

Planning Division

Program Description

The Department of Community Development Planning Division is responsible for policy analysis, long range planning, current development review, zoning code administration, economic development, landmarks administration, zoning code enforcement, geographic information systems (GIS), census/demographic coordination and general information processing relative to development and redevelopment within the community.

2020 Accomplishments

- Developed and implemented the Emergency Loan Fund with \$400K of approved funding and executed 20 emergency local business loans that became a blueprint for other Ozaukee County municipalities.
- Coordinated public input, market data and private sector resources to build consensus and decision making for land use and zoning within the East Growth neighborhood.
- Implementation of past work plan and creation of the 2020 Economic Development Board's work program including an introduction to three regional agencies in order to align objectives and tools. These regional agencies include Ozaukee County Economic Development, WEDC (Wisconsin Economic Development Corporation) and M7 (Milwaukee 7).
- Managed and administered Zoning and Sign Code enforcement through administrative guidelines and coordinating efforts with the City Attorney and Police Department related to municipal court.
- Developed the construction and agreement for the Town Center Gateway feature with committee, Council and Rotary Foundation. Construction on the feature has been executed.
- Conducted annual comprehensive sign enforcement sweep.

Key Performance Indicators

Activity	2017 Actual	2018 Actual	2019 Actual	2020 Projected	2021 Budgeted
CSM/Land Splits	10	13	7	8	10
Conditional Use/Special Exceptions	9	13	7	9	8
Land Use	4	6	7	6	5
Plats	4	6	5	5	6
Developer Conferences	18,000	18,000	18,000	18,000	18,000
Plan Commission Meetings	12	12	10	22	22
Special Sessions	0	0	0	2	2
Development Agreements	3	4	5	6	5

Activity	2017 Actual	2018 Actual	2019 Actual	2020 Projected	2021 Budgeted
Landscape Plan	3	3	2	4	3
Rezoning Recommendations	16	22	7	7	8
Consultation	4	4	1	4	4
Minor Requests	17	20	9	15	14
Concept Plan	3	4	5	4	5
Building/Site Plan Reviews	15	19	16	16	18
Open Space Plans	1	1	0	0	2
Specimen Tree Removal Requests	0	4	2	3	2
Master Sign Plan Approval	6	6	1	3	4
Sign Permits	50	44	42	17	30

2021 Objectives

- Manage and advise multiple stakeholders throughout the process for development proposals and policy analysis.
- Serve as staff liaison to respective boards and commissions.
- Develop policies, zoning, text amendments and tools for the Port Washington Road corridor to plan for redevelopment and future, new development opportunities.
- Continue progress of Town Center development including public and private investment and evaluate additional measures to ensure success of district.
- Continue to improve economic tools, community outreach and service to stakeholders to achieve a high level of citizen satisfaction.

Staffing for 2021

Positions (FTE)	2017 Actual	2018 Actual	2019 Actual	2020 Actual	2021 Budget
Community Development Director	1.00	1.00	1.00	1.00	1.00
Assistant Community Development Director	1.00	1.00	1.00	1.00	1.00
Planner I	1.00	1.00	1.00	1.00	1.00
Administrative Secretary	0.50	0.50	0.50	0.50	0.50

Estimated 2021 Revenue

\$70,500

Proposed 2021 Budget
\$474,150