

## 2016 Community Development Annual Report

The Community Development Department consist of the following personnel:

1. Community Development Director
2. Deputy Clerk
3. Building Official
4. Building Inspector

The department is responsible for the following services:

- Planning/Zoning
- Housing Initiatives
- Transportation Planning
- Economic Development
- Administration of Community Development Block Grant Funds
- City Code Enforcement
- Administration of Wetland Conservation Act
- Issuance of Building Permits
- Issuance of Rental Licenses and Rental Administration
- Building/Plumbing Inspections
- Review of Building Construction Plans
- Administration of MS4 Municipal Storm Water Regulations
- Staff to Planning Commission and Traffic & Safety Committee
- Assessment Searches

The existing Community Development services are critical for the generation of revenue, proper building construction, community relations, orderly growth and overall appearance of neighborhoods and business districts.

Staff participates in the following committees:

- Regional Economic Development Alliance (REDA)
- Mankato Area Planning Organization (MAPO)
- South Central Business Development Network
- City Art
- Business Development and Retention
- Region 9 Economic Development

In 2016, the Community Development Department either prepared or participated in the following plans and policies:

- Sidewalk Installation and Maintenance Policy
- Complete Streets Policy
- Lor Ray Drive/Howard Drive Intersection Control Evaluation (ICE)
- Belgrade Redevelopment Plan
- Belgrade Corridor Transportation Study
- MAPO 2045 Long Range Transportation Plan
- Downtown Design Guidelines

The following is a summary of number of building permits issued, number of inspections conducted, number of plan reviews conducted and number of rental licenses issued by the Department in 2016 (through October) and a comparison to 2015:

- Issued 943 building permits (through October)
- Conducted approximately 2,500 building inspections (through October)
- Conducted approximately 185 construction plan reviews (through October)
- Issued 668 rental licenses for a total of 1,619 rental units

	Single Family	Duplex	Twin Homes	Townhome Condos	Apt./ Asst. Living	Garages	Industry Commercial	Other	Residential Remodel	Totals
<b>2016 - October</b>										
Number of Permits	18	0	0	0	2	0	59	21	843	943
Number of Units	18	0	0	0	8	0	0	0	0	26
Dollar Value	\$5,010,180	\$0	\$0	\$0	\$40,000	\$0	\$5,157,285	\$13,800	\$4,311,309	\$14,532,574
Revenue	\$42,867.34	\$0.00	\$0.00	\$0.00	\$726.76	\$0.00	\$71,342.19	\$853.99	\$115,590.01	\$231,380.29
<b>2015</b>										
Number of Permits	41	0	0	5	3	2	45	25	825	946
Number of Units	41	0	0	19	12	0	0	0	0	72
Dollar Value	\$9,800,910	\$0	\$0	\$3,665,000	\$1,020,000	\$34,400	\$8,944,511	\$895,255	\$5,537,629	\$29,897,705
Revenue	\$86,883.85	\$0.00	\$0.00	\$29,143.47	\$8,254.59	\$696.96	\$84,172.44	\$7,649.13	\$121,107.59	\$337,908.03
<b>2014</b>										
Number of Permits	32	4	0	0	4	3	44	36	793	916
Number of Units	32	8	0	0	16	0	0	0	0	56
Dollar Value	\$8,014,300	\$1,151,000	\$0	\$0	\$1,360,000	\$55,000	\$2,896,617	\$1,144,375	\$4,281,941	\$18,903,233
Revenue	\$70,290.22	\$9,654.18	\$0.00	\$0.00	\$11,006.12	\$1,114.89	\$33,955.34	\$12,931.48	\$101,167.52	\$240,119.75
<b>2013</b>										
Number of Permits	31	4	2	0	2	4	51	29	857	980
Number of Units	31	8	2	0	17	0	0	0	0	58
Dollar Value	\$7,941,940	\$1,151,000	\$375,550	\$0	\$1,358,000	\$68,800	\$4,674,207	\$1,187,222	\$5,263,890	\$22,020,609
<b>2012</b>										
Number of Permits	35	0	0	4	2	10	50	53	1420	1,574
Number of Units	35	0	0	4	8	0	0	0	0	47
Dollar Value	\$7,895,390	\$0	\$0	\$793,800	\$680,000	\$122,400	\$3,107,724	\$3,244,168	\$11,665,332	\$27,508,814

In addition to the general day-to-day operations, other department activities occurring within 2016 include:

- Successful transition to building permit, code enforcement and rental licensing software
- Conducted approximately 8 business/industry visits
- Opened and closed 26 code enforcement cases with 4 in progress
- Conducted inventory of all City owned property
- Initiated community video program
- Coordinated independent rating of building inspections department
- Preparation of numerous development and purchase agreements including several Requests for Information (RFI) and Requests for Proposals (RFP) related to business/industry development
- Began public sidewalk replacement initiative

The following is expected work to occur in 2017:

- Participation with Rental Density Committee
- Present commercial loan program
- Participate in Intersection Control Evaluation (ICE) study for Lor Ray/Carlson intersection
- Work with Twin Rivers Council for the Arts on new art initiatives and Public Art Plan
- Conduct plan review and inspections for new Mankato Clinic
- New residential subdivisions:
  - Reserve second phase – single family
  - North Gate #3 – single family
  - North Gate #4 – single family
  - Benson West – multi family
- Safe Routes to School Initiatives
- Finish Belgrade Avenue Redevelopment Plan (with subcommittee)
- Finish Belgrade Avenue Corridor Study (with consultant)
- Conduct Market Analysis for Northport (with consultant)
- Attend continuing education and training to maintain all applicable certifications and licenses for building inspection officials
- Continue working with numerous industries who have shown interest in development

On a daily basis, Community Development staff interacts either in person, by phone or email with citizens, developers, realtors, contractors, attorneys, engineers, business owners, etc... regarding various issues. It is critical that staff is knowledgeable about information given to all and accountable for answers to all questions. Building Inspectors are expected to fully understand, interpret and approve state and local building codes for construction projects and be consistent in enforcement. The department treats every resident, contractor, etc... with the

same respect when performing inspections, issuing permits, answering questions or responding to citizen complaints.