

Description

The Community Development Department for the City of Danville includes the Office of the Department Director, Planning Division, Inspections Division, Housing and Development Division and programs and projects related to Community and Economic Development. The Office of the Director is responsible for the operations of the Department that include the Neighborhood Revitalization/Building Blocks Program, Development Assistance/Commercial Development Review, Code Enforcement (Zoning and Building), Virginia Maintenance Code Enforcement, Economic Development Support, Rental Inspection Program, CDBG Entitlement Program, Home Entitlement Program, Comprehensive Plan Development, and update Capital Project Coordination and Grantsmanship.

Expenditures

	FY 2017 Actual	FY 2018 Actual	FY 2019 Adopted	FY 2020 Introductory	Increase/ (Decrease)
Expenditures:					
Personnel Services	\$ 146,069	\$ 147,315	\$ 151,400	\$ 153,940	\$ 2,540
Employee Benefits	20,640	21,955	23,190	23,720	530
Purchased Services	41,695	454	3,040	3,040	-
Internal Service	2,190	2,494	1,740	4,010	2,270
Other Operating Expenses	24,458	22,068	16,260	16,860	600
Capital Outlay	-	-	-	320	320
Totals	\$ 235,052	\$ 194,286	\$ 195,630	\$ 201,890	\$ 6,260

Personnel

The Accountant II position is partially funded by this account, Public Works and Community Development Block Grant (CDBG) funds.

Position Title	FY 2019 FTEs	FY 2020 FTEs
SENIOR SECRETARY	1.00	1.00
ACCOUNTANT II	0.40	0.40
DIRECTOR OF COMMUNITY DEV	1.00	1.00
Total	2.40	2.40

Description

The Community Development Department’s Inspections Division is responsible for administering the Virginia Uniform Statewide Building and Maintenance Code. As part of the City’s “Building Blocks” Program, the Inspections Division also oversees the administration of the Rental Housing Inspection Program (RHIP). The specific tasks of the Division on a daily basis include doing plan reviews and issuing various construction permits such as: building, electrical, mechanical, plumbing, amusement device, and sign permits. In addition to issuing such permits, the inspectors perform inspections on work completed during the construction process. The Maintenance Code/RHIP process involves inspecting existing properties to verify their compliance with Virginia Uniform Statewide Building and Maintenance Codes and City Ordinances.

Revenues/Expenditures

	FY 2017 Actual	FY 2018 Actual	FY 2019 Adopted	FY 2020 Introductory	Increase/ (Decrease)
Revenues:					
Building Permits	\$ 113,834	\$ 100,014	\$112,800	\$ 84,700	\$ (28,100)
Electrical Permits & Inspection	15,431	15,084	16,500	18,150	1,650
Mechanical Permits & Inspection	2,854	29,290	31,500	28,260	(3,240)
Rental Housing Inspection Fees	14,435	12,293	14,640	15,600	960
Plumbing Inspection Fees	12,438	12,345	13,500	10,050	(3,450)
Amusement Device Permit/Inspect	910	238	540	340	(200)
Sign Permits & Inspection	2,802	4,045	4,150	4,610	460
Misc Revenue	290	-	-	-	-
Totals	162,994	173,309	193,630	161,710	(31,920)
Expenditures:					
Personnel Services	\$ 541,293	\$ 499,621	\$529,520	\$ 520,390	\$ (9,130)
Employee Benefits	74,608	73,223	81,070	80,170	(900)
Purchased Services	29,911	30,391	35,530	36,220	690
Internal Service	55,433	53,632	47,960	48,570	610
Other Operating Expenses	303,015	188,488	268,920	271,790	2,870
Capital Outlay	2,508	-	2,480	1,140	(1,340)
Totals	\$1,006,768	\$ 845,355	\$965,480	\$ 958,280	\$ (7,200)
Net Cost to City	\$ 843,774	\$ 672,046	\$771,850	\$ 796,570	\$ 24,720

Personnel

The Plumbing/Cross Connection Inspector is funded .5 from General Fund and .5 from Water Treatment fund as the positions duties include inspection of plumbing systems, and backflow prevention to the City's potable water system.

Position Title	FY 2019 FTEs	FY 2020 FTEs
PERMIT TECHNICIAN	1.00	1.00
PROP MAINT CODE COORDINATOR	1.00	1.00
PROPERTY MAINTENANCE INSPECTOR	2.00	2.00
BUILDING INSPECTOR	2.00	2.00
ELECTRICAL INSPECTOR	1.00	1.00
MECHANICAL INSPECTOR	1.00	1.00
PLUMBING/CROSS CNCTN INSPECTOR	0.50	0.50
INSPECTIONS SUPERVISOR	1.00	1.00
DIVISION DIR OF INSPECTIONS	1.00	1.00
Total	10.50	10.50

Description

The Housing & Development program fund is used to support efforts to promote the rehabilitation of properties that are not subject to other blight funding.

