

Planning and Development Services Department Overview



Mission Statement

To protect the health, safety, and welfare of Tucson residents and visitors, while enhancing quality of life through professional planning, building review, and inspection services. The department is committed to making Tucson a sustainable, well-designed, and prosperous community with a business-friendly environment.

The Planning and Development Services Department (PDSD) plays a critical role in shaping Tucson's built environment, ensuring that new development is safe, accessible, and aligned with community values.

The following divisions are included in this department:

The **Administration, Communications, Customer Service, and IT** divisions provide leadership, budget oversight, internal operations, and customer support. Key responsibilities include guiding overall direction and policy, managing department budget, supporting technology systems and operations, providing customer service, and communicating with internal and external stakeholders.

The **Building Safety** division ensures all construction in Tucson meets modern safety codes and standards. Key responsibilities include reviewing, permitting, and inspection of all residential and commercial buildings.

The **Current Planning** division ensures new development aligns with the Unified Development Code and site-specific requirements. Key responsibilities include reviewing zoning compliance, variances, and modifications. The division also conducts site inspections to verify approved plan adherence.

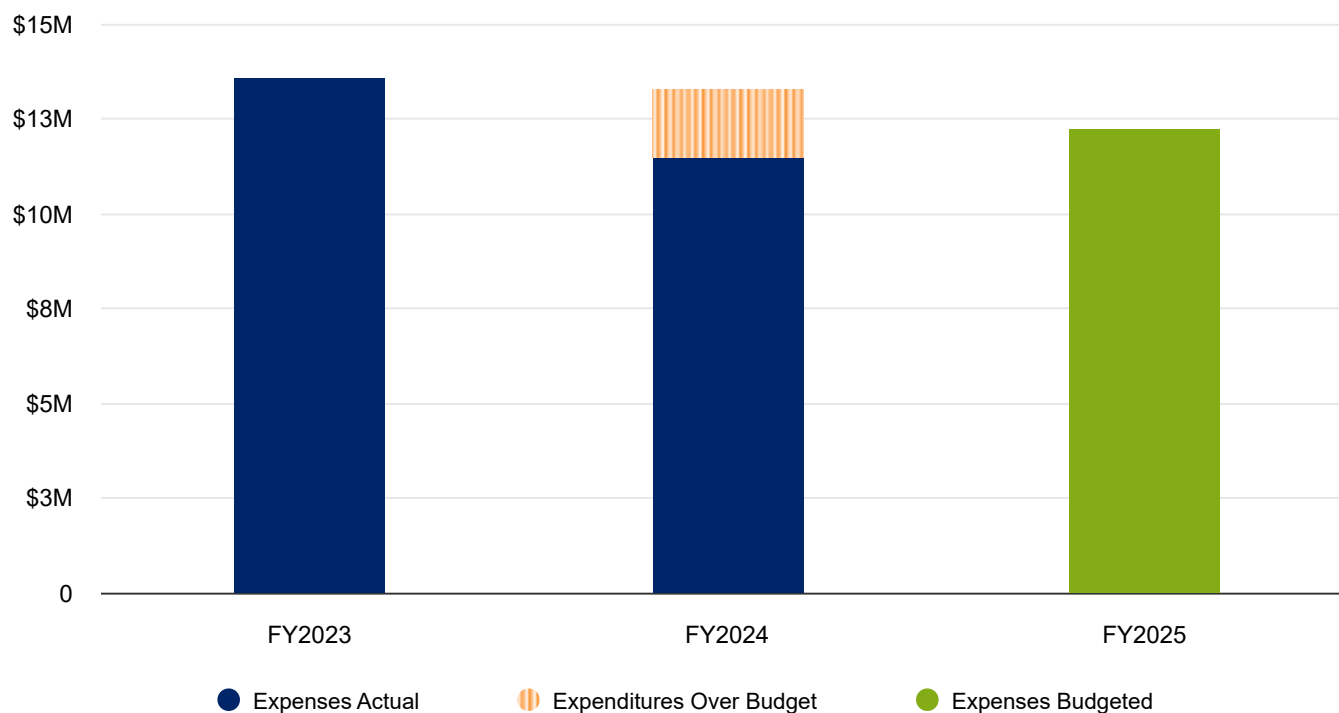
The **Long-Range Planning** division guides Tucson's growth through community-based planning and policy development. Key responsibilities include leading long-term projects, such as corridor and neighborhood plans and overseeing rezoning, historic preservation, and code updates. The division also works with stakeholders to advance housing, sustainability, and economic goals.

