

MEMO

Date: November 11, 2020

To: Allouez Village Board

From: Brad Lange

Re: Zoning and Planning Administrator Reclassification

I am requesting approval from the Village Board for the reclassification of the Zoning and Planning Administrator position to Director of Planning and Community Development. Over the past few years, the Z & P Administrator has taken on a much larger role and more responsibilities within the village and therefore a reclassification to meet these changes are in order.

The position of Zoning and Planning Administrator was created in 2014 with the purpose to implement a comprehensive planning program for the village. The Z & P Administrator functions as a liaison to the Village Board, Board of Appeal, Plan Commission, Historic Preservation, Economic Development Committee, and community organizations and business programs related to planning and zoning. In addition to the forementioned roles, the Z & P Administrator has taken on more of the responsibilities for economic development.

Through Trevor's leadership and the desire to utilize the TIF District the following economic development projects have either been completed or in construction phase; SKB Apartments, Zambaldi Brewery, Wisconsin Medical Credit Union, Olde Chapel Hill Apartments, You Are My Sunshine Daycare, Derby Run LLC. Apartments are a few examples of projects that are currently not under the responsibilities of a Z & P Administrator but have been undertaken. In addition to development projects, Trevor has also written and received both a Wisconsin Economic Development Grant and a Wisconsin DNR grant for environmental investigation on Derby Lane.

Finally, I would like to mention that Trevor has also brought accreditation to the department by obtaining national planning certification on his own time.

The Village Board is asked to approve the reclassification of the Zoning and Planning Administrator to Director of Planning and Community Development.

Table of Organization Village of Allouez



