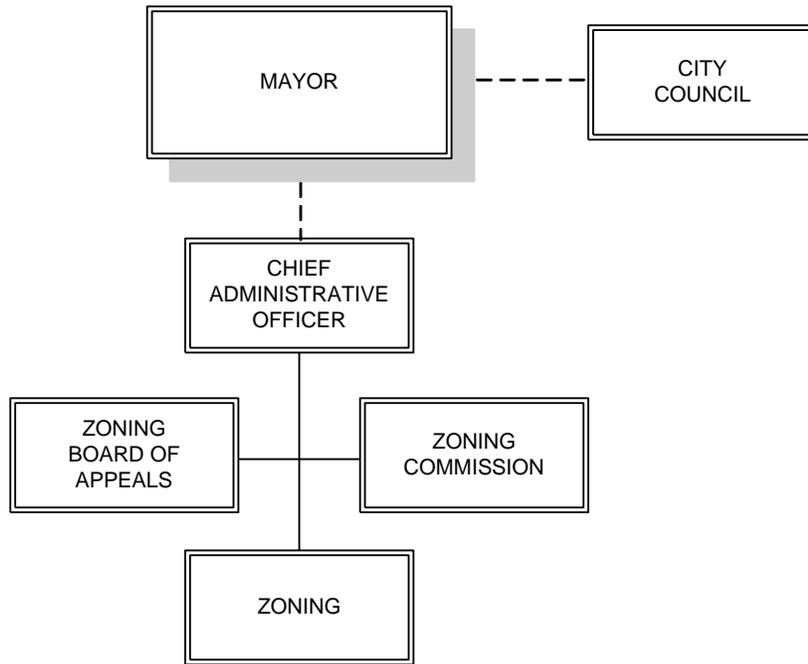


PLANNING & ECONOMIC DEVELOPMENT DIVISIONS
ZONING BOARD OF APPEALS

MISSION STATEMENT

To promote the health, safety, and community standards of the City through the enforcement of the Zoning Regulations.



GENERAL FUND BUDGET
ZONING BOARD of APPEALS

BUDGET DETAIL

Dennis Buckley
Zoning Administrator

REVENUE SUMMARY

ORG DESC	OBJECT DESC	FY2009	FY2010	FY2011	VARIANCE TO	
		ACTUAL	BUDGET	MAYOR PROPOSED	FY2011 ADOPTED	FY2010 BUDGET
01456000 ZBA		34,214	35,000	35,000	35,000	0
	41253 PUBLIC HEARING FEES	34,214	35,000	35,000	35,000	0

APPROPRIATION SUMMARY

ORG DESC	APPR DESC	FY2009	FY2010	FY2011	VARIANCE TO	
		ACTUAL	BUDGET	MAYOR PROPOSED	FY2011 ADOPTED	FY2010 BUDGET
'01456000 ZONING, BOARD OF APPEALS		60,893	81,316	88,960	88,960	7,644
	1456PS ZONING BD OF APPEALS PERS SV	40,352	39,208	41,882	41,882	2,674
	2456TPS ZONING BD OF APPEALS OTHER PERS SVCS			1,575	1,575	1,575
	3456FB ZONING BD OF APPEALS FRINGE BENEFITS		18,709	22,104	22,104	3,395
	4456EX ZONING BD OF APPEALS OPER EX	20,309	21,949	21,949	21,949	
	6456SS ZONING BD OF APPEALS SPEC SV	231	1,450	1,450	1,450	

PERSONNEL SUMMARY

Job Description	FTE FY	FTE FY	VAC	NEW	UNF	FY 2010	FY 2011	VARIANCE
	2010	2011				CURRENT	ADOPTED	
MINI-COMPUTER OPERATOR	1.0	1.0				39,208	41,882	2,674
	1.0	1.0			TOTALS	39,208	41,882	2,674

GENERAL FUND BUDGET

ZONING BOARD of APPEALS

PROGRAM HIGHLIGHTS

SERVICE INDICATORS	ACTUAL 2005-2006	ACTUAL 2006-2007	ACTUAL 2007-2008	ACTUAL 2008-2009	ESTIMATED 2009-2010
ZONING BOARD OF APPEALS					
Meetings held	12	17	6	12	12
Scheduled meetings vs. meetings held	12	12	6	12	12
Applications received*	200	215	131	182	108
Applications heard	197	153	187	262	164
Applications granted (incl. conditional)	159	114	98	137	62
Applications denied	38	38	51	66	42
Avg. length of time from received to complete	60 days	60 days	35 days	35 days	35 days
Applications withdrawn	3	1	6	9	12
OTHER: Deferred, continued, tabled, no action required				50	48

***ZBA APPLICATION PROCESS**

- 1) Review & acceptance at counter by staff.
- 2) Referral to Engineering & WPCA for review.
- 3) Petition returned to Zoning, Scheduled for consideration by sub committee for placement on a monthly meeting by Zoning Official.
- 4) Record check for previous ZBA activity.
- 5) Legal ad written & submitted to Connecticut Post (Petitions to be published 10 days & 5 days before hearing).
- 6) Applicant notified, posting signs issued.
- 7) Agenda prepared & emailed or sent out. Minimum of 30 copies made for distribution at public hearing.
- 8) Hearing held, decisions rendered.
- 9) Decision notice published the Sunday following the hearing.
- 10) Decisions with conditions sent to applicants, minimum of a 60-day process.

FY 2010-2011 GOALS

- 1) Seek the reinstatement of our support staff to enable the work load to be evenly distributed.
- 2) This change will free up the schedules of additional inspectors to investigate complaints and compliance with conditions of approval by applicants.

FY 2009-2010 GOAL STATUS

- 1) Continue to look for ways to improve our efficiency in serving the public at large.
6 MONTH STATUS: Our ability to provide efficient service has been significantly curtailed by the impact of the bumping system on our support staff.
- 2) We continue to strive to provide effective service for the public.
6 MONTH STATUS: We do our best to continue to maintain a good level of service to the public, and feel we are succeeding in this goal.