Expenditure Summary

\$12,223,864

\$718,816 / 6.24% Higher Than the Prior Year's Budget

Historical Expenditures Across Department



Significant Changes

For Fiscal Year 2025, the adopted budget for the Planning and Development Services Department is \$12.2 million, an increase of \$718,816 from the previous year. This change reflects targeted investments in staffing, planning initiatives, and operational support.

Key Budget Adjustments:

- \$959,790 increase in salaries and benefits, supporting 5 new positions:
 - Community Services/Neighborhood Resource Project Coordinator
 - Building Permit Specialist
 - Lead Planner
 - Planner
 - Management Assistant
- \$250,000 in one-time funds for a planning ballot initiative
- \$150,000 in one-time funds for a records modernization project
- \$300,000 decrease in Capital Outlay due to partial project completion in Fiscal Year 2024

Trends

Development activity in Tucson continues to grow at a strong pace:

- In 2023, the City permitted over 2,600 new housing units, split evenly between single-family and multifamily construction.
 - 1,350 single-family homes
 - 1,300+ multifamily units
- As of early 2024, the City has already permitted over 900 new single-family homes, putting the department on pace to surpass last year's activity.

This sustained growth reflects high development demand and the City's focus on expanding housing options across Tucson.

Expenditures by Fund

This chart shows how the Planning and Development Services Department's expenditures have been supported by different funding sources over the past three fiscal years.

Annual Spending:

- **Fiscal Year 2023:** \$14 million
- **Fiscal Year 2024:** \$13 million
- **Fiscal Year 2025:** \$12 million

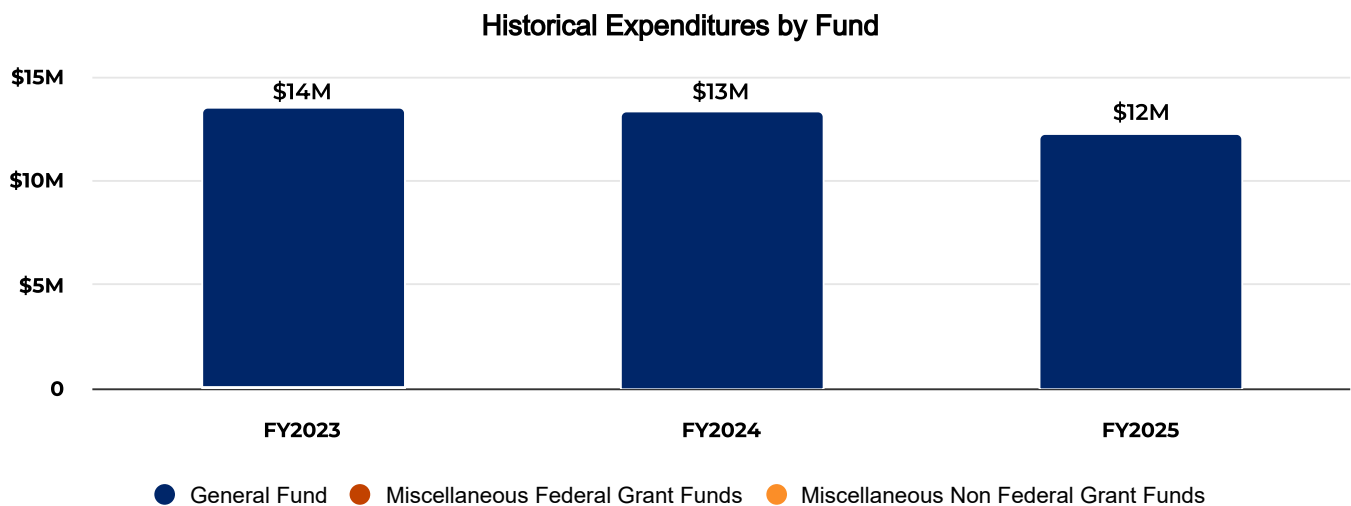
Primary Funding Source:

- General Fund – This is the primary source of support for PDSD operations, including staff, permitting, planning, inspections, and customer service.

