



DEPARTMENT OF
**PLANNING AND
DEVELOPMENT
REVIEW**

Director's Report



Kevin J. Vonck, Ph.D., Director

Monday, 15 May 2023

Framework

What is our vision?

The City of Richmond has a more **accessible, productive, resilient, and beautiful** built environment.

What is our mission?

The Department of Planning and Development Review **directs** and **regulates** how land is used in the City of Richmond.

What are our strategic actions?

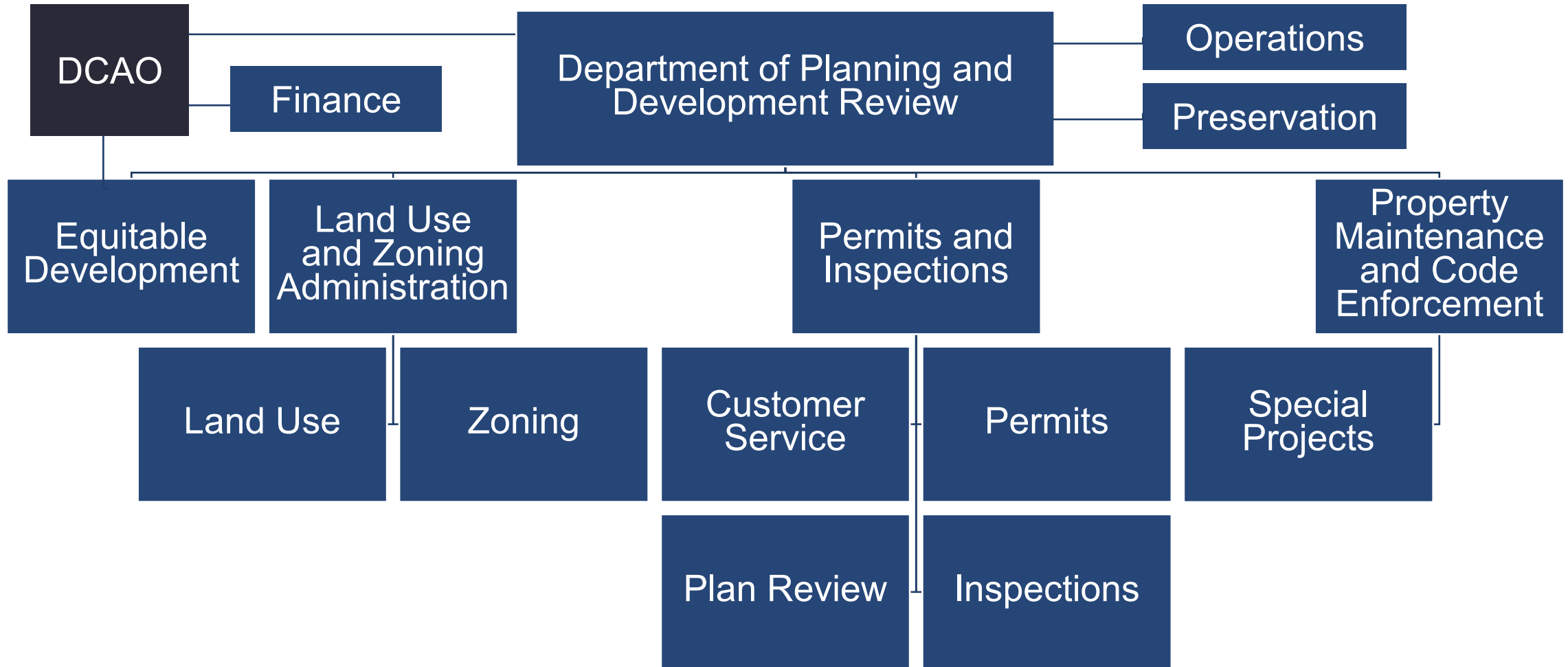
negotiate and close **transactions**

adopt and enforce **policies**

improve and enhance **operations**

convene and connect **people**

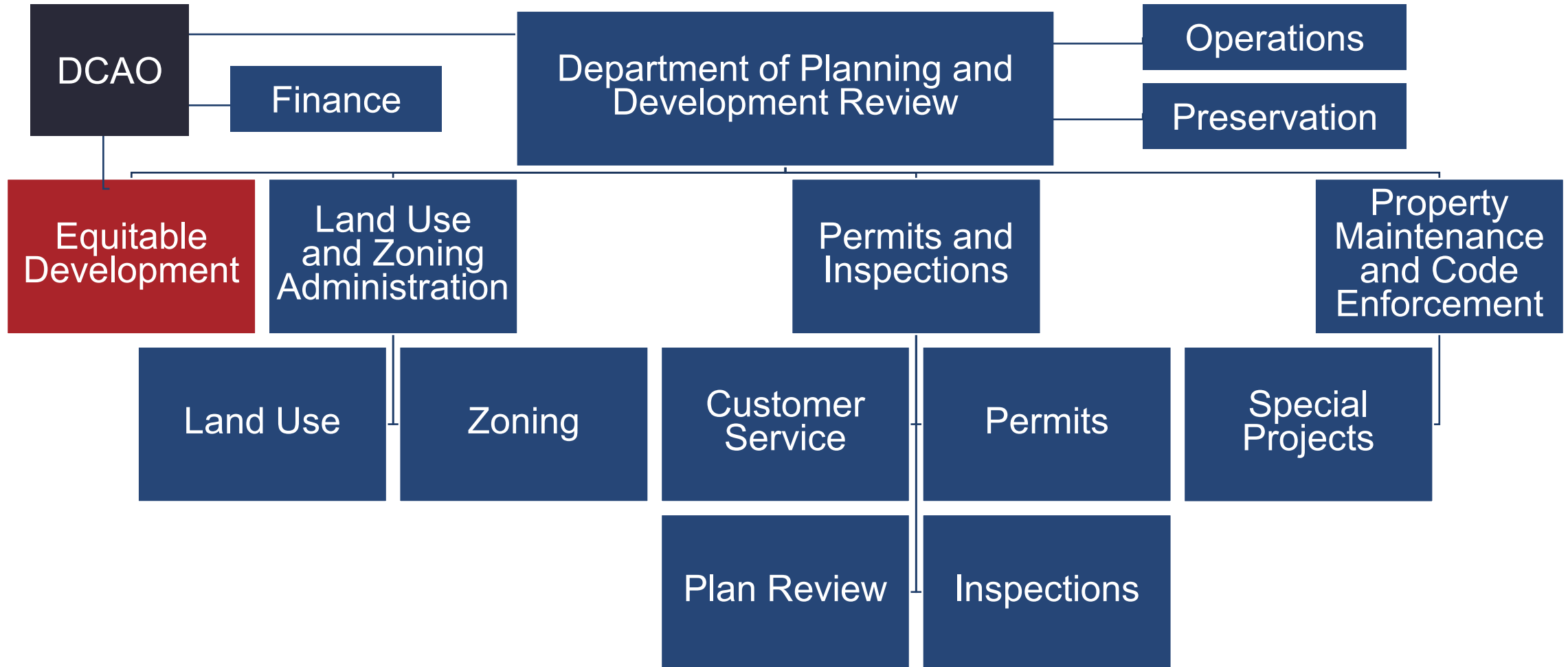
How is PDR organized?



