



**PLANNING AND
DEVELOPMENT DEPARTMENT**

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To: David Whitaker, Director, Legislative Policy Division Staff
From: Antoine Bryant, Director, Planning and Development Department
Date: March 19, 2024
Re: Responses to 2024-2025 Budget Analysis

Please find below responses to your questions sent on March 11, 2024, regarding the proposed Fiscal Year 2025 Proposed Budget for the Planning and Development Department.

- 1. The department currently has six vacancies. What are the department's plans to fill the six vacancies? Please explain the difficulties in filling vacant positions.**

Response: PDD's six vacancies are the result of three staff transfers to other departments and three resignations from the City. We have filled two vacancies by promotion, so the current total of six includes the new vacancies caused by promotions.

We are making steady progress; all positions have been posted, applications are in ongoing review, and interviews are underway. We anticipate filling all Planner vacancies in April. In addition, we have a seventh (appointed) vacancy that we anticipate filling soon.

- 2. The department received a \$1,350,000 Capital Funding allocation in the current FY 24. How were these funds spent and what is the current status of this allocation?**

Response: The majority of this funding -- \$993,000 -- was approved by Council in January for the Master Plan update initiative. We are using the remainder of the funds, plus some unspent capital funding from FY23, for the I-375 Zoning & Land Use Study (\$350,000), Courville Plaza implementation (\$100,000), and a citywide Historic Preservation Study (\$100,000).

- 3. The Mayor has recommended an appropriation reduction of (\$154,258) in 29430-PDD Administration in PDD's FY 25. What is the rationale for this reduction and what is the projected impact?**

Response: The small reduction in PDD's operating funds is due to expected turnover savings in the department. There is no expected reduction in services.

4. Please briefly detail the department's new expense initiatives, new capital funding requests, operational reform and savings proposals, and new revenue initiatives/proposals to be implemented in FY 2024.

Response: The FY25 proposed budget does not contain any new expense initiatives, additional staffing, or new capital funding. Planning & Development intends to continue working on ongoing initiatives, such as planning for I-375 and updating the Master Plan, with existing resources. Planning & Development is not proposing any new revenue initiatives or proposals for FY25. We will continue to seek out grant dollars to supplement available funding.

5. Please provide an update of the rezoning and Master Plan update initiatives.

Response: The Master Plan of Policies update process is underway. The consultant contract was approved on January 30, and we have launched our coordination with the consultant team, including establishing a community engagement strategy and schedule. We are launching community outreach in late March with DON meetings in each District and are soliciting recommendations for the Master Plan Advisory Group. We are also initiating meetings with staff in relevant departments and establishing an interdepartmental steering committee.

Zone Detroit is led by CPC, but PDD continues to coordinate with CPC on Zone Detroit and alignment with the MPP update.