DEVELOPMENT SERVICES DEPARTMENT

The Development Services Department is comprised of four divisions. They are the Building Division, Planning Division, Zoning Division and Real Property Division. Development Services is a multi-faceted department that collaborates with other city departments and other agencies as we review development plans and assists customers with various permit processes. Development Services staff serve as liaison between citizens, the development community and municipal government agencies. Department staff seeks to provide prompt, professional and predictable services to our citizens and the development community while protecting the health, safety and welfare of the public.

In conjunction with the City Manager's office, the State Land Office, the Southern Sandoval County Arroyo Flood Control Authority, Sandoval County, the University of New Mexico, Rio Rancho Public Schools, and the New Mexico Department of Transportation, the Development Services Department is playing a key role in defining the quality and character of Rio Rancho of the future. Adjacent to our emerging City Center, we are currently coordinating and facilitating the development of the nearly completed Hewlett-Packard facility, the first University of New Mexico building and the first Central New Mexico Community College building. Design of the University of New Mexico Sandoval Regional Medical Center is underway. City Center is already home to City Hall and the Santa Ana Star Center.

Our goal is to foster a family friendly community with an appropriate balance of housing, employment, recreational, cultural, and educational opportunities. We also strive to implement infrastructure that supports a mix of land uses that allows all our citizens to thrive. The challenge is to accomplish this while ensuring that appropriate standards are maintained for the full range of infrastructure that results in a safe, healthy and sustainable community.

Overview of each Division

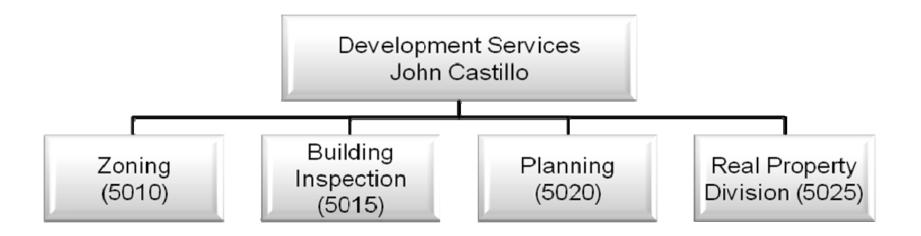
The **Planning Division**, in collaboration with the Zoning Division implements the policy directives of the Governing Body and City Administration as they relate to the physical, social and economic development of the City. The community's physical development is managed through the subdivision review and approval process, current and long range land use planning efforts and transportation planning. Additionally, the division maintains, monitors and updates the City's Vision 2020 – Integrated Comprehensive Plan and provides research and analysis on a wide variety of projects.

The **Building Division** is charged with ensuring that all building construction over which the City has jurisdiction conforms to the standards set forth by the Governing Body and the State of New Mexico. This includes the issuance of building permits, the monitoring of construction, the inspection of all the appropriate building structures, follow-up on all citizen and Construction Industry Division (C.I.D.) complaints and providing all customers with general construction information.

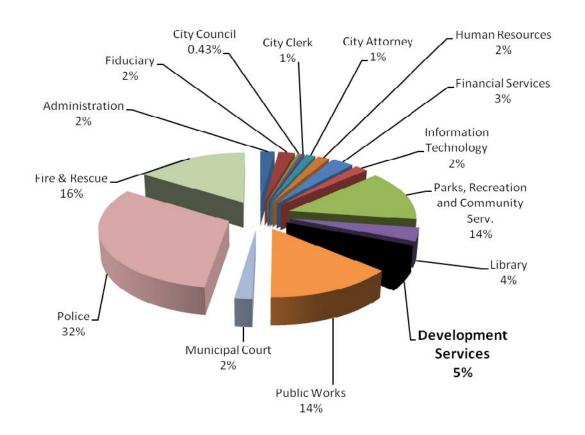
The **Zoning Division** in collaboration with the Planning Division implements policy adopted by the Governing Body as it relates to health, safety, welfare and land use management. In concert with the Planning Division, this staff provides technical support to the Planning and Zoning Board as well as the Governing Body with regard to land use decisions. The Zoning Division reviews and carries administrative approval authority for sign permits, special event permits and home occupation permits. In addition they carry out residential and commercial plan reviews per the approved zoning regulations. The Division also processes requests for zone map amendments, variances and conditional use requests. They also evaluate and prepare recommendations to appeal and special exception applications for review and approval by the Planning & Zoning Board and the Governing Body.