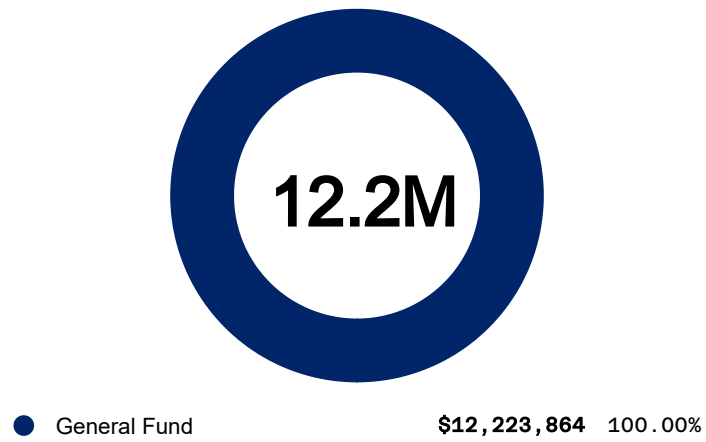
While small amounts of federal and non-federal grants exist, they represent a very minor portion of overall funding and are not prominently reflected in the chart.

Key Takeaways:

- The department has seen a gradual reduction in expenditures over the past three years, largely due to the completion of one-time projects and efficiency gains.
- Despite the slight decrease, the department continues to support high levels of development activity, especially in residential permitting.



