



MEMORANDUM

To: Mayor Neil Bradshaw, City Council, Planning & Zoning Commission, and City Administrator Jade Riley
From: Morgan Landers, AICP – Director, Planning & Building
Date: March 5, 2025
Re: Monthly Planning & Building Report

February 2025 Review

Planning Applications/Permits received in February 2025: **13**
 Building Permits (building, demo & solar) received in February 2025: **1**

Highlights for February 2025:

- Cohesive Ketchum Project – Conducted a joint work session with the PZ Commission and City Council to summarize community feedback on the draft comprehensive plan and receive policy direction on key decisions related to the future land use map and housing densities. Worked with Clarion (city’s consultant) to update the draft plan in response to comments and direction from the Commission and Council.
- Conducted a work session with the PZ Commission to discuss prioritization of code updates following adoption of the comprehensive plan.
- Discussed the annual workplan of the Historic Preservation Commission.

2025 Building Permit Turnaround Times	1st review	2nd review
% At/Under Turnaround	100%	
% Over Turnaround	0%	

2025 Planning Permit Turnaround Times	1st review	2nd review
% At/Under Turnaround	50%	100%
% Over Turnaround	50%	0%



