



Purpose

The Community Development Department is responsible for helping create an environment safe for businesses and families to invest their time, energy, and resources in our community. We do this by providing predictable and consistently high standards for development and construction within the City with the goal of preserving neighborhood character, enhancing the City’s quality of life, preserving and protecting property values, improving quality of design, and ensuring quality construction and safety of buildings and property within the City of O’Fallon.

The Economic Development Division and Planning and Zoning Division serve as professional resources to the elected and appointed officials and the community at large in the areas of zoning, subdivision and site plan review, economic and business development, and long range planning. The Building and Code Enforcement Division administers all building operations, such as building permits, occupancy permits, floodplain management, property maintenance and code enforcement, and all associated inspections.

Accomplishments

- ❖ Worked on two annexation petitions and agreements totaling 9 acres; reviewed 2 final plats totaling 16 new lots
- ❖ Conducted over 4,000 inspections of all types in 2014; performed 269 commercial and 1,168 residential occupancy inspections
- ❖ Performed zoning reviews and verifications on 43 new businesses
- ❖ Managed zoning, permitting, and inspections on 126 new SF homes (up from 84 in 2013)
- ❖ Continued coordination of HSHS medical campus project with City engineering staff
- ❖ Staff involvement in various professional activities: Jeff Stehman – President of the Illinois Council of Code Administrators (ICCA); Ted Shekell – Trainer on Public Ethics and Effective Public meetings for the UMSL Chancellor’s Certificate Program in Planning and Zoning; Justin Randall served on the St. Louis Metro Section of the American Planning Association Board; Anne Stevenson provided technical support for APA’s monthly newsletter
- ❖ Provided plan review and inspection on commercial sprinkler systems, fire alarm and hood suppression systems
- ❖ Coordinated the City’s monthly Historic Preservation Commission activities
- ❖ Coordinated the fourth year of the Crime-Free Housing Program in conjunction with the O’Fallon Police Department
- ❖ Coordinated acquisition and demolition of derelict properties at 114 Carbon Hill and 401 E Adams
- ❖ Completed new Economic Development Website and Economic Development Profile; disseminated Profile widely
- ❖ Reviewed and approved 62 special event permits (up from 50); reviewed and approved 74 sign permits; and reviewed plans for and inspected construction of 54 new and remodeled commercial projects
- ❖ Provided general planning and economic development support for the City’s Strategic Plan
- ❖ Worked with the following businesses on the review, approval, and inspection of their new construction or remodel projects during 2014; includes approximate cost estimate of construction:

Business	Activity	Value
LaQuinta Hotel	Remodel	\$79,685
Dominos Buildout	Tenant Finish	\$110,000
Burger King	Remodel	\$150,000
Mungo’s	Tenant Finish	\$150,000
Gateway Classic Cars	Remodel	\$195,297
Culvers	Remodel	\$250,000
First Baptist Church Classrooms	Remodel	\$289,330
Schaefer Autobody	Remodel	\$305,000
SSM Pediatrics	Tenant Finish	\$434,000
Peel Restaurant	Remodel	\$440,600
Dental Office on Talon	New Construction	\$450,000
Domino’s Shell Retail Center	New Construction	\$464,970
Joe’s Place	New Construction	\$900,000

Enjoy Church	Remodel	\$1,140,846
Sam's Club	Remodel	\$1,312,670
New Life in Christ Sanctuary	Addition	\$4,500,722
Gander Mountain	New Construction	\$6,217,724

