



City of Franklin, Tennessee
FY 2017 Operating Budget Request

Building and Neighborhood Services

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Building and Neighborhood Services

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Purpose of Department

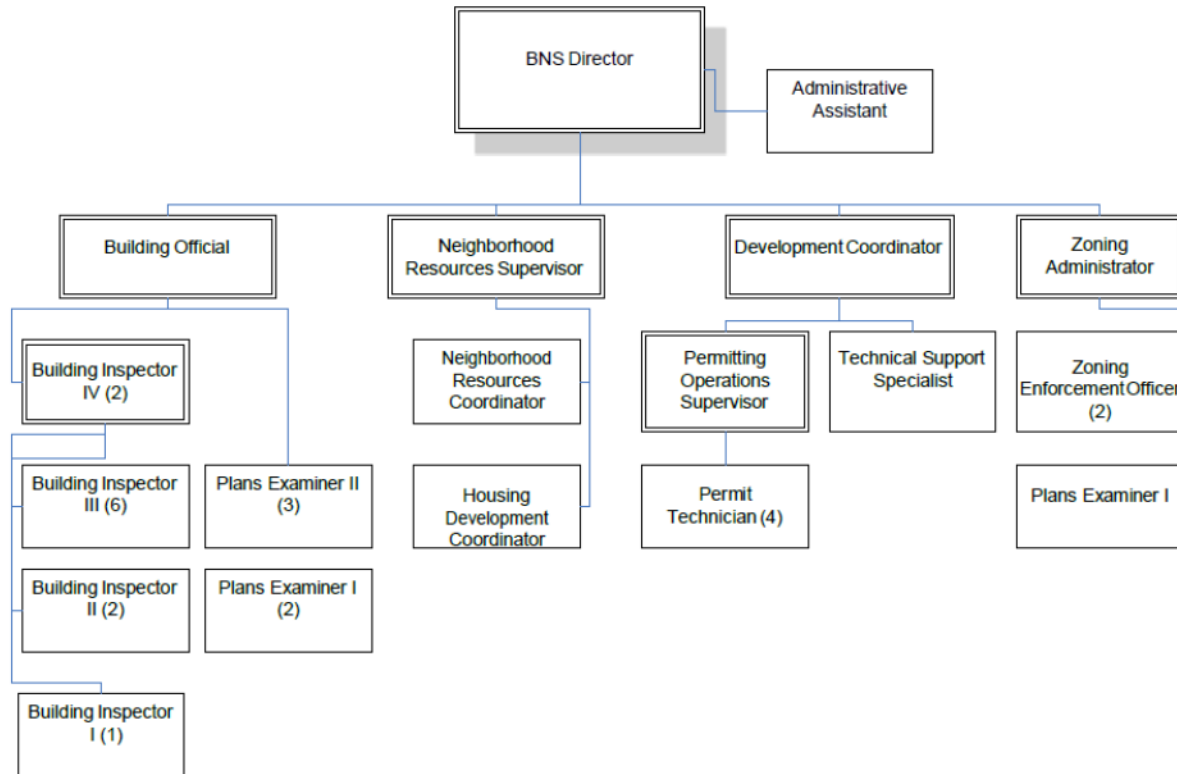
The Building and Neighborhood Services Department supports the safety and quality of life for the residents and visitors of the City of Franklin. The department has multiple responsibilities including: plan review of construction documents, issuing permits (building, sign, driveway, and tree removal), construction inspections, property maintenance violation enforcement, and enforcement of other standards and regulations found in the Franklin Municipal Code and Zoning Ordinance. There are four divisions within this department: 1) Building Codes Review and Inspections, 2) Development Services and Permitting, 3) Zoning Administration and Inspections and 4) Neighborhood Resources and Housing.

In the past fiscal year, the BNS fee schedules have been streamlined and adjusted to offset the costs of construction permitting and inspections at the current level of service. The updated residential permit fee will go into effect with the new fiscal year.

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Organization Chart





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Base Budget Request: Personnel

BNS currently has 33 positions and is not proposing any changes to the organizational chart or additional personnel.

The workload generated by construction activity has been roughly the same as last year and will likely increase slightly in the coming year. Staff will continue to be able to meet level of service commitments without additional personnel. Focusing on technological improvements in service delivery are expected to yield increased capacity and economies.



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Base Budget Request: Operations

The base budget request for BNS is expected to be about the same (with one time program enhancements that have been implemented removed and ongoing costs for software added from elsewhere from the base budget).

Additional program enhancements for purchase of vehicles for routine fleet replacement, technology enhancements, and replenishment of the Housing Reserve Fund have been requested. BNS did not replace any vehicles in the last budget cycle.



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Base Budget Request: Capital

BNS does not have any anticipated Capital expenditures in the base budget.



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Program Enhancement Requests

BNS has proposed three program enhancement requests in order of priority:

- 1) Routine vehicle replacement of aging vehicles (2 Chevy Equinoxes).**
- 2) Use of Technology Fee to make service delivery improvements**
- 3) Replenishment of the Housing Reserve Fund**



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Summary

The focus for the Department in the coming year is to ensure that City of Franklin standards that support a high level of quality of life and public safety are met while equally emphasizing a focus on the customer to help them achieve their goals and timelines.

The Development Services One Stop will play a key role in timely feedback and approval of construction and development processes.