Fiscal Year 2025 Expenditures by Fund

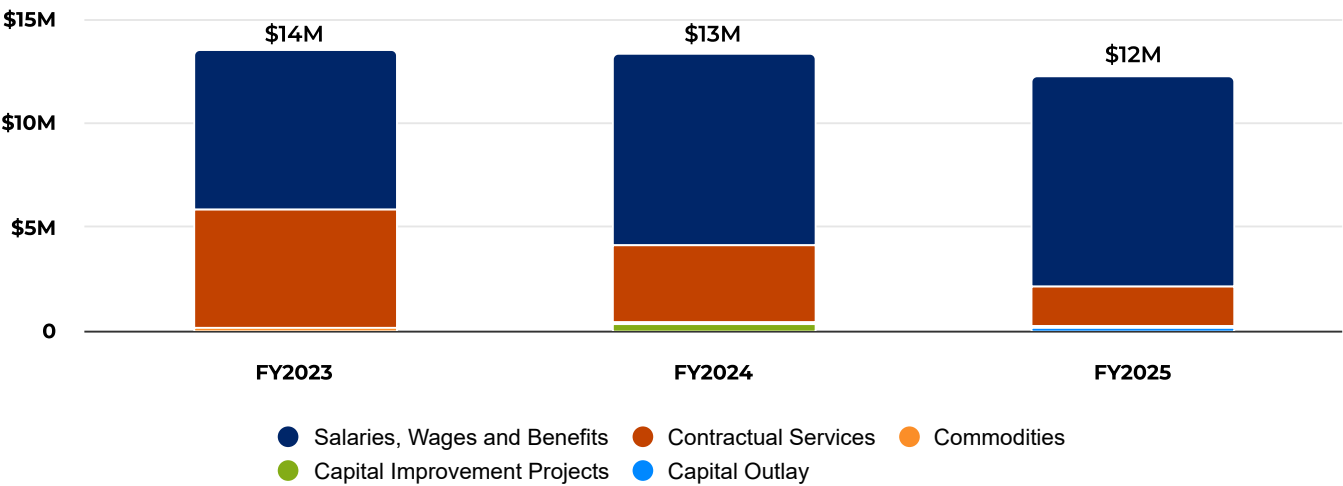


Expenditures by Type

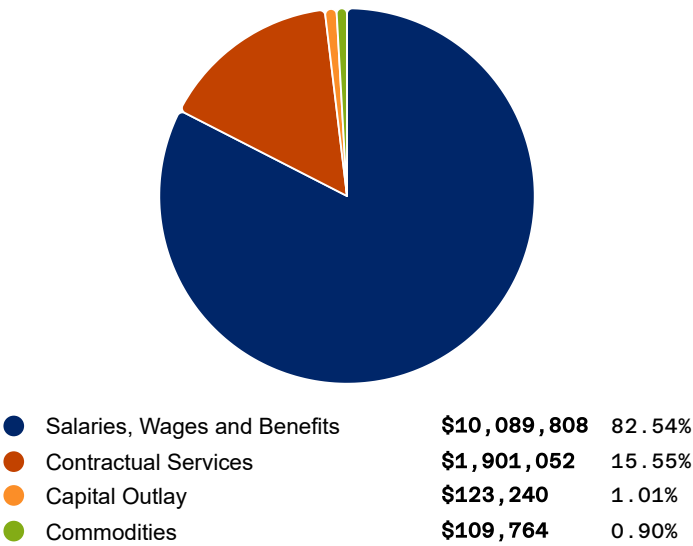
This chart breaks down the department’s expenditures by type of spending over the past three fiscal years:

- Fiscal Year 2023: Total expenditures were \$14 million, with the majority allocated to Salaries, Wages, and Benefits and Contractual Services.
- Fiscal Year 2024: Spending slightly decreased to \$13 million, with a noticeable increase in Capital Improvement Projects.
- Fiscal Year 2025: Expenditures are expected to decline slightly to \$12 million, with modest increases in Commodities and Capital Outlay. The department has added staff to meet rising demands in permitting, planning, and inspection services.