Goals and Objectives

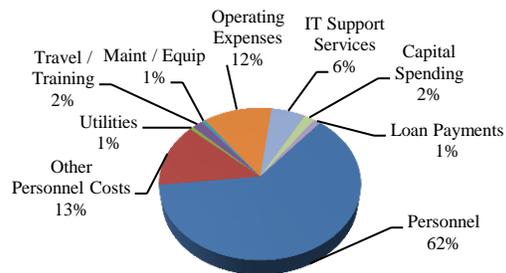
- ❖ Continue to provide support to the Police Department for the administration and licensing of the Crime-Free Housing Program; maintain on-going administrative activity and Govern licensing support for PD
- ❖ Maintain good coordination with Fire Department on common building issues and required inspections, especially in light of their recent addition of a fire inspector/educator
- ❖ Perform Senior Citizen Assessment for O'Fallon, with assistance from the Area Agency on Aging; look to provide a broader range of housing types for Seniors
- ❖ Continue to adequately manage increased number of complaints, due primarily to foreclosures and short sales
- ❖ Continue to provide Planning and Economic Development assistance on implementation of the City's Strategic Plan
- ❖ Economic Development – continue to seek opportunities to improve business climate, including maintaining a balance between planning/zoning/building requirements and the needs of the business community
- ❖ Coordinate final site/building plan approval and construction of St. Elizabeth/HSHS Medical Campus
- ❖ Work with project developers to re-develop Rock Springs
- ❖ Work to fill any vacant storefronts throughout the City, especially in the downtown corridor; market existing sites and tenant spaces to businesses looking to relocate to or expand within O'Fallon
- ❖ Implement new Downtown Plan and TIF District; encourage redevelopment/renovation of existing buildings, including redevelopment of Southview Plaza
- ❖ Work to identify new development opportunities in the Central Park, Green Mount, and Rasp Farm TIF's, as well as throughout the City
- ❖ Implement the McKendree Athletic Complex/Four Points Center Retail TIF
- ❖ Work with development community to market available land and buildings within the City
- ❖ Implement International Energy Conservation Code - the residential requirements were recently being adopted by the State of Illinois with cities being mandated to implement these requirements at the local level on all new one and two family homes
- ❖ Implement newly updated 2012 ICC codes and continue coordinating with residential developers
- ❖ Continue to streamline development and building plan review process; minimize barriers to private investment
- ❖ Work real estate and developers on plans for the proposed Exit 21 location; prepare for 2016 opening of new interchange project
- ❖ Continue to provide staff support for the Chamber/City Business Retention and Expansion effort
- ❖ Work with St. Clair County on development proposals around Scott Air Force Base, including potential National Geospatial Intelligence Agency (NGA)

Community Development Fund 01-56

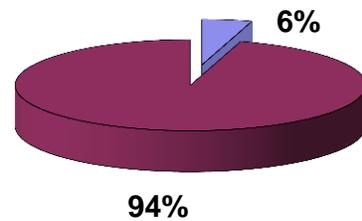
Category	FY16 Budget	FY15 Budget	% Change
Personnel Costs	\$633	\$591	7%
Other Personnel Costs	\$136	\$114	20%
Utilities	\$7	\$6	18%
Travel/Training	\$19	\$18	5%
Maintenance/Equip	\$7	\$7	0%
Operating Expenses	\$123	\$105	17%
IT Support Services	\$61	\$53	15%
Miscellaneous	\$1	\$1	0%
Capital Spending	\$19	\$19	0%
Loan Payments	\$12	\$22	(47)%
TOTAL	\$1,018	\$936	9%

	2014	2013	2012
Building Permit Information			
Total Permits	515	492	445
Total Permits \$000s	\$54,208	\$52,550	\$66,298
SF Homes	126	84	101
SF Homes \$000s	\$32,543	\$23,796	\$26,912
Residential Add & Alt	182	187	199
Residential Add & Alt \$000s	\$2,970	\$3,285	\$3,293
New Commercial	4	3	5
New Commercial \$000s	\$8,032	\$1,980	\$27,202
Commercial Add & Alt	50	68	71
Commercial Add & Alt \$000s	\$9,845	\$18,144	\$4,461
Govt/Public New	0	2	0
Govt/Public New \$000s	0	\$4,688	\$0
Govt/Public Add & Alt	0	0	2
Govt/Public Add & Alt \$000s	0	\$0	\$3,980
PC and ZHO Petitions Filed	10	11	19
Code Enforcement Complaints	1007	1059	921
Occupancy Permit-Residential			
# Applied	1168	1074	1064
# New Inspections	1175	1113	1067
# Re-inspected	1062	940	1006

