

Community Development Department

Annual Update

CITY COUNCIL

AUGUST 18, 2019

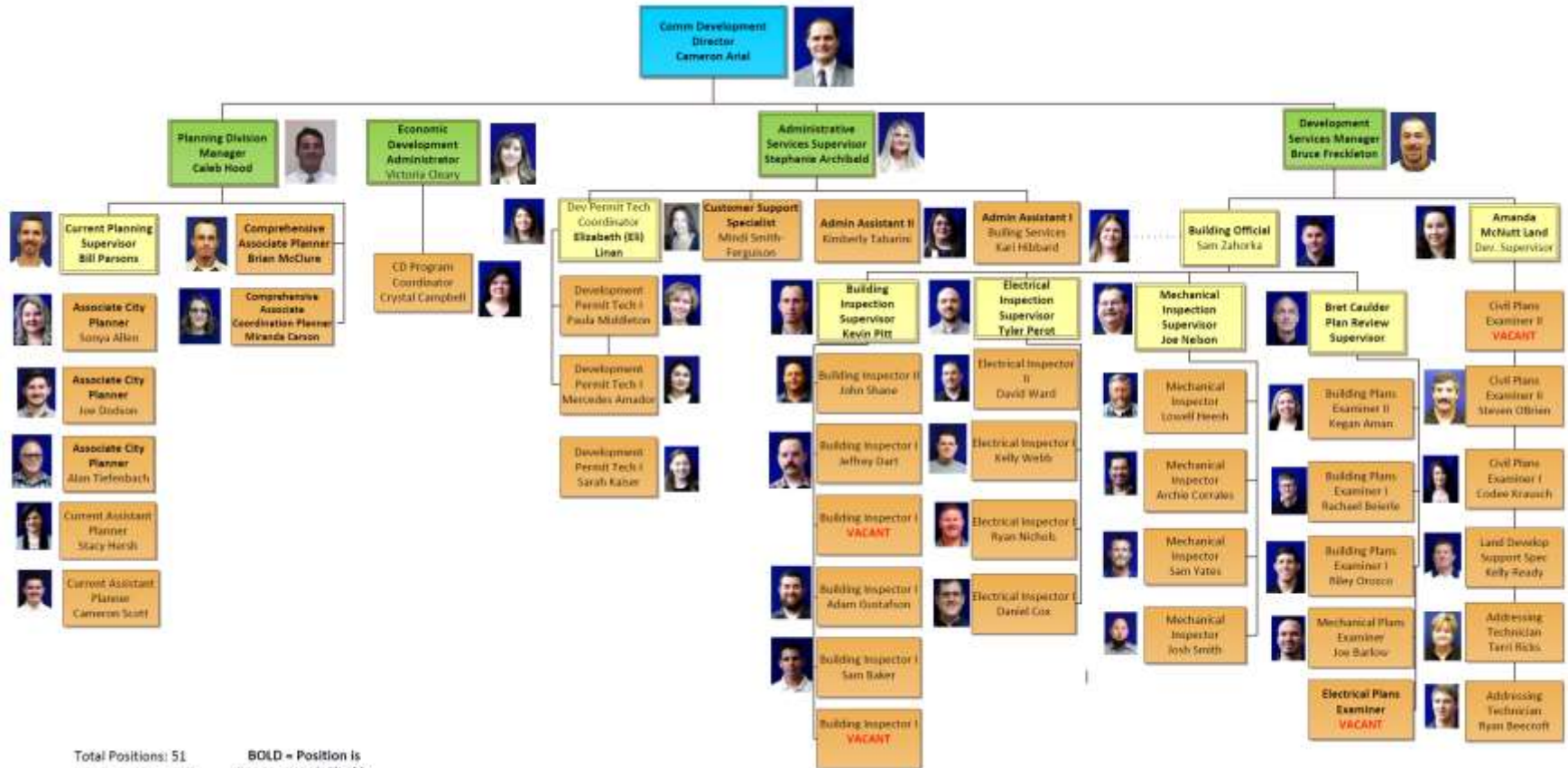


Discussion Items

- ▶ CD Leadership and Divisions
- ▶ Staffing Update
- ▶ Economic Development
- ▶ Planning
- ▶ Development Services
- ▶ Discussion