Performance measures

Through March 2023

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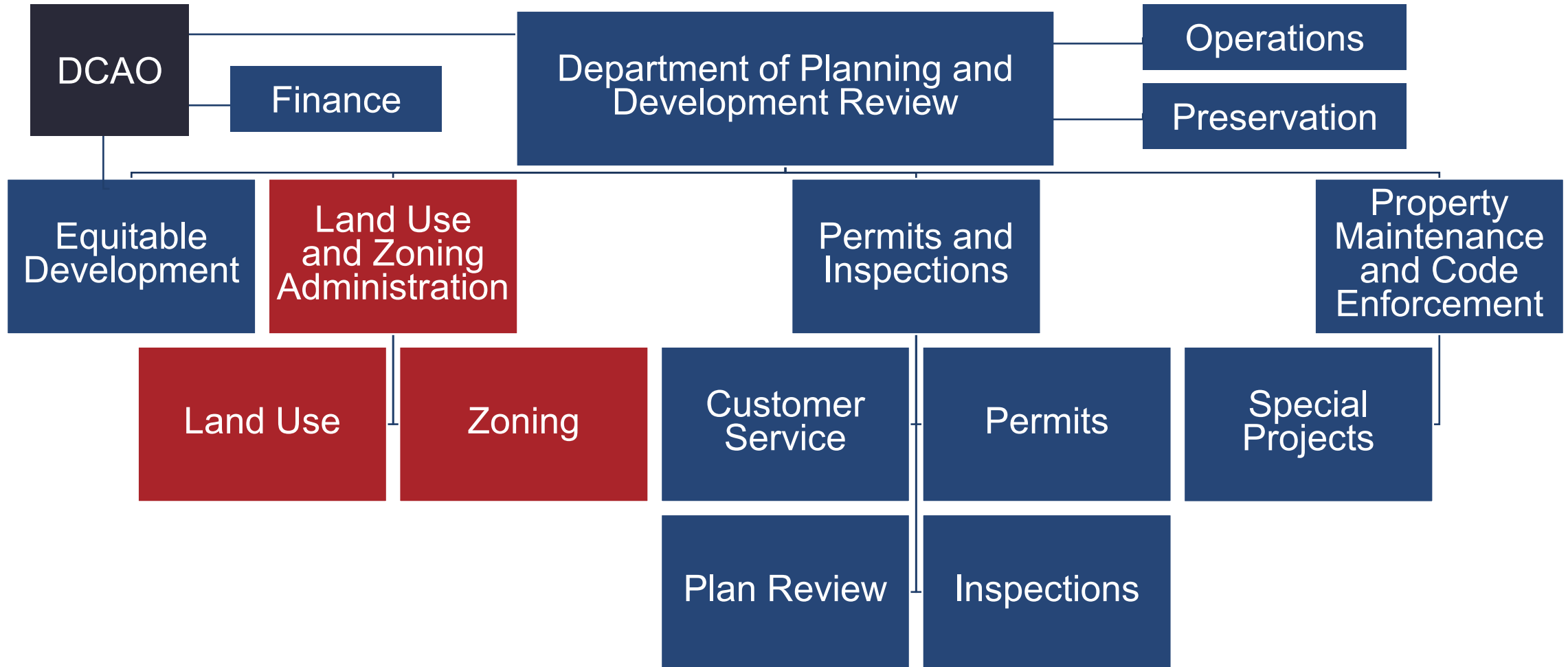
00505: Equitable Development

PERFORMANCE MEASURE	GOAL	23-Q1	23-Q2	23-Q3	23-Q4
# small area plans and feasibility studies adopted by City Planning Commission or City Council	2	1	1	1	
# major zoning text amendments adopted by City Council	2	0	0	1	

00505: Equitable Development

PERFORMANCE MEASURE	GOAL	23-Q1	23-Q2	23-Q3	23-Q4
# acres of land within City-initiated zoning map amendments adopted by City Council	40	163	163	163	
# hosted community engagement and/or outreach events	40	17	35	48	

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Development activity: calendar year

	2017	2018	2019	2020	2021	2022	2023
Special Use Permit	60	67	92	69	118	124	44
Rezoning	10	16	15	12	20	14	10
Conditional Use Permit	1	1	0	0	0	0	2
Community Unit Plan	4	5	3	3	7	0	4
Subdivision	16	19	20	14	25	26	5
Plan of Development	40	48	46	68	44	46	9
Wireless Plan of Development	9	16	10	4	2	22	6
TOTAL	140	172	186	197	216	232	80

00501: Land Use Administration

PERFORMANCE MEASURE	GOAL	23-Q1	23-Q2	23-Q3	23-Q4
average # business days to introduce zoning map amendment O&R to City Council after completed application	90	75	91	117	
average # business days to introduce conditional use permit (CUP) or special use permit (SUP) O&R to City Council after completed application	90	105	118	120	

00501: Land Use Administration

PERFORMANCE MEASURE	GOAL	23-Q1	23-Q2	23-Q3	23-Q4
average # business days to introduce community unit plan (CUP) O&R to City Council after completed application	90	163	0	0	
average # business days to complete initial review of plan of development (POD) or site plan after completed application	15	14	15	15	

00501: Land Use Administration

PERFORMANCE MEASURE	GOAL	23-Q1	23-Q2	23-Q3	23-Q4
average # business days to issue administrative Certificate of Appropriateness (COA) after completed application	10	5	2	2	
average # business days to introduce COA case to the Commission of Architectural Review (CAR) after completed application	30	30	30	30	