FY16 Budget by Category

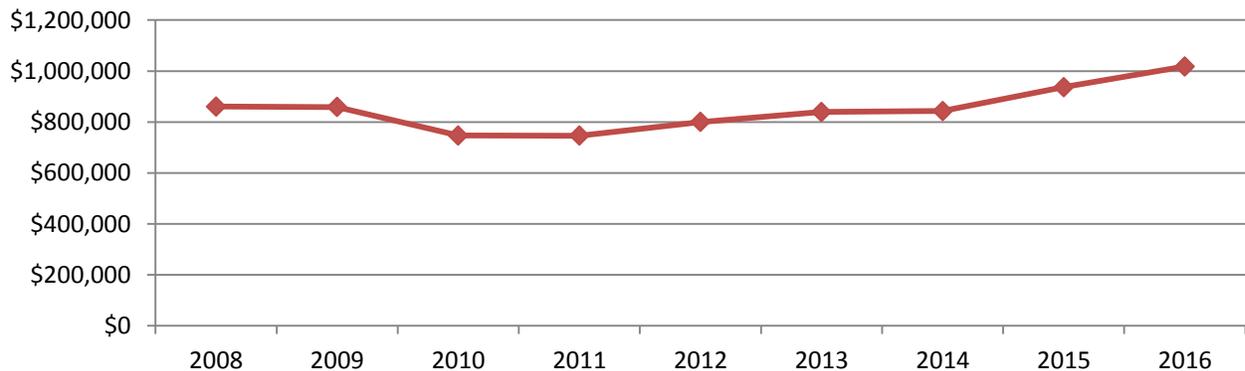


**Community Development
as a Percentage of the
City's General Fund Budget**



Expense Trend - Community Development

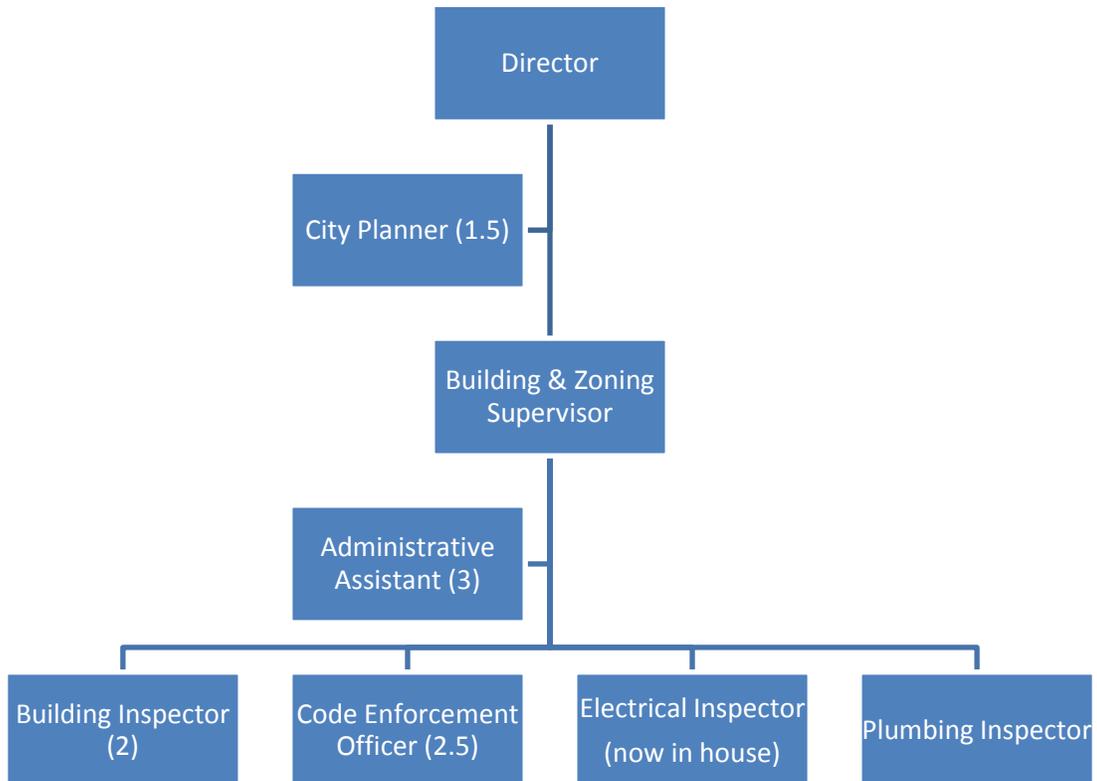
2008-2014 Actual
2015-2016 Budget



Personnel

Position	FY09	FY10	FY11	FY12	FY13	FY14	FY15	FY16
Planning Director	1	1	1	1	1	1	1	1
Building and Zoning Supervisor	1	1	1	1	1	1	1	1
Assistant City Planner	1	0	0	0	0	0	.5	.5
Senior City Planner	1	1	1	1	1	1	1	1
Building Inspector Commercial	1	1	1	1	1	1	1	1
Building Inspector Residential	1	0	0	0	0	0	0	0
Building Inspector Combined	1	1	1	1	1	1	1	1
Code Enforcement Officer	2	2	2.25	2.25	2.25	2.5	2.5	2.5
Electrical Inspector	.25	.25	.25	.25	.25	.25	.25	0
Plumbing Inspector	.25	.25	.25	.25	.25	.25	.25	.25
Administrative Assistant II	2	2	2	2	2	2	2	2
Administrative Assistant I	1	0	.5	.5	.5	1	1	1
TOTAL	12.50	9.50	10.25	10.25	10.25	11.00	11.50	11.25

Organizational Chart



City of O Fallon
Annual Budget by Classification - Community Development

Fiscal Year 2016

Account Number	Description	2012 Actual Amount	2013 Actual Amount	2014 Actual Amount	2015 Actual Amount	2015 Amended Budget	2016 Council-Level 3	FY16B vs FY15B %
Department: 56 - Community Development								
EX10 - Personnel								
4000	Salaries	496,475.91	518,460.92	536,152.09	409,358.72	543,225.00	580,025.00	7%
4001	Part Time Salaries	12,297.91	16,806.20	21,551.13	44,491.62	45,890.00	51,560.00	12%
4005	Overtime Wages	1,517.83	1,088.87	955.37	584.57	1,500.00	1,000.00	-33%
Account Classification Total: EX10 - Personnel		\$510,291.65	\$536,355.99	\$558,658.59	\$454,434.91	\$590,615.00	\$632,585.00	7%
EX15 - Other Personnel								
4006	Contracted Services	70.00	0.00	0.00	0.00	0.00	12,000.00	N/A
4030	Hospitalization Insurance	88,602.54	95,529.48	90,678.58	70,852.91	100,000.00	111,205.00	11%
4031	Dental Insurance	5,799.78	5,818.36	5,859.94	4,512.85	6,000.00	6,575.00	10%
4032	Life Insurance	542.16	496.98	623.38	446.78	602.00	600.00	0%
4060	Unemployment Compensation	2,702.62	2,898.49	0.00	1,546.29	2,900.00	1,945.00	-33%
4210	Workmens Comp Insurance	2,228.92	1,879.02	1,974.08	1,858.15	2,500.00	2,040.00	-18%
4690	Uniforms	1,941.06	2,234.46	1,909.11	1,131.56	2,250.00	2,200.00	-2%