Org Chart - As of 8-18-20



Total Positions: 51
Total Employees: 47

BOLD = Position is
Remote Work Eligible

Staffing Update



Stephanie Archibald
Administrative Services
Supervisor



Bret Caulder
Plan Review
Supervisor



Sam Zahorka
Building Official



Amanda McNutt
Land
Development
Supervisor



Mercedes Amador
Development
Permit Technician



Sarah Kaiser
Development
Permit Technician



Codee Krausch
Civil Plans Reviewer I



Kelly Ready
Land Dev Support
Specialist



Riley Orozco
Bldg. Plans
Examiner I



Kegan Garcia
Bldg. Plans
Examiner II



Daniel Cox
Electrical
Inspector I



Joe Dodson
Current Associate
Planner

Staffing Update continued



Alan
Tiefenbach
Associate
Planner



Cameron Scott
Current Assistant
Planner



Miranda Carson
Associate Long-
range Coordination
Planner

The Development Process: A Team Approach

Step	Collaboration
Business Recruitment	Economic Development
Site Selection & Design	Economic Development, Planning
Early Assistance (including Pre-Application meeting)	Planning, Development Services, Economic Development, Administrative Services
Entitlement Process	Planning, Development Services
Building Plan Review & Permits	Planning, Development Services, Administrative Services
Building Occupancy & Inspections	Development Services, Planning, Administrative Services
Business Retention	Economic Development

Economic Development



Recent Accolades



1 Job Growth (tie)

WalletHub

4 Fastest Growing Mid-Sized City

7 Fastest Growing City – Nationwide

9 Best Places to Live

Money

Meridian Job Creation

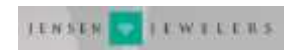
- ▶ **3,243 New Jobs in 2019 (+ 7.7%)**
- ▶ **166 New Businesses**
- ▶ **5.6% Unemployment**
- ▶ **Top Job Growth Industries**
 - Construction
 - Health Care and Social Assistance
 - Accommodation and Food Services
 - Professional and Technical Services
 - Administrative and Support

Meridian Market Place

- ▶ **Median Household Income: \$77,359 (+8.2%)**
- ▶ **Median Sales Price: \$378,000 (+10.06%)**
- ▶ **Median Rent: \$1,700**
- ▶ **Vacancy Rates**

Retail	4.86%	(4.88%)
Industrial	0.90%	(3.09%)
Office	4.69%	(6.11%)

New Businesses



Urban Renewal Districts



Downtown Districts



Keller Associates



Civic Block



Old Town Lofts



unBound



Union 93

Ten Mile Urban Renewal District



- ▶ **AmeriBen**
- ▶ **Brighton Corporation**
- ▶ **BVA**
- ▶ **Horrock Engineers**
- ▶ **Paylocity**
- ▶ **PIVOT**
- ▶ **Saltzer Health**
- ▶ **United Site Services**
- ▶ **Zennify**

Expanding Corporate Footprints

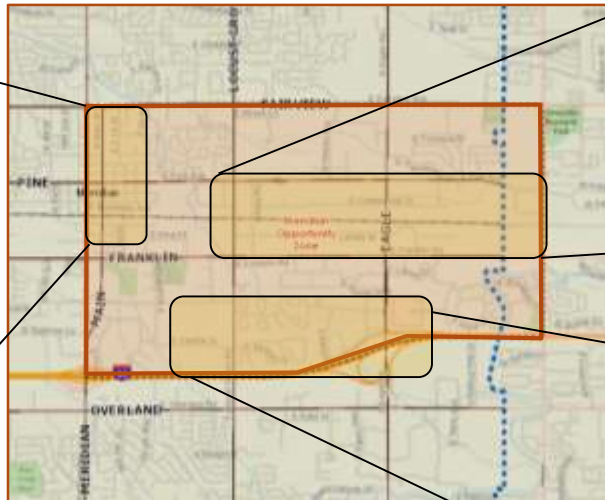


SILVERSTONE



Opportunity Zone

Downtown



Industrial Corridor



Medical/Education Corridor



UNION 93



OLD TOWN
LOFTS



CDBG Program

▶ **Current Program Year Projects**

- Boys & Girls Club Scholarship Program
- Jesse Tree Homelessness Prevention
- Homeownership Assistance
- MDC Downtown Carlton Sidewalk Construction
- Meridian Library ADA Improvements
- Public Works Streetlight Improvements
Crestwood/Fenway Subdivisions
Neighborhoods near Chief Joseph Elementary

▶ **Upcoming Program Year Allocation \$489,753**

▶ **CARES Act Additional Allocations \$288,106**

Five-year (2017-2021) Consolidated Plan Goals

Improve accessibility

Enhance
homeownership
opportunities

Provide social services to low- and
moderate-income residents

COVID Response

- ▶ **May Marketing Madness Small Business Workshops**
- ▶ **Keep Meridian Healthy & Open for Business**
- ▶ **Permit Fee Waivers**
- ▶ **Small Business Grant Program**



