

# Office of Planning FY2017

Agency Office of Planning

Agency Code BDO

Fiscal Year 2017

**Mission** The mission of the Office of Planning (OP) is to guide development of the District of Columbia, including the preservation and revitalization of our distinctive neighborhoods, while engaging all communities.

## 2017 Strategic Objectives

Objective Number	Strategic Objective
1	Provide data and analysis to support sound and integrated policy decisions that strengthen the District's fiscal stability, sustainability, and quality of life.
2	Catalyze improvements in the urban design, economic vitality, and livability of District neighborhoods by creating excellent, context-sensitive plans.
3	Increase the transparency and predictability of the planning process to better engage stakeholders and to enrich the dialogue around key planning tools and topics.
4	Enhance the District's built environment by promoting high quality development through clarified regulations, mandatory and discretionary zoning reviews, historic preservation review processes, and technical assistance in planning and design.
5	Create and maintain a highly efficient, transparent and responsive District government.**

## 2017 Key Performance Indicators

Measure	New Measure/ Benchmark Year	Frequency of Reporting	Add Data Fields (if applicable)	FY 2014 Actual	FY 2015 Target	FY 2015 Actual	FY 2016 Target	FY 2016 Actual	FY 2017 Target
<b>1 - Provide data and analysis to support sound and integrated policy decisions that strengthen the District's fiscal stability, sustainability, and quality of life. (2 Measures)</b>									
Percent of GIS and State Data customers (internal and external) who are satisfied with the maps and demographic data they received from OP staff, and that it will enable them to fulfill their role in planning the city & influencing quality neighborhood outcomes.	<input type="checkbox"/>	Quarterly		Not available	90%	96.28%	92%	98.29%	92%
Satisfaction rating given by the Director of the Capital Improvements Program re: the consistency and quality of OP's contribution.	✓	Quarterly		Not available	Not available	Not available	Not available	New Measure	90%
<b>2 - Catalyze improvements in the urban design, economic vitality, and livability of District neighborhoods by creating excellent, context-sensitive plans. (5 Measures)</b>									
Percent of OP small area plans approved by the Council or other neighborhood plans supported by the relevant ANC(s)	<input type="checkbox"/>	Quarterly		Not available	90%	100%	92%	No applicable incidents	92%
Satisfaction rating given by head of Public Space Commission re: the consistency and quality of OP's contribution.	✓	Quarterly		Not available	Not available	Not available	Not available	New Measure	90%
Percent of stakeholder requests for planning assistance fulfilled	✓	Quarterly		Not available	Not available	Not available	Not available	New Measure	80%
Percent of OP's neighborhood plans that receive recognition from professional associations (APA, ULI, etc.).	✓	Annually		Not available	Not available	Not available	Not available	New Measure	50%
Percent of developments/projects initiated that are guided by OP's neighborhood plans.	✓	Quarterly		Not available	Not available	Not available	Not available	New Measure	95%

<b>3 - Increase the transparency and predictability of the planning process to better engage stakeholders and to enrich the dialogue around key planning tools and topics. (2 Measures)</b>									
Percent of relevant ANCs that OP engages in major planning initiatives	✓	Quarterly		Not available	Not available	Not available	Not available	New Measure	90%
Percent of customers OP engages who rate their interaction with OP as satisfactory or higher	✓	Quarterly		Not available	Not available	Not available	Not available	New Measure	75%
<b>4 - Enhance the District's built environment by promoting high quality development through clarified regulations, mandatory and discretionary zoning reviews, historic preservation review processes, and technical assistance in planning and design. (11 Measures)</b>									
Percent of historic property permit applications reviewed over the counter.	<input type="checkbox"/>	Quarterly		Not available	90%	95.46%	90%	96.72%	90%
Dollar amount of historic homeowner grants issued.	<input type="checkbox"/>	Quarterly		Not available	\$180000	\$84583	\$180000	\$187916	\$250000
Percent of historic landmark designations without owner objection.	<input type="checkbox"/>	Quarterly		Not available	85%	75%	85%	100%	85%
Percent of DC government project reviews concluded with adverse effects resolved by consensus.	<input type="checkbox"/>	Quarterly		Not available	90%	100%	90%	100%	90%
Percent of Development Revenue reports that meet the expectations of boards/commissions.	<input type="checkbox"/>	Quarterly		Not available	90%	93.2%	92%	93.98%	92%
Average number of cases reviewed per zoning review staff.	<input type="checkbox"/>	Quarterly		Not available	35	37.56	35	39.9	35
Average number of cases reviewed per historic preservation staff.	<input type="checkbox"/>	Quarterly		Not available	600	797.5	600	870.2	600
Percent of Planning Unit Developments (PUDs) that exceed minimum requirements to further the Sustainable DC plan including the provision of green roofs or other features to help reduce storm water runoff, electric car charging stations or bike share facilities.	<input type="checkbox"/>	Quarterly		Not available	60%	100%	60%	82.4%	65%
Percent of Historic Preservation staff reports that meet the expectations of the Historic Preservation Review Board Chair and the Mayor's Agent	✓	Quarterly		Not available	Not available	Not available	Not available	New Measure	92%
Number of affordable housing units approved by the Zoning Commission through Planned Unit Developments	✓	Annually		Not available	Not available	Not available	Not available	New Measure	700
Percent of historic preservation projects properly noticed after implementation of new regulations	✓	Quarterly		Not available	Not available	Not available	Not available	New Measure	90%