The Community Development (Real Estate) Division is assigned the responsibility for all Land Management/Real Estate Transactions on behalf of the city. In addition to responsibility for land acquisition and disposition for all departments they are leading the effort to compile and maintain an accurate inventory of all city property.

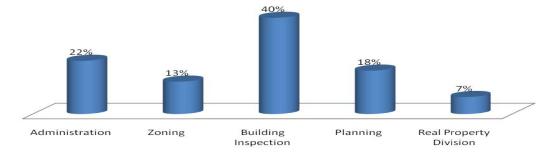
City of Rio Rancho Department Budget Structure



GENERAL FUND FISCAL YEAR 2010 DEVELOPMENT SERVICES DEPARTMENT

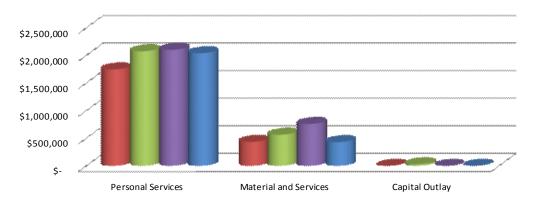


Total Budget \$ 2,470,142 Percentage by Cost Center

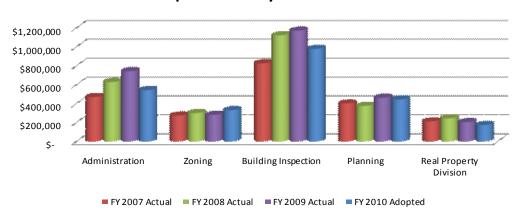


DEVELOPMENT SERVICES DEPARTMENT BUDGET SUMMARY FIS CAL YEAR 2009-2010											
Object of Expenditures		FY 2007 Actual		FY 2008 Actual		FY 2009 Actual		FY 2010 Adopted			
General Fund											
Personal Services	\$	1,746,893	\$	2,075,447	\$	2,101,395	\$	2,040,399			
Material and Services		433,981		563,853		758,956		429,743			
Capital Outlay		_		30,250		-		-			
	Total	2,180,874		2,669,550		2,860,351		2,470,142			
Expenditure by Cost Center											
Cost Center											
Administration	\$	469,567	\$	627,994	\$	742,452	\$	543,788			
Zoning		272,622		300,530		280,264		330,785			
Building Inspection		825,452		1,122,504		1,171,621		978,748			
Planning		401,856		374,986		461,880		443,202			
Real Property Division		211,377		243,536		204,134		173,619			
	Total	2,180,874		2,669,550		2,860,351		2,470,142			

By Type of Expenditures



Expenditures by Cost Center



Department Operational	2007	2008	2009	2010
Performance Indicators	ACTUAL	ACTUAL	ACTUAL	TARGET
PROGRAM: Zoning Division				
Effectiveness				
Percent of residential plan reviews completed				
within target; 10 working days	95%	95%	93%	95%
Percent of non-residential plan reviews				
completed within target; 20 working days	95%	90%	93%	95%
Workload				
Number of Residential Applications	1804	1900	1285	1335
Number of Non-Residential Applications	138	250	116	126
PROGRAM: Building Division				
Effectiveness				
Percent of inspections completed withing				
target; 2 working days from request for				
inspection to completion	90%	92%	95%	95%
Workload				
Number of Inspections	32600	50000	21600	25900
PROGRAM: Planning Division				
Effectiveness				
Number of Preliminary & Final Plats processed				
within target; 90 days	55%	66%	29%*	75%
Workload				
Number of Preliminary & Final Plats	21	40	8	16
*Processing delayed at applicant's request				
Effectiveness				
Process complete GB/PZB applications within				
six weeks after receipt				90%
Workload				
Number of ZMA Applications				30
PROGRAM: Support Services				
Effectiveness				
Number of Civic Plus inquiries responses within				
target; 2 days				95%
Workload				
Number of on-line Inquiries				340