New & Expanding Businesses



Key Performance Indicators

- ▶ **Unemployment**
- ▶ **Vacancy Rates**
- ▶ **Commercial Investment**
- ▶ **Contributed Capital**
\$10,172,426 in 2019
- ▶ **Jobs**
- ▶ **Average Salary**
- ▶ **Valuations**

Area	2020	2019	Change
Downtown URD	\$268,108,300	\$213,127,200	+ 25.80%
Ten Mile URD	\$133,635,400	\$70,084,300	+ 90.68%
City Wide Commercial	\$3,623,243,000	\$3,134,122,200	+ 15.61%

PLANNING

CURRENT, LONG RANGE & CDBG

Planning Division Staff

Caleb Hood – Division Manager

Brian McClure – Associate Planner (Long-Range)

Miranda Carson – Coordination Planner (Long-Range)

Bill Parsons – Planning Supervisor (Current)

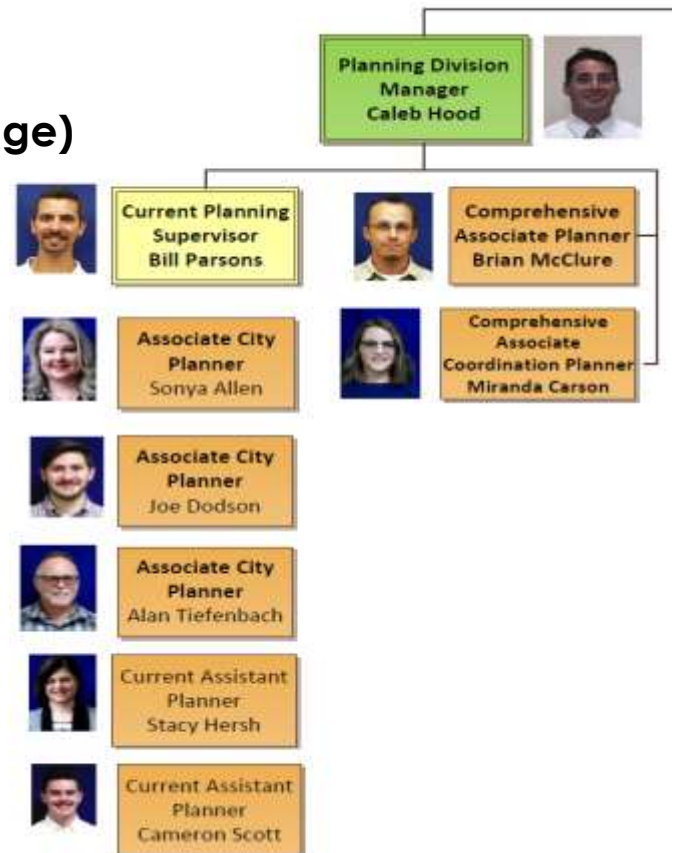
Sonya Watters – Associate Planner (Current)

Joe Dodson – Associate Planner (Current)

Alan Tiefenbach – Associate Planner (Current)

Stacy Hersh – Assistant Planner (Current)

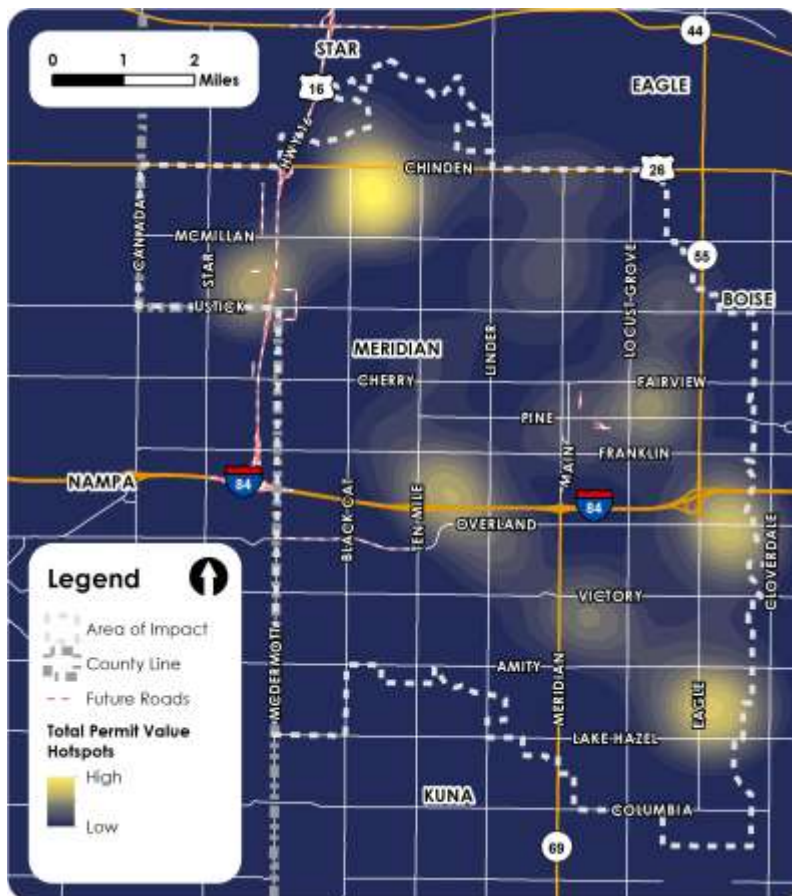
Cam Scott – Assistant Planner (Current)



