



CITY OF SANTA FE  
PLANNING & LAND USE

# Budget Overview

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HEATHER L. LAMBOY, AICP, DIRECTOR OF PLANNING & LAND USE

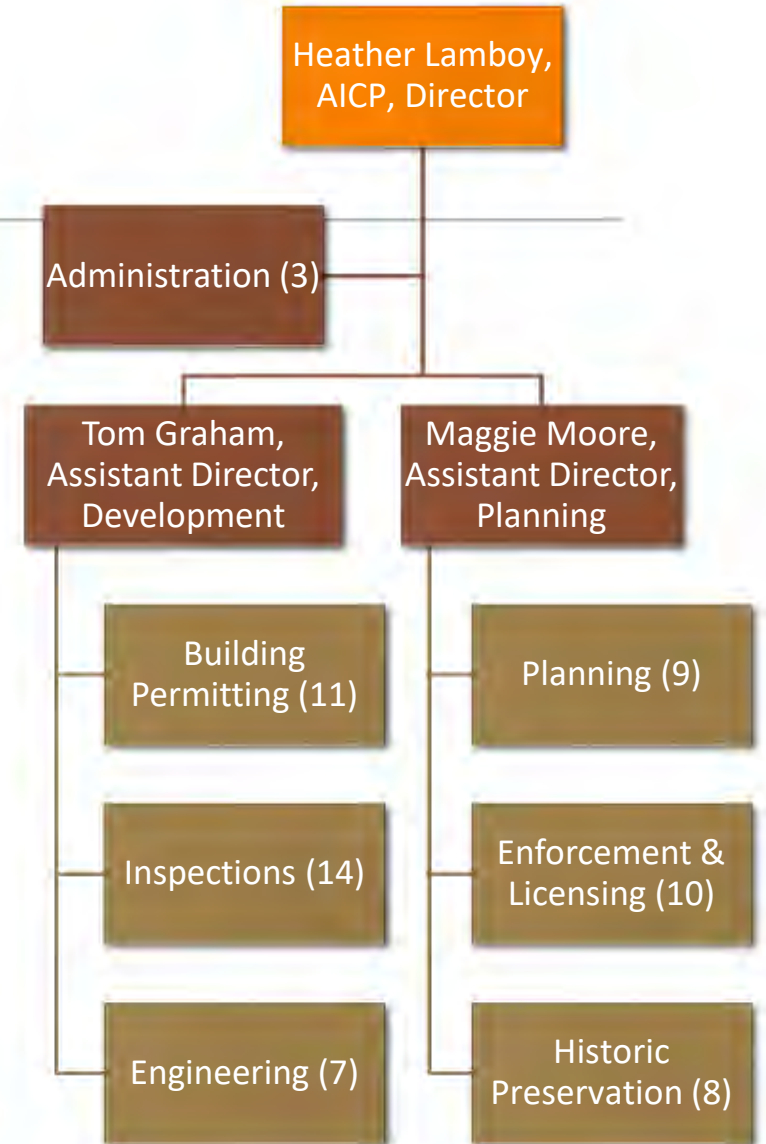
TOM GRAHAM, AIA, ASSISTANT DIRECTOR, DEVELOPMENT BRANCH

MAGGIE MOORE, ASSISTANT DIRECTOR, PLANNING BRANCH

# Department Organization

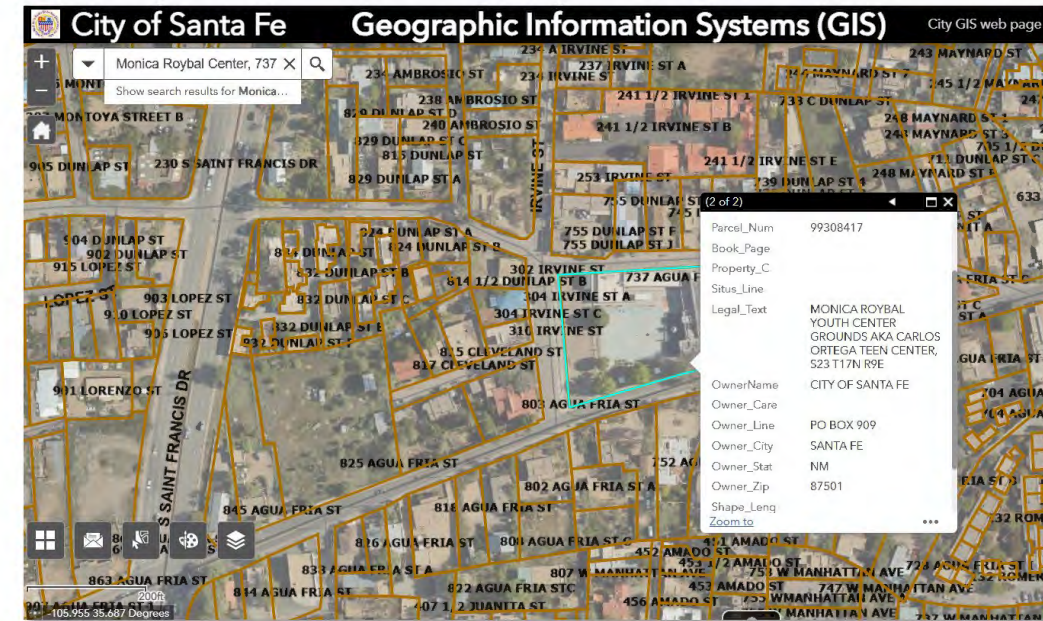
Division Services include:

