

# 2013 Annual Report

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City of Noblesville Planning Department

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# Introduction

## A Message from the Director

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The City of Noblesville Planning Department has gone through quite a few changes in the past year. It has continued its tradition of providing a wide variety of professional community planning services to the citizens of Noblesville but has also taken on several long-range and special projects as we look towards the future. This Annual Report documents the accomplishments of the Department during 2013 and sets a course for continued progress in 2014. Below are some highlights from the past year that could never have been accomplished without my excellent team:

- The Department completed a Comprehensive Master Plan Update that includes many interviews, public meetings, map renderings and analyses, and countless hours poring over a 250-page draft. This document will act as the bones of the work plan for each calendar year not only for this department but for the city at large.
- The Department organized and held its inaugural Box City event at Promise Road Elementary School which set the tone for engaging young people into the field of local government and, more specifically, planning and development. This program will be an annual one from now on and we are excited to literally and figuratively see it build in the future.
- The Department built upon 2012's digital enhancement by requiring full digital submission for all commercial projects as well as finishing a comprehensive scanning project of all building plans in the basement. We also signed a contract for a new permit and process management database and started posting our public notices to an online Google map with full staff reporting details.

### About This Report

This Report has been prepared for the City of Noblesville, the boards and commissions that play a role in local planning, and the following elected officials:

#### Mayor

John Ditslear

#### Common Council

Roy Johnson, *President*

Mark Boice

Rick Taylor

Greg O'Connor

Brian Ayer

Steve Wood

Jeff Zeckel



- The Department implemented several policy enhancements including many recommendations from last year's UDO Audit, PILOT & PILOS ordinances to assist in revenue creativity, and the Housing and Property Maintenance Ordinance.
- The Department proceeded with its endeavor to improve communication through graphical representation including a Demographic Infographic, Comp Plan accompaniment, and plans for additional graphic brochures for 2014.
- The Department processed 37 Plan Commission cases, 25 Board of Zoning Appeals cases, and 6 Architectural Review Board cases.

The Planning Department is on track for an exceptionally productive year in 2014. The economy continues to improve locally and staff is busier with both Current and Long Range Planning projects now than they have been in over eight years. My staff and I look forward to working with our citizens, elected officials, and community partners to keep Noblesville moving forward in 2014.

Christy Langley, AICP



## Planning Department Staff Profile

The Planning Department has a total of 13 staff positions, including 6 professional planners, 4 building inspection officers, and 3 administrative staff. The chart on the following page illustrates the current organizational structure of the Planning Department. One new staff member was added to the Department in 2013. Currently 3 of the 6 professional planners in the Department have achieved certification from the American Institute of Certified Planners (AICP), a recognized mark of skills and experience in the planning profession.

Staff serves to support the activities of the City Plan Commission, Board of Zoning Appeals, Technical Advisory Committee, and Architectural Review Board. The staff is also called upon to provide information and assistance to the Mayor, City Council, Board of Public Works, and other city, county, civic, and regional organizations. The staff's primary tasks are to 1) guide the public through the development process and 2) serve as a resource for long-range community planning and the discussion of community land use issues.

The Planning Department staff provides direct support or plays a coordination role with the following boards, commissions, & organizations:

*Common Council  
Plan Commission  
Board of Zoning Appeals  
Technical Advisory Committee  
Architectural Review Board  
MPO Policy Committee  
Historic Preservation Comm.  
Sustain Noblesville  
Floodplain Management  
Traffic Committee  
Roads Committee  
Economic Development Comm.  
Noblesville Main Street*

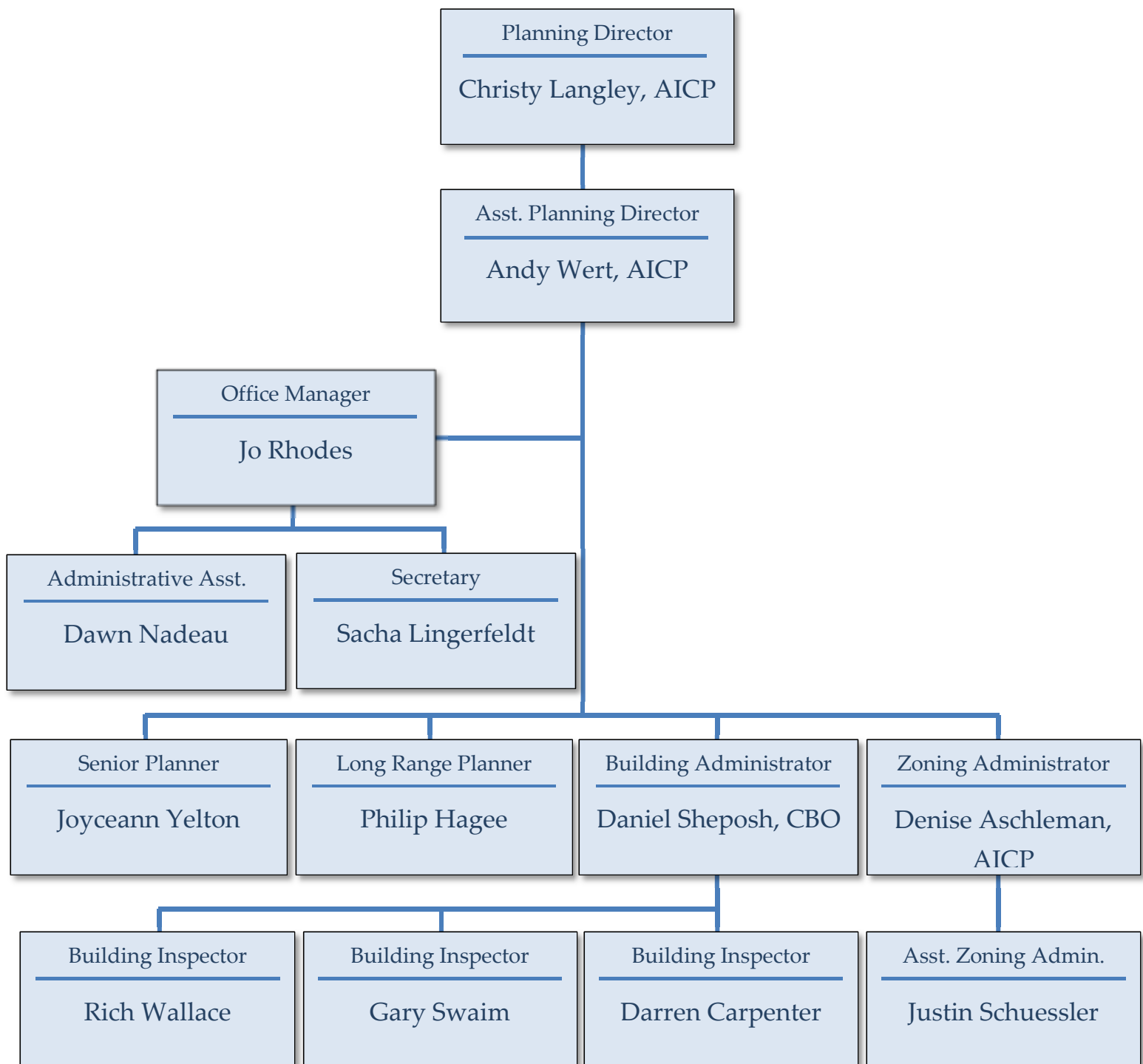


*Front Row (from left): Jo Rhodes, Dawn Nadeau, Joyceann Yelton, Denise Aschleman, Sacha Lingerfeldt. Back Row (from left): Andy Wert, Philip Hagee, Daniel Sheposh, Darren Carpenter, Christy Langley, Gary Swaim, Rich Wallace, Justin Schuessler.*