Growth

High Growth Areas (2019)

Demographics and Housing



- ▶ Meridian population growth accounts for 40% of all increases in Ada County since 2010¹
- ▶ The 50 to 64 age group has seen the greatest increase by % of population, with 65+ also increasing rapidly²

Year	Population Estimate
2010	75,092
2011	77,867
2012	80,409
2013	83,596
2014	85,240
2015	91,310
2016	91,420
2017	98,300
2018	106,410
2019	114,680
2020	119,350

Planning Applications Aug 1, 2019 – July 31, 2020

Hearing Level

Annexations: **38**

Preliminary Plats **40**

Final Plats **50**

Rezones **13**

CUPs **25**

Subtotal: **166**

Administrative Level

CZCs **168**

DES **134**

PBA **24**

Subtotal: **326**

Total Planning Applications: **492**



Key Performance Indicators

PLANNING

- ▶ Hearing Level Application Review
 - ▶ 4 applications per month per planner
 - ▶ Application submittal/intake through Findings
 - ▶ Process should take 160 days or less 90% of the time
- ▶ Administrative Level Application Review
 - ▶ 4-8 applications per month per planner
 - ▶ 10-20 business days to process 90% of the time
- ▶ Development in Designated Growth Areas
 - ▶ Staff will encourage infill and promote development in areas with existing services/city limits
- ▶ Staff Training and Longevity
 - ▶ Tenure can help us understand how we are doing with staff retention
 - ▶ Provide opportunities for professional growth and advancement

Comprehensive Plan Highlights

- ▶ The Ada County Highway District (ACHD), designs, constructs and maintains roads throughout Ada County
- ▶ State highways are under the jurisdiction of the Idaho Transportation Department (ITD)
- ▶ Valley Regional Transit (VRT) plans and coordinates transit services
- ▶ COMPASS charged with developing and maintaining a regional long-range transportation plan



www.itd.idaho.gov



www.achd.ada.id.us



www.valleyregionaltransit.org



www.compassidaho.org



Major Roadway Construction Projects

Chinden West (US 20/26) – Eagle Rd to I-84

<https://itdprojects.org/projects/chindenwest/>

- 2020: SH-16 to Linder (STAR; Costco)
- 2020: Locust Grove to Eagle (ITD/ACHD)
- 2021: Linder to Meridian (STAR; WinCo/Linder Village)
- 2021: Meridian to Locust Grove (STAR; WinCo/Linder Village)
- 2024: Star to SH-16

ACHD Projects

- Ten Mile, McMillan to Chinden (2020)
- Ten Mile, Ustick to McMillan (2019/2020)
- Meridian, Cherry to Linder (2020)
- Linder, Franklin to Pine (2020)
- Eagle, Amity to Victory (late 2020)
- Locust Grove, Victory to Overland (2021)

Major Milestones

Planning Division is fully staffed!

Online development application submittal implemented

Project Dox and Laserfiche integration coming later in 2020/21

New Comprehensive Plan adopted (Dec 2019)

Open Space and Amenities code changes in process

Fields Area Specific Area Plan in process

Prioritization of Comp Plan policies (8/18/20 hearing)

Interactive website and maps for current applications

Initial development of Service Impact Tool and Priority Service Areas

To be further refined and improved

Round 1 of UDC Process Improvements (8/18/20 hearing)