5 - Create and maintain a highly efficient, transparent and responsive District government.** (9 Measures)									
Contracts/Procurement-Expendable Budget spent on Certified Business Enterprises	✓			Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017
Contracts/Procurement-Contracts lapsed into retroactive status	✓			Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017
Budget- Local funds unspent	✓			Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017
Budget- Federal Funds returned	✓			Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017
Customer Service-Meeting Service Level Agreements	✓			Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017
Human Resources-Vacancy Rate	✓			Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017
Human Resources-Employee District residency	✓			Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017
Human Resources-Employee Onboard Time	✓			Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017
Performance Management-Employee Performance Plan Completion	✓			Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017	Forthcoming October 2017

## 2017 Operations

Operations Header	Operations Title	Operations Description	Type of Operations
<b>1 - Provide data and analysis to support sound and integrated policy decisions that strengthen the District's fiscal stability, sustainability, and quality of life. (8 Activities)</b>			
GIS & IT	Mapping services.	Provide mapping services to District agencies and the public.	Daily Service
STATE DATA CENTER	Demographic services.	Provide U.S. Census population and demographic data to District agencies and the public.	Daily Service
STATE DATA CENTER	Growth forecasts.	Provide District of Columbia Growth Forecasts on population, households, and employment.	Key Project
STATE DATA CENTER	INDICES.	Produce INDICES, a 300-page snapshot of District government operations, every other year.	Key Project
Agencywide	Policy and regulation support.	Provide policy assistance and regulation support to the Mayor's Office and partner agencies in key sectors such as housing, transportation, economic development, and public space.	Daily Service
Agencywide	Planning pilots.	Pilot planning tools to demonstrate the feasibility of new ideas or strategies in OP reports.	Daily Service
CITYWIDE PLANNING	Capital planning.	Provide long-range capital planning services for schools, parks, and other public facilities.	Key Project
Agencywide	Citywide planning.	Create studies and provide programmatic support to District agencies for citywide issues such as affordable housing, arts and culture, urbanism, industrial lands, sustainability, health, and the creative economy.	Key Project
<b>2 - Catalyze improvements in the urban design, economic vitality, and livability of District neighborhoods by creating excellent, context-sensitive plans. (7 Activities)</b>			
REVITALIZATION AND DESIGN	Design support.	Provide design services to OP divisions and District agencies and undertake analysis to provide design decision-making frameworks.	Daily Service
CITYWIDE PLANNING	Comprehensive Plan.	Monitor and update the city's Comprehensive Plan to establish land uses and other overarching policies that guide growth and development.	Daily Service
NEIGHBORHOOD PLANNING	Neighborhood plans.	Develop small area plans or other customized planning tools to address challenges and manage change at the neighborhood scale.	Daily Service
CITYWIDE PLANNING	Comp Plan updates and amendments.	Produce a full update to the Comp Plan every 12 years and an amendment every four years.	Key Project