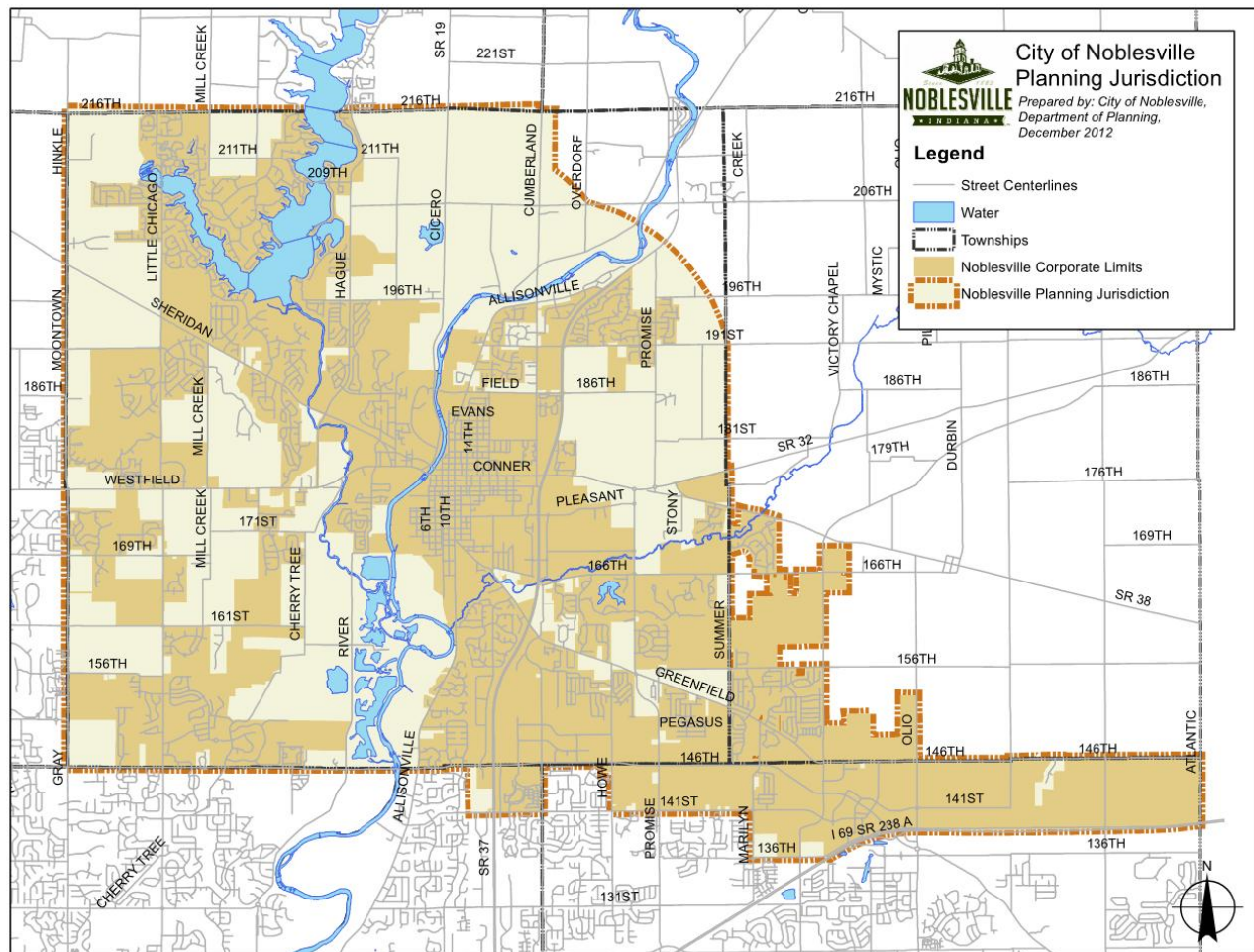
## Organizational Chart

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## Jurisdictional Area

The jurisdiction of the Noblesville Planning Department includes the corporate limits of Noblesville and the unincorporated areas of Noblesville Township and certain unincorporated areas of Fall Creek and Delaware Townships. Noblesville retains jurisdiction over unincorporated areas of Fall Creek Township bounded by Interstate 69, Atlantic Road, the north township line (146<sup>th</sup> Street), Howe Road, 141<sup>st</sup> Street, Marilyn Road, and 136<sup>th</sup> Street. Noblesville also retains jurisdiction over unincorporated areas of Delaware Township bounded by State Road 37, the north township line (146<sup>th</sup> Street), the old Norfolk & Southern Railroad, and 141<sup>st</sup> Street. The map below provides a graphic illustration of the area.



## Appointed Officials

### 2013 Noblesville Plan Commission

The Plan Commission is comprised of 11 voting members appointed by various City and County elected officials. The Mayor appoints five citizen members of which not more than three are to be of the same political party. One member is appointed by the Common Council, and two members who reside in the unincorporated area of Noblesville Township are appointed by the Hamilton County Commissioners. One member each is appointed by the Noblesville Parks Board and the Board of Public Works. The City Engineer is a member by virtue of the position. The Plan Commission makes decisions regarding land use and development through review of subdivisions and site plans. It advises the City Council on rezoning requests, planned unit developments, and amendments to the text of the Unified Development Ordinance.

### 2013 Noblesville Board of Zoning Appeals

The Board of Zoning Appeals (BZA) is a five-member board made up of citizens appointed by several City and County governing bodies. The Board of Zoning Appeals hears and makes final decisions on requests for variances from development standards. The Board also hears petitions and makes decisions on use variances and conditional uses.

### 2013 Architectural Review Board

The Architectural Review Board (ARB) reviews and evaluates all residential planned developments for characteristics of housing types, limited site development and landscaping requirements, and structure design. The Board's recommendations are sent to the Plan Commission for final adoption. The committee also reviews any adopted guidelines for a planned development that has a change of builder that is proposing new building elevations.

### Plan Comm. Members

[Gretchen Hanes](#)

*Board of Works Appointee*

[George Beason](#)

*Jurisdictional Member*

[David Burtner](#)

*Jurisdictional Member*

[Doug DeJarnatt](#)

*Citizen Member*

[Bryan Glover](#)

*Citizen Member*

[Warren Smith](#)

*Citizen Member*

[John Beery](#)

*City Engineer*

[Greg O'Connor](#)

*Council Member*

[Pat Reed](#)

*Parks Board Member*

[David Dragoo, President](#)

*Citizen Member*

### BZA Members

[Barry McNulty](#)

*Citizen Member*

[David Burtner](#)

*Plan Comm. Appointee*

[Mike Field](#)

*Citizen Member*

[James Hanlon](#)

*Common Council Appointee*

[Doug DeJarnatt, Chairman](#)

*Citizen Member*

### ARB Members

[Mark Boice](#)

*Common Council*

[Greg O'Connor](#)

*Common Council*

[Gretchen Hanes](#)

*Plan Commission Member*

[David Dragoo](#)

*Plan Commission Member*

[Christy Langley](#)

*Planning Director*



# Boards & Commissions

## Noblesville Plan Commission Activity Summary

In 2013 the Noblesville Plan Commission heard a total of 37 applications, an increase of 25 from 2012 (12 applications). The figure below represents the detailed type of application and requisite decision by the Plan Commission.

Month	Zoning Change	Primary Plats	Planned Developments	Text Amendments
January			1	
February	1	1	1	
March				1
April			1	3
May				
June	3		3	1
July	1			1
August	1	1	2	3
September				1
October	2			1
November	2		1	
December	3		2	
<b>Total</b>	<b>13</b>	<b>2</b>	<b>11</b>	<b>11</b>

## Zoning Changes

Applicant	Location	Change	Acres	NPC Action	Council Action
Elliott McGregory	15788 Hazel Dell Rd	SR to R-1	0.614	Forwarded favorably	Approved
Republic Development	Campus Parkway	Office to Commercial	80.0	Forwarded favorably	Approved
Redwood Acquisition	Town & Country Blvd	R4-to R-5	20.45	Forwarded favorably	Approved
Hazel Dell LLC	Hazel Dell & Edenshall	PB to R-5	8.39	Forwarded favorably	Approved
Planning Staff	Morse Reservoir area	R-5 to R-1 or R-3	28.317	Forwarded favorably	Approved
Planning Staff	5 <sup>th</sup> St & Cherry St	PB to R-4	1.67	Forwarded favorably	Approved
Planning Staff	Boden Rd & E. 166 <sup>th</sup> St	A-2(S) to R-2	18.67	Forwarded favorably	Approved
Planning Staff	Various locations	R-5 & RMH to R3 or R4		Forwarded favorably	Approved
Boomerang Development	Boden & E. 156 <sup>th</sup> St	A2S to R-1	89.74	Forwarded favorably	?
French Property Mgt	Hazel Dell & SR 32	R-1 to R-5	5.72	Forwarded favorably	?
French Property Mgt	Hazel Dell & SR32	PB to R-5	8.24	Forwarded favorably	?
Larry Ley	1135 Conner St	R-5 to GB	0.29	Forwarded unfavorably	Withdrawn
Terry Lee Crossing LLC	S.R. 32 & S.R. 37	FH to PB	57.829	Forwarded favorably	Approved