Round 2 underway with the UDC Focus Group

Developed KPIs and working towards premiere

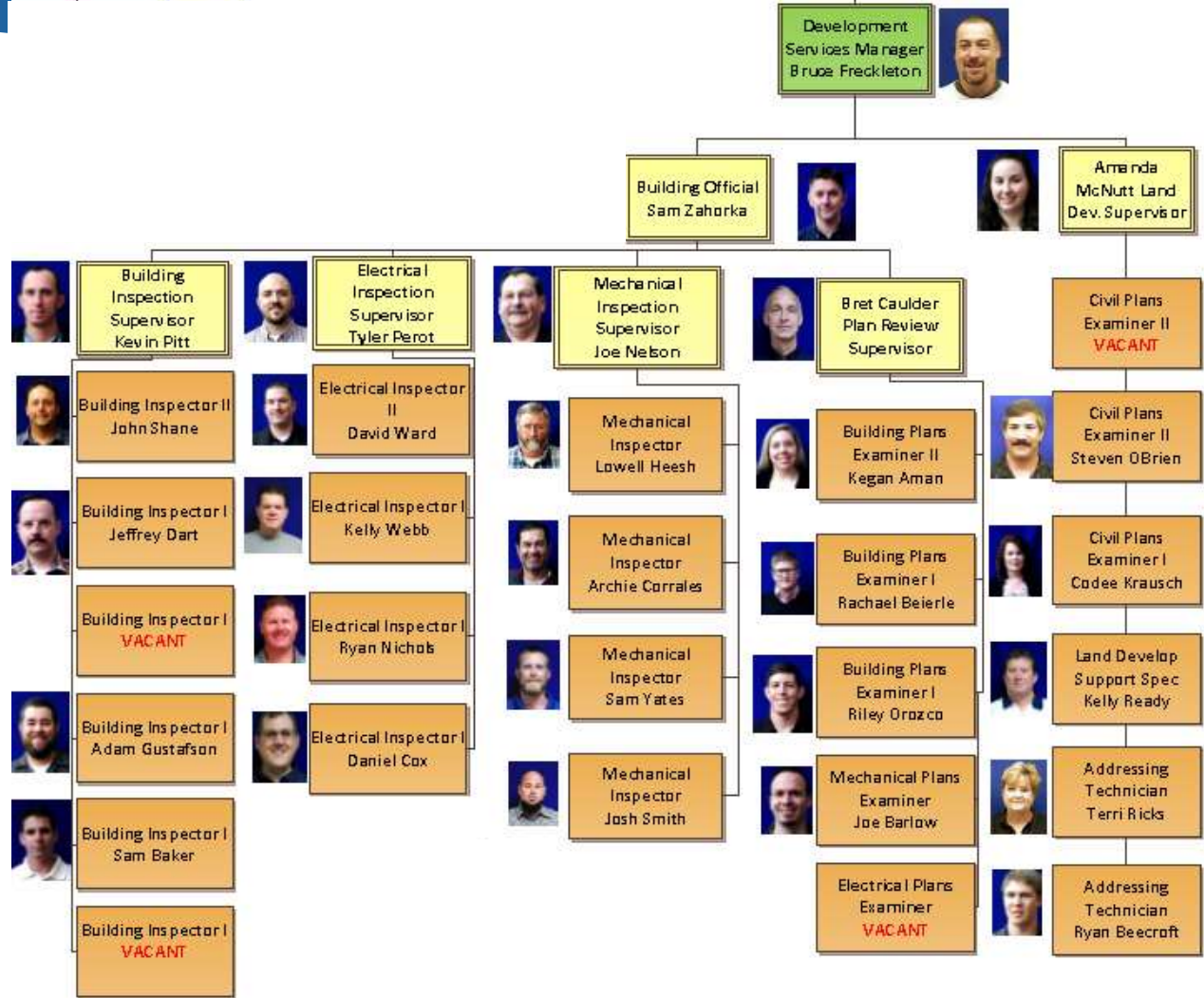
Thriving as a division



DEVELOPMENT SERVICES

THE MERIDIAN BUILDING & DEVELOPMENT MARKET'S

Development Services Organization Chart



Staffing Updates

- ▶ Denny Cline, who worked at the city for over 10 years, retired in June.
- ▶ An internal candidate, Amanda McNutt, promoted to fill the newly created “Land Development Supervisor” position.
- ▶ An internal candidate, Codee Krausch, promoted to backfilled Amanda’s position as a Civil Engineering Plans Examiner.
- ▶ We hired Kelly Ready to fill Codee’s position as the Land Development Support Specialist.
- ▶ We changed the name of a plan review position from “Development Analyst” to “Civil Engineering Plans Examiner” to better represent what the position entails and align with other position names throughout the City.
- ▶ We have one vacancy that we are actively trying to fill for a Civil Engineering Plans Examiner II.

Building Section

Building the Plane while Flying...