Expenditures

	FY 2017 Actual	FY 2018 Actual	FY 2019 Adopted	FY 2020 Introductory	Increase/ (Decrease)
Expenditures:					
Purchased Services	\$ 13,746	\$ 12,327	\$ 25,000	\$ 25,000	\$ -
Other Operating Expenses	15,149	1,239	1,850	1,060	(790)
Totals	\$ 28,895	\$ 13,566	\$ 26,850	\$ 26,060	\$ (790)

Description

This funding is used to purchase services needed for Comprehensive Blight removal. Items such as advertising, title research, and other costs associated with blighted properties comes from this account.

Expenditures

	FY 2017 Actual	FY 2018 Actual	FY 2019 Adopted	FY 2020 Introductory	Increase/ (Decrease)
Expenditures					
Purchased Services	\$47,125	\$68,533	\$75,000	\$ 75,000	\$ -
Internal Service	86	-	-	-	-
Other Operating Expenses	2,333	1,316	-	-	-
Totals	\$49,544	\$69,849	\$75,000	\$ 75,000	\$ -

Description

This is the annual program in the month of May that promotes City residents to Clean-up/Fix-up their properties to try to improve the appearance of houses. Items are provided to residents and neighborhoods to clean properties, paint, plant, etc.

Expenditures

	FY 2017 Actual	FY 2018 Actual	FY 2019 Adopted	FY 2020 Introductory	Increase/ (Decrease)
Expenditures:					
Purchased Services	\$41,971	\$32,859	\$25,000	\$ 25,000	\$ -
Internal Service	165	78	-	-	-
Other Operating Expenses	8,194	7,067	25,000	25,000	-
Totals	\$50,330	\$40,004	\$50,000	\$ 50,000	\$ -

Description

The Planning Office is a division of the Community Development Department and is responsible for coordinating the City of Danville's current and long-range planning activities. The Planning Office is responsible for coordinating Zoning Code administration, local enactment and enforcement of community and statewide development regulations, informing prospective developers and builders about development review regulation and processes, consulting with other City agencies concerning the Zoning Code. The Office also is charged with coordinating and executing planning studies, and providing staff support and planning recommendations to the City Manager, Planning Commission, City Council, Board of Zoning Appeals, Commission of Architectural Review, River District Design Commission and the citizens of Danville.

Revenues/Expenditures

	FY 2017 Actual	FY 2018 Actual	FY 2019 Adopted	FY 2020 Introductory	Increase/ (Decrease)
Revenues:					
Zoning Clearance Fees	\$ -	\$ 3,080	\$ 2,300	\$ 2,530	\$ 230
Comm of Arch Review Fees	250	225	380	260	(120)
Totals	\$ 250	\$ 3,305	\$ 2,680	\$ 2,790	\$ 110
Expenditures:					
Personnel Services	\$ 136,727	\$ 29,012	\$ 72,260	\$ 76,900	\$ 4,640
Employee Benefits	19,320	2,869	11,070	11,860	790
Purchased Services	1,646	24,043	41,830	26,550	(15,280)
Internal Service	6,978	8,158	9,430	13,560	4,130
Other Operating Expenses	4,137	4,511	6,360	6,540	180
Capital Outlay	609	-	500	820	320
Totals	\$ 169,417	\$ 68,593	\$ 141,450	\$ 136,230	\$ (5,220)
Net Cost to City	\$ 169,167	\$ 65,288	\$ 138,770	\$ 133,440	\$ (5,330)

Personnel

Position Title	FY 2019 FTEs	FY 2020 FTEs
PLANNING TECHNICIAN	1.00	1.00
SENIOR PLANNER	1.00	1.00
Total	2.00	2.00

Description

The City Planning Commission is comprised of seven members appointed by the City Council. The major responsibilities of the Commission are to advise City Council on growth and development issues, make recommendation to the City Council on rezoning, special use permit applications, and subdivision plats, and to review and make recommendations to the City Council on amendments to the Zoning Code and the Comprehensive Plan.