## Primary Plats

Subdivision	Location	Lots	Acres	NPC Action
St. Vincent DePaul Center	1391, 1399 Greenfield Ave	2	1.427	Approved
Greene's Addition replat	535 Sheridan Rd	1	1.8	Approved

## Secondary Plats\*

Subdivision	Location	Lots	Acres
Sagamore Sec. 3 replat	Lots 12A, 14, A & 15A	3	
Sagamore Sec. 1 replat	Lot 26 & 27	2	
Twin Oaks Sec. 2	Hazel Dell Rd & E. 161 <sup>st</sup> St	52	16.482
St. Vincent DePaul Center	1391 Greenfield Ave	1	1.427
Essex Of Noblesville Sec. 3	Hazel Dell Rd & E. 161 <sup>st</sup> St	23	12.169
Monarch Springs Sec. 3 replat	Lots 42 & 43	2	
Horizons At Cumberland Pointe Sec. 4B replat	Lots 103, 108, 109 & 126	4	
Highlands Prairie – Indiana American	19841 Allisonville Rd	1	13.28
Brighton Knoll Sec. 5	Howe Rd & Greenfield Ave	36	7.886
Slater Woods Sec. 3	Gray Rd & E. 169 <sup>th</sup> St	8	5.007
Slater Ridge Sec. 3	Gray Rd & E. 169 <sup>th</sup> St	31	14.436
Slater Run Sec. 2	Gray Rd & E. 169 <sup>th</sup> St	26	14.46
McGregory Estates	15788 Hazel Dell Rd	2	0.614
Lake Forest Of Noblesville Sec. 1	Hazel Dell Rd & E. 161 <sup>st</sup> St	53	34.05
Chapel Woods Sec. 8	Union Chapel Rd & Greenfield	28	21.327
Waterman Farms Sec. 9	Greenfield Ave & Promise Rd	42	8.75
Greene's Addition replat	525 Sheridan Rd	1	1.849
Chapel Woods Sec. 9	Union Chapel Rd & Greenfield	29	13.584
Slater Woods Sec. 2	Gray Rd & E. 169 <sup>th</sup> St	20	11.069
Terry Lee Crossing	State Roads 32 & 36	1	8.111
Slater Woods Sec. 4	Gray Rd & E. 169 <sup>th</sup> St	15	9.3
Promenade Woods Sec. 1	Mill Creek Rd & S.R. 32	15	18.082
Lochaven At Noble West Sec. 12	Hazel Dell Rd & Midland Ln	45	39.48
The Hamptons	Town & Country Blvd	1	32.705
Twin Oaks Sec. 6	Hazel Dell Rd & E. 161 <sup>st</sup> St	31	15.05
Highlands Prairie Sec. 3	Allisonville Rd & S.R. 37	37	14.29
Prairie Lakes Lot 2 replat	Mundy Dr & E. 146 <sup>th</sup> St	1	1.366
Noblesville Business Park	Cumberland Rd & E. 150 <sup>th</sup> St	1	2.39
Brighton Knoll Sec. 6	Howe Rd & Greenfield Ave	36	17.55

\* Secondary Plats are reviewed at Staff level and do not require Plan Commission Approval



## Planned Developments

Item	Location	NPC Action	Council Action
Chapel Pointe Flats	Union Chapel Rd	Forwarded favorably	Approved
Lake Forest Of Noblesville	Hazel Dell & 161st	Forwarded favorably	Approved
SMC Corporation	Edgar Way & 146 <sup>th</sup> St	Forwarded favorably	Approved
Republic Development (Text Amendment)	Saxony Corporate Campus	Forwarded favorably	Approved
The Hamptons	Town & Country Blvd	Forwarded favorably	Approved
Noble West Apartments	Hazel Dell & Edenshall	Forwarded favorably	Approved
Planning Staff	Boden Rd & E. 166 <sup>th</sup> St	Forwarded favorably	Approved
Shops At The Dell	Hazel Dell & SR 32	Forwarded favorably	?
Terry Lee Crossing LLC	S.R. 32 & S.R. 37	Forwarded favorably	Approved
K1 Speed special consideration	14395 Bergen Blvd	Forwarded unfavorably	Denied
Noble East	Boden Rd & E. 156 <sup>th</sup> St	Forwarded favorably	?

## Text Amendments/Miscellaneous

Item	NPC Action	Council Action
UDO Text Amendments, Articles 3-6, 8-14, App. D	Forwarded favorably	Approved
Noblesville Alternative Transportation Plan Text Amendments	Forwarded favorably	Approved
Rules Of Procedure	Approved	
Official Zone Maps	Forwarded favorably	Approved
UDO Text Amendments, Articles 2, 10-12, App. H	Forwarded favorably	Approved
UDO Text Amendments, Articles 4, 8, 12, App. C	Forwarded favorably	Approved
Amendments to Corporate Campus Zone Map	Forwarded favorably	Approved
UDO Text Amendments, Articles 2, 8, 9, 11, App. A	Forwarded favorably	Approved
Noblesville Business Park program for signs	Approved	
Text Amendment – Noblesville Parks Master Plan	Forwarded favorably	Approved
UDO Text Amendment – PD Open Space standards	Forwarded favorably	Revised/Approved



## Board of Zoning Appeals Activity Summary

In 2013 the Board of Zoning Appeals heard a total of 25 cases, with each request considered against approval criteria established by the Indiana Code, a decrease of 3 from 2012 (28 applications). The figure below represents the detailed type of application and requisite decision by the BZA.

Month	Variances	Land Use Variance	Conditional Use	Temporary Use	Appeal
January					
February	1			1	
March		1		1	
April					
May	1	3			
June	1	1			
July	1				
August	2		1	1	
September	1				
October	4				
November	3				
December	1	1			
<b>Total</b>	<b>15</b>	<b>6</b>	<b>1</b>	<b>3</b>	<b>0</b>

### Variances

Applicant	Location	Variance	Decision
Monica & Darren Peck	2078 Greenfield Ave	Increase in size of accessory building	Approved
Stephen & Suzan Sanders	8475 East 216 <sup>th</sup> St	Accessory structure prior to principal residence	Approved
Comcast	15229 Stony Creek Way	Encroachment of landscape buffer	Approved
Rodney English	6153 Saw Mill Dr	Increase in width of driveway	Approved
Citizens Energy Group	1100 South Harbour Dr	Increase in maximum height	Approved
David & Pam Egg	14622 Scarborough Ln	Increase in fence height	Approved
Jason & Kara Smith	16555 Seminole Rd	Increase in size of accessory building	Approved
Scott Rodenbarger	11325 East 196 <sup>th</sup> St	Increase in size of accessory building	Approved
Adele Dodd	165 South 10 <sup>th</sup> St	Modification of accessory residential condition	Denied
LA Fitness	16640 Mercantile Blvd	Second ground sign	Denied
LA Fitness	16640 Mercantile Blvd	Increase in size of designation sign	Approved
Indiana American Water Co.	15216 Stony Creek Way	Outdoor storage within front setback	Approved
Indiana American Water Co.	15216 Stony Creek Way	Gravel vehicular access area	Approved
El Camino Real	797 South 10 <sup>th</sup> St	Encroachment of side setback	Approved
Walgreens	555 Westfield Rd	Increase of size of electronic sign	Denied

## Land Use Variances

Applicant	Location	Land Use Variance	Decision
Verizon Wireless	3875 Sheridan Rd	Wireless communication tower	Approved
Martin Marietta	7500 East 160 <sup>th</sup> St	Mineral extraction in urban area	Approved
HAND	814 Division St/388 S. 8 <sup>th</sup> St	Residential use in "LB"	Approved
The Hit Factory	15320 Herriman Blvd	Indoor recreation	Approved
Logan Street Sanctuary	1274 Logan St	Gallery/Exhibit/Recital space	Approved
Martin Marietta Materials	14875 River Rd	Mineral extraction in urban area	Approved

## Conditional Uses

Applicant	Location	Conditional Use	Decision
Richard Strong	402 Regents Park Ln	Bed & Breakfast	Denied

## Temporary Use

Applicant	Location	Use	Decision
Tiffany Lawn & Garden	1801 South 8 <sup>th</sup> St	Sale of landscaping materials	Approved
Tiffany Lawn & Garden	1801 South 8 <sup>th</sup> St	Temporary sign	Approved
Guerin High School	15300 Gray Rd	Locker Room	Approved



## Architectural Review Board Activity Summary

In 2013 the Architectural Review Board heard a total of 6 new applications to be forwarded on to the Plan Commission, an decrease of 7 from 2012 (13 applications).

