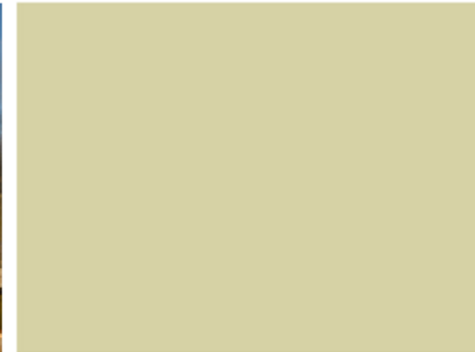


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# Department of Planning and Development

## 2012 Business Plan





## Introduction

- Department Overview and Update
- Major Initiatives
- Operating Budget / Financial Details
- Engage Gwinnett
- Balanced Scorecard Metrics
- 2030 Unified Plan Impacts
- Capital Project Overview



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# Mission, Vision & Values

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- Mission
  - To enhance the quality of life and property values in Gwinnett County by planning for growth and enforcing construction and environmental standards for development in new and revitalizing residential and non-residential neighborhoods.
- Vision
  - To protect the natural environment and facilitate the creation of a built environment desired by the citizens of Gwinnett County through planning and development review.

# Mission, Vision & Values

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- Values
  - Integrity: We are committed to conducting business responsibly with integrity through planning, reviewing, and monitoring of development.
  - Responsiveness: We will endeavor to provide quality service to our customers in a timely manner.
  - Excellence: We will strive to maintain an excellent standard of service to our customers while committing ourselves to act with courtesy and professionalism.
  - Teamwork: We will encourage and support an environment where team members bring individual strengths and talents to work together to meet our unified goal of superior customer service.

- Development
  - Site, Utilities & Life Safety Plan Review
  - Code and Ordinance Conformance
  - Inspections: Development, Building and Construction
  - Issuance of Building Permits
  - License & Revenue: Occupational Tax Certificate, Hotel/Motel Tax, Rental Car Tax
  - Alcohol Beverage Ordinance
- Planning
  - Rezoning Applications (Current)
  - Monitor Unified Plan Implementation (Long Range)

# Core Services

- Economic Development
  - Recruitment and Retention
    - Partnership Gwinnett
    - Development Authority
  - Redevelopment
    - Redevelopment Agency
    - Tax Allocation District mgt.
- Economic Analysis & Forecasting
  - SPLOST analysis
  - Economic/fiscal analysis
- Strategic Infrastructure Planning
  - Coordination of long range infrastructure planning activities to support the Unified Plan for:
    - Water & Wastewater Infrastructure
    - Transportation Infrastructure
    - Community Services Infrastructure

# 2011 Initiatives & Accomplishments

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- Unified Development Ordinance RFP
  - Development of the Ga 316/R&D Corridor Sector Plan
- Registration of Cell Towers & Billboards
- Vacant Structure Registration Process
- Planning & Development Study Committee
- Online Customer Survey/Feedback
- Continued Cross Training
- QA process for all Plan Review and Inspections Groups
- Streamlining of Interior Finish Permit Process
- Continuation of 2010 Initiatives:
  - Revenue Discovery & Enhancement Project
  - Long Range Planning Initiatives

# 2012 Major Initiatives

- Unified Development Ordinance Project Completion
  - Sector plan studies
- Revenue Discovery & Enhancement Project RFP
- On-Line Plan Submittal
- Study Committee Implementation
- Implementation of Cell Towers & Billboard Registration
- Housing Task Force
- Detailed Census Data Analysis
- Continuation of 2011 Initiatives:
  - Vacant Structure Registration Process
  - Long Range Planning Initiatives



# ProjectDOX

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- In 2007, the Department initiated a software upgrade to the Accela product line
- Provided access to ProjectDOX software - a business partner with Accela
- Digital / On-line submittal of plans by Design Professionals
- Available 24/7, which eliminates the requirement to visit our office for initial submittals