Historical Expenditures by Type



Fiscal Year 2025 Expenditures by Type

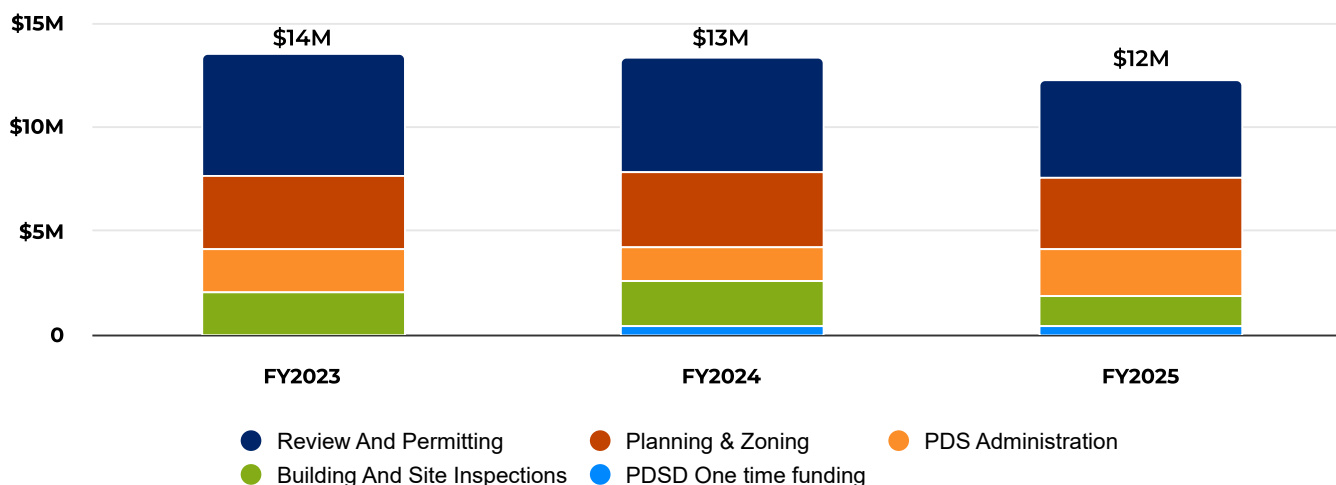


Expenditures by Cost Center

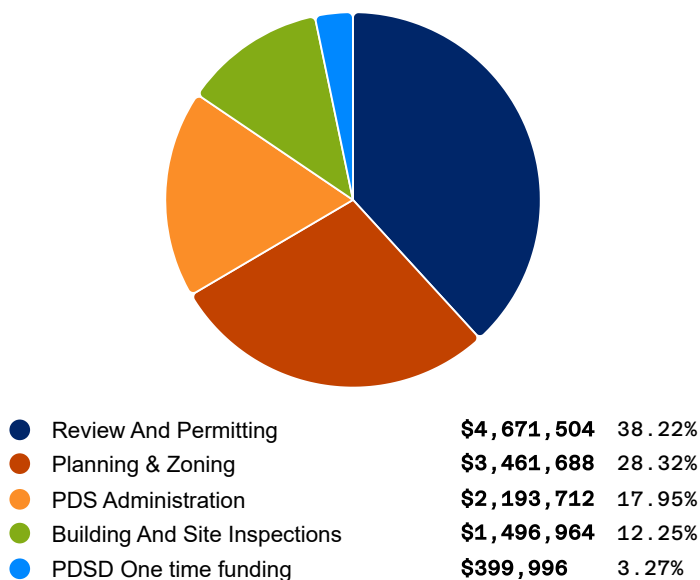
This chart shows how the Planning and Development Services Department has allocated its budget across key operational areas over the past three fiscal years:

- Fiscal Year 2023: Total expenditures were \$14 million, primarily supporting Review and Permitting as well as Planning and Zoning functions.
- Fiscal Year 2024: Expenditures decreased slightly to \$13 million, reflecting a modest reduction in PDS Administration. This decrease is tied to the completion of one-time projects and ongoing cost stabilization efforts.
- Fiscal Year 2025: Spending is projected to decline further to \$12 million, while still prioritizing core services such as permitting, inspections, and planning. The department also continues to invest in modernization efforts and long-term planning initiatives to support Tucson's growth.