Account Classification Total: EX15 - Other Personnel		\$101,887.08	\$108,856.79	\$101,045.09	\$80,348.54	\$114,252.00	\$136,565.00	20%
EX30 - Utilities								
4230	Telephone	6,900.55	5,809.04	5,982.60	5,968.63	6,000.00	7,060.00	18%
Account Classification Total: EX30 - Utilities		\$6,900.55	\$5,809.04	\$5,982.60	\$5,968.63	\$6,000.00	\$7,060.00	18%
EX40 - Travel/Training								
4290	Travel Expense	4,561.66	7,355.43	3,039.48	4,761.30	6,000.00	7,000.00	17%
4300	Automobile Allowance	1,454.79	1,494.36	1,360.91	1,033.49	1,600.00	1,500.00	-6%
4320	Training	4,335.25	8,097.50	4,001.47	3,239.00	7,000.00	7,000.00	0%
4416	Dues	2,710.00	3,583.00	2,926.00	2,445.00	3,500.00	3,500.00	0%
Account Classification Total: EX40 - Travel/Training		\$13,061.70	\$20,530.29	\$11,327.86	\$11,478.79	\$18,100.00	\$19,000.00	5%
EX50 - Maintenance & Equipment								
4110	Maintenance Vehicles	3,130.38	5,177.61	1,144.48	2,765.17	4,000.00	3,700.00	-8%
4120	Maintenance Equipment	177.00	1,899.75	2,194.27	0.00	300.00	300.00	0%
4655	Equipment- Non-capital	2,056.38	3,719.34	2,119.82	1,000.16	2,000.00	2,200.00	10%
4670	Maintenance Supplies	791.54	199.05	275.98	(20.60)	400.00	400.00	0%
Account Classification Total: EX50 - Maintenance & Equipment		\$6,155.30	\$10,995.75	\$5,734.55	\$3,744.73	\$6,700.00	\$6,600.00	-1%
EX60 - Operating Expenses								
4220	General Insurance	15,395.99	10,778.92	19,415.66	21,045.66	21,000.00	23,135.00	10%
4330	Postage	6,315.02	7,059.00	6,845.41	3,784.25	7,500.00	7,000.00	-7%
4340	Computer Services	14,936.78	31,829.71	33,386.52	22,789.07	34,199.00	50,865.00	49%
4345	IT Support/Services	34,752.73	10,096.82	9,928.30	3,108.11	18,669.00	10,200.00	-45%
4350	Printing & Publishing	2,641.15	2,775.37	3,166.91	1,911.74	3,000.00	3,000.00	0%
4351	Recording Fees	761.00	1,296.50	625.20	1,025.00	1,500.00	1,500.00	0%
4360	Accounting Services	4,384.50	4,384.50	4,473.30	4,773.00	4,500.00	4,500.00	0%
4380	Legal Services	11,967.63	23,279.30	24,909.44	16,524.09	29,000.00	25,000.00	-14%
4390	Professional Service	21,528.02	4,599.95	11,284.85	7,454.97	10,000.00	18,000.00	80%
4395	Nuisance Abatements	3,875.00	3,790.00	5,610.00	5,030.00	7,000.00	18,000.00	157%
4640	Computer Supplies	359.03	1,333.08	1,263.36	527.76	1,000.00	1,000.00	0%