Revenues/Expenditures

	FY 2017 Actual	FY 2018 Actual	FY 2019 Adopted	FY 2020 Introductory	Increase/ (Decrease)
Revenues:					
Planning Commission Fees	\$ 850	\$ 6,300	\$ 7,000	\$ 7,200	\$ 200
Totals	\$ 850	\$ 6,300	\$ 7,000	\$ 7,200	\$ 200
Expenditures:					
Purchased Services	\$ 3,877	\$ 3,764	\$ 6,240	\$ 6,240	\$ -
Internal Service	109	213	420	360	(60)
Other Operating Expenses	1,266	147	2,500	2,500	-
Totals	\$ 5,252	\$ 4,124	\$ 9,160	\$ 9,100	\$ (60)
Net Cost to City	\$ 4,402	\$ (2,176)	\$ 2,160	\$ 1,900	\$ (260)

Description

The Board of Zoning Appeals is a seven member Court appointed body that hears and rules on appeals of the Zoning Administrator's decision, applications for variances from the Zoning Code, and applications for interpretations of the zoning district maps.

Revenues/Expenditures

	FY 2017 Actual	FY 2018 Actual	FY 2019 Adopted	FY 2020 Introductory	Increase/ (Decrease)
Revenues:					
Zoning Appeal Fees	\$ 1,200	\$ 600	\$ 1,000	\$ 630	\$ (370)
Totals	\$ 1,200	\$ 600	\$ 1,000	\$ 630	\$ (370)
Expenditures:					
Personnel Services	\$ 180	\$ 240	\$ 840	\$ 420	\$ (420)
Employee Benefits	14	18	80	50	(30)
Purchased Services	1,002	980	1,740	1,140	(600)
Internal Service	-	-	90	60	(30)
Other Operating Expenses	115	926	240	470	230
Totals	\$ 1,311	\$ 2,164	\$ 2,990	\$ 2,140	\$ (850)
Net Cost to City	\$ 111	\$ 1,564	\$ 1,990	\$ 1,510	\$ (480)

**FY 2020 FIVE-YEAR CAPITAL & SPECIAL PROJECTS PLAN
PROJECT DESCRIPTION**

Project Title: Comprehensive Blight Removal
Project No: 60806

Department: Community Development
Division: Housing
Section: N/A

Description:

This project continues the City's efforts to improve housing and eliminate blight by implementing the strategies recommended in the comprehensive housing study conducted by CZB in 2014. It includes funds for demolition of valueless property, stabilization of important historically significant properties, enhanced code enforcement, establishment of a non-profit community development entity, establishment of a loan loss reserve fund, and redevelopment of the Five Forks commercial area.

Justification:

The City's 2014 Comprehensive Housing Market analysis demonstrated that much is needed to be done in order to make Danville a community of choice for individuals and families locating to our area. The City of Danville is experiencing four issues that impact the quality of housing and each requires attention to make any kind of significant improvement: excess supply, geographic isolation from larger markets, declining incomes and a large inventory of unappealing housing stocks. The CZB housing study made several recommendations to improve the market conditions and reverse the trend that is creating blight and further devaluation of properties. If nothing is done to reverse the trend, the City's housing market will continue to decline and affect every neighborhood. The strategies recommended in the plan are proven and documented by industry professionals to have a positive impact on the communities where implemented.

Comments: Due to budgetary limitations, funding for this project was reduced for the FY 2019 & 2020 budgets.
N/A

Funding	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Total
General Fund Revenues	400,000	650,000	600,000	500,000	500,000	2,650,000
Total Funding Sources	400,000	650,000	600,000	500,000	500,000	2,650,000

Goals/Milestones:

FY 2019	Demolition of 50 derelict and unsafe structures; purchase and stabilize one vacant derelict structure with OWE/West Main/Grove Street areas; maintain the OW Rental Inspection Program Inspector and Assistant City Attorney positions; continue initiative of receiving matching funds from private sector and other sources.
FY 2020	Demolition of 50 derelict and unsafe structures; purchase and stabilize one vacant derelict structure with OWE/West Main/Grove Street areas; maintain the OW Rental Inspection Program Inspector and Assistant City Attorney positions; continue initiative of receiving matching funds from private sector and other sources.
FY 2021	Demolition of 50 derelict and unsafe structures; continue support of OWE Rental Inspector and Assistant City Attorney positions; continue partial funding of CDC/Land Bank
FY 2022	Demolition of 50 derelict and unsafe structures; continue support for OWE Rental Inspector and Assistant City Attorney positions; continue partial funding of CDC/Land Bank
FY 2023	Demolition of 50 derelict and unsafe structures; continue support for Rental Inspector's
FY 2024	Demolition of 50 derelict and unsafe structures; continue support for Rental Inspector's and Assistant City Attorney positions.