“When you come to a fork in the road, take it”

- Yogi Berra



Development Activity Report

CY'20 to date

(Building Permits)

Highlighted Projects

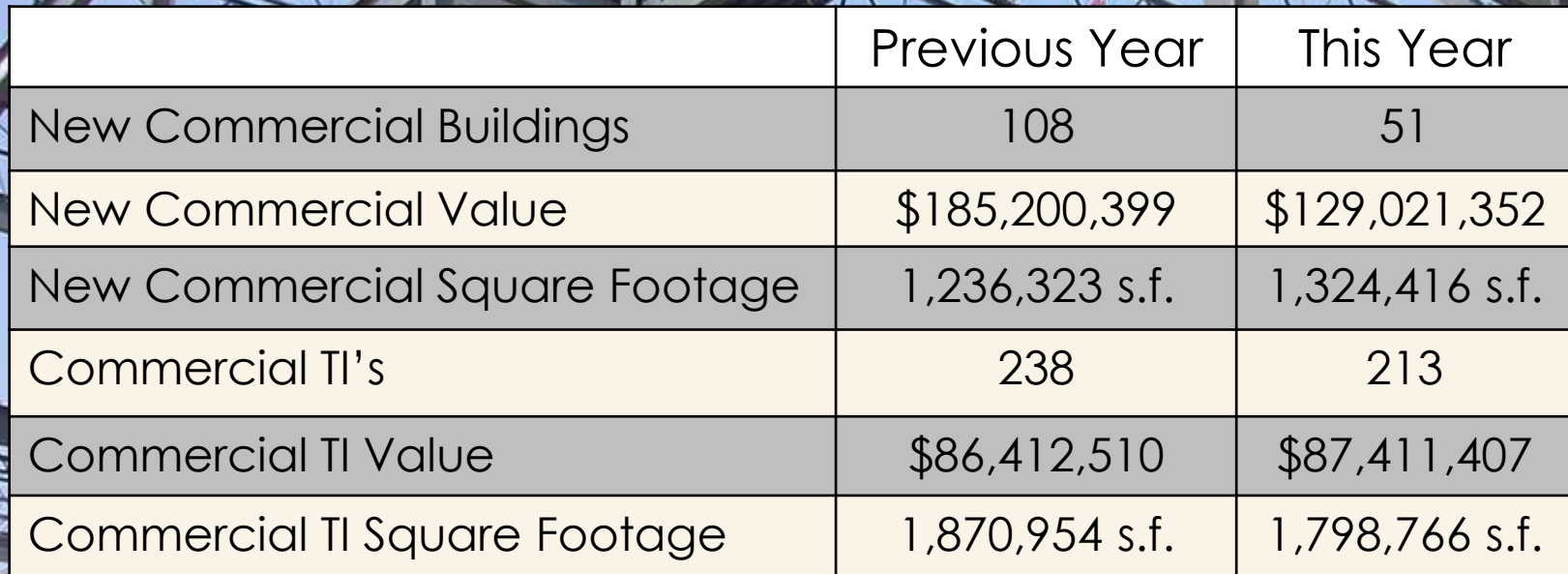
Name	Description
South Meridian YMCA	Exercise Space & Aquatic Center
Idaho Central Credit Union	Corporate Office Building at Eagle View Plaza
Ameriben – Phase II	121,306 sf Office Bldg. at TM Crossing
Main 2 Meridian	Mixed Use Buildings “A” and “B” in Downtown
La Salle Office Bldg.	127,560 sf Office Building at TM Crossing
Victory Commons Urgent Care	5,375 sf Medical Facility at Victory Commons
MKA (Keller) Office Bldg.	19,142 sf Corporate Headquarters in Downtown
Functional Medicine of Idaho	8,245 sf Medical Facility at TM Crossing
Costco Wholesale	157,474 sf Store and Fuel Facility
FedEx Express Van Station	120,506 sf Shipping Center
Blackstone Office Bldg.	100,079 sf Office Building at Silverstone

Residential Permitting Activity August thru July

	Previous Year	This Year
New Single Family Homes	2,125	1,880
New Single Family Value	\$504,329,122	\$448,202,927
Multi-Family Units	1,156	1,021
Multi-Family Value	\$122,114,705	\$117,304,177



Commercial Permitting Activity August thru July



	Previous Year	This Year
New Commercial Buildings	108	51
New Commercial Value	\$185,200,399	\$129,021,352
New Commercial Square Footage	1,236,323 s.f.	1,324,416 s.f.
Commercial TI's	238	213
Commercial TI Value	\$86,412,510	\$87,411,407
Commercial TI Square Footage	1,870,954 s.f.	1,798,766 s.f.