Architectural Review Board Activity		
Subdivision	Items Reviewed	Applicant
Twin Oaks	New models	Weekley Homes
Slater Woods	New models	Ryan Homes
Lake Forest Of Noblesville	New development	Pule Homes
Highlands Prairie	New models	M/I Homes
Noble East	New development	Pulte Homes
Noble East	New development	Ryland Homes

## Technical Advisory Committee Activity Summary

In 2013 the Technical Advisory Committee heard a total of 47 new reviews, an increase of 15 items from 2012 (32 items). The Technical Advisory Committee assists in evaluating development plans and forwards their recommendation to other governmental entities having the applicable reviewing authority.

Technical Advisory Committee Activity		
Applicant	Location	Item(s) Reviewed
Park Place At Sagamore Sec. 2	Summer Rd & E. 166 <sup>th</sup> St	Construction plans
The Ridge Sec. 4	Hague Rd & Lakeview Dr	Construction plans
Cumberland Pointe Apartments Ph. 2	Cumberland Rd & Greenfield Ave	Construction plans
St Vincent DePaul Center	1391 & 1399 Greenfield Ave	Primary plat
The Play School At Hazel Dell	15680-15720 Hazel Dell Rd	Preliminary development plan
Chapel Woods Sec. 7	Union Chapel Rd & E. 156 <sup>th</sup> St	Construction plans
Hague Road Storage	20250 Hague Rd	Construction plans
Twin Oaks Sec. 2	Hazel Dell Rd & E. 161 <sup>st</sup> St	Construction plans
Verizon Wireless	3875 Sheridan Rd	Construction plans
Weihe Construction	15215 Stony Creek Way	Construction plans
Essex Of Noblesville Sec. 3	Hazel Dell Rd & E. 161 <sup>st</sup> St	Construction plans
Roudebush Grading	17158 Harger Ct	Construction plans
The Hamptons	Town & Country Blvd	Preliminary development plan
Noble West Apartments	Hazel Dell Rd & Edenshall Rd	Preliminary development plan
Heartland Church	14450 Getz Rd	Preliminary development plan

Slater Woods Sec. 3	Gray Rd & E. 169 <sup>th</sup> St	Construction plans
Slater Ridge Sec. 3	Gray Rd & E. 169 <sup>th</sup> St	Construction plans
Slater Run Sec. 2	Gray Rd & E. 169 <sup>th</sup> St	Construction plans
Brighton Knoll Sec. 5	Howe Rd & Greenfield Ave	Construction plans
St. Vincent dePaul Center	1391 Greenfield Ave	Construction plans
Promenade Woods	Mill Creek Rd & S.R. 32	Detailed development plan
Hamilton Town Center LLC	Campus Parkway	Construction plans
Chapel Woods Sec. 8	Union Chapel Rd & E. 156 <sup>th</sup> St	Construction plans
Waterman Farms Sec. 9	Promise Rd & Greenfield Ave	Construction plans
Chapel Pointe Flats	Union Chapel Rd & Greenfield Ave	Construction plans
Lake Forest Of Noblesville Sec. 1	Hazel Dell Rd & E. 161 <sup>st</sup> St	Construction plans
Terry Lee Crossing	S.R 32 & S.R. 37	Construction plans
Chuy's Mexican Restaurant	14150 Town Center Blvd	Construction plans
Chapel Woods Sec. 9	Union Chapel Rd & E. 156 <sup>th</sup> St	Construction plans
Slater Woods Sec. 2	Gray Rd & E. 169 <sup>th</sup> St	Construction plans
Greene's Addition	525 Sheridan Rd	Primary & secondary plat
Noblesville High School	18111 Cumberland Rd	Construction plans
Noblesville Middle School	1625 Field Dr	Construction plans
The Hamptons	Town & Country Blvd	Construction plans
Midwest Eye Consultants	525 Sheridan Rd	Construction plans
Promenade Woods Sec. 1	Mill Creek Rd & S.R. 32	Construction plans
Slater Woods Sec. 4	Gray Rd & E. 169 <sup>th</sup> St	Construction plans
Lochaven At Noble West Sec. 12	Cherry Tree Rd & Kippford St	Construction plans
Pleasant Street Properties	1401 Pleasant St	Construction plans
Twin Oaks Sec. 6	Hazel Dell Rd & E. 161 <sup>st</sup> St	Construction plans
Harbour Trees Beach Club	100 Clarendon Dr	Construction plans
Highlands Prairie Sec. 3	Allisonville Rd & S.R. 37	Construction plans
Jaggers Restaurant	14570 Mundy Dr	Construction plans
RZ Automation	9690 E. 150 <sup>th</sup> St	Construction plans
Noble East	Boden Rd between 156 <sup>th</sup> & 166 <sup>th</sup>	Preliminary development plan
Shops At The Dell	Hazel Dell Rd & SR. 32	Preliminary development plan
Indiana American Water Company	15216 Stony Creek Way	Development plan



# Department Statistics

## Miscellaneous Statistics

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- ❖ Estimated population as of December 31, 2013: 56,458
- ❖ Average new house size (2013): 3,612 square feet
- ❖ Overall increase in house permits since 2012: +9.2%
- ❖ 24 out of 427 home permits (5.6%) were custom homes
- ❖ Commercial use structural area added: 77,790 square feet
- ❖ Industrial use structural area added: 0 square feet
- ❖ Total Noblesville school system enrollment: 9,599
- ❖ Total area in city limits: 32.66 square miles
- ❖ Total miles of public streets in Noblesville: 252.54
- ❖ Major building projects:
  - Noblesville High School: \$21,000,000
  - Noblesville Middle School: \$13,000,000
  - Terry Lee Hyundai: \$5,000,000
  - L.A. Fitness: \$3,500,000
  - Courtyard Marriott: \$3,000,000



## Planning Department Revenues

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Because of the ability of the Planning Department to accept certain forms of payment oftentimes we collect fees that don't pertain directly to staff's particular duties. General/Building Fees include all permitting and inspection fees; Trash/Recycling Fees include fees for trash pick-up before the CofO is issued and the resident can start paying them him or herself; Miscellaneous includes requests for old building plans, zoning letters, or UDO requirements; Park Impact Fees are collected from new residential construction for eligible Park projects; and Road Impact Fees are collected from residential and commercial construction for eligible road projects through the Engineering Department.

Fund	Description	Amount
100-325	General/Building Fees	\$1,019,425.43
100-343	Trash/Recycling Fees	\$85,177.30
100-362	Misc/Copies/Zoning Letters	\$2,027.51
200-350	Park Impact Fees	\$680,442.00
500-350	Road Area 1 Impact Fees	\$187,135.54
504-350	Road Area 2 Impact Fees	\$356,373.60
505-350	Road Area 3 Impact Fees	\$60,310.14
	<b>Total</b>	<b>\$2,390,891.52</b>



## Permits & Estimated Valuations

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Permit numbers were up in 2013 from 2012. The estimated valuation for 2013 permits increased \$46.5 million from 2012 with large projects like school facility expansions, Terry Lee Hyundai, and L.A. Fitness being the most significant.

Building Permits Issued	
Type	Number*
Single Family	427^
Duplex & Attached Single Family	7 -
Multi-Family Units	258^
Commercial New	14^
Commercial Addition or Remodel	69^
Industrial Addition or Remodel	0^v
Residential Addition or Remodel	130^
Accessory Structure	56^
Electrical Upgrade	60^v
Pool	17^
Fence	251^v
Demolition	20^
Signs	158^
Encroachment	697^

\* ^=Increase from 2012, ^v=Decrease from 2012, - = no change



<b>Estimated Valuation for Permits*</b>				
<b>Month</b>	<b>Noblesville City</b>	<b>Noblesville Twp</b>	<b>FC Township</b>	<b>Total**</b>
January	\$7,915,537	0	0	\$7,915,537^
February	\$12,834,934	\$101,500	0	\$12,936,434^
March	\$16,352,415	\$170,000	0	\$16,522,415^
April	\$7,249,048	0	0	\$7,249,048^
May	\$22,991,037	\$335,000	0	\$23,326,037^
June	\$14,441,721	\$611,500	0	\$15,053,221^
July	\$10,620,756	\$622,000	0	\$11,242,756^
August	\$8,761,815	\$9,000	0	\$8,770,815^
September	\$9,794,121	\$10,000	0	\$9,804,121^
October	\$42,091,910	\$150,015	0	\$42,241,925^
November	\$37,518,393	\$600,000	0	\$38,118,393^
December	\$4,914,980	\$200	0	\$4,915,180^
<b>Total</b>	<b>\$195,486,667</b>	<b>\$2,609,215</b>	<b>0</b>	<b>\$198,095,882^</b>

\*These figures represent the sum total of estimated valuations provided by the applicant and may not correspond with the actual assessed valuation.

