

Planning & Building Department Council Report

Respectfully Submitted October 4, 2012

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Summary: The Planning and Building Department continues its daily responsibilities of issuing permits, completing inspections, reviewing development proposals, and variance related cases.

Current Projects and Goals:

Copies of the Comprehensive Plan are available in the Planning and Building Department; \$35 a copy.

Houseal Lavigne & Associate is currently working with staff to develop a training session focusing on how can the Town most effectively implement the Comprehensive Plan. I believe it is imperative that all Town Authorities, Boards, Commissions, and Council members as well as Department Heads attend this training session. The plan includes recommendations that involve all elements of the Town of Brownsburg, it will take all of these Town officials to implement the vision of the community.

2.1 Zoning Ordinance

Staff and Ground Rules Inc. finalized Draft F of the Zoning Ordinance update. A presentation meeting of the revised sign regulations will be held by the Plan Commission at 5:00 PM on 10/10/2012 in the Council Room. The public hearing on the entire ordinance is scheduled for Monday 10/15/2012 at 6:00 PM. The proposed Zoning Map that corresponds with the proposed Zoning Ordinance is available through our GIS website; hosting the map of the GIS website enables the ability to search for specific properties (by owner, address, parcel number, etc.) to confirm the proposed zoning designation.

3.1 GIS

Aerial Orthography (2012) - The Planning Department has contracted with Williams Aerial Mapping (WAM) to fly and capture new 6-inch aerial photography for the Town. The Department is not satisfied with the photography that was delivered to date. WAM is attempting to reprocess the imagery to improve the clarity. We'll provide an update on the process once receive the revised photography from them.

4.1 Land Management Software Configuration

The configuration of the new Enterprise Server for the Land Management program is nearing completion. This project has consisted of redefining administrative process, identifying and creating workflows, fee configuration review and integrating the Town's GIS software into the software. Additionally, an identity for the Town's Phase II Stormwater Management Program has been created

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within the system to allow for a configurable reporting measure as well as program connectivity within permit, inspection, code and plan records. In previous year's the Stormwater Management program has been tracked in local programs such as Microsoft Word and Excel. Using the Enterprise Server will enable the staff to leverage the program in the field and conduct the program more efficiently and effectively. The software is scheduled to Go-Live at the end of the month.

5.1 Total Number of Petitions and Income for 2012 (January 1-September 30, 2012)

Administrative Decision Appeal	1 petition	\$100
Construction Plans Final Review Fee	2 petitions	\$700
Map Classification Change	1 petition	\$2,216
Primary Plat	1 petition	\$760
Re-Plat/Amendment	3 petitions	\$925
Secondary Plat	3 petitions	\$1,480
Site Development Plan	6 petitions	\$3,600
Stormwater Review Services	2 petitions	\$4,320
Traffic Engineering Services	1 petition	\$8,750
Use Variance	2 petitions	\$1,200
Development Standards Variance	4 petitions	\$2,400
Residential Permits	119 permits	\$98,293
Total Permits	531 permits	\$758,895
GRAND TOTAL		\$785,346

Grand Total includes all fees (*Fire Territory, Park Impact Fee, Utility Availability, & Connection Fees*) collected through the Planning & Building Department at the time a building permit is issued.