Historical Expenditures by Cost Center



Fiscal Year 2025 Expenditures by Cost Center

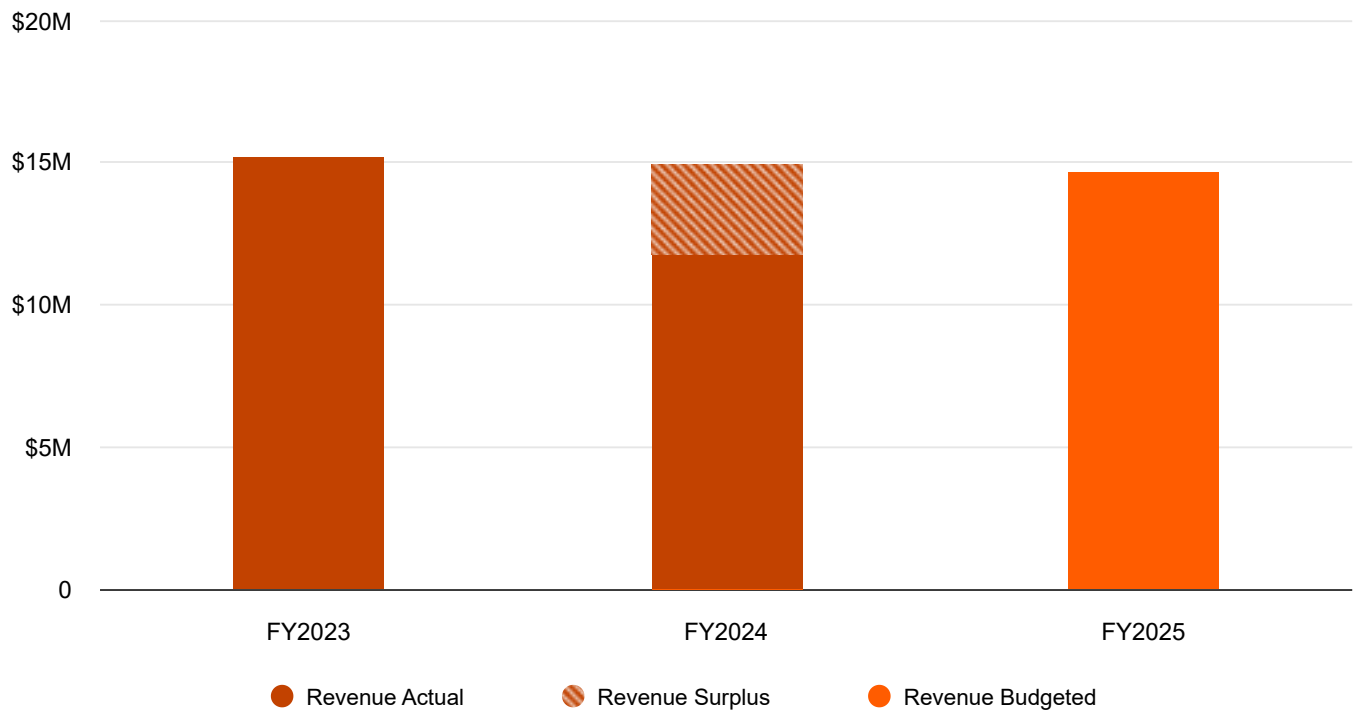


Revenue Summary

\$14,641,468

\$3,599,564 / 24.49% Higher Than the Prior Year's Budget

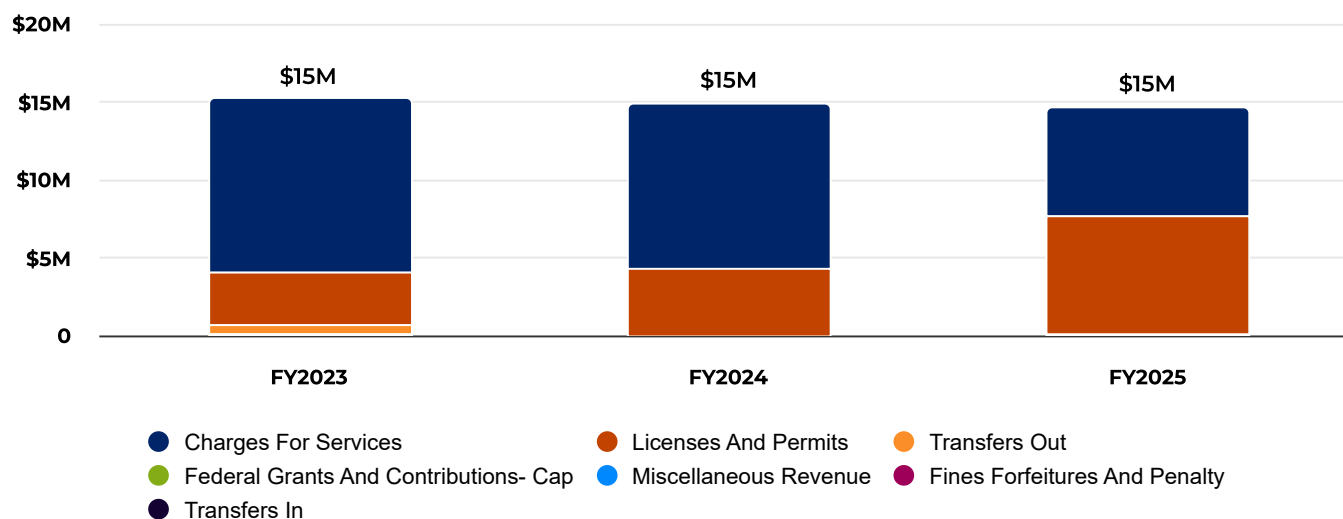
Historical Revenues Across Department



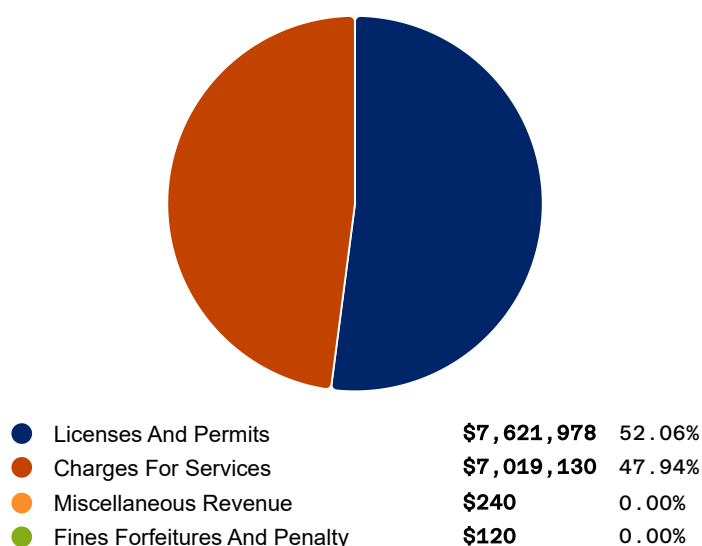
Revenues by Funding Source

This chart outlines the department's revenue streams over the past three fiscal years. While total revenue has remained steady at approximately \$15 million annually, the composition of those revenues reflects the department's service-oriented and development-driven nature:

- Fiscal Year 2023: Revenues totaled \$15 million, primarily from Charges for Services and Licenses and Permits. Smaller contributions came from Transfers-In and Transfers-Out.
- Fiscal Year 2024: Revenues remained stable at \$15 million, with the department continuing to be largely self-funded through service fees. This underscores its role as a business-friendly and responsive partner in Tucson's development landscape.
- Fiscal Year 2025: Revenues are projected to stay at \$15 million, with a notable increase in license and permit revenue, likely reflecting growth in construction activity and permitting demand.



Fiscal Year 2025 Revenues by Type



Accomplishments

Over the past year, the Planning and Development Services Department (PDSD) has made significant progress in improving customer service, streamlining permitting, supporting housing growth, and promoting sustainability.

Faster & Smarter Permit Processing

- Permit Review Lanes were introduced in August 2023 to speed up the review process for certain permit types—resulting in faster service for residents and developers.
- A Permit Dashboard was launched in November 2023, giving the public real-time insights into permitting timelines and performance metrics.
- The Tucson Development Center Online Navigator now helps applicants choose the right permit type and submit complete applications with helpful tools and resources.

Sustainable Growth & Code Updates