00501: Land Use Administration

PERFORMANCE MEASURE	GOAL	23-Q1	23-Q2	23-Q3	23-Q4
average # business days to conduct Section 106 review after completed application	10	10	57	3	
\$ funds awarded by Public Art Commission	\$500 k	\$150 k	\$150 k	\$150 k	

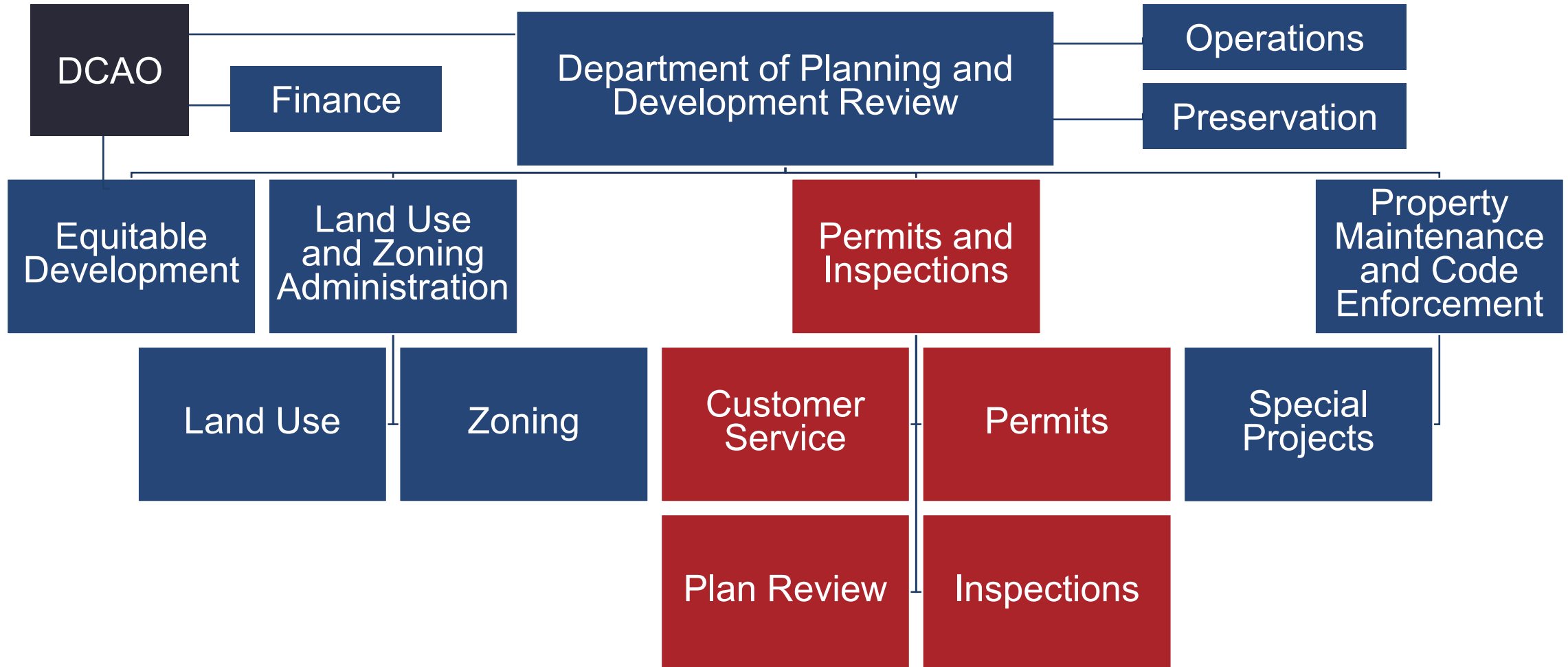
00507: Zoning

PERFORMANCE MEASURE	GOAL	23-Q1	23-Q2	23-Q3	23-Q4
average # business days to issue zoning confirmation letter (ZCL) after completed application	20	16	22	16	
average # business days to issue Certificate of Zoning Compliance (CZC) letter after completed application	10	18	18	18	

00507: Zoning

PERFORMANCE MEASURE	GOAL	23-Q1	23-Q2	23-Q3	23-Q4
average # business days to introduce case to the Board of Zoning Appeals (BZA) after completed application	30	30	29	35	
average # business days to investigate zoning complaint after receipt	10	#	#	#	

