

Development Review Initiative Update

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Development Review Initiative Update

- Development Process Improvement Initiative
 - Report by EDC in May, 2011
- Implementation Plan
 - Plan adopted June, 2011

Development Review Initiative Update

- Report by EDC in 2011



**CITY OF MADISON
ECONOMIC DEVELOPMENT COMMITTEE**

DEVELOPMENT PROCESS IMPROVEMENT INITIATIVE

REPORT TO THE MAYOR & COMMON COUNCIL

JANUARY 31, 2011

AMENDED & APPROVED BY ECONOMIC DEVELOPMENT COMMITTEE ON FEBRUARY 16, 2011

FINAL AMENDED & APPROVED BY ECONOMIC DEVELOPMENT COMMITTEE ON MAY 11, 2011

Development Review Initiative Update

- PRE-APPLICATION PHASE
- APPLICATION, REVIEW & APPROVAL PHASE
- POST-APPROVAL PHASE
- ADMINISTRATION IMPROVEMENT

Development Review Initiative Update

PRE-APPLICATION PHASE

- Establish predictable, consistent processes and expectations for neighborhood stakeholders & staff review of development proposals during the Pre-Application Phase of projects.
- Inclusive, fair, and uniform neighborhood input into development projects.
- Increase property and development information available to residents, property owners, and investors/developers.

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APPLICATION, REVIEW & APPROVAL PHASE

- Clarify and simplify the process for development proposals that require more than internal staff approvals.
- Improve effectiveness of Commissions/Committees/Boards.
- Streamline and clarify Commission review of applications.
- Develop Clear Standards for Application Materials and Review Criteria for Applicants, Staff and Public Use.
- Designate project staff/liaison as a means for efficient application review.

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POST-APPROVAL PHASE

- Better coordinate/expedite City agency sign-off on approved development plans.

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ADMINISTRATION IMPROVEMENT

- Neighborhood plans, training and feedback.
- Development guidelines, website and Assistance Teams
- Physical facilities to facilitate development review process.
- Revisit and review the development process on a regular basis to identify improvement opportunities.
- Invest in organization development, orientation, and training for staff to facilitate the development process

Development Review Initiative Update

Current Initiatives

- PC/UDC Bus Tour
 - Held on June 3rd
- PC/UDC Retreat
 - Held on July 1st
- Pre-Application Process
 - Text amendment being drafted
- Staff Reports
 - Communication between Commissions and Staff

Development Review Initiative Update

DRAFT -- Retreat Executive Summary

- Ensure greater clarity in UDC staff reports to concisely highlight design issues and clearly communicate findings and decisions on projects to the PC and the public
- Create a formalized pre-application process that is consistent and predictable for all stakeholders.
- Staff needs to be the communication bridge between commissions, city agencies, alders, applicants and stakeholders.
- Commissions need to make decisions based on identified standards, conditions of use, design requirements, plans or a combination of these.
- Determine a way to be sure the *voice of the customer* is heard in all project decisions.
- Create a follow-up mechanism to evaluate whether plans and recommendations were implemented as approved.