NEIGHBORHOOD PLANNING	Poplar Point redevelopment.	Produce a Small Area Plan and work with the National Park Service to facilitate the transfer and improvement of Poplar Point.	Key Project
Agencywide	Placemaking	Undertake placemaking projects to enliven and enrich properties, streets, neighborhoods, waterfronts, and the District.	Key Project
REVITALIZATION AND DESIGN	Partner on planning and implementation efforts for Center City, coordinating with District and Federal Partners, businesses, and resident groups.		Key Project
<b>3 - Increase the transparency and predictability of the planning process to better engage stakeholders and to enrich the dialogue around key planning tools and topics. (3 Activities)</b>			
Agencywide	Engagement.	Conduct meaningful public engagement through active projects and ongoing community conversations in all eight wards.	Daily Service
Agencywide	Education.	Educate residents and other stakeholders regarding current planning policies and zoning regulations.	Daily Service
Agencywide	Best practices.	Develop and adopt new and effective methods to improve the quality of public participation and input.	Daily Service
<b>4 - Enhance the District's built environment by promoting high quality development through clarified regulations, mandatory and discretionary zoning reviews, historic preservation review processes, and technical assistance in planning and design. (9 Activities)</b>			
HISTORIC PRESERVATION	HPRB staff reports.	Produce a staff report on each case before the Historic Preservation Review Board.	Daily Service
HISTORIC PRESERVATION	Homeowner grants.	Award targeted grants to help low and moderate-income homeowners with the cost of preserving their historic homes.	Daily Service
HISTORIC PRESERVATION	Historic landmark designations.	Evaluate and recognize significant properties eligible for historic landmark designation.	Daily Service
HISTORIC PRESERVATION	Historic preservation reviews.	Review conceptual design and permit applications for work on historically designated properties, or properties in historic districts, as an over-the-counter service.	Daily Service
DEVELOPMENT/ZONING REVIEW	Zoning staff reports.	Produce a staff reports on each case before the Zoning Commission and Board of Zoning Adjustment.	Daily Service
HISTORIC PRESERVATION	Historic preservation planning	Produce and update short- and long-term, comprehensive historic preservation plans and studies, including the DC Historic Preservation Plan and Historic Preservation Element of the DC Comprehensive Plan, to guide efforts, preserve history and heritage, and establish goals.	Key Project
DEVELOPMENT/ZONING REVIEW	Zoning regulations update.	Work with the Office of Zoning, Office of the Attorney General, and the Department of Consumer and Regulatory Affairs (DCRA) to implement the new zoning regulations, and provide clarification through technical corrections and text amendments as necessary.	Key Project
HISTORIC PRESERVATION	Government project reviews	Review conceptual design and permit applications for District and federal government undertakings for compatibility with historic work on historically designated or eligible properties, or properties in historic districts.	Daily Service
DEVELOPMENT/ZONING REVIEW	Planned Unit Developments (PUDs)	Emphasize the provision of housing affordability, environmental sustainability, and design excellence for projects requesting additional density or development flexibility through the PUD process, while reviewing all proposed PUDs against the Comprehensive Plan, small area plans, and major policy initiatives.	Daily Service

## 2017 Workload Measures

Measure	New Measure/ Benchmark Year	Add Historical and Target Data (FY17)	Numerator Title	Units	Frequency of Reporting	FY 2014	FY 2015	FY 2016 Actual
<b>1 - Citywide planning. (2 Measures)</b>								
Number of analyses conducted and studies produced	✓		reports	reports	Quarterly	Not available	Not available	New Measure
Number of District agencies that have used OP research and analysis products to effectively support their work.	✓		agencies	agencies	Quarterly	Not available	Not available	New Measure
<b>1 - Demographic services. (1 Measure)</b>								
Number of requests for Census or other demographics information	<input type="checkbox"/>		requests	requests	Quarterly	Not available	Not available	302
<b>1 - Mapping services. (1 Measure)</b>								
Number of requests for mapping or geospatial services	<input type="checkbox"/>		requests	requests	Quarterly	Not available	Not available	223

<b>1 - Policy and regulation support. (1 Measure)</b>									
Number of public space applications submitted to OP for review	✓		applications	applications	Quarterly	Not available	Not available	New Measure	
<b>2 - Neighborhood plans. (2 Measures)</b>									
Number of requests for planning assistance or information received from civic organizations or other stakeholders	✓		requests	requests	Quarterly	Not available	Not available	New Measure	
Number of neighborhood plans produced	✓		plans	plans	Quarterly	Not available	Not available	New Measure	
<b>4 - Government project reviews (1 Measure)</b>									
Number of historic preservation cases regarding District and federal government undertakings filed for State Historic Preservation Office review	✓		cases	cases	Quarterly	Not available	Not available	New Measure	
<b>4 - Historic landmark designations. (1 Measure)</b>									
Number of cases filed for historic landmark designation	✓		cases	cases	Quarterly	Not available	Not available	New Measure	
<b>4 - Historic preservation reviews. (1 Measure)</b>									
Number of permit applications submitted to Historic Preservation Office staff	<input type="checkbox"/>		applications	applications	Quarterly	Not available	Not available	5221	
<b>4 - HPRB staff reports. (1 Measure)</b>									
Number of historic preservation cases submitted for Historic Preservation Review Board or U.S. Commission of Fine Arts review	✓		cases	cases	Quarterly	Not available	Not available	New Measure	
<b>4 - Zoning staff reports. (2 Measures)</b>									
Number of cases filed for Zoning Commission review	✓		Cases	Cases	Quarterly	Not available	Not available	New Measure	
Number of cases filed for Board of Zoning Adjustment review	✓		Cases	Cases	Quarterly	Not available	Not available	New Measure	