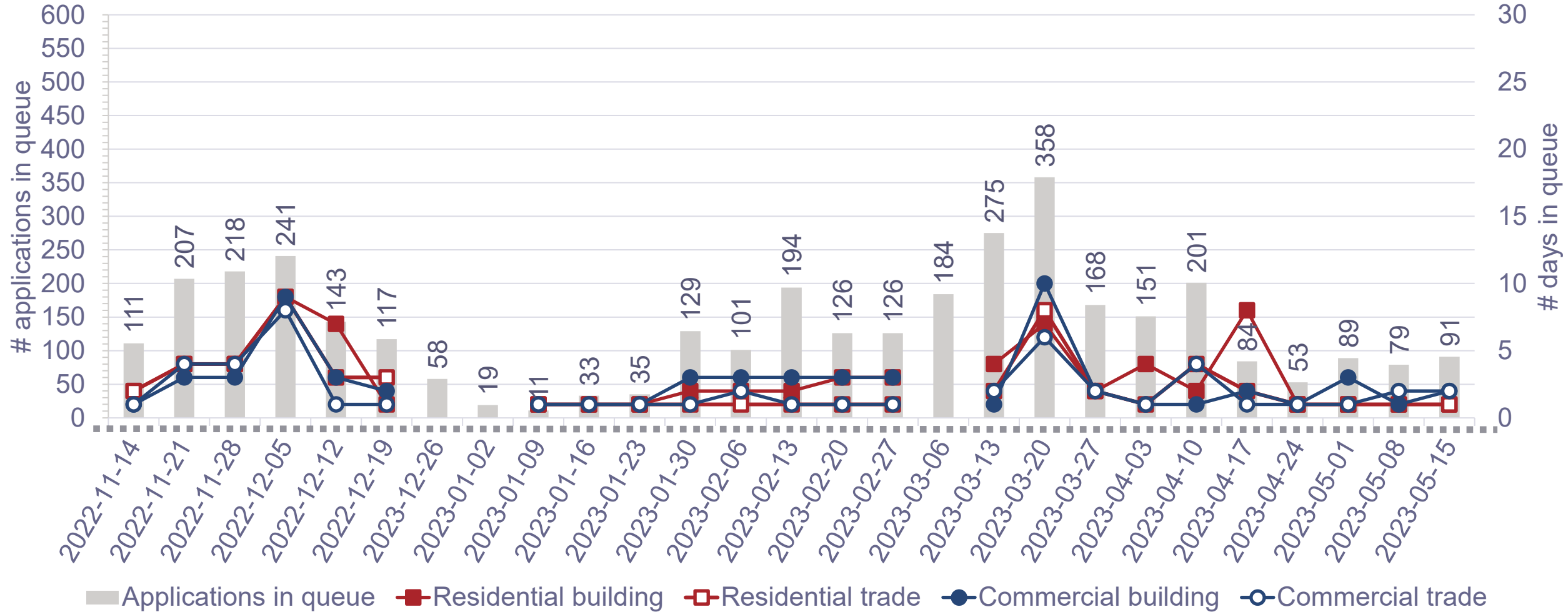
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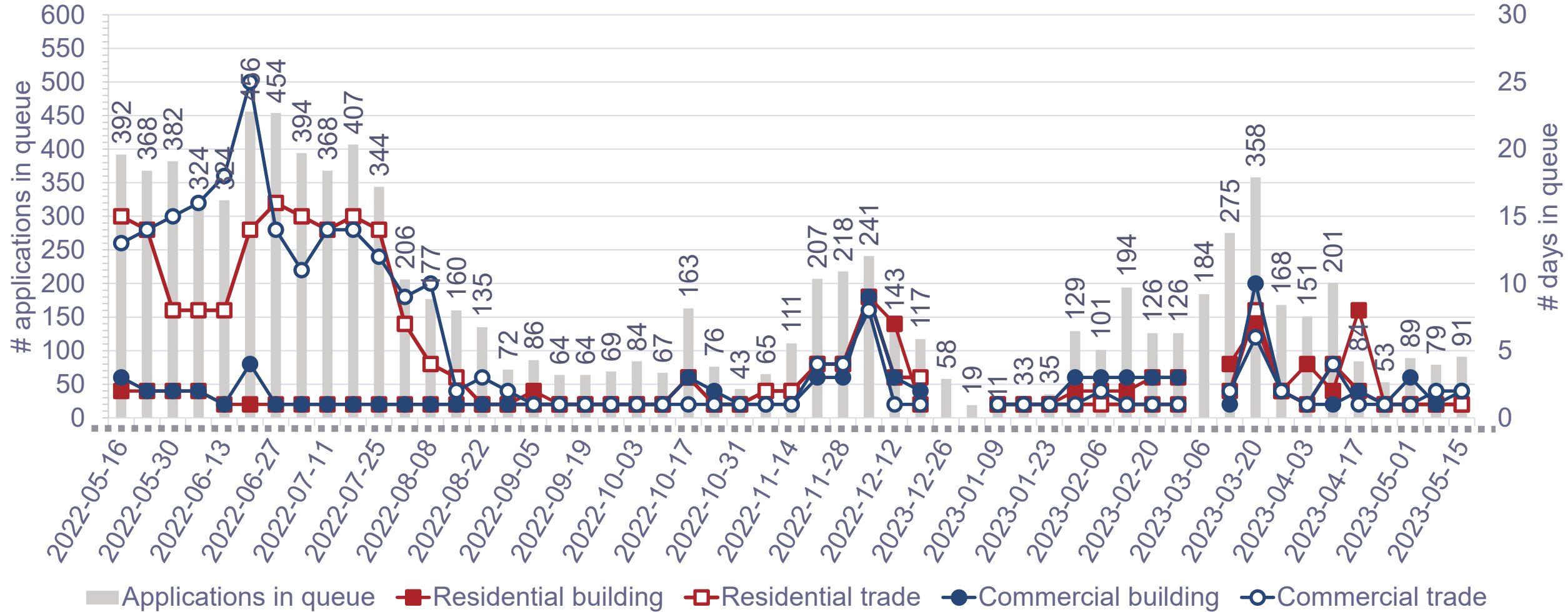
00502: Permits and Inspections