\*\* ^=Increase from 2012, ^=Decrease from 2012—total increase over 2012=\$46,500,019



## New Business Ventures

It is difficult to determine an exhaustive list of new business ventures each year because the City does not require a business operation license or permit. The Secretary of the State's Office within Indiana State Government requires them to register but oftentimes it is under the auspices of parent corporations or LLC's which makes it difficult to ascertain exactly who it is. Oftentimes the Economic Development Department will hear about new developments, staff will see them as they are out in the community, and we speak often with the Noblesville Chamber of Commerce. Another way we can determine new business is through new construction & renovation permits through the Planning Department. The list on the following page represents some of those businesses.

New Business Ventures-2013				
Business Name	Location	Area - SF	Value	Notes
Helmer Labs	14400 Bergen Blvd	137,500	\$5,000,000	New Location
LA Fitness	16640 Mercantile Blvd	35,000	\$3,500,000	New Building
Panda Express	13305 Tegler Dr	2,606	\$1,050,094	New Building
Hobby Lobby	545 Noble Creek Dr	51,018	\$840,000	Remodel
Home Hoods	17120 Mercantile Blvd	28,271	\$625,000	Remodel
Pharmakon Pharmaceuticals	14450 Getz Rd	37,265	\$600,000	Remodel
HHC Rehab	9669 E. 146 <sup>th</sup> St	5,140	\$300,000	Remodel
Wet Seal	13971 Town Center Blvd Ste 700	3,987	\$250,000	Remodel
Menchie's	17043 Mercantile Blvd	1,610	\$200,000	Remodel
Nemo's Sports Pub & Grill	15887 Cumberland Rd Ste 111	4,200	\$186,000	Remodel
Pizza Hut	14765 Hazel Dell Crossing Ste 900	1,770	\$182,470	Remodel
Crazy 8	13976 Town Center Blvd Ste 400	2,948	\$150,000	Remodel
The Joint Chiropractic	14191 Town Center Blvd Ste100	2,099	\$130,000	Remodel
The Vitamin Shoppe	17143 Mercantile Blvd	2,666	\$114,000	Remodel
Kinney Dancewear	14753 Hazel Dell Crossing Ste 600	3,065	\$108,000	Remodel
Yats Cajun Creole Restaurant	13901 Town Center Blvd Ste 900	1,300	\$80,000	Remodel
ZZZ, LLC	15248 Stoney Creek Way	2,163	\$80,000	Remodel
Vom Fass	13185 Harrell Parkway Ste 150	924	\$75,500	Remodel
Bastin, Darrell & Snyder	400 Noble Creek Dr Ste 200	2,756	\$60,000	Remodel
Academy of Allergy, Asthma & Sinus	14540 Prairie Lakes Blvd N Ste 207	3,313	\$57,380	Remodel
North Indy Fence, Deck & Rail	10330 Pleasant St Ste 400	1,600	\$41,800	Remodel
Accelerated Physical Therapy	15887 Cumberland Rd Ste 102	2,647	\$30,000	Remodel
Ritman & Associates	1154 Conner St	48	\$7,000	Remodel
Rio Grande	20805 Hague Rd	75	\$5,000	Remodel
AllCare Rheumatology	18077 River Rd Ste 206	-	-	Remodel

## New Business Ventures-2013 (continued)

Business Name	Location	Area in SF	Value	Notes
Nickloy & Higdon	5540 Pebble Village Ln, Ste 300	1,846	-	Remodel
Pullien's Cafeteria	17901 River Rd Ste A-13	-	-	Remodel
Pools Of Fun	14741 Hazel Dell Crossing Ste 300	-	-	Sign
Stoney Creek Animal Hospital	14660 Herriman Blvd Ste 800	-	-	Sign
La Hacienda	14741 Hazel Dell Crossing Ste 1000	-	-	Sign
Journey To Health	14300 Mundy Dr	-	-	Sign
McClure O'Farrell Attorneys	5570 Pebble Village Ln Ste 300	-	-	Sign
Tiffany Lawn & Garden Supply	1801 South 10 <sup>th</sup> St	-	-	Sign
Accelerated Physical Therapy	15887 Cumberland Rd Ste 103	-	-	Sign
Southside Truck & Auto	1618 South 10 <sup>th</sup> St	-	-	Sign
Pilipis Behavioral Group	152 South 9 <sup>th</sup> St	-	-	Sign
My Art	39 North 10 <sup>th</sup> St	-	-	Sign
Little House Art Gallery	293 South 8 <sup>th</sup> St	-	-	Sign
Urban Pastries	14741 Hazel Dell Crossing Ste 500	-	-	Sign
World Class Motors	10000 Over Drive	-	-	Sign
Hit Factory Sports Academy	15320 Herriman Blvd	-	-	Sign
At Home With Valerie	982 Logan St	-	-	Sign
Noblesville Family Chiropractic	953 Maple Ave	-	-	Sign
Crazy 8	13976 Town Center Blvd Ste 400	-	-	Sign
Children's Bureau	15530 Herriman Blvd	-	-	Sign
Simply Chic	14765 Hazel Dell Crossing Ste 100	-	-	Sign
Tamer's Hair Studio	23 South 9 <sup>th</sup> St	-	-	Sign
Int'l Disaster Emergency Service	355 Park 32 West Dr	-	-	Sign
Center Stage Vintage Guitars	998 South 10 <sup>th</sup> St	-	-	Sign
Good Journeys House Of Healing	17901 River Rd Ste F	-	-	Sign
Hoop World	17555 Willowview Rd Ste D	-	-	Sign
Computer Corner	17021 Clover Rd	-	-	Sign
Aio Wireless	2610 Conner St	-	-	Sign
Shelter Distribution	15425 Herriman Blvd	-	-	Sign



## Most Active Subdivisions/Builders

The chart below lists the number of single family building permits applied for during the year organized both by subdivision and by builder. The two lists are separate and there is not necessarily a correlation between the two.

Most Active Subdivisions & Builders			
Subdivisions	Lots	Builders	Lots
Prairie Crossing	53	Ryland Homes	107
Chapel Woods	49	Beazer Homes	84
Meadows Of Shelborne At Deer Path	45	Pulte Homes	45
Waterman Farms	41	Arbor Homes	41
Brighton Knoll	40	M/I Homes	23
Twin Oaks	34	Weekley Homes	22
Lochaven At Noble West	31	Silverthorne Homes	21
Slater Farms	30	Fischer Homes	21
Essex Of Noblesville	21	Ryan Homes	16
Cumberland Pointe	17	Pyatt Builders	8
Highlands Prairie	14	Bedrock Builders	8
Stoney Creek Estates	9	Adams & Marshall	6
Sagamore	8	Paul Shoopman	4
Park Place At Sagamore	7	Williams Custom Builders	2
Willow Lake	6	J.A. Yancey & Associates	2
Carrigan At The Levee	3	Christopher Scott Homes	2
Hinkle Creek Estates	3		
Monarch Springs	3		
Settlers Mill	3		

## Annexations

Ordinance #	Area	Acres	Approved	Effective Date
36-10-13	10511 Greenfield Avenue	10.44	10/29/13	12/4/13
32-10-13	10690 Greenfield Avenue	1.18	10/29/13	12/4/13
34-10-13	10826 East 166 <sup>th</sup> Street	13.55	10/29/13	12/4/13
35-10-13	15660-15788 Hazel Dell Road	14.804	10/29/13	12/4/13
43-10-13	Eastside Park – Bays Property	18.66	11/26/13	1/2/14



## Zoning & Code Enforcement

The zoning and code enforcement statistics below represent only those violations that were investigated, documented, and found to violate the UDO or City Code. They do not represent total reported violations.