City-wide Assessed Values

Last Year's Total Value

\$13,979,595,300

Current Year's Total Value

\$15,269,023,200

Change in Total Value

+\$1,289,427,900

Major Milestones

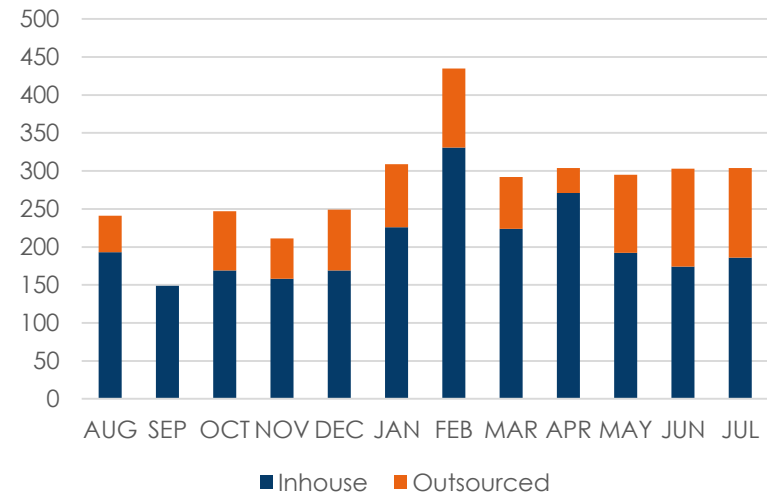
- ▶ Hiring Update
 - ▶ 25 Positions in Building Services, 22 Filled
 - ▶ Two new hires
 - ▶ Plans Examiner Supervisor and Electrical Inspector I
 - ▶ Four in-house Promotions
 - ▶ Building Official, Electrical Inspector II, and Commercial Plans Examiner
 - ▶ One transfer within the department
 - ▶ Residential Plans Examiner
- ▶ Training/Certifications – 17 New ICC Certifications Acquired
- ▶ Purchase and Outfitted 2 additional Budgeted Vehicles

Key Performance Indicators

BUILDING SERVICES

- ▶ Building Plan Review Process
 - ▶ Commercial – Capacity in-house for projects will increase with new in-house promotion. Volume of minor in-house projects will increase in upcoming year. Major projects are 100% outsourced
 - ▶ Residential – Capacity for 176/mo. In-house.
 - ▶ In-house Services also include (C.O. Fast Track, Fence, Shed, Patio Covers, Res. Additions/Remodels and minor Tenant Improvements)

Commercial & Residential Plan Review's



Key Performance Indicators

- ▶ Electrical, Mechanical, Plumbing, and Fire Plan Review Process
 - ▶ Electrical, Plumbing and Fire - 0 capacity in-house, 100% outsourced
 - ▶ Mechanical - (132) monthly residential J,D,S reviews and Tenant Improvements (TI)

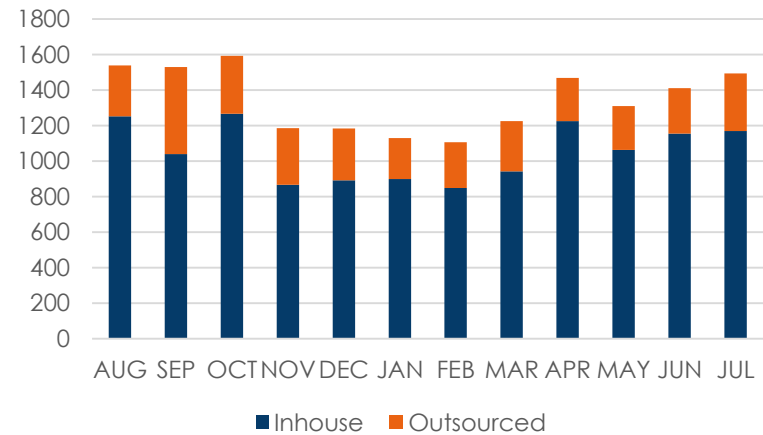
Completed within CORE targets 95% of the time



Key Performance Indicators

- ▶ Building Inspection Process
 - ▶ Meridian capacity vs. Geotek
 - ▶ Total daily inspection average - (51)
 - ▶ Meridian inspectors (13) inspections per day; per inspector
 - ▶ Geotek – (10) minimum to (30) maximum per day for multiple Geotek inspectors, as needed due to volume.