PERFORMANCE MEASURE	GOAL	23-Q1	23-Q2	23-Q3	23-Q4
average # business days to intake and route submitted application	5	3	3	3	
average # of business days to perform inspection after requested or an agreed upon date	2	1	2	2	

Permit intake: November 2022 to May 2023



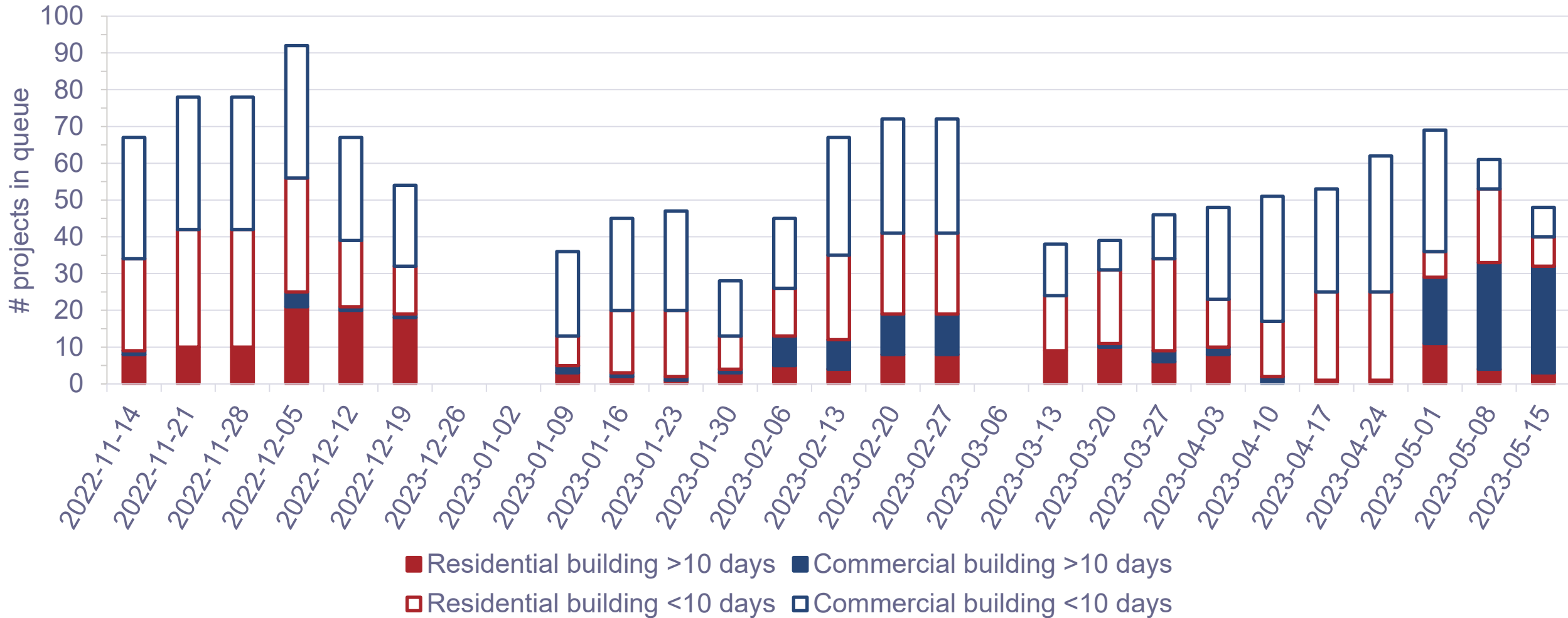
Permit intake: May 2022 to May 2023



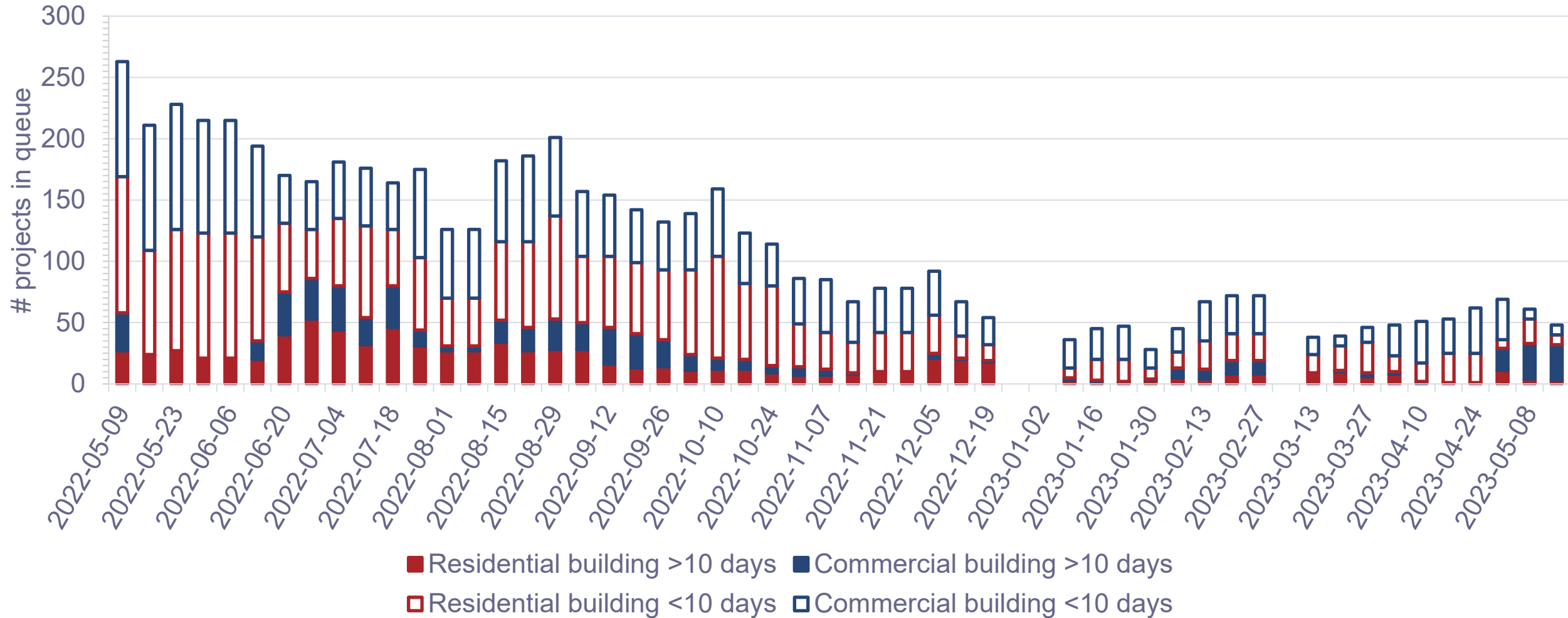
00502: Permits and Inspections

PERFORMANCE MEASURE	GOAL	23-Q1	23-Q2	23-Q3	23-Q4
average # business days to complete initial plan review for small (<\$1.5 million) project after completed application	10	14	12	10	
average # business days to complete initial plan review for medium (<\$30 million) project permit after completed application	20	20	20	20	

