

# 2018 ANNUAL REPORT



CITY OF DUBLIN, OHIO  
DIVISION OF PLANNING  
DEPARTMENT OF DEVELOPMENT

CITY OF DUBLIN  
PLANNING DIVISION  
5800 SHIER RINGS ROAD  
DUBLIN, OH 43016



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# MESSAGE FROM THE DIRECTOR



Welcome! This is the 2018 annual report of the City of Dublin's Division of Planning, which is a work unit within the Department of Development. This report provides a summary of the division's most recent accomplishments, as well as notes the excellent development that occurred in the past 12 months.

The Planning Division is charged with managing the day-to-day

zoning and subdivision process, long range planning projects, as well as enforcement of various property maintenance and zoning codes and landscape requirements. We provide support to the Planning and Zoning Commission, the Board of Zoning Appeals, the Architectural Review Board and the Administrative Review Team. And we provide support to City Council on development casework, planning projects and other related assignments.

The work of the division touches all parts of the City. From the crafting of planning policies to negotiating development projects and the inspection of landscaping on commercial properties, the work of the staff has a major influence on the built environment, character and quality of life enjoyed by Dublin's residents and business community.

Of major accomplishments in 2018, a few standouts include adoption of the Dublin Corporate Area Plan, adoption of new small cell tower regulations and design guidelines, and new requirements for sign contractors. Development plans were approved for such projects as Bridge Park Block D, as well as several new tenants spaces, and basic plans for Blocks F and G. On the enforcement side, 755 sign violations were processed, as were 227 property maintenance cases. There were 748 commercial and residential landscape inspections, a 33% increase.

Working with other City departments, Planning provides support and partners on a variety of projects. It's been an exciting year and 2019 offers much to look forward to.

# ORGANIZATIONAL STRUCTURE

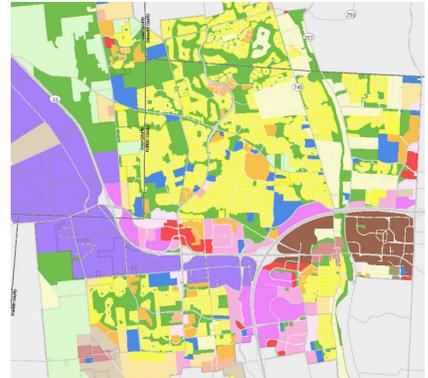
The Planning Division operates with a tiered organizational structure comprised of four integrated work groups: Administration, Current Planning, Long Range Planning, and Code Enforcement. The division works as a single team, but each group focuses and dedicates resources to address specific areas of responsibility in support of the overall mission of the division.

## ADMINISTRATION

The administration directs the day-to-day operation of the division, including programmatic, budget, human resources, and related tasks, as well as providing support to the Development Director.

## LONG RANGE PLANNING

This team manages the Community Plan, undertakes special area plans, code updates, and various other planning projects. These projects are often undertaken in response to goals established by City Council.



## CURRENT PLANNING

This team guides the zoning, subdivision, and annexation process – which includes staffing the Planning and Zoning Commission, Board of Zoning Appeals, Architectural Review Board, and the Administrative Review Team, as well as presenting cases to City Council. The team also manages code updates.