Enforcement Violations								
Month	Animals	Housing	Land Use/Zoning	Vehicle	Signs	Trash	Grass/Weeds	Fence
January	0	0	0	2	0	0	0	0
February	0	0	9	0	0	0	0	0
March	0	1	5	1	5	0	0	0
April	0	4	1	2	10	2	0	0
May	0	0	2	1	5	0	33	0
June	0	0	0	0	0	0	2	0
July	0	0	1	1	0	0	9	1
August	0	0	1	3	4	3	13	0
September	0	0	0	1	1	2	1	2
October	0	3	1	0	5	3	1	0
November	0	0	2	1	0	6	0	0
December	0	0	0	0	1	2	0	0
<b>Total</b>	<b>0</b>	<b>8</b>	<b>22</b>	<b>12</b>	<b>31</b>	<b>18</b>	<b>59</b>	<b>3</b>



# Long Range Planning & Special Projects

## Comprehensive Master Plan Update

The City of Noblesville's Comprehensive Master Plan was originally constructed in 1995 with a major update in 2003. The Comprehensive Plan is a legal document that serves as a decision-making guide for both officials and citizens and is intended to serve as a tool for making decisions about the promotion of public health, safety, morals, convenience, order, or the general welfare and for the sake of efficiency and economy within the process of development. Much has changed in Noblesville since 2003 and the City was looking to build and expand the vision and goals to cover the needs and values of today.

This 12-month process included public and citizen feedback from over a dozen stakeholder groups, the 2010 National Citizens Survey, three public meetings (including a Draft Review Open House), an online survey, and information found in the previous Comp Plan, Parks Master Plan, Economic Development Strategic Plan, Thoroughfare Plan, and Noblesville Alternative Transportation Plan.

Final goals include the categories of Land Use and Environment; Housing and Neighborhoods; Economic Development; Transportation; Parks and Open Space; Downtown; Community Infrastructure; Design and Placemaking; and Arts and Culture. The plan will travel to the Noblesville Planning Commission on January 21<sup>st</sup>, 2014 and then move to the Common Council for final approval. This plan, although intended to be reassessed each year, will act as not only a guidance document for policy decisions but also as a work plan for the Planning Department and other City partners. Each goal has a timeframe assigned which helps to prioritize major workflows in and around the department. These priorities were assigned based on feedback from the public input, administration, and Council. It is also intended that soon after final approval the Planning Department will take the plan around to local and regional community groups to talk about partnerships, timeframes, and to create momentum for upcoming initiatives.



## Box City

2013 was the inaugural year for the Planning Department's Box City program. Philip Hagee, Long Range Planner, led the initiative in partnership with Promise Road Elementary School. Planning and other City Staff paired up with 3<sup>rd</sup> and 4<sup>th</sup> graders to learn about the local development process and share knowledge about how exactly buildings get built in the community. A few Ball State University Urban Planning Graduate Students also joined us on both days to observe the program in order to integrate it into some of their community-based enrichment programs.

Learning objectives included scaling maps; learning about lots, blocks, zoning, and land use; going through the actual building approval and permitting process; and general ideas about why certain uses are encouraged (or discouraged) to develop in particular places.

This is intended to be an annual program as it was a huge success and strengths and weaknesses were analyzed in debriefing at the end of the program last year. We are looking forward to sharing our ideas with other communities to spread the knowledge and exciting experience of developing cities and towns.



*Long Range Planner, Philip Hagee, explaining the zoning how's and why's of the City's zoning procedure.*



## Department Digitization

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The Planning Department has further improved their digital communication in 2013 with multiple initiatives both finalized and begun. In order to further reach an ever-increasingly tech-savvy consumer, we have begun to transform both our policies and procedures in order to be more transparent, accessible, and user-friendly.

In the final stages is our scanning and cataloguing effort of building files from 1974 on which were previously housed in the basement of City Hall. The department signed a contractual agreement with Van Ausdall & Farrar to take these files off-site (along with several hundred large-format plans), scan them in, and catalogue them by address, subdivision, and permit number in OnBase, the City's document management software. Jo Rhodes, Office Manager, has been managing this project and at this stage we are approximately 90% complete. When finished in early spring of 2014 we will conduct an interdepartmental training session in coordination with IT to navigate the software and find historic building plans, site plans, and other construction documentation.

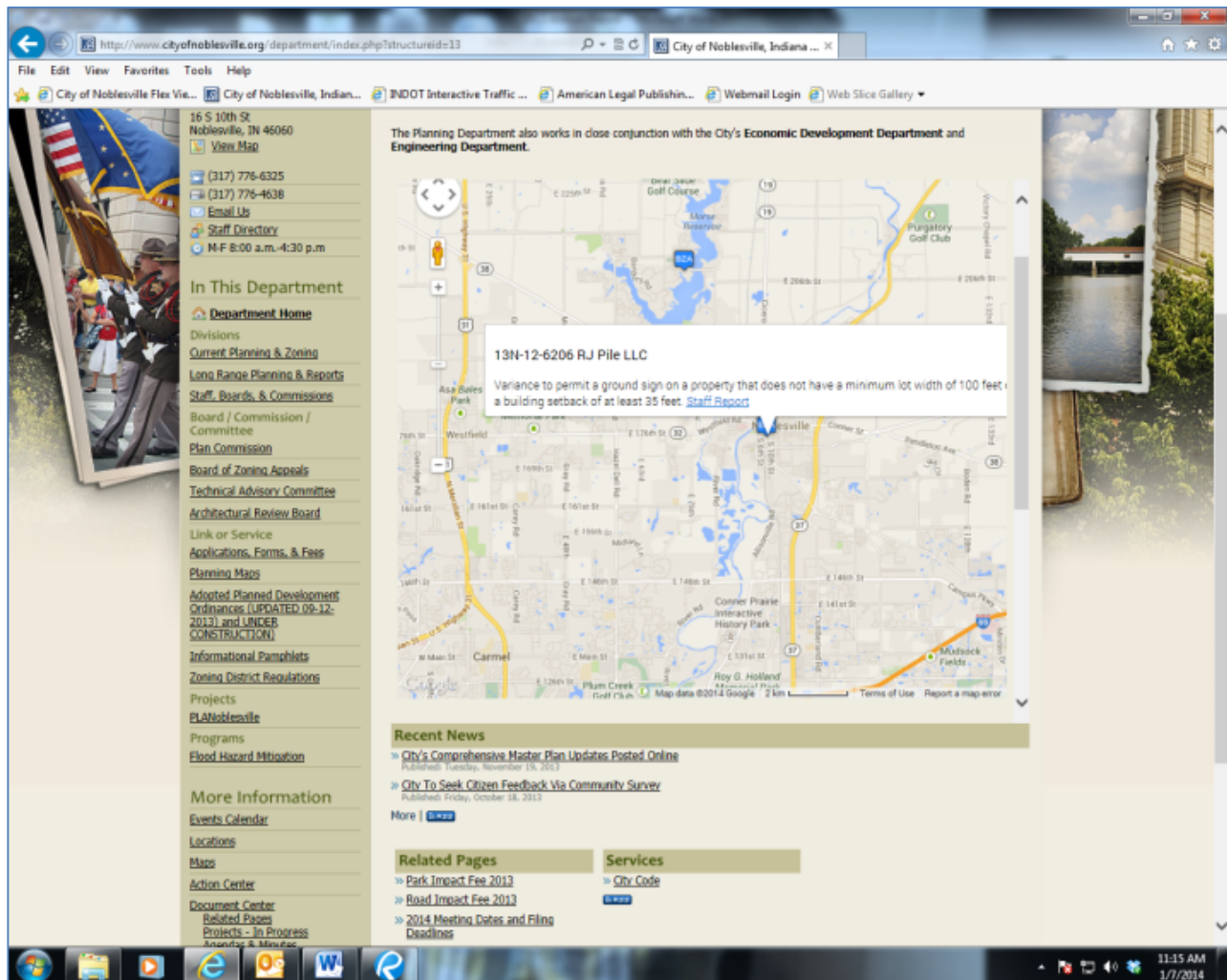
In late 2013 the department, in coordination with Engineering, signed a contract with Tyler Technologies/EnerGov for a new permit and process management database. Our current efforts to streamline the permitting system were often thwarted by a lack of efficiency in our previous database system and an interdepartmental effort chose EnerGov from 3 visiting firms. The integration of this new database should be complete by mid-2014 and allow us to completely digitize the application, payment, and communication process for permits, planning processes, and inspections. It will also allow real-time updates from the inspectors in the field and the petitioner or applicant to create an account in order to better manage their processes.