- In June 2023, the Mayor and Council approved code amendments focused on water efficiency:
 - Prohibited ornamental turf in new development
 - Required WaterSense-labeled fixtures to conserve water
- Updated zoning codes now support:
 - Food truck courts
 - Regulation of smoke shops and dispensaries in ways that reflect community needs and evolving land use trends

Housing Innovation & Affordability

- PDSD hosted a Casita Model Plan Design Competition to promote creative, affordable housing solutions.
- A Model Plan Library was launched to make it easier for residents to build accessory dwelling units (casitas), supporting:
 - Aging in place
 - Multigenerational living
 - Broader housing affordability

Future Objectives

The Planning and Development Services Department is focused on building a better, more resilient Tucson—through innovation, transparency, and inclusive growth.

Faster, More Transparent Customer Service

- Continued improvements to permitting and plan review timelines
- New tools and customer resources to improve the user experience
- Commitment to reliable, transparent communication with applicants and the public

Updating Tucson's Growth Strategy

- Ongoing public engagement for the Plan Tucson Update
- A draft plan will be shared for community feedback this fall
- Public hearings will be held by both the Planning Commission and Mayor & Council

Building Climate-Resilient Communities

- Working with Tucson Water to develop low-impact development (LID) standards
- Collaborating regionally on a Resilient Southwest Building Code

Supporting Diverse & Affordable Housing

- Updating codes to support corridor redevelopment and a range of housing options
- Promoting housing types for all income levels, including:
 - ADUs (accessory dwelling units)
 - Tiny homes, duplexes, triplexes, middle housing
 - Multi-family apartments

Code Modernization

- Adopting the 2024 Building Codes
- Updating the Outdoor Lighting Code to reflect modern standards

These priorities reflect PSDS's commitment to responsive government, smart development, and a more inclusive and sustainable Tucson.

Position Resources

