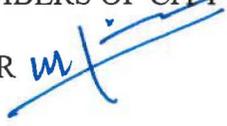


# City of Alexandria, Virginia

## MEMORANDUM

**DATE:** APRIL 25, 2013

**TO:** THE HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL

**FROM:** RASHAD M. YOUNG, CITY MANAGER 

**SUBJECT:** BUDGET MEMO #30: ADDITION OF ONE URBAN PLANNER III

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The purpose of this memo is to respond to Councilman Justin Wilson's question regarding the need for an additional Urban Planner III, as proposed in the City Manager's FY 2014 Budget, in the development division for the Department of Planning and Zoning.

### **Need for New Position**

The need for an additional position is created by the growing number of new development applications submitted in Alexandria. Lack of additional staff will create significant delays in the approval process and we will no longer be able to meet our stated timeframes.

As shown in the attached charts, the Department saw a peak in development review projects in FY2006. With the fall of the market, the development review workload decreased significantly, as did the number of staff (from 12 to 8). Growth has been steady since that time, and we are now approaching peak 2006 levels. Based on regional market forecasts as well as specific projects in Alexandria, we anticipate steady growth in the next few years. Overall concept/zoning plans for two large projects, Beauregard and Potomac Yard North, each over 7 million square feet, were processed in 2010 and 2013, and the individual DSUPs for these projects will begin to come in soon, as well as projects in the Braddock area, North Old Town, Carlyle, Arlandria/Del Ray, and Landmark/Cameron Station.

### **Source of Funding**

We are proposing in FY2014 to raise fees for development review that will result in an additional \$400,000 of General Fund revenue. Historically there has been an understanding that raising fees will provide the development community with additional service. The additional position is proposed to support increases in development review related activities and to maintain or enhance the current level of service.

### **Conclusion**

Without this new position, the department projects that standard review turnaround time will go from a maximum of 8 months to a maximum of 12 months.

Attachment: 1. FY 2006 – 2013 Preliminary and Final Site Plans: Number of Projects and Square Footage

CC: Nelsie L. Smith, Director, OMB  
Faroll Hamer, Director, P&Z

Attachment 1: FY 2006 - 2013 Preliminary and Final Site Plans: Number of Projects and Square Footage