- Planning – Current and Strategic
- Historic Preservation
- Code Enforcement & Business Licensing
- Building Permitting
- Inspections
- Engineering & Technical Review



# Department Work Plan

- ✓ **Improve permit review timelines** – implementation of e-review
- ✓ **Identify Operational Efficiencies**
- ✓ **Development Guide** – process review and roadmap for all department functions
- ✓ **Digital Platform** – Permitting, Subdivision, Development Plans, Historic Preservation information at fingertips
- ✓ **Santa Fe Forward & Land Development Code** – public engagement process



# Department Initiatives

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1. Implementation of appropriate technology for e-review
2. Training for use of file share and review software to improve review timelines
3. Coordination with Santa Fe County on data sharing for GIS
4. Hiring interns to help supplement work with GIS data uploads, community engagement
5. Engagement with development partners to beta test software updates
6. Development of templates for permits and other development approvals to improve review timelines
7. Assure robust community input on Land Development Code, General Plan, and other community plans



# Budget Analysis

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## Overall 2.9% Increase

- 3% COLA Pay Increase
- Class & Compensation Adjustments

## Flat Budget

- Did not request any increase in funds
- Special projects have an impact on the overall numbers
  - Set framework for growth in the coming 25 years
  - Intended to improve operational efficiency leading to cost savings & improve response timelines

# Frozen Positions

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1. **Civil Engineer**, affects Terrain Management review timelines
2. **Construction Inspector**, affects inspection timelines
3. **Construction Inspector Supervisor**, affects inspection timelines and removes career advancement opportunity
4. **Construction Plans Examiner III** – difficult position to fill, working with an existing employee to get certified for the position. Removes career advancement opportunity and may necessitate some third-party reviews.



# Lost Contract Funding – 54.8% Cut

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1. General Plan Update, Phase 2
  2. Land Development Code Update, Phase 2
  3. Historic Preservation Division Support Services
  4. Engineering Division Support Services
  5. Planning Division Support Services
  6. Inspection Division Support Services
  7. Third-Party Plan Review
- Request for contracts is \$1,613,000
    - Granted \$755,380
    - Denied \$857,620



# EnerGov Constraints

1. Paper-based and manually routed
2. Difficult to configure or adjust
3. Disconnected from the public experience
4. Heavily dependent on IT for changes
5. Incapable of delivering reliable reporting