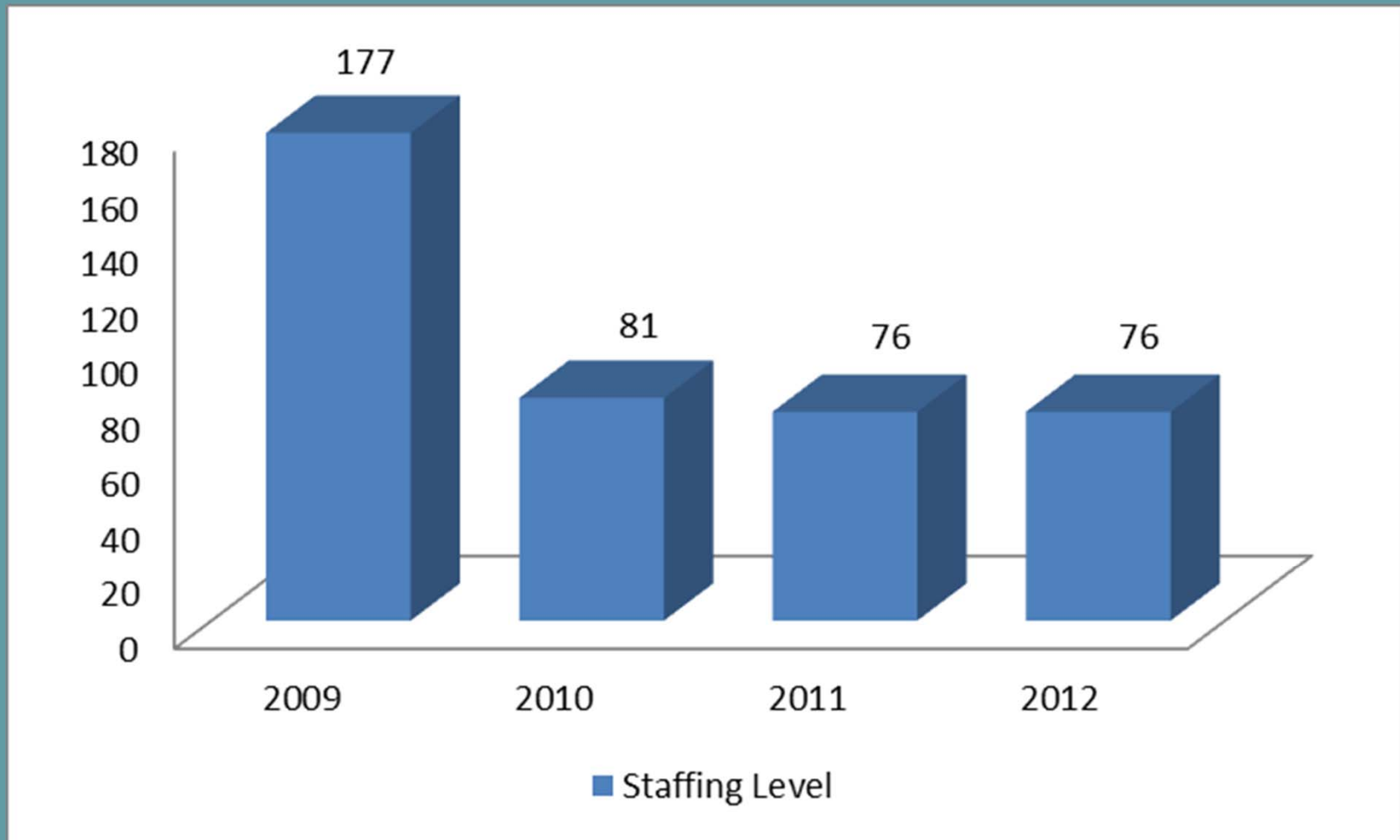
# ProjectDOX

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- Staff reviews and comments performed and returned electronically
- Provides for greater efficiency and effectiveness



# Staffing Details





# Environmental Changes

Foreclosure Crisis / Vacant Structures  
E-Verify for Business License Renewal

Restructuring of Economic Analysis & Development  
Division



# Financial Details

- Planning and Development staff have reviewed our budget line by line and trimmed where possible based on our actual 2010 and projected 2011 usage.
- This is combined with our Departmental wide effort over the past several years to continue to find ways and methods to operate as efficiently as possible.
- Planning and Development will continue to meet all of the Department's current service levels.

