



# City Council Memorandum

*City of Arts & Innovation*

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**TO: HONORABLE MAYOR AND CITY COUNCIL      DATE: DECEMBER 11, 2018**

**FROM: DEPARTMENT OF INNOVATION AND TECHNOLOGY      WARDS: ALL**

**SUBJECT: SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS FUTURE COMMUNITIES PILOT PROGRAM GRANT PROPOSAL**

**ISSUE:**

Authorize the Department of Innovation and Technology to prepare and submit a grant proposal in an amount up to \$500,000 to develop and implement enhancements to the City's ePlan Review portal.

**RECOMMENDATION:**

That the City Council authorize the Department of Innovation and Technology to prepare and submit a grant proposal in an amount up to \$500,000 to develop and implement enhancements to the City's ePlan Review portal.

**BACKGROUND:**

The Southern California Association of Governments (SCAG) Future Communities Pilot Program is a new grant opportunity designed to provide local cities and counties with the resources needed to reduce vehicle miles traveled (VMT) through the use of new technology and data solutions. The goals of the Future Communities Pilot Program are to apply new technologies to test innovative approaches for reducing emissions-producing VMT from local travel and municipal operations; improve efficiency and reduce the costs of city and county municipal services; and identify and quantify relative impacts of a variety of technology-based VMT reduction strategies.

**DISCUSSION:**

As part of its Business Ready program, the City launched ePlan Review, an efficient, cost effective method for businesses and residents to have plans submitted during the plan check process. ePlan Review is designed to save businesses and homeowners valuable time and money during the plan check process and enables more streamlined routing and expeditious processing of plans. The solution is available for both building plan checks and planning cases.

The SCAG Future Communities Pilot Program grant would provide additional funding for the City to develop and implement enhancements to the ePlan Review portal, which will further simplify

the electronic plan submission process and allow for plan circulation and review, mark-up and resubmission. This enhancement will improve efficiencies during the plan check process and eliminate redundant and difficult plans workflow management. Additionally, the module will essentially eliminate the need for business and residential customers to travel to and from City Hall during the plan check review process, which can contribute to a significant reduction in VMT throughout the City of Riverside.

The Interim Community and Economic Development Director concurs with this report.

**FISCAL IMPACT:**

The fiscal impact of this project is estimated grant revenue up to \$500,000. If successful, the SCAG Future Communities Program grant will be used to fund the development and implementation stages of the ePlan enhancement module which is phase 3 and a critical component to the on-going Computronix project. The grant requires a 25 percent match, which will be provided through in-kind agency staff participation in the development and implementation of the project. All staff costs associated with the grant match are included in the Department of Innovation and Technology FY 2018/19 and 2019/20 personnel budget.

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Certified as to  
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