuse, LDR, and AHRT

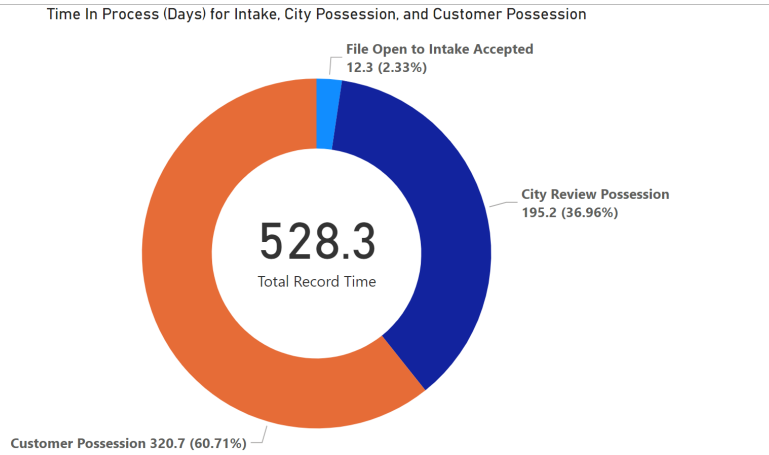
Review Timeframes

Median Days Late by Month & Year

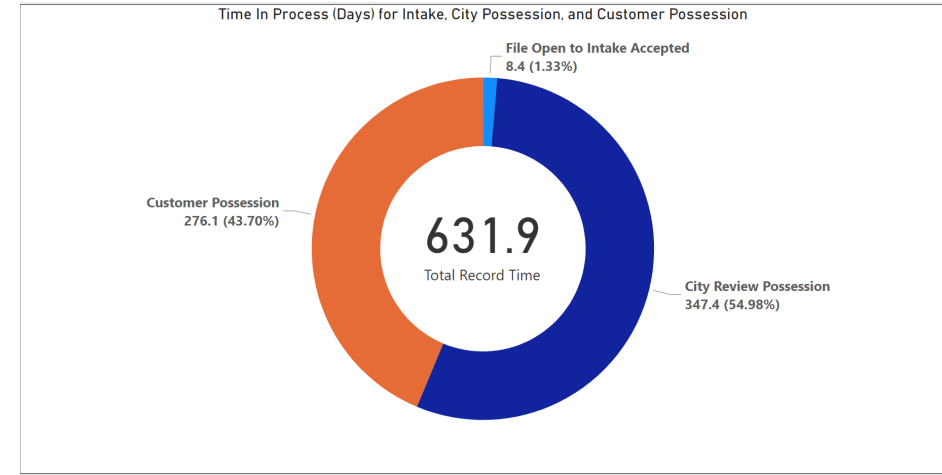


Time in Process (Active Projects)