# Engage Gwinnett

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- Maintain current service levels – No outsourcing of essential services
  - Current service levels maintained
  - Study Committee Implementation
- Align policies and procedures to align with Partnership Gwinnett goals
  - The Department continues to coordinate with PG staff and evaluate the synergy between our two groups

# Engage Gwinnett

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- Identify non-licensed businesses in Gwinnett
  - The Department will revise and advertise a new RFP for our Revenue Discovery and Enhancement Program.
- Implement interventions of the 2030 Unified Plan
  - The Water & Sewer Master Plan Update is near completion and the development of the Unified Development Ordinance (UDO) is underway and scheduled for completion in 2012.

# Balanced Scorecard

- **Business Process Perspective**
  - Establish a Unified Development Code
  - Study Committee Implementation
- **Customer Perspective**
  - Housing Task Force
  - Initial Customer Contact (Volunteer Program)
- **Financial Perspective**
  - Streamline Operating Costs
  - Revenue Discovery & Enhancement
- **Learning and Growth Perspective**
  - Enhance Employee Skills (Cross Training)
  - Improve Supervision Skills (New LEAD Academy)



# 2030 Unified Plan Impacts

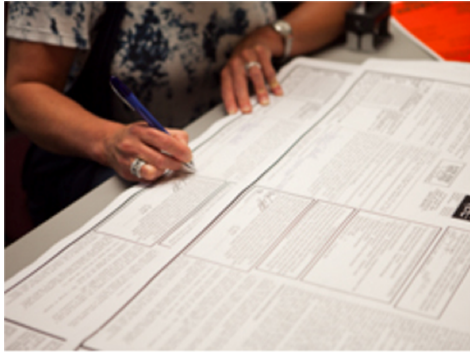
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- The Water & Sewer Master Plan update and the Unified Development Ordinance serve to reinforce and build upon the recommendations and planning concepts brought forth in the Unified Plan
- Water & Sewer Master Plan
  - Strategic Placement of Sewer
  - Increased Infrastructure Capacity within Targeted Areas
- Unified Development Ordinance
  - Promote Major Mixed Use Developments
  - Institute redevelopment Incentives and Bonuses
  - Promote Shared Infrastructure
  - Improved Walkability

# 2030 Unified Plan Impacts

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- Sector Plans
  - Establish Executive Housing
  - Use of TDRs
  - Promote University Parkway as a Research and Development Corridor
  - Support the Development of Georgia Gwinnett College
- Economic Development Division
  - Develop and Manage TADs
  - Coordination with Partnership Gwinnett
- Unified Plan Support and Vision



# 2012 Capital Budget

- Unified Development Ordinance Project
  - Major Rewrite Zoning Resolution and Development Regulations
- Sector Plan Studies
  - Companion project to UDO
- Livable Centers Initiative Study
  - 10 Yr Update to the Gwinnett Center LCI
- Development Forfeiture
  - Projects where bond has been called



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# Summary

- Budget / Financial Details
  - Continuation of streamlining and efficiency efforts
  - Planning and Development will continue to meet all of the Department's current service levels.
- Organization Strategy
  - Update and Modernize Regulations and Ordinances
  - “One Stop Shop” when Doing Business In Gwinnett
  - Increased communication and synergy between Economic Development, Strategic Infrastructure Planning, Land Use Planning
  - Enhanced coordination between License & Revenue, Zoning, Permits and Code Enforcement
  - Unified Plan Support and Vision



# Questions?