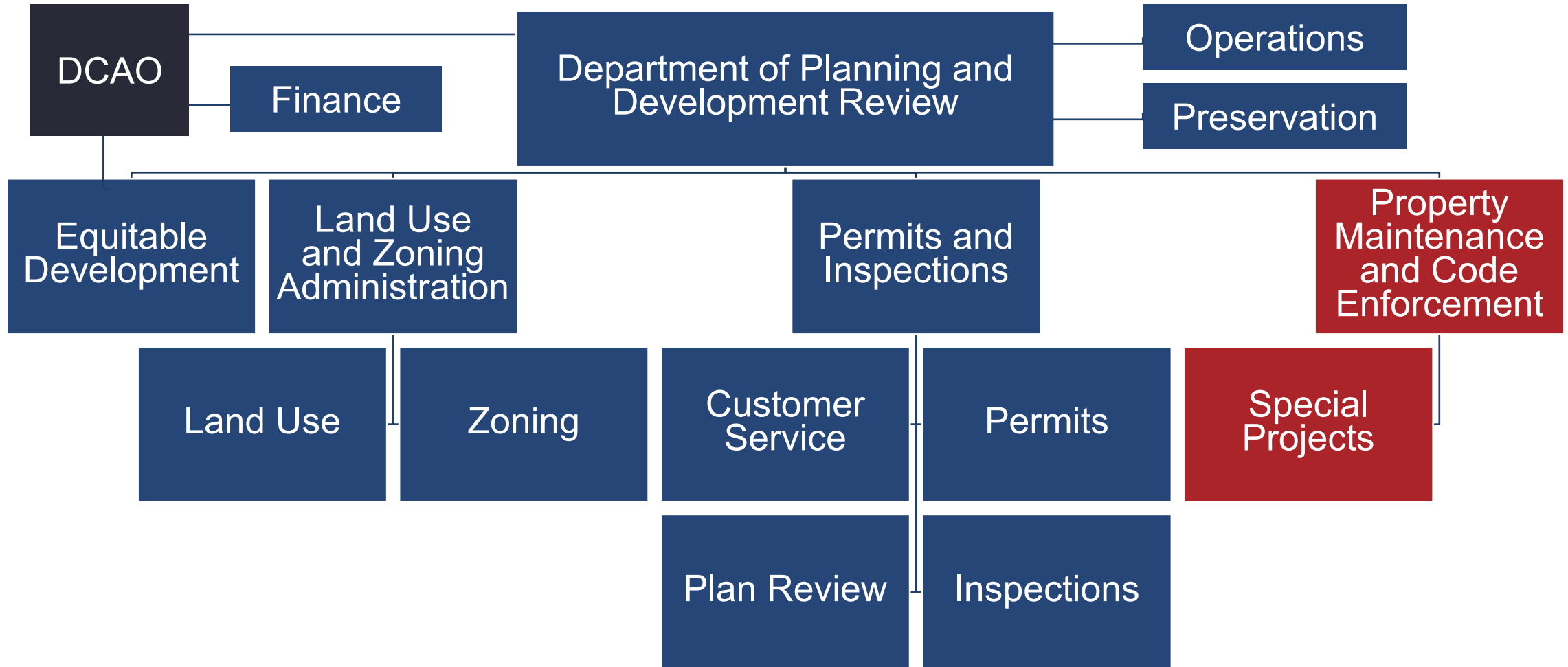
Plan review: November 2022 through May 2023



Plan review: May 2022 through May 2023



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00504: Property Maintenance and Code Enforcement

PERFORMANCE MEASURE	GOAL	23-Q1	23-Q2	23-Q3	23-Q4
average # of business days to investigate environmental complaint after receipt	5	2	4	4	
average # of business days to investigate property maintenance complaint after receipt	5	2	4	4	

00504: Property Maintenance and Code Enforcement

PERFORMANCE MEASURE	GOAL	23-Q1	23-Q2	23-Q3	23-Q4
# parcels proactively inspected	200	50 +/-	100 +/-	150 +/-	
# properties added into the derelict building program	20	8	22	28	

Questions and discussion