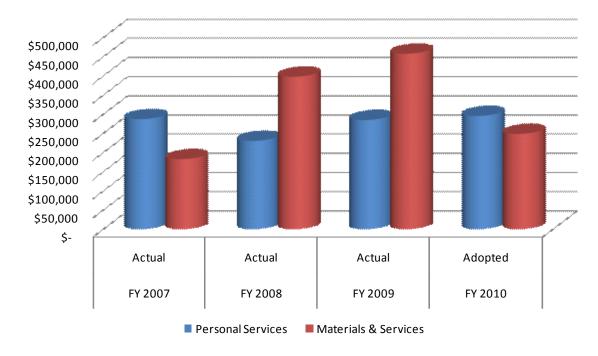
Development Services / Administration (5005)

Program Description:

Coordination of the multi-faceted operations of the Development Services Department.

DEVELOPMENT SERVICE DEPARTMENT											
Administration											
Cost Center 101-5005											
Expenditures											
		FY 2007		FY 2008		FY 2009		FY 2010	%		
		Actual		Actual		Actual		Adopted	Change		
Personal Services	\$	287,021	\$	230,345	\$	284,690	\$	295,271	4%		
Materials & Services		182,546		397,649		457,762		248,517	-46%		
Total	\$	469,567	\$	627,994	\$	742,452	\$	543,788	-27%		
		•							·		
Positions Approved*	·	2		2		4.5		4	-11%		

^{*}Full Time Equivalence

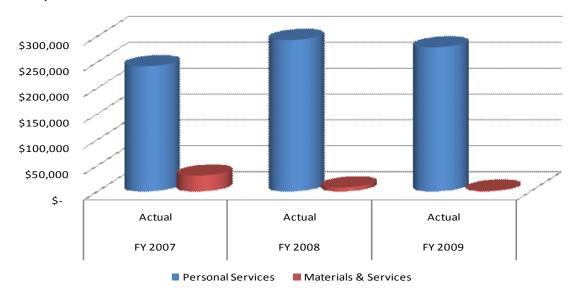


Program Description:

The **Zoning Division** of Development Services implements policy adopted by the Governing Body as it relates to health, safety, welfare, and land use management. In concert with the Planning Division, this staff provides technical support to the Planning and Zoning Board as well as the City Council with regard to land use decisions. The Zoning Division reviews and carries administrative approval authority for sign permits, special event permits, and home occupation permits. In addition they carry out residential and commercial plan reviews per the approved zoning regulations. The Division also processes requests for zone map amendments, variances, and conditional use requests. Finally, they evaluate and prepare recommendations to appeal and special exception applications for review and approval by the Planning & Zoning Board and the Governing Body. In general, the Division administers Chapter 9; Planning, Zoning, Land Use Management Ordinance and related ordinances as required in order to meet the needs of our community.

DEVELOPMENT SERVICE DEPARTMENT											
Zoning											
Cost Center 101-5010											
	Expenditures										
		FY 2007		FY 2008		FY 2009		FY 2010	%		
		Actual		Actual		Actual		Adopted	Change		
Personal Services	\$	242,060	\$	292,846	\$	278,594	\$	328,435	18%		
Materials & Services		30,562		7,684		1,670		2,350	41%		
Total	\$	272,622	\$	300,530	\$	280,264	\$	330,785	18%		
Positions Approved*		14		14		7		5	-29%		

^{*}Full Time Equivalence

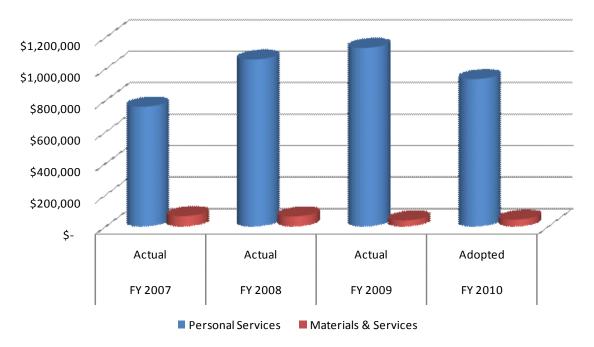


Program Description:

The Building Division is the portion of the Development Services Department that is charged with ensuring that all building construction over which the City has jurisdiction conforms to the standards set forth by the Governing Body and the State of New Mexico. This includes the issuance of building permits, the monitoring of construction, the inspection of all the appropriate building structures, follow-up on all citizen and Construction Industry Division (C.I.D.) complaints, and providing all customers with general construction information.