## 2017 Strategic Initiatives

Strategic Initiative Title	Strategic Initiative Description	Proposed Completion Date
<b>Agencywide (6 Strategic initiative-operation links)</b>		
Incorporate food policy principles into District budget and operations	Complete the District Food Assessment and use it to propose legislative and policy amendments to incorporate food access, food business, and food production principles through the Food Policy Council to the DC Council and the Executive Office of the Mayor.	09-30-2017
Educate and involve stakeholders in their community heritage	In partnership with the Humanities Council of Washington DC, OP will complete a year-long DC Community Heritage program by September 2017 by holding two community symposiums and providing small grant awards to community organizations for historic heritage projects emphasizing grass-roots participation and youth involvement.	09-30-2017
Develop a citywide cultural plan	In FY17, OP will complete a citywide Cultural Plan intended to increase participation in cultural activities and policies, estimate the economic benefits of the arts and cultural sector, support community decision-making with regards to investments, analyze the extent to which neighborhoods are underserved, review the needs of artists, and make recommendations to support arts and culture in the District and its neighborhoods, including strengthening community and economic development planning and processes.	04-30-2017
Promote robust community participation through the Comprehensive Plan amendment process.	Conduct robust citywide public engagement and a transparent amendment process as part of the Comprehensive Plan Second Amendment Cycle. During FY17, OP will conduct a series of public engagement activities, in-person and online, as part of the formal public kickoff of the second amendment cycle for the District's Comprehensive Plan. OP will engage residents, ANCs, businesses and other employers, commuters, institutions, and other stakeholders. The goal is to ensure the public has an opportunity to share thoughts and ideas about change in the District and its future. This feedback will inform possible amendments to the Comp Plan and OP's creation of an Evaluation Framework, a document that will be released to the public in early 2017, presenting the criteria OP will use to evaluate proposed amendments submitted by agencies and the public. The amendment process also will be transparent and open to the public. Any member of the public will have the opportunity to propose amendments. OP will launch an Open Call for amendments in early 2017 accompanied by the release of the Evaluation Framework. OP will lead an interagency Evaluation Team to screen draft amendments, which will result in a Draft Amendment Report to be released by summer 2017 for official public comment. OP also will hold additional public engagement at that time to receive feedback on the Draft Amendment Report.	09-30-2017

Plan and execute a network of creative place-making interventions in collaboration with District communities.	In FY17, OP, with support from a grant from the Kresge Foundation, will complete its Crossing the Street initiative of 15 pilot projects that aim to promote community engagement and cohesion through creative placemaking in neighborhoods across the District. OP will focus on neighborhoods that are experiencing rapid demographic and social change and will demonstrate or test select placemaking recommendations articulated in OP's neighborhood plans and the District Department of Transportation's transit corridor studies and livability studies. A key goal is to engage residents in a conversation on the future of the District as OP embarks on the next amendment cycle of DC's Comprehensive Plan. Specific projects may entail storytelling, visual and performing arts, and temporary placemaking interventions.	06-30-2017
IZ update	During FY17, OP will work with DMPED, DHCD, DCRA, and OPLA to implement IZ changes adopted by the DC Zoning Commission. OP will contribute expertise in housing policy and development review to support any amendments to the IZ Act of 2006 as well as the issuance of subsequent administrative regulations and the Maximum Purchase Price/Rent Schedule for IZ housing units.	09-30-2017
<b>CITYWIDE PLANNING (1 Strategic Initiative-Operation Link)</b>		
Conduct amendment for the Comp Plan	Conduct the second amendment cycle of the 2006 Comprehensive Plan for the National Capital: District Elements. In FY 2017 OP will continue this major project, and we anticipate completion by early 2018 when we submit final amendments for DC Council and federal approval. During FY17, in partnership with District agencies and other key stakeholders, OP will draft amendments to incorporate policies and other key content from District agency plans and major initiatives completed or underway since 2010