



Mission

Vision

Direction

Metrics / CIP

Monthly Report ending 31 DEC 2014

Development Services Department

MISSION

To serve the citizens of Morgantown by implementing the Comprehensive Plan; administering, maintaining, and enforcing the Planning and Zoning Code; and, administering federal community development and brownfields funding.

VISION

Partnering with our community to build and maintain a safer, more attractive, and sustainable Morgantown for present and future generations.

DIRECTION

To promote a positive image to our community, to our clients, and to our allied City Departments by following all seven of our established Canons of Ethics.

Performance Metrics

Development Services Department

1. Implementation of the Comprehensive Plan.

Morgantown's Comprehensive Plan is our "blueprint" for the future that sets forth our community's vision, goals, and aspirations. It is our community's broadest public policy document that guides decision-making on long-term physical, social, and economic development of the city and its environs affecting land development, land use, transportation, utilities, recreation, housing, and capital improvement planning.

Metrics:

1. Track the No. of "Immediate" strategies implemented.
2. Track the No. of "Short-Term strategies implemented.
3. Track the No. of "Mid-Term strategies initiated.



Performance Metrics

Development Services Department

2. Planning and Zoning Code Administration.

The Planning and Zoning Code implements the physical development and land use goals and objectives set forth in the Comprehensive Plan by promoting compatibility and protecting community character.

Metrics:

1. Track the number and type of P&Z Code applications.
2. Track the number of building permit applications reviewed and time to complete plans review/approval.
3. Track the number of Certificates of Occupancy reviewed and time to complete review/approval.



Performance Metrics

Development Services Department

3. Planning and Zoning Code Enforcement.

Effective implementation, management, and enforcement of the Planning and Zoning Code:

- Provides economic benefit.
- Enhances the quality and care of development.
- Establishes predictability in the plans review and permitting process.
- Adds value to the community.
- Attracts continued investment and reinvestment.

Metrics:

1. Track No. of variances granted.
2. Track No. of P&Z Code violations identified and corrected.



Performance Metrics

Development Services Department

4. Grant Administration.

The City of Morgantown receives federal formula-based Community Development Block Grant program (C.D.B.G.) dollars annually to fund activities that benefit low- and moderate-income people; prevent or eliminate slums or blighting conditions; or, address an urgent threat to health or safety. Additionally, the City has received Brownfields Assessment Grant funding through DEC 2016. Effective and efficient program administration ensures compliance with funding requirements and maximizes community benefit and return on funded activities.

Metrics:

1. Remain below 150% carryover in unexpended C.D.B.G. funds.
2. No. of Households Assisted (Housing) and
No. of Persons Benefitting (Public Services).
3. BROWNFIELDS METRIC UNDER DEVELOPMENT



Performance Measures Dashboard

Development Services Department	FY 2015		FY 2014	
	DEC '14	JUL '14 - DEC '14	JUL '13 - DEC '13	JUL '13 - JUN '14
1. Implementation of the Comprehensive Plan.				
No. of "Immediate" Strategies implemented.	0	0		17
No. of "Short-Term" strategies implemented.	0	4		6
No. of "Mid-Term" strategies initiated.	0	0		0
2. Planning and Zoning Code Administration.				
No. of P&Z Code Applications	11	53	76	122
Site Plans (DSI/MDSI)	0	2	2	4
Minor Subdivisions	4	5	10	16
Major Subdivisions	1	1	0	1
Zoning Text Amendments	2	3	1	1
Zoning Map Amendments	1	6	4	5
Variances	2	28	46	74
Conditional Uses	1	7	12	18
Administrative Appeals	0	1	1	3
Sign Permit Applications	Tracking to begin JAN 2015		Did not track	
No. of Building Permit Applications Reviewed	4	104	17 ¹	94 ¹
Average No. of Days for Building Permit Application Plans Review	2.00	5.80	6.76 ¹	5.84 ¹
No. of Certificate of Occupancy Applications Reviewed	Tracking to begin JAN 2015		Did not track	
Average No. of Days for Certificate of Occupancy Application Review	Tracking to begin JAN 2015		Did not track	
3. Planning and Zoning Code Enforcement.				
No. of zoning variances granted.	2	23	46	67
No. of zoning violations identified.	0	0		38
No. of zoning violations corrected.	0	0		25
4. Community Development & Brownfields Grant Administration.				
Remain below 150% carryover in unexpended C.D.B.G. funds.		139.00%		92.00%
No. of Households Assisted (Housing)	IDIS quarterly reporting	3	IDIS quarterly reporting	13
No. of Persons Benefitting (Public Services)		557		2,204
BROWNFIELDS METRIC TO BE DEVELOPED				

¹Started tracking building permits in OCT 2013