

PLANNING DIVISION // MONTHLY REPORT

December 2024



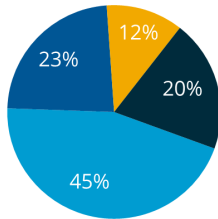
APPLICATIONS RECEIVED

65% increase in applications from December 2023.

A total of **61** applications were received this month. **59** applications were initiated by private applicants and **2** were initiated by the City.

This report communicates the Planning Division's workload & provides analysis of trends to better understand staff capacity.

TYPE OF PETITIONS



- Zoning Administrator
- Planning Commission
- Historic Landmark
- Subdivision

TYPE OF APPROVAL PROCESS



Administrative Approval

52



Planning Commission

6

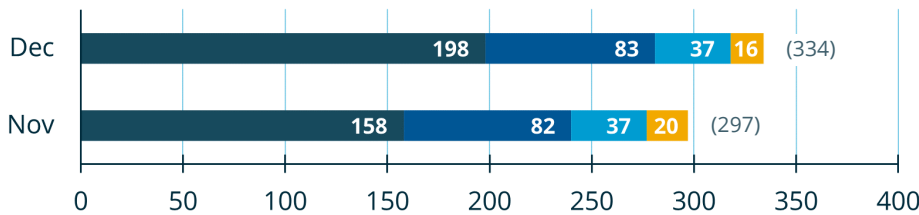


City Council Approval

3

85% of the applications can be processed administratively.

BUILDING PERMIT / ZONING REVIEWS



- 1st Review
- 2nd Review*
- 3rd Review*
- 4+ Reviews*

* Review for corrections

Number of reviews to date for 2024

4,451

PLANNING COUNTER INQUIRIES

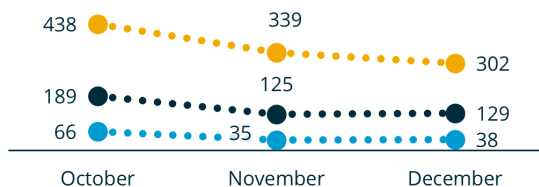
This month the Planning Division received a total of **302** phone calls, **129** email inquiries, and **38** walk-in inquiries.

PUBLIC ENGAGEMENT

Online Open Houses are hosted by the Planning Division as an opportunity for constituents to stay informed, review proposals, and provide feedback.

This month 57 Online Open Houses were hosted with a total of 775 visits.

TRENDS



- Walk-ins
- Emails
- Phone Calls

ONLINE OPEN HOUSES BREAKDOWN



New this month

2



Active from past months

52



Closed this month

3

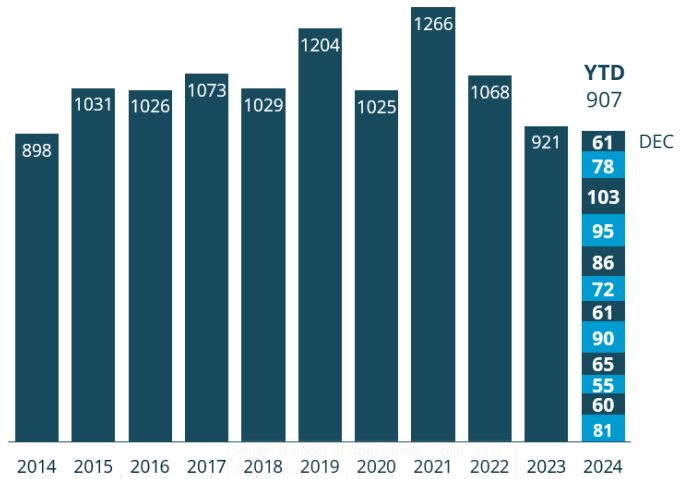


10-YEAR TREND ANALYSIS

December 2024 saw a decrease on the number of applications compared to December 2023. From 2014 to 2024, the Division received an average of 86 applications each December.

In December 2023, the Division received the lowest number of applications in a single month, with a total of 38. In contrast, December 2017 recorded the highest number of applications for the month, with 85 applications.

This December, the total number of applications received was 9% lower than the monthly average for December.



FEATURED PROJECTS

855 Midrise

The Planning Commission approved the planned development on December 11, 2024. Jon Lee, in representation of property owner Kyle David, requested approval for a Planned Development and Design Review approval for a multi-family development. The project would involve the replacement of a recently demolished single-family home, with a new building that would consist of 35 micro-units in the Form Based Neighborhood District (FB-UN2).

The project will utilize the narrow parcel to create an infill project that enhances the surrounding neighborhood's characteristics while providing high-density housing close to public transportation.



NEW PROJECTS

First Step House Re-zone

This project was presented to Planning Commission on December 11, 2024 and a recommendation for approval was forwarded to the City Council.

Harold Woodruff on behalf of First Step House requested approval to amend the zoning for the property located at 273 East 800 South from Institutional to Moderate/High Density Multi-Family Residential (RMF-45). The existing structure is currently a vacant office building, this re-zone would allow for a four story building with 34 one-bedroom apartments to be constructed. It would be affordable housing to those with 30% Area Median income (AMI) or below.