Commercial & Residential Structural Inspection's



Key Performance Indicators

- ▶ Electrical, Mechanical, Plumbing and Fire - Average Daily Inspections (approx.)
 - ▶ Electrical (50-60) 100% "in-house"
 - ▶ Mechanical (46) 100% "in-house"
 - ▶ Plumbing (37) 100% outsourced
 - ▶ Fire(10) 100% outsourced

Completed within CORE targets 100% of the time



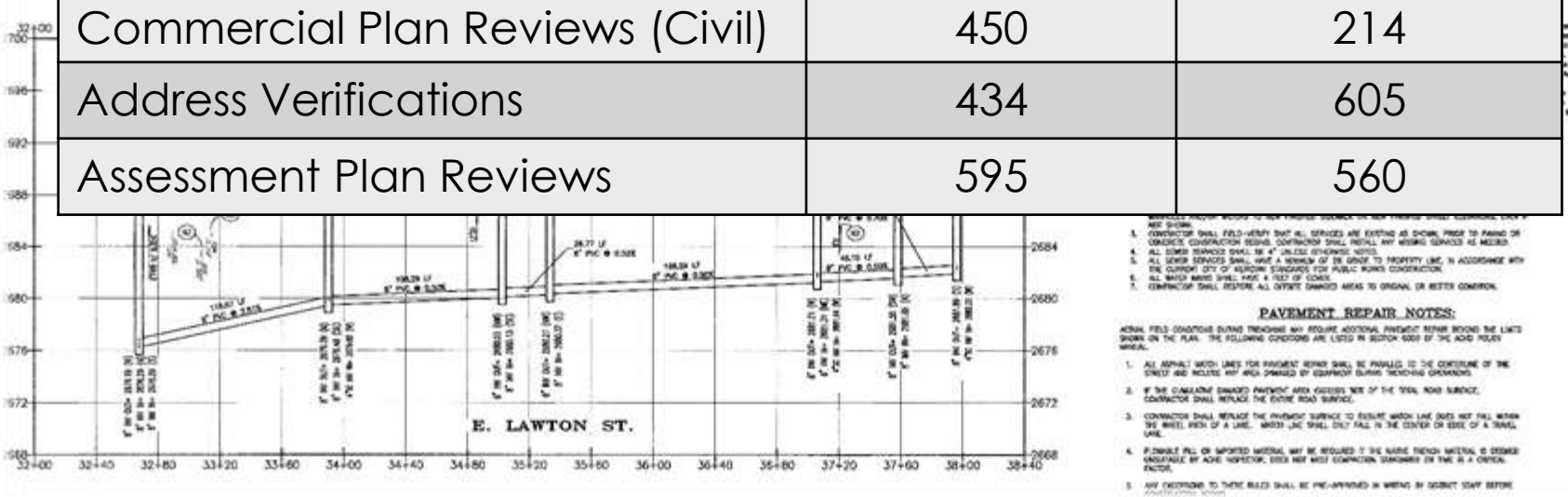
Land Development Section



Land Development Activity August thru July



	Previous Year	This Year
Subdivision Plan Reviews (Civil)	92	94
Commercial Plan Reviews (Civil)	450	214
Address Verifications	434	605
Assessment Plan Reviews	595	560



Improvements

- ▶ We created a record to track final plat mylar signatures. These projects used to be tracked manually which made it difficult to report the number of projects being completed, how long they took to review, etc. Creating this record also allowed concurrent reviews by Planning and Land Development, which reduced timelines for review.
- ▶ We created a record that incorporates Public Works Engineering Reviews, Fire Review, and GIS Review prior to Land Development Review. This allows for better continuity between departments, and ensures all requirements are known prior to the Land Development Review. This also allows all communication in a project to be documented and trackable.

Key Performance Indicators

LAND DEVELOPMENT SERVICES

- ▶ Final Plat Signature Review Process Timelines
 - ▶ Data is now available through Accela
 - ▶ Currently tracking timelines to establish a benchmark
- ▶ Plan Reviews for Commercial and Residential Project Timelines
 - ▶ Plan reviews will be transitioning to Project Dox which offers more robust reporting for timelines.
 - ▶ Continuing to run monthly reports out of Accela, but the information isn't as accurate as we would like.
- ▶ Sanitary Sewer and Water Assessments Calculation Timelines
 - ▶ Currently being reported via Project Dox, continuing to gather data to establish a benchmark
- ▶ QLPE Turnaround Timelines
 - ▶ 5-Business days or less by PSA
- ▶ In IT queue for development:
 - ▶ Addressing of new Subdivision Plats Timeline
 - ▶ Street Name Review Timelines
 - ▶ Surety Process Timelines

Going Forward

- ▶ Economic Development Analysis
- ▶ Preserve and potentially expand com/ind land use
- ▶ Regional Planning Efforts – Area Specific Plans, Ed/Trans initiatives
- ▶ Fiscal Impact Tool
- ▶ Department – Increased Efficiency
 - ▶ Growth
 - ▶ Near Fully Staffed – Calibration Phase
 - ▶ Technology – Accela/ProjectDox/LaserFische Integrations
- ▶ Career Development Opportunities
- ▶ Proud of the Community Development Team!!



THANK YOU!
DISCUSSION

COMMUNITY DEVELOPMENT DEPARTMENT
ANNUAL UPDATE