DEVELOPMENT SERVICE DEPARTMENT Building Inspection										
Cost Center 101-5015 Expenditures										
Expenditules										
		FY 2007		FY 2008		FY 2009		FY 2010	%	
		Actual		Actual		Actual		Adopted	Change	
Personal Services	\$	760,248	\$	1,059,224	\$	1,133,285	\$	935,317	-17%	
Materials & Services		65,204		63,280		38,336		43,431	13%	
Total	\$	825,452	\$	1,122,504	\$	1,171,621	\$	978,748	-16%	
								·		
Positions Approved*		16		18		17		16	-6%	

^{*}Full Time Equivalence

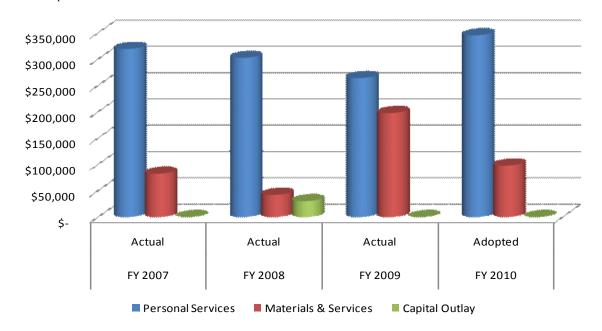


Program Description:

The **Planning Division** within the Development Services Department implements the policy directives of the Governing Body and City Administration as they relate to the physical, social and economic development of the City. The community's physical development is managed through the subdivision review and approval process, current and long range planning efforts, land use and transportation planning. Additionally, the division maintains, monitors and updates the City's Vision 20/20 - Integrated Comprehensive Plan, provides research and analysis on a wide variety of projects including the North Central Area Plan currently underway.

DEVELOPMENT SERVICE DEPARTMENT Planning Cost Center 101-5020 Expenditures											
		FY 2007 Actual		FY 2008 Actual		FY 2009 Actual		FY 2010 Adopted	% Change		
Personal Services Materials & Services Capital Outlay	\$	319,411 82,445	\$	302,572 42,164 30,250	\$	264,176 197,704	\$	345,452 97,750	31% -51% 0%		
Total											
Positions Approved*		5		5		5		5	0%		

^{*}Full Time Equivalence



Development Services / Real Property (5025)

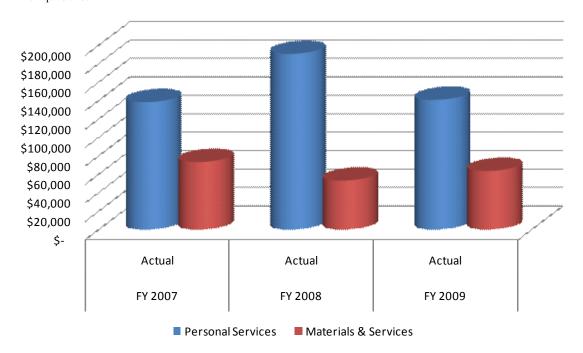
Program Description:

The Real Property Division within the Development Services Department, implements the policy adopted by the Governing Body and City Administration as it relates to Lands Management/Real Estate Transactions. This division actively manages land acquisition and disposition for all departments.

DEVELOPMENT SERVICE DEPARTMENT Real Property Division Cost Center 101-5025 Expenditures											
		FY 2007 Actual		FY 2008 Actual		FY 2009 Actual		FY 2010 Adopted	% Change		
Personal Services Materials & Services	\$	138,153 73,224	\$	190,460 53,076	\$	140,650 63,484	\$	135,924 37,695	-3% -41%		
Total	\$	211,377	\$	243,536	\$	204,134	\$	173,619	-15%		

Positions Approved*	3.3	3	2	2	0%

^{*}Full Time Equivalence



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