City of O Fallon
Annual Budget by Classification - Community Development

Fiscal Year 2016

Account Number	Description	2012 Actual Amount	2013 Actual Amount	2014 Actual Amount	2015 Actual Amount	2015 Amended Budget	2016 Council-Level 3	FY16B vs FY15B %
4650	Office Supplies	11,487.82	12,074.30	13,848.28	1,049.93	3,000.00	2,500.00	-17%
4660	Gasoline & Oil	9,570.77	10,259.02	9,143.72	6,583.21	9,500.00	8,500.00	-11%
4680	Operating Supplies	716.34	629.46	571.24	477.49	750.00	700.00	-7%
4710	Publications	1,750.04	4,063.61	2,539.49	3,162.99	5,500.00	5,500.00	0%
4954	Equipment Lease Payment	3,084.79	3,280.41	2,343.59	2,373.83	2,445.00	4,975.00	103%
Account Classification Total: EX60 - Operating Expenses		\$143,526.61	\$131,529.95	\$149,355.27	\$101,621.10	\$158,563.00	\$184,375.00	16%
EX70 - Miscellaneous								
4550	Overpayment Refunds	100.00	260.00	164.13	0.00	0.00	0.00	N/A
4809	Miscellaneous Expense	68.27	142.00	171.21	268.71	500.00	500.00	0%
Account Classification Total: EX70 - Miscellaneous		\$168.27	\$402.00	\$335.34	\$268.71	\$500.00	\$500.00	0%
EX71 - Capital Expenditures								
4833	Vehicles	17,263.00	18,499.00	0.00	18,655.00	19,116.00	19,000.00	-1%
4840	Equipment	0.00	0.00	0.00	6.99	0.00	0.00	N/A
Account Classification Total: EX71 - Capital Expenditures		\$17,263.00	\$18,499.00	\$0.00	\$18,661.99	\$19,116.00	\$19,000.00	-1%
EX83 - Loan Payable - principal								
4955	Loan payment-principal	75.01	5,821.81	9,634.39	7,057.96	22,323.00	11,240.00	-50%
5000	Interest - Loans	459.27	535.59	912.90	170.52	200.00	700.00	250%
Account Classification Total: EX83 - Loan Payable - principal		\$534.28	\$6,357.40	\$10,547.29	\$7,228.48	\$22,523.00	\$11,940.00	-47%
Department Total: 56 - Planning & Zoning		\$799,788.44	\$839,336.21	\$842,986.59	\$683,755.88	\$936,369.00	\$1,017,625.00	9%