Showing 1 - 20 of 233 Records

<input type="checkbox"/>	Permit Number	Address	Permit Type	Permit Status	Permit Issue Date	Permit Square Feet	Permit Description
<input type="checkbox"/>	<a href="#">2024-39932-CERT</a>	150 WASHINGTON AVE Unit: 201 Santa Fe, NM 87501	Certificate of Compliance	Complete	01/06/2025	0.00	ABA Therapy
<input type="checkbox"/>	<a href="#">2024-38058-CERT</a>	150 WASHINGTON AVE Unit: 201 Santa Fe, New Mexico 87501	Certificate of Compliance	Issued	09/17/2024	0.00	Solo lawyer virtual office
<input type="checkbox"/>	<a href="#">2023-32415-BLDC</a>	150 WASHINGTON AVE Unit: 204 Santa Fe, NM 87501	Building (Commercial) Alterations Interior Only	Complete	01/31/2024	0.00	THE SCOPE OF WORK IS FOR RENOVATING 2733 S.F. EXISTING COMMERCIAL OFFICE SPACE ON THE 2ND FLOOR OF AN EXISTING 3-STORY BUILDING. SCOPE CONSISTS OF A NEW LAYOUT IN AN EXISTING OFFICE WITH MODIFICATIONS OF EXISTING MEP SYSTEMS TO ACCOMMODATE THE NEW LAYOUT. NO EXTERIOR WORK IS ANTICIPATED.
<input type="checkbox"/>	<a href="#">2024-34460-CERT</a>	150 WASHINGTON AVE Unit: 201 Santa Fe, NM 87501	Certificate of Compliance	Complete	08/14/2024	0.00	Virtual Office
<input type="checkbox"/>	<a href="#">2024-34389-CERT</a>	150 WASHINGTON AVE Unit: SUITE 201 Santa Fe, NM 87501	Certificate of Compliance	Complete	08/12/2024	0.00	Office Space
<input type="checkbox"/>	<a href="#">2024-36394-CERT</a>	150 WASHINGTON AVE Unit: 201 SANTA FE, NM 87501	Certificate of Compliance	Fees Due		0.00	
<input type="checkbox"/>	<a href="#">2024-34335-TRDC</a>	150 WASHINGTON AVE Unit: 204 Santa Fe, NM 87501	Building (Commercial) Trade	Complete	02/27/2024	0.00	- Low Voltage Back Boxes - Lighting Per Spec and Design - Floor Boxes with Low Voltage pathway and Termination Point - (See Exclusions- Concrete cutting) - Electrical Demo - Proper Disposal of Demo Lighting - Fire Alarm (customers F A) - (3) Additional J-Boxes future AV - 2in to Ceiling for Everwall - Additional Receptacle in ceiling - Additional Power to Everwall
<input type="checkbox"/>	<a href="#">2024-34910-CERT</a>	150 WASHINGTON AVE Unit: 201-#3567 Santa Fe, NM 87501	Certificate of Compliance	Complete	04/15/2024	0.00	Talent Agency
<input type="checkbox"/>	<a href="#">2024-35048-TRDC</a>	150 WASHINGTON AVE Unit: 204 Santa Fe, NM 87501	Building (Commercial) Trade	Complete	04/01/2024	0.00	New supply run, New diffusers, New sound boots, relocate thermostat
<input type="checkbox"/>	<a href="#">2024-34689-CERT</a>	150 WASHINGTON AVE Unit: 201 Santa Fe, NM 87501	Certificate of Compliance	Complete	04/09/2024	0.00	Moving Company
<input type="checkbox"/>	<a href="#">2024-35032-TRDC</a>	150 WASHINGTON AVE Santa Fe, New Mexico 87501	Building (Commercial) Trade	Void		0.00	Re route 1 duct supply, new diffusers, new sound boots, relocate thermostat
<input type="checkbox"/>	<a href="#">2024-34235-TRDC</a>	150 WASHINGTON AVE Santa Fe, New Mexico 87501	Building (Commercial) Trade	Void		0.00	- Low Voltage Back Boxes - Lighting Per Spec and Design - Floor Boxes with Low Voltage pathway and Termination Point - (See Exclusions- Concrete cutting) - Electrical Demo - Proper Disposal of Demo Lighting - Fire Alarm (customers F A) - (3) Additional J-Boxes future AV - 2in to Ceiling for Everwall - Additional Receptacle in ceiling - Additional Power to Everwall
<input type="checkbox"/>	<a href="#">2023-29213-CERT</a>	150 WASHINGTON AVE Unit: 201 Santa Fe, NM 87501	Certificate of Compliance	In Review		0.00	Contractor
<input type="checkbox"/>	<a href="#">MCHI-2014-2061-0-0-0</a>	150 WASHINGTON AVE Unit: 200 SANTA FE, NM 87501	Building (Commercial) Trade	Expired	12/18/2014	0.00	MECHANICAL/GAS PERMIT
<input type="checkbox"/>	<a href="#">MCHI-2013-2143-0-0-0</a>	150 WASHINGTON AVE SANTA FE, NM 87501	Building (Commercial) Trade	Expired	10/03/2013	0.00	MECHANICAL/GAS PERMIT


# OpenGov


## What Success Looks Like

 Faster permit processing with fewer bottlenecks

 Automatic applicant updates and reduced staff follow-up

 Configurations made in-house – no vendor delays or IT dependencies

 Real-time data for executive leadership and Governing Body

 A better experience for both our employees and the public

OpenGov      [LOGIN](#) [REQUEST A DEMO](#) 

PERMIT MANAGEMENT SOFTWARE

## Permitting & Licensing Made Better

**88%**

Of municipalities have seen population growth within the last five years.

**85%**

Of local governments have seen an increase in resident engagement (Up 19% in one year!)

**2/3**

Residents are dissatisfied with their permitting and licensing process

## Modern Permitting & Licensing

HIGHLY ADAPTABLE

SIMPLE FOR ALL

EXPERT SUPPORT









# OpenGov

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OpenGov is already a trusted City partner – and a natural fit to extend into permitting and licensing through a focused pilot. The platform brings:

- A modern, applicant-facing portal with clear guidance and visibility
- In-app notifications, communication, and renewals
- GIS-integrated dashboards and reporting
- Drag-and-drop workflow tools that staff can configure themselves



# Deliverables FY2026

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1. Phase 1 Adoption & Phase 2 Initiation – Land Development Code
2. Community Engagement Process and Assessment Report – Santa Fe Forward
3. Digital Platform – GIS Based Real-Time Access to Information
4. Electronic Review of all building permits