Digital submittal is now required for all non-residential and large-scale residential products which helps continue the theme of digital cataloguing. We have been successfully employing DropBox for this endeavor as well as to make building plans available in the field to inspectors in order to cut down on paper and misplaced files.

Lastly, in early 2013, we employed a new Public Notice Google Map on the Planning Department's home page which displays the geographic location, meeting date, and staff report for Plan Commission and BZA agenda items. This is a way that we can



better disseminate information to interested property owners or citizens and helps them more tangibly consume information about our public meetings.



## Policy Enhancements

Several policy changes and introductions occurred in 2013. First were the major implementations of the recommendations from 2012's UDO Audit. These included changes to enhance environmental sustainability, walkability, signage flexibility, design creativity and more. This audit helped the department make changes to the Unified Development Ordinance in order to respond to industry and regulation changes and trends.



The department was also instrumental in the Payment in Lieu of Taxes (PILOT) legislation crafted by the City's legal counsel. From a land use perspective we realized there had to be a sweet spot between the extremes of flexibility and rigidity when it comes to non-profit land ownership. There are also strict federal regulations that help to complicate passing any kind of local regulatory policy. We suggested a model that can help protect the public investment in the Corporate Campus while not outrightly limiting available land use opportunities.

Payment in Lieu of Open Space (PILOS) was another policy that was born out of necessity. In this instance we were trying to creatively find a mechanism to help fund Eastside Park while at the same time benefiting adjacent property owners and developers in their endeavors. The program is currently going through the approval process with its first participant, Noble East of Noblesville, which will reclaim just over 11 acres of land and pay a PILOS payment at the time of secondary plat.

Lastly, the department is almost complete with its institution of the Housing & Property Maintenance Ordinance which helps to tighten regulation of unkempt exterior and interior properties within the City Limits. This ordinance is the product of much work from Daniel Sheposh, Building Administrator and Denise Aschleman, Zoning Administrator, as they have navigated relationships with the Indiana Fire Prevention & Building Safety Commission and constructed a product that can be beneficial for the citizens of Noblesville. That ordinance is up for final approval by the above State commission which is necessary for it to be exercised legally.

## **Communication Improvements**

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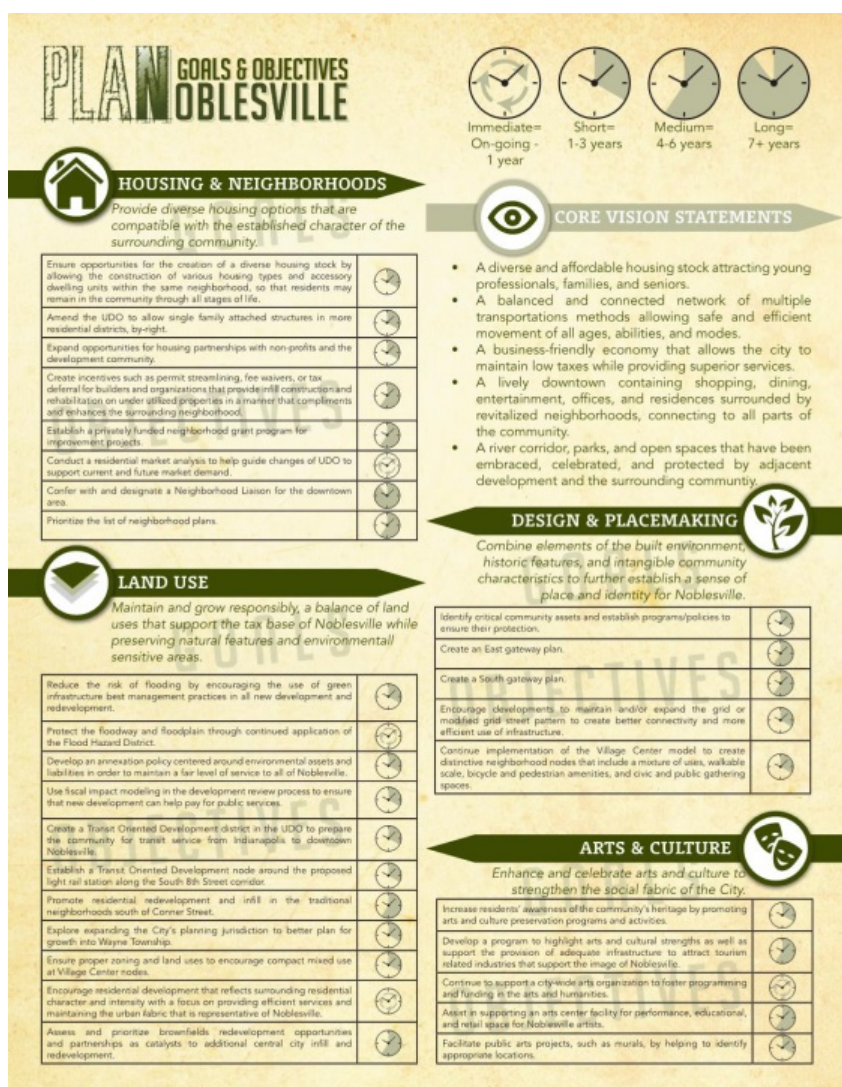
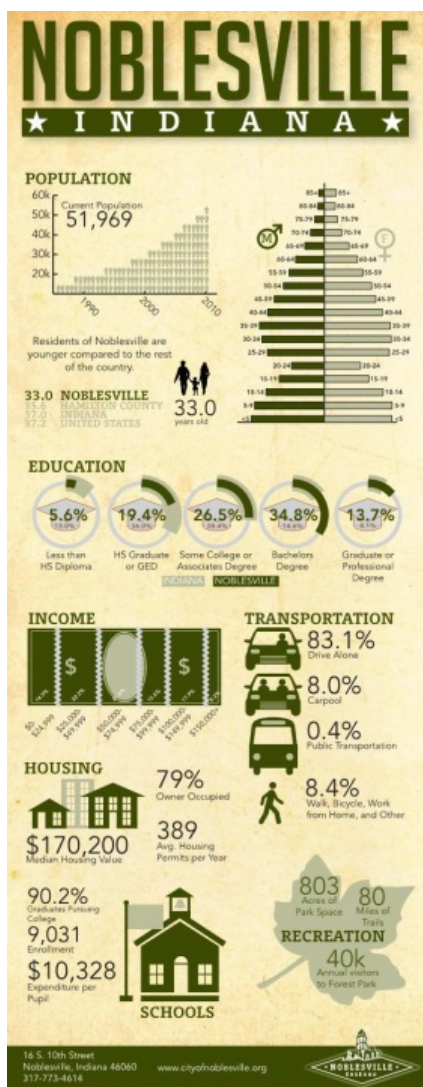
Communication and its various vessels is always a moving target for government. Because technologies constantly change, governmental ordinances and regulations are commonly intricate and lengthy, and those within the system become so ingrained in their everyday duties creative communication is often unwittingly neglected. As a constant goal of this department we have incorporated a few deliverables to help negate this issue.

Along with the various technology changes mentioned above, we have also recently incorporated brochures with our BZA and Planning Commission Public Notice packets (which go out to the adjacent property owners) that alert potential meeting attendees of



meeting protocols. This includes information on why they received notice; meeting dates, times, and location; the various steps and stages of meetings; when they will be given a chance to speak and what the procedure is for speaking; etc. This is an effort to help bring down any walls of intimidation for public meeting engagement.

We have also tried to take a more graphic approach to information by incorporating some infographics into our informational brochures. Our first stab at the idea was our Demographic Infographic which employs a short and sweet version of the numbers of Noblesville. This has been used not only by our department but by Economic Development as well. We also plan to release a summary of the Comp Plan through a graphical representation—which was quite a feat with the plan comprising over 250 pages.



# Education & Training Profile

Planning Staff, just like other City staff, often need additional training throughout the year and their careers in order to keep up with changing legislation, trends, and certifications. The list below documents the opportunities that were seized in 2013.