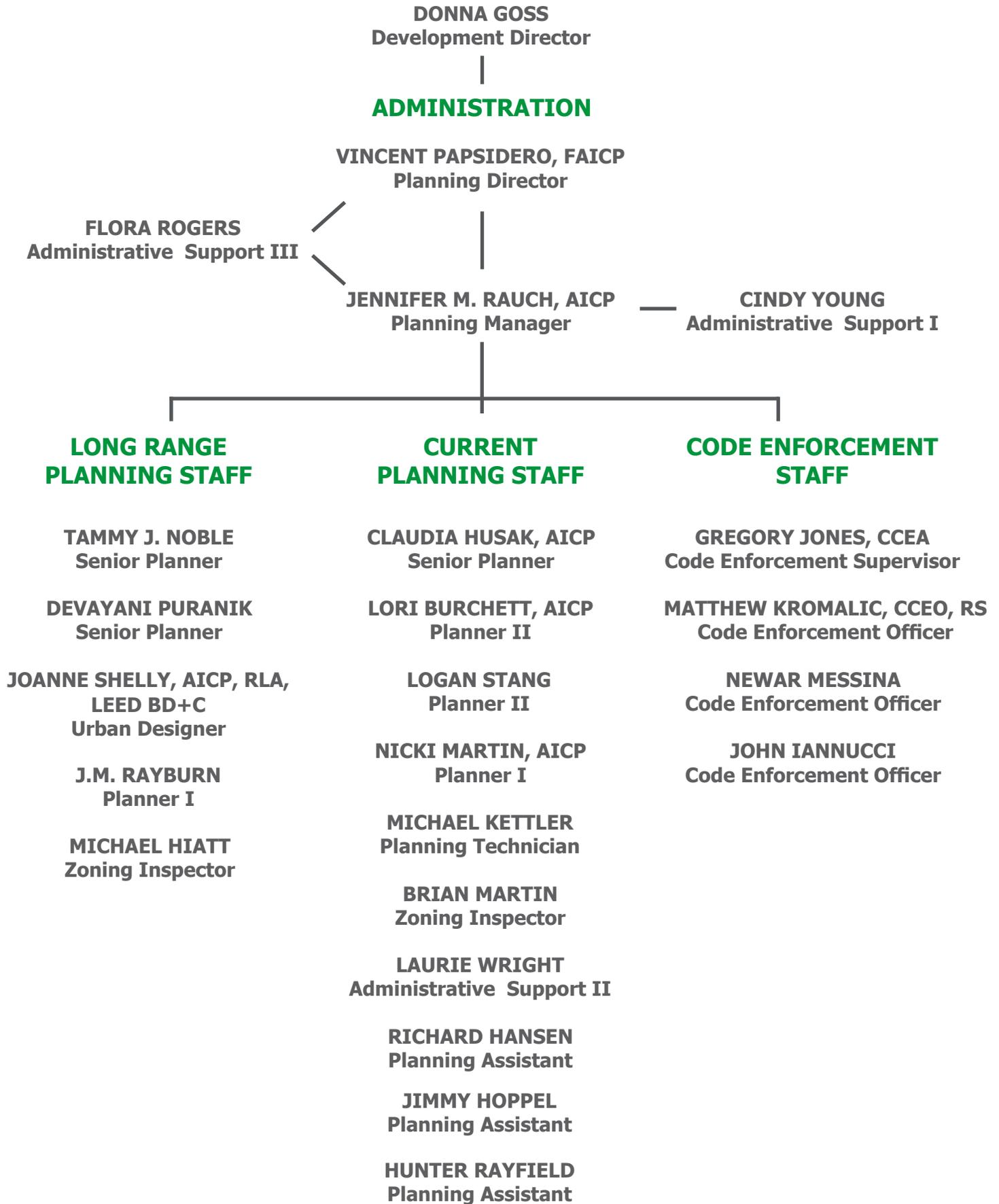


## CODE ENFORCEMENT

This team enforces city code including zoning, property maintenance, parking enforcement, and other enforcement efforts. Working with property owners, the team seeks to resolve enforcement issues.



## REPORTING STRUCTURE



# LONG RANGE PLANNING

Long range planning is the process of capturing a vision of a community and memorializing that vision in a plan — a plan that focuses on compatible land use patterns, infrastructure needs, economic stability, and inviting gathering spaces. The result of long range planning is a place that generations of families call home.

Great cities do not occur by happenstance. They are planned, designed and built from a series of methodical choices. The City of Dublin has always been a community that embraces this philosophy and has prospered as a result. The Long Range Planning team is responsible for strategic planning as the City grows. The team ensures that its projects are responsive to community needs, consistently updated, and utilized to create the built environment that residents, business owners and community leaders expect. The team ensures that the process is transparent and provides a variety of engagement opportunities to ensure community consensus.



## CURRENT PROJECTS

In 2018, Long Range Planning commenced the next phases of several planning projects, including the city-wide Mobility Study, Dublin Corporate Area Plan (DCAP), Downtown Dublin Parking Management Study, and the Dublin Sustainability Framework.





### **Mobility Study**

The Mobility Study is intended to provide access to our increasingly diverse community with a range of transportation options in convenient and safe locations throughout Dublin. The study differs from a transportation study in the sense that it connects more people to more places but does so in a manner that enhances quality of life, creates convenience and invites options for a variety of users. It supports economic development, promotes equitable access to mobility, supports aging in place and safe routes to schools and gathering places, and preserves the environment. Phase One successfully engaged stakeholders and presented recommendations to City Council. Phase Two benchmarked strategies for providing alternative transportation modes and age friendly (children-adults-seniors) improvements to existing infrastructure. Council approved several strategies for implementation and adopted a Complete Streets Resolution.

Two implementation steps from the mobility study currently underway are the senior circulator and workforce shuttle programs. Launched in January of 2019, the senior circulator has already made a difference for the senior communities that are participating in the pilot program. Seniors are able to participate in the weekly bridge club at the Senior Center at the Dublin Community Recreation Center; while others that were previously homebound due to relinquishing their vehicles are now able to go to lunch or enjoy time at a spa. The circulator program allows seniors to enjoy simple acts of daily living that had been inaccessible. Local businesses have shown their support by providing senior friendly business discounts, which will continue expanding in coordination with the Dublin Chamber of Commerce. The circulator service will add Syntero, an aging resource initiative to its destinations when the Dublin-funded program launches in March. Work and volunteer opportunities are being identified, with the help of local businesses eager to tap

into the senior workforce.

The workforce shuttle pilot program has also begun the engagement phase of the process. Planning, along with Economic Development have begun to communicate with local business' human resources managers about the use of bus service as a viable alternative transportation option to the personal vehicle. The hotel, restaurant, and senior living facilities recognize the needs and opportunities that a workforce shuttle would provide. Working with COTA, the engagement team is developing the outreach resources to connect with lower wage and hourly workers to gain their feedback. The feedback gained with this phase of development will help to define implementation.

### **Downtown Dublin Parking Management**

The development of the Bridge Street District corridor has created a robust set of parking assets (public and private) that require coordinated management, but



also raised parking concerns from local business owners, visitors, and residents. Ensuring availability across all parking options, when demand is high, is essential to meaningfully improving the parking experience. This study was initiated with the assistance of national parking and mobility planning experts at Nelson/Nygaard to propose strategies to manage parking conditions in a more active commercial and retail environment.

Phase One was completed in 2017 and provided a “performance-based” approach to public parking in Dublin, and a toolbox of management strategies, practices,

and policies for Dublin’s diverse parking activities and needs.

Phase Two was completed in 2018 and focuses on financial analysis and implementation strategies. As part of the implementation, the City of Dublin has issued the Request for Proposals (RFP) for a Mobile-only Parking Management System pilot program for Bridge Park and Historic Dublin. Following the vendor selection in 2019, the pilot program will be implemented for 9 months in order to collect the results and feedback for the system before finalizing the permanent solution.