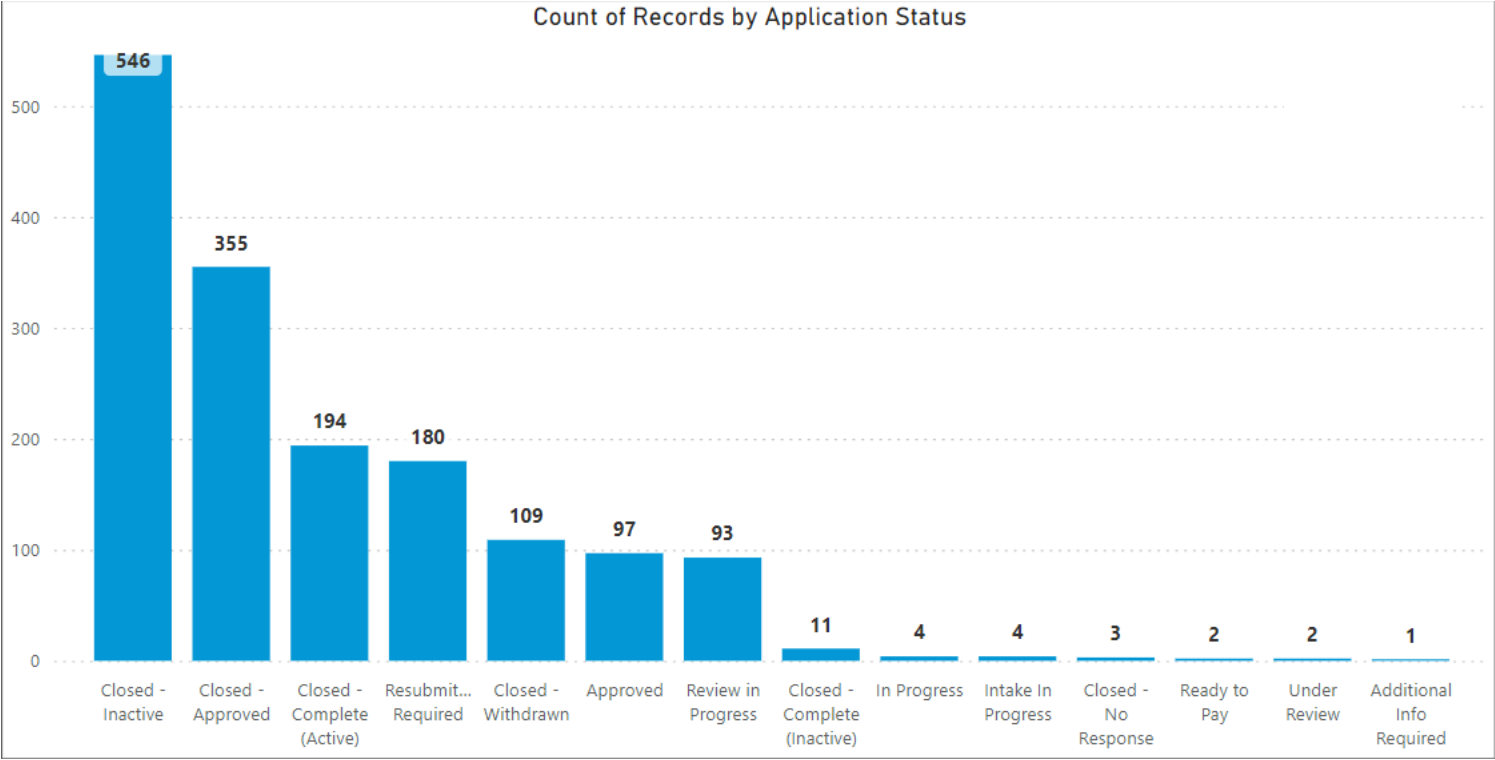
February



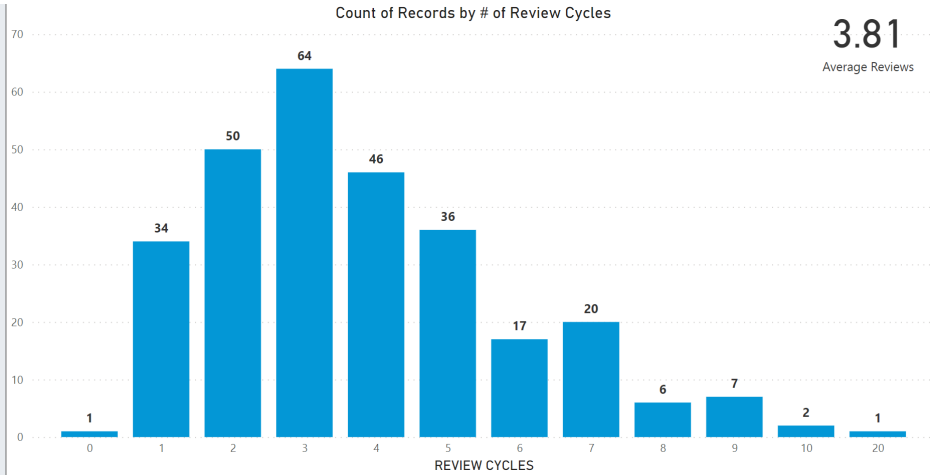
April



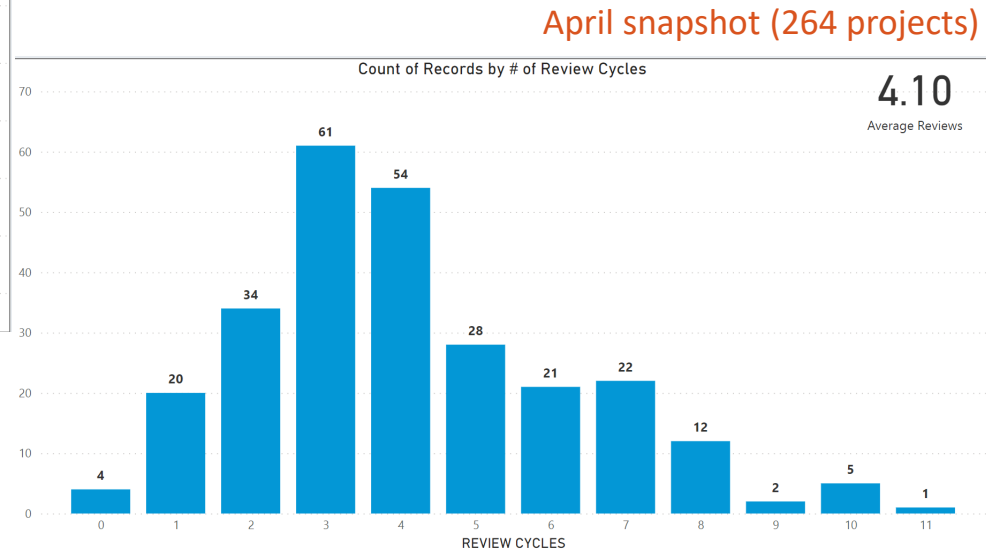
Status of Grace Period Projects



Status of Grace Period Projects



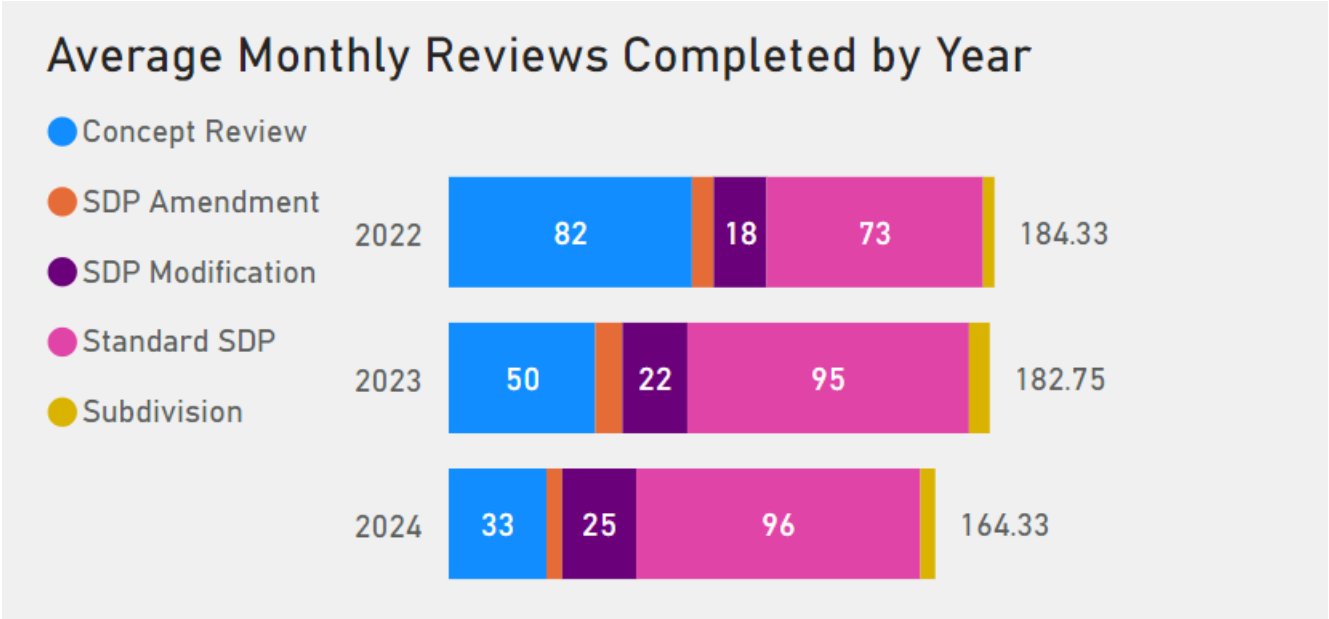
February snapshot (284 projects)



Review Strategies

- Re-balanced workload in summer 2023 by consolidating geographic review areas.
- Monthly “focus” weeks with grace period prioritized reviews
- Administrator coordination on “high review” cycle projects
- Regular outreach emails to active projects

Methodology



Grace Period Extension

- Single deadline of **April 18, 2025**
 - Typical number of review cycles,
 - Amount of time individual reviews are currently taking,
 - Amount of time projects typically spend in our customers hands
- In order to reduce the overall time projects are not in an active review, the ordinance includes a requirement that all pre-EHA projects receive a notice at 60 days after consolidated comments are sent and projects will be closed at day 90 if no resubmittal is received.

Staff Recommendation and Questions

- Staff recommendation – move forward the two proposed ordinances as presented
- Questions?
- Tentative schedule if moved out of committee:
 - Mayor Council – April 16th
 - 1st reading – April 22nd
 - Final consideration and public hearing for zoning ordinance amendment – May 13th