## **January, Floodplain Management Workshop**

Justin Schuessler

*The Indiana Department of Natural Resources presented this conference to introduce the mechanics and responsibilities of floodplain management to new floodplain administrators.*

## **March, APA-IN Spring Conference**

Christy Langley

*Not only did Christy attend the APA-IN Spring Conference but she also led a session on bringing your Planning Department into the 21<sup>st</sup> Century through technology changes. The conference was held in Columbus, IN and was a full day of education and networking for the state chapter of the American Planning Association. The theme of the event was Planning in an Ever-Changing World and included topics of technology, new legislation and court cases, and updated zoning trends.*

## **April, 2013 Annual American Planning Association (APA) Conference**

Christy Langley, Andy Wert, Joyceann Yelton, Denise Aschleman, Philip Hagee, Justin Schuessler

*Because of the proximity of this past year's national conference (Chicago) most of the professional planners traveled to Chicago in order to take advantage of the more than 200 conference sessions and 65 mobile workshops that focused on a variety of topics such as demographic changes, transit-oriented development, alternative energy, food systems and public health. The mobile workshops took conference attendees out into the neighborhoods to experience local planning firsthand such as historic preservation efforts, creating bicycle-friendly communities, and watershed management.*

## **May, Indiana Geographic Information Council (IGIC) Annual Meeting**

Philip Hagee

*As the Planning Department mapping liaison, Philip attended this conference with members of the City GIS Department. He attended hands-on workshops and seminars pertaining to map design techniques, web mapping and navigation of the US Census Bureau's American Fact Finder site.*



### **June, Indiana Association of Building Officials (IABO)**

Gary Swaim, Rich Wallace

*Gary and Rich attended a workshop on the International Residential Mechanical Code covering installation of HVAC systems.*

### **June, Indiana Department of Natural Resources**

Denise Aschleman, Justin Schuessler

*Denise and Justin attended a workshop that covered the basics of pre and post-disaster responsibilities for floodplain managers.*

### **September, Indiana Association for Floodplain and Stormwater Management Annual Conference**

Denise Aschleman

*As the City's Certified Floodplain Manager, Denise attended the INAFSM Annual Conference. This year's sessions included a variety of topics relating to floodplain management and reduction of flood loss. New mapping initiatives were explored as well as new regulations and how different government agencies can interact and provide mutual support.*

### **October, 2013 APA-IN Fall Conference**

Christy Langley

*The 2013 Fall Conference theme was 'Planning for Public Health' and focused on how the industry across Indiana and the Midwest has, and can in the future, focus more on the topic of public health. Session tracks focused on mobility and moving people, attracting and retaining bright and talented populations, healthy and sustainable communities, and a special track devoted to Ball State's College of Architecture and Planning and its partnerships within the city of Muncie over the past few years.*

### **October, Indiana Association of Building Officials (IABO)**

Daniel Sheposh, Gary Swaim

*This workshop was on the International Building Code and it covered construction for individuals with physical impairments and accessibility requirements.*

### **November, Indiana Department of Natural Resources**

Justin Schuessler

*Justin also attended this workshop that involved exercises to simulate the duties of floodplain managers including mapping exercises, floodplain determinations and building restrictions.*



# Looking Ahead: 2014 Work Plan

Not only would we like to give you a preview of what we've accomplished, but we'd also like to clue everyone in on specific goals and work plans for the 2014 operating year. This can be split up into two main sections: 1) what the pending Comp Plan Update lays out for us in action steps and objectives and 2) additional work projects that have bubbled to the surface that need to be address in order to maintain optimum efficiency.

## Comprehensive Master Plan Provisions

The Comp Plan separates action steps into priority timeframes. Immediate/Ongoing means that the action item has already begun and will continue to be maintained /enhanced or that it will begin in 2014. Short Range means that it will begin in the next 1-3 years. The minutia of some of the objectives below can be found in the Comp Plan Update document online. It is also important to note that many of these activities are not the sole responsibility of the Planning Department. The Comp Plan outlines which departments and outside resources are partners for implementation.

### **Immediate/Ongoing**

- Conduct a residential market analysis to help guide changes of the UDO to support current and future market demand
- Protect the floodway and floodplain through continued application of the Flood Hazard District
- Encourage residential development that reflects surrounding residential character and intensity with a focus on providing efficient services and maintaining the urban fabric that is representative of Noblesville
- Continue to support a city-wide arts organization to foster programming and funding in the arts and humanities
- Engage INDOT to evaluate SR37 scenarios in order to maintain volume capacity but improve overall urban context, provide for pedestrian and bicycle facilities for improved safety and accessibility, and improve access to existing and future planned development
- Develop a prioritization schedule and implementation plan for current bicycle/pedestrian trails that are identified in the Noblesville Alternative Transportation Plan and identify funding opportunities to pursue



- Continue to improve connectivity between existing neighborhoods, existing proposed trails, and destinations such as commercial areas and schools with improved pedestrian facilities such as sidewalks, multi-use facilities, and connector paths
- Update the existing thoroughfare plan to include prioritized projects from the Noblesville Alternative Transportation Plan, identified connectors, and a reflection of complete streets guidelines and standards
- Continue to work with the Indianapolis MPO in implementation of the Indy Connect strategy for rapid-transit service between Noblesville and Indianapolis
- Continue planning for the Eastside Park and begin implementation of the plan
- Continue to partner with the Workforce Development Council to determine what workforce skills are missing in Noblesville and how they can be obtained through continuing education opportunities
- Embrace regionalism and increase partnerships with local resources
- Continue to develop and maintain relationships between the business community and regulatory bodies
- Improve Riverwalk/Riverfront connectivity with downtown
- Create a stronger connection between downtown and the west side of the river through increased pedestrian and bicycle amenities and a wayfinding and beautification program

### **Short Range**

- Develop an annexation policy centered on environmental assets and liabilities in order to maintain a fair level of service to all of Noblesville
- Explore expanding the City's Planning Jurisdiction to better plan for growth in Wayne Township
- Ensure proper zoning and land uses to encourage compact mixed use at Village Center nodes
- Identify critical community assets and establish programs/policies to ensure their protection
- Plan capital improvements strategically by giving priority to areas experiencing or expecting the highest levels of residential and employment growth



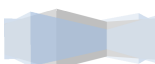
- Further examine and analyze alternatives for east/west connectivity and the threshold of demand that will deem that investment necessary
- Facilitate public arts projects, such as murals, by helping to identify appropriate locations
- Continue Industry Roundtable Discussions for business to business sharing on important issues affecting certain industry sectors
- Initiate a formal business visitation program to improve communications and relationships with current businesses to identify needs and wants to strengthen the local business climate
- Further develop the business appreciation program, including events, webinars, and awards.

## **Other Priority Work Projects**

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The Comp Plan cannot be all-inclusive, and there are many areas of inefficiencies that are very important to the way Planning works but may not be incorporated into typical long-range planning. That is why we often keep our fingers on the pulse of discussions, concerns/issues, or administrative suggestions in order to accumulate a list of projects that are still very important to our operations.

- Finalize Scanning Project—this includes OnBase training for staff and mapping the process we used to digitalize in case additional departments (such as Clerk's or NPD) wish to use it as a model. It also includes creating a list of documents that *still* need to be digitally archived such as older Plan Commission and BZA minutes that are currently only in hard-copy form
- Tree Species Discussion—with the Emerald Ash Borer and the mayhem it has brought on the City's street tree inventory a more detailed discussion needs to occur on requirements, inspections, and on-going communication with the building industry. This could also fit within the Comp Plan's objective to identify assets and plan for their continuation but because this has been discussed so much in the past few years we thought it needed to be prioritized.
- Planning Commission & Board of Zoning Appeals Education/Training—as new members come onto to the Planning Commission and Board of Zoning Appeals to serve our citizens we want to make sure that they are both comfortable and aware of what their responsibilities are. We are going to strive to both bring the current



members up to speed on duties and regulations as well as implement an annual session where we go over new legislation or court cases that may or may not need to be taken into consideration for their reviews.

-Information Pamphlets & Graphics—this was begun in 2013 but we want to carry on the tradition of improving our information by exploring new areas of communication through graphic and video media. We are also looking to partner with the Noblesville Chamber of Commerce to help better inform businesses on what is needed from them when seeking to improve their property or business space.

-Fully Implemented Property and Permit Management Database—as mentioned earlier in the report we are embarking on an exciting journey of updating our local software to make it more interactive and efficient to those who use it—whether you are building a 600,000SF industrial building or adding on to your deck in your back yard. Our project go-live date is around late-June/early-July and we look forward to a final product.

-Neighborhood Sessions—we enjoy proactively immersing ourselves into the community that we serve and we would like to investigate getting some of our staff more engaged with local neighborhoods and homeowner’s associations. We’re not entirely sure what this looks like yet, but are excited about possibly partnering with other City departments to brainstorm on how we could be most effective and engaging.

