



CITY OF MENIFEE

SUBJECT: Community Development Department Fiscal Year 2023/2024 Annual Report

MEETING DATE: October 2, 2024

TO: Mayor and City Council

PREPARED BY: Molly Binnall, Management Analyst II

REVIEWED BY: Cheryl Kitzerow, Community Development Director

APPROVED BY: Armando G. Villa, City Manager

RECOMMENDED ACTION

1. Receive and file the Community Development Department Fiscal Year 2023/2024 Annual Report.

DISCUSSION

The Community Development Department has prepared the Fiscal Year (FY) 2023/2024 Annual Report to highlight the efforts of the Planning and Building Division staff over the past fiscal year. With 31 staff members, the Department works diligently to ensure balanced and well-designed commercial, industrial and residential developments, as well as providing outstanding customer service to our citizens.

The Planning Division approved 148 projects, including seven tentative tract maps and 47 Accessory Dwelling Units (ADUs), of which eight were part of the City's Permit-Ready ADU program. The Division accepted 217 new submittals, conducted 698 inspections, and assisted 3,017 customers. There are currently 240 projects in process, including over nine million square feet of Industrial space, 452,704 square feet of Commercial space, 231,708 square feet of Office space, two hotels, and 13 new housing subdivisions.

The Building Division issued over 4,000 permits, including 884 New Single-Family Residential units, and certified occupancy for 849 homes. With 15 housing tracts under active construction, the Building Inspectors conducted over 32,000 inspections. The Division also received 6,067 phone calls and assisted a total of 3,928 customers.

The Community Development Block Grant (CDBG) program provided funding for several local non-profit organizations, as well as other services including hospice care and fair housing assistance. The First-Time Homebuyer Assistance Program approved and funded three loans,

allowing three families to experience owning their first home. The Single-Family Minor Home Grant Program approved and completed seven applications for income-qualified residents.

The Community Development Department strives to meet the needs of the residents, businesses, developers, and visitors to ensure we are creating a healthy, vibrant and connected community for everyone.

STRATEGIC PLAN OBJECTIVE

Thriving Economy

FISCAL IMPACT

There is no fiscal impact for this item.

ATTACHMENTS

1. FY 2023/2024 Annual Report