### **Dublin Corporate Area Plan Zoning Implementation**

The Dublin Corporate Area Plan (DCAP) was adopted in September, 2018 as a new special area plan within the City’s Community Plan. Following the plan adoption, staff has explored different options to effectively implement the Plan recommendations and zoning strategies to set the planning area up for favorable conditions to re-engage the legacy office parks for development, redevelopment, and new private investment. The zoning requirements will be updated for DCAP planning area based on Council feedback and stakeholder input through 2019, along with the development of area design guidelines.

## COMPLETED PROJECTS

Two major projects were completed by Long Range Planning in 2018.

### **Dublin Corporate Area Plan**

The Dublin Corporate Area Plan originated in 2016 as the Legacy Office Competitive Study (Phase 1) that focused on identifying issues that contribute to high vacancy rates within Dublin's legacy office parks, such as Metro Place and the Frantz Road corridor. According to national studies, today's employees expect to be able to walk to lunch, fitness centers, and other services from their workplaces during the work day. The challenge for older office parks is to find the space for such uses, as well as the facilities that support walking, biking, and transit connectivity. Parking ratios have also shifted as today's businesses use a much higher employee per square foot ratio than in the past.

Phase Two of the plan focused on solutions to resolve these issues to the benefit of employees and residents, as well as encourage reinvestment. With a collaborative effort between Planning, Economic Development and consultants,

POD Design, Sidestreet Planning, and DDA Advisors, the Dublin Corporate Area Plan focused on trends that have a positive impact on aging suburban office campuses, serving as a model for other communities with aging office product, while benefiting adjacent neighborhoods. The Plan was adopted in September 2018 by City Council and is incorporated within the City's Community Plan.

### **Dublin Sustainability Framework**

In September 2017, staff began working with the Community Services Advisory Commission (CSAC) to create a sustainability framework for the City of Dublin. The focus of the presentations and discussion were framed around three specific questions: Where have we been? Where are we now? Where should we be? Framing the conversation around these questions allowed presenters to highlight the City's history of implementing sustainable practices, and outline the challenges and opportunities that exist for the City moving forward.

An initial draft of the Dublin Sustainability Framework was presented to the Community Service Advisory Commission in April 2018, and the commission provided comprehensive feedback at that time. A final draft, including recommendations, was presented at the August 2018 CSAC meeting, at which time the commission voted to approve the framework. City Council accepted the Dublin Sustainability Framework in September 2018.

This plan is set to be completed in 2020 and is meant to be an iterative process. By achieving the goals and objectives set forth in the framework, the City will set a strong baseline for sustainable success. While the majority of the framework is focused at the operational and policy level, City Council authorized staff to create an external advisory group for the purpose of receiving input and feedback on an ongoing basis to update the Dublin Sustainability Framework. The external advisory group will begin meeting in early 2019.

## REGIONAL COOPERATION

Long Range Planning staff recently participated in MORPC's Insight 2050 Corridor Study focusing on this critical next step in the region's commitment to thoughtful urban planning to improve livability and keep the region competitive. The team has also been involved in planning processes and application reviews for communities within

the Central Ohio region. Staff has worked with the cities of Columbus, Hilliard, and Marysville, Jerome Township, and Delaware County to monitor and participate in pending development applications that may impact or complement initiatives of the City of Dublin. Additionally, Planning has participated as support staff to

the Logan, Union, and Champaign Regional Planning Commission and represents Dublin on the Delaware Regional Planning Commission in an effort to enhance Dublin's affiliations among the Central Ohio region and to support efforts related to regional planning.

# CURRENT PLANNING

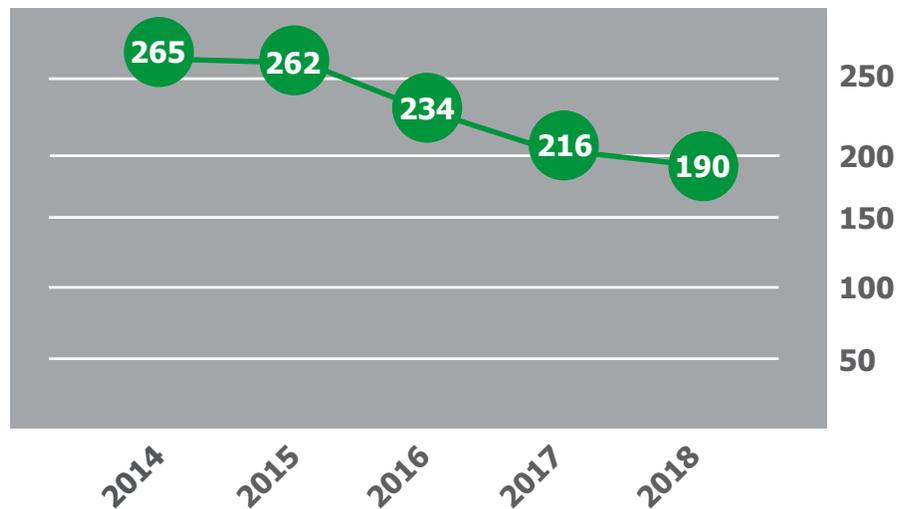
The Current Planning Team is responsible for reviewing and managing day-to-day zoning, subdivision, and annexation review processes; coordinating with supporting staff; and acting as the liaison to various Boards and Commissions.

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## BOARDS AND COMMISSIONS

The PZC, ARB, BZA and ART are advisory to City Council when reviewing legislation, but are the final authority on administrative agenda items. Board and commission members are appointed by Council for three- or four-year terms for PZC, ARB, and BZA. Planning staff works as a liaison to these bodies to facilitate initial staff negotiations with applicants, review applications and prepare recommendations to the final reviewing body. Current Planning also coordinates and conducts necessary training for the boards and commission members.

## Total Agenda Items



## PROCESS CHANGES

The Current Planning Team participated in a Kaizen event to expand upon the process changes made in 2017 and work toward providing better customer service. The event focused on the board and commission meeting document distribution and out-processing for all public meetings. The review identified a need to revise the current process in order to expedite the creation of meeting documents and distribution of items to the general public. Process improvements included simplification of professional terminology on the website, reorganization of website content, and simplification of public meeting agendas using existing resources to provide knowledge and history of pending zoning applications.

These improvements have created a more user-friendly environment for the public and applicants, while improving efficiency internally.

Planning has also begun working on deploying new software to handle case processing and plan reviews to allow for entire submittals, comments, and revisions to be handled electronically. This software will include a public portal to review pending applications, indicating the status of an application in the review process. Staff is working towards a 2019 implementation date and will work to ensure a smooth transition.

## PLANNING & ZONING COMMISSION (PZC)

**VICTORIA NEWELL**  
Chair

**STEPHEN STIDHEM**  
Vice Chair

**JANE FOX**  
City Council Representative

**KRISTINA KENNEDY**

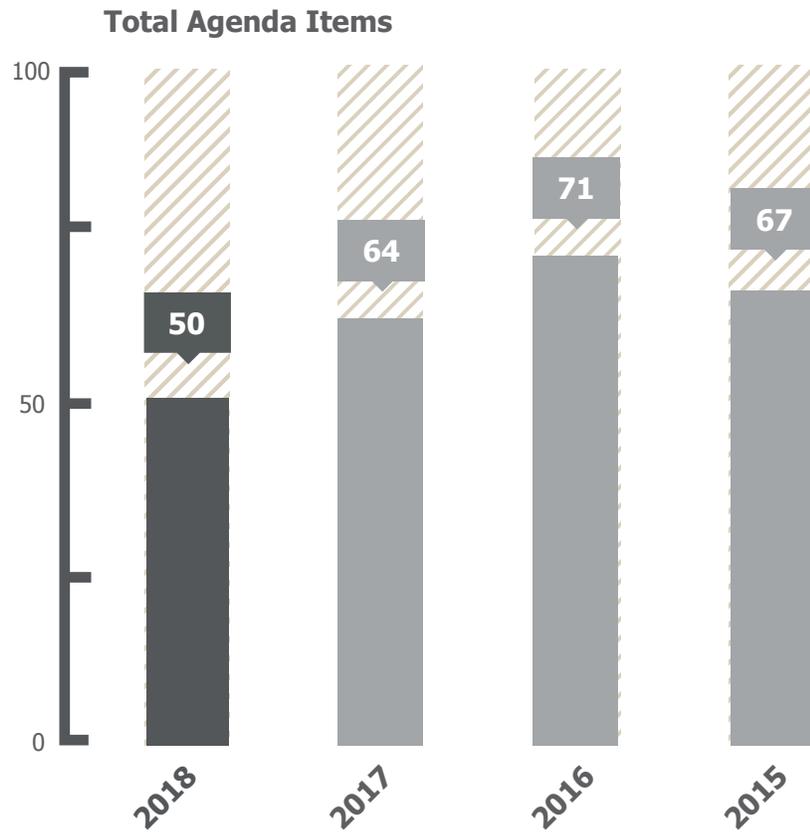
**WARREN FISHMAN**

**WILLIAM WILSON**

**BOB MILLER\***

**DEBORAH MITCHELL\***

**CATHY DEROSA\***



## ARCHITECTURAL REVIEW BOARD (ARB)

**DAVID RINALDI**  
Chair

**SHANNON STENBERG**  
Vice Chair

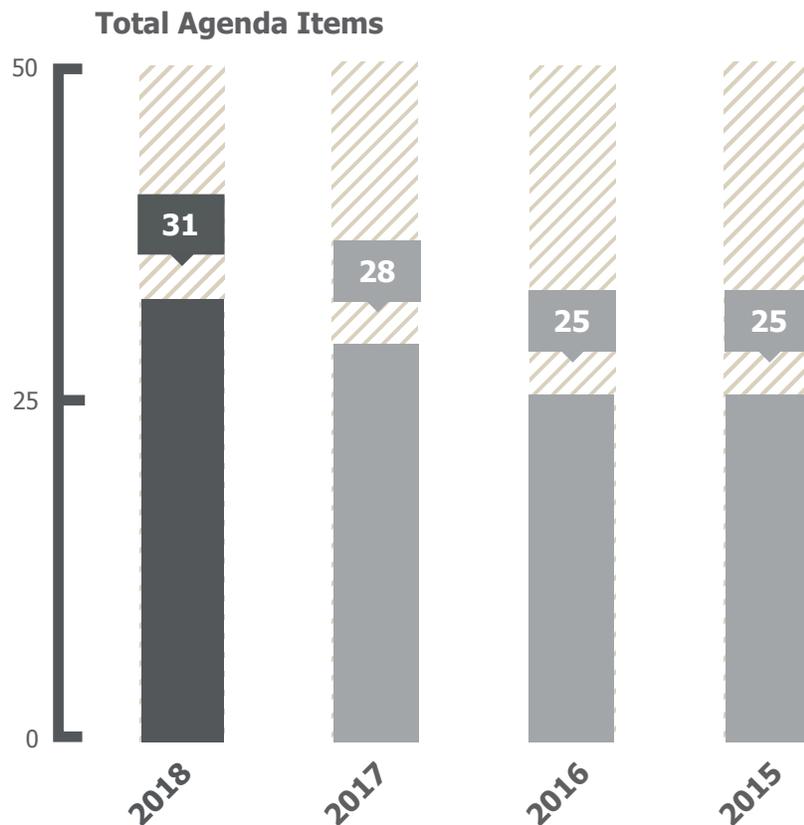
**ANDREW KEELER**

**KATHLEEN BRYAN**

**GARY ALEXANDER**

**JEFFREY LEONARD\***

**EVERETT MUSSER\***



\* Members whose terms concluded in 2018.

## BOARD OF ZONING APPEALS (BZA)

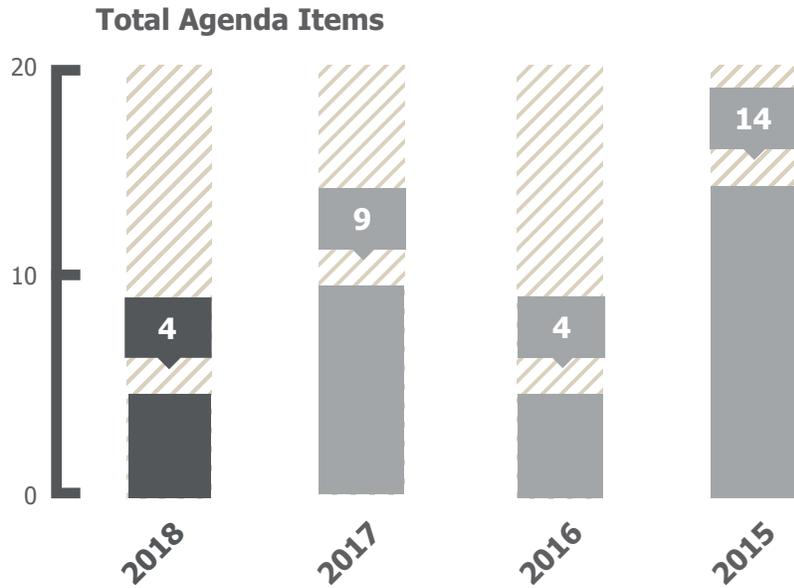
**RION MYERS**  
Chair

**MARTHA COOPER**  
Vice Chair

**SATYA GOYAL**

**SARAH HERBERT**

**JASON DESCHLER**



## ADMINISTRATIVE REVIEW TEAM (ART)

**VINCENT PAPSIDERO**  
Planning Director, Chair

**DONNA GOSS**  
Director of Development

**BRAD FAGRELL**  
Building Standards Director

**RAY HARPHAM**  
Building Standards Director

**MATT EARMAN**  
Parks & Recreation Director

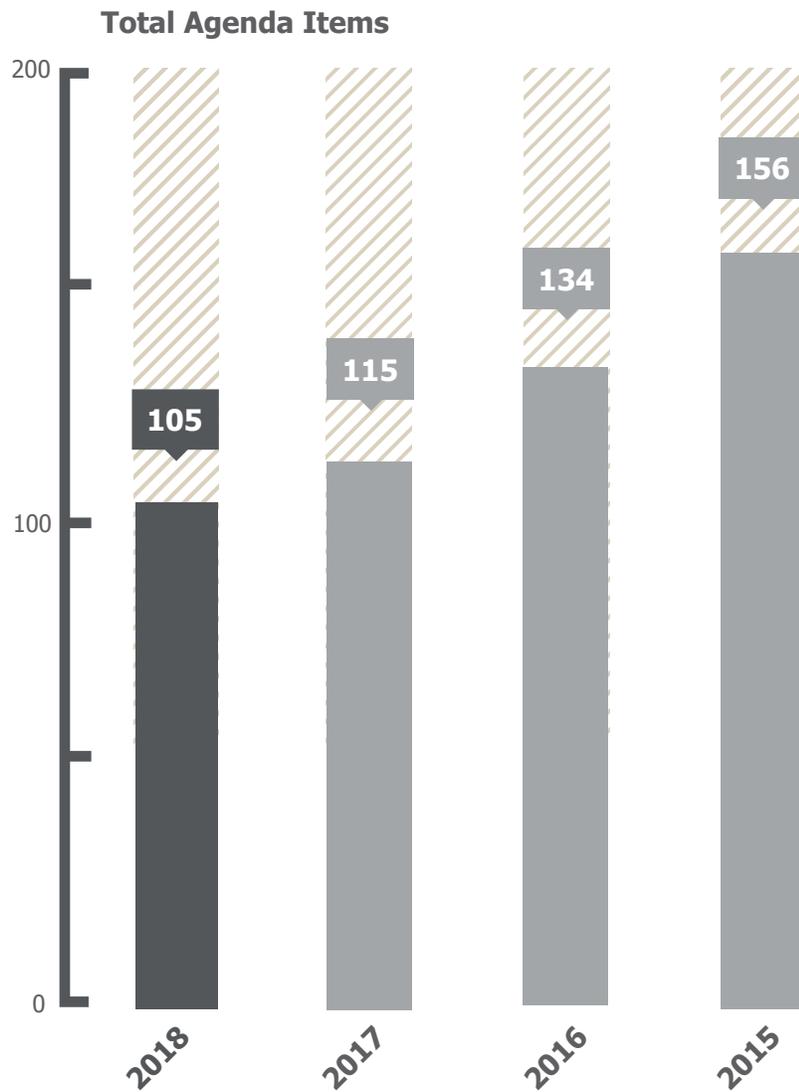
**SHAWN KRAWETZKI**  
Landscape Architect

**COLLEEN GILGER**  
Economic Dev. Director

**AARON STANFORD**  
Senior Civil Engineer

**MIKE ALTOMARE**  
Fire Marshall

**TIM HOSTERMAN**  
Police Sergeant



## MAJOR CASES



### Schoedinger Funeral Services

The Planning and Zoning Commission reviewed and approved a final development plan and conditional use for a funeral home on the north side of Perimeter Drive, west of the intersection with Wall Street.

The proposal consisted of a single-story, 12,000-square-foot building, with a stormwater pond along Perimeter Drive and an 87-space parking lot behind the building. The architecture included a covered terrace with a built-in fire pit along the front elevation and covered drop-off canopy along the rear, with the predominant materials of brick with stone accents. The architecture models a modern style with craftsman elements to soften its appearance with the surrounding context. The proposal represents the first funeral service within the City of Dublin.



### Bridge Park, Block D

The Planning and Zoning Commission reviewed and approved Final Site and Development Plan Review's for Block D of the Bridge Park Development, located at the intersection of John Shields Parkway and Riverside Drive.

The proposal was comprised of four mixed-use buildings including approximately 120,000 square feet of office space, 45,000 square feet of retail space, 35,000 square feet of restaurant space, 186 residential units, and a 671-space parking garage. The development includes a mix of for-sale and rental residential units and was later identified as a satellite location for the North Market. The site represents the northern edge of Bridge Park and is currently under construction.



### Tackett Bakery and Office

The Architectural Review Board reviewed and approved building additions and modifications to 30-32 S. High Street for a future bakery and office building. The buildings located in Historic Dublin had been vacant for some time and represent unique architectural styles within Dublin's history.

The proposal included an addition to both buildings to the rear of the structures, with a parking lot and sidewalk connections from Blacksmith Lane. The exteriors are proposed to be updated to accent the architectural features while blending into the existing character of the Historic District.

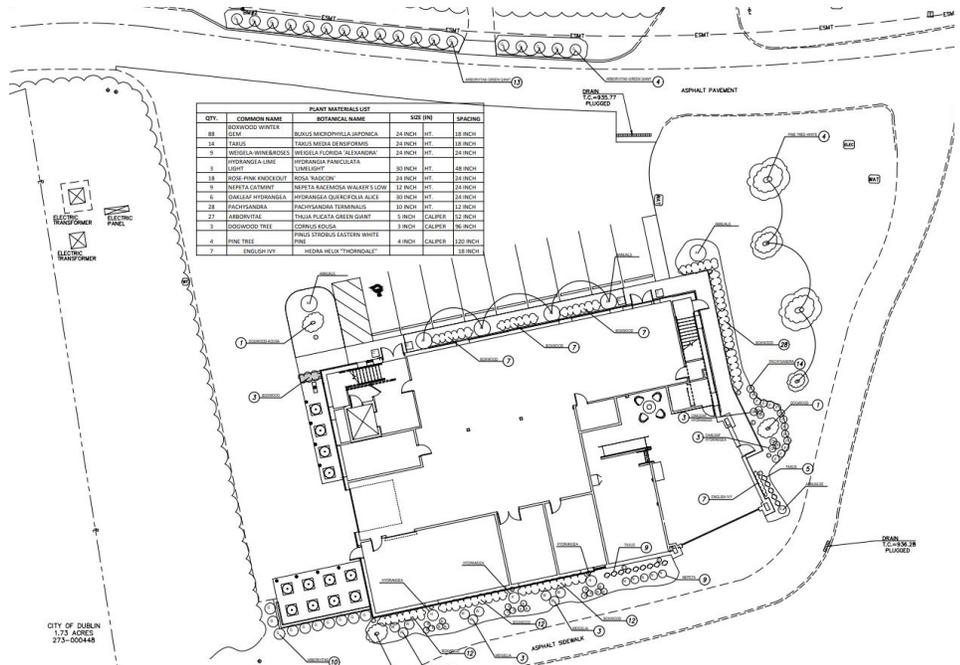
# INSPECTIONS & COMPLIANCE

## ZONING COMPLIANCE

Zoning compliance reviews occur for a variety of commercial projects throughout the city, as well as for residential building permits. Inquiries are often submitted from lending institutions, private developers, or potential landowners. This requires an in-depth analysis of a site against the associated development standards. Staff also inspects residential building permits to ensure projects meet applicable zoning requirements. This often entails working with contractors, developers and homeowners. Once all requirements have been met, the property owner is issued a Certificate of Zoning Plan Approval. In 2018, staff issued 342 certificates, representing a slight decrease from 2017.

## ZONING INSPECTIONS

Some of the most significant accomplishments of the program are the ongoing efforts to be proactive in ensuring a site remains compliant throughout its tenure. Staff conducts routine inspections on a three-year cycle to ensure all zoning and landscaping requirements continue to be met after construction. Staff created five inspection “zones” based on geographical locations. If landscaping has not been successful or the health of the vegetation is questionable, the inspector will work with the property owner to replace trees



with a more appropriate species or make other site improvements to ensure the overall health of planted trees. Zoning inspectors also frequently inspect retail developments to ensure compliance with temporary window sign regulations, and contact tenants and/or property owners to resolve. In 2018, there were 748 commercial and residential inspections, representing a 33% increase over 2017.

## LANDSCAPE REVIEW

Prior to submission to the various boards and commission, the team reviews all applications for compliance with the landscape code. This includes ensuring that all screening requirements are met and open space is designed

to have healthy and sustainable vegetation. Prior to the public review process, this facilitates staff recommendations that help create a common landscape feature or mounding that is prominent along a roadway or commercial corridor. It ensures that plant selection is appropriate for a site and that with proper installation, will retain a healthy and sustainable appearance. It also ensures developers replace all trees removed for construction and that healthy trees are properly preserved. These recommendations are made during the development application stage and are monitored via site inspections by the Zoning Inspectors throughout construction. In 2018, 65 commercial landscape inspections occurred, representing a 5% increase over 2017.

# CODE ENFORCEMENT

Code Enforcement is responsible for the enforcement of the City of Dublin Codified Ordinances.

Code Enforcement has the responsibility for ensuring compliance on a broad range of regulations: zoning requirements, parking enforcement, property maintenance/housing, nuisance violations, and health/safety regulations.



## THE TEAM

The team consists of a Code Enforcement Supervisor and three Code Enforcement Officers. To effectively manage these responsibilities, the team responds to complaints reported through the Dublin website, e-mail or by contacting staff personally by phone. This allows officers to be responsive to the community and quickly rectify complaints that are deemed violations, as well as address general inquiries regarding what constitutes a code violation and remediation of specific violations.

## CODE ENFORCEMENT BY THE NUMBERS

In 2018, code enforcement officers processed 755 sign violations primarily consisting of signs that were removed from City rights-of-way or restricted areas. This reflects 60 more violations than 2017. Officers processed another 183 enforcement cases related to tall grass and weed violations, an increase of 55 cases over 2017 (reflecting higher compliance

for that year). Enforcement officers processed 227 property maintenance cases, which included premise conditions, unsecured/vacant structures, and inoperable vehicles. This reflects a decrease of 49 violations compared to 2017. Approximately one third of the property maintenance cases were attributed to vacant and foreclosed properties. In addition, code enforcement officers issued 55 parking citations conducting parking enforcement in Historic Dublin.

## PROACTIVE ENFORCEMENT

The Code Enforcement Team conducts proactive enforcement throughout the City by routine patrols that address certain types of violations, such as illegal signs, premise condition, weed violations and illegal dumping/littering. These efforts are also used to address a range of violations that are based in specific geographical areas, such as shopping centers,

residential neighborhoods, or business districts. An example of proactive enforcement is quarterly inspections conducted throughout Historic Dublin and annual inspections of commercial parking/loading areas.

The team also conducts proactive inspections during non-business working hours, weekends and public events to ensure that compliance is a constant commitment in the community.

## COMMUNITY ENGAGEMENT

Officers periodically attend meetings with homeowners associations and business groups to educate residents and the business community on local zoning regulations. These efforts allow staff to create personal relationships with key representatives of the community and disseminate information neighborhoods.

# PUBLIC ENGAGEMENT

Successful planning efforts are based on a strong foundation of public participation, which requires a range of approaches for outreach and engagement. Engaging with busy residents and stakeholders can be challenging for successful public participation events.

For the Planning Division, a variety of approaches are necessary given the nature of the division's mandate. Long Range Planning focuses on strategic plans with a 20- to 40-year horizon, while Current Planning focuses on immediate issues triggered by new development projects and board/commission meeting agendas. Regardless of these differences, public participation is critical to both. Providing and ensuring a variety of avenues for residents, and stakeholders to provide their input and concerns to local officials is a critical step for any planning project.

## OUTREACH

The City has made great strides in public outreach using many effective methods. Promoting all public meetings and gathering as much quality public feedback as possible is essential. The information related to a public meeting is posted on the City website with regular updates for each project. Other various social media tools, including Facebook, Twitter, and Nextdoor are also used extensively to promote the public meetings and open houses.



Planning staff mails printed notices to affected property owners regarding a development proposal, draft plan, or code update prior to a public meeting and posts signs on properties that are subject to a public process. The goal of the outreach is to connect with the community to gather unbiased input. All of these efforts are well beyond what is legally required for notification processes and help ensure that the public has multiple venues for information and public participation.

## ENGAGEMENT

The goal in public engagement is 1) sharing with residents the technical data and concepts that inform a proposed long range plan or development application, and 2) gathering stakeholder input about their values, interests and priorities.

## Current Planning

Public engagement focuses on development proposals reviewed by the Planning and Zoning Commission, Architectural Review Board or Board of Zoning Appeals that may impact a neighborhood or larger area of the City. This participation process has its own set of obstacles, such as a misconception that a project has already been "approved" or public participation will not have an impact on the proposal. To offset these challenges, Planning encourages applicants to meet with neighborhoods early in the process in order to address and respond to concerns. In addition, all application materials are posted on the City website and are made available at the Planning office. Public hearings are publicized to surrounding property owners and promoted through the website and social media. Staff often meets with neighbors to hear their

concerns, while sharing the details of a development proposal.

### Long Range Planning

In 2018, Long Range Planning facilitated public meetings supported by online surveys, together engaging hundreds of residents. The input forms the basis of the Plan that serves as the City's official public policy for a geographic area. As a result, public engagement occurs at key stages throughout a process, beginning with a broad discussion and focusing on the details towards the end. This requires a variety of strategies to educate participants and gather their comments.



Each year, Planning strives to use new and innovative approaches to public engagement to reach as many users as possible. These approaches need to reach a variety of people with different levels of technology resources and different preferences for receiving information and providing feedback. The approaches include more traditional types of public engagement such as notifications in neighborhood brochures, posting informational flyers in public locations, and post cards. These approaches are geared toward people who like to have information readily available in their homes, neighborhoods or local activity centers. This year Planning placed an "Activity Board" in the Senior Center at the Dublin Community Recreational Center. Planning staff updates the board regularly with meeting agendas, information regarding upcoming development review cases, as well as copies and updates of long range planning

projects. The board has received exceptional feedback from the senior community and engaged them in many ongoing projects. The staff also collaborated with Volunteer Services to reach out to various organizations throughout the city to engage with focus groups. This was very helpful in the unveiling of the Senior Circulator pilot program that was launched to implement the recommendations of the Mobility Study. The Senior Circulator kick-off event was attended by over 300 senior residents and was a highly successful example of public engagement and collaboration with Volunteerism and Citizen Involvement.

For individuals who may prefer access to information online, Planning has utilized educational videos and articles. An educational video to describe the purpose of planning and how it impacts our community to celebrate Planning Month was posted on the City's

website this year. Working with Communication and Public Information, videos for several planning projects were posted this year, including the Dublin Corporate Area Plan.

Technology continues to be an important tool to engage the public, especially to visualize and inform the public regarding long range planning projects. Planning staff is also involved in other collaborative efforts such as Digital Experience Lab that is a hands-on, active program to test different forms of technology to assess its effectiveness and if it can help enable other departments in daily operations specifically to provide a greater digital experience for the Dublin community. This participation will continue into 2019 and will undoubtedly provide further approaches to reaching all audiences.

# STAFF ACCOMPLISHMENTS

## CONFERENCES AND PROFESSIONAL SPEAKING

In Fall 2018, **Joanne Shelly** spoke at the APA OKI regional planning conference on planning communities for Adults with Autism and **J.M. Rayburn** spoke at the MORPC Summit on Sustainability. **Devayani Puranik** spoke on a panel at the Ohio Transportation Engineering Conference. **Nicki Martin** was a session presenter at the 2018 APA Central Ohio Planning & Zoning Workshop. **Michael Hiatt** attended the American Society of Landscape Architects (ASLA) Annual Meeting in Philadelphia. **J.M. Rayburn** attended the Urban Sustainability Directors Network (USDN) Annual Meeting in Indianapolis and **Jimmy Hoppel** attended the Ohio Housing Conference in Columbus. **Brian Martin** attended the Midwest Green Industry Experience, the 2018 ISA Annual International Conference and Trade Show and the 2018 Central Ohio Urban Forestry Conference. **John Iannucci** and **Newar Messina** participated in local training held by the Ohio Code Enforcement Officers Association (OCEOA) and American Association of Code Enforcement (AACE) National Conference in Boulder, Colorado. Several staff (as well as PZC Commissioners) attended the APA National Planning Conference in New Orleans. **Vince Papsidero** continued to serve as the Chair of the Managing Change in

Communities track peer review team for the APA National Conference.

## RECOGNITIONS, CERTIFICATIONS AND TRAINING

The team received a number of recognitions and certifications, and participated in significant training opportunities throughout 2018. Most notably, **Logan Stang** was promoted from a Planner I position to a Planner II within the division. **Devayani Puranik** earned her Lean Six Sigma Black Belt certification and led a Kaizen event with Current Planning. **Nicki Martin** earned her AICP certification from the American Planning Association and was a graduate of the 2018 Dublin Chamber of Commerce – The Leadership Academy. **Michael Hiatt** became a certified horticulturist through the American Society of Horticulture. **John Iannucci** and **Newar Messina** received a three-year International Property Maintenance Code certification from ICC (International Code Council). **Joanne Shelly**, **Lori Burchett** and **J.M. Rayburn** participated in design workshop for Planning for Autism at the Ohio State University's Knowlton School. A number of staff also completed special training in ToP Facilitation, GIS and Adobe InDesign.

## EDUCATION AND MENTORSHIP

The team members participated in a number outreach opportunities that focused on educating community members about the planning field. **J.M. Rayburn** gave a sustainability presentation and coordinated a tree planting at the Park of Remembrance with a local Boy Scout Webelo Pack. **Vince Papsidero** gave a presentation and city tour to the city's Citizen University group. **J.M. Rayburn** and **Claudia Husak** organized a guided tour of development projects in neighboring communities for members of City Council and PZC Commissioners. **Devayani Puranik** spoke to an Ohio State class on creating innovative cities and regions. **Tammy Noble** and **Jennifer Rauch** presented to Leadership Dublin. **J.M. Rayburn**, **Devayani Puranik** and **Jennifer Rauch** also served as mentors for The Ohio State University's City & Regional Planning program. **Nicki Martin** and **J.M. Rayburn** mentored Dublin City Schools Young Professional Academy students. **Joanne Shelly** served as a mentor for OSU students participating in the ULI Hines Urban Design Student Competition.

# LOOKING AHEAD TO 2019

**While much was accomplished in 2018, the Division is managing a number of major projects that will have positive long-term impacts for the City. Looking toward to 2019, several planning themes emerge:**

- ▶ The Historic Dublin Design Guidelines and Architectural Review Board code for Historic Dublin will be completed to reflect current best practices for historic preservation.
- ▶ Updates to the Bridge Street District development review process, Zoning Code requirements, and the development of design guidelines for the District will be completed.
- ▶ New zoning districts, code and guidelines, along with a comprehensive rezoning consistent with the adopted Dublin Corporate Area Plan will be developed.
- ▶ Downtown Dublin Parking pilot program will be developed to manage surface lots and onstreet parking in the Bridge Street District and Historic Dublin.
- ▶ As part of the Mobility Study, programs for a workforce shuttle, senior circulator service, and bike share will continue to be implemented.
- ▶ Continue to focus on sustainability with the implementation of the Dublin Sustainability Framework Plan through the formation of the Dublin Sustainability Advisory Team.
- ▶ An amendment to the West Innovation District zoning district, along with the development of design guidelines will be undertaken based on the adopted West Innovation District Plan.
- ▶ Initiation of a phased update to the Southwest Area Plan within the Community Plan to address development pressures within the area.
- ▶ There will be continued emphasis on Code compliance and enforcement with a focus on area specific assignments, and neighborhood engagement.
- ▶ Implementation of Accela case management and ProjectDox electronic plan review software, which tracks all zoning, building and code enforcement activities.
- ▶ Training on current zoning topics will occur with the Planning and Zoning Commission, Board of Zoning Appeals and Architectural Review Board.
- ▶ Professional development and certification training opportunities will be conducted by staff throughout the year, along with staff presentation and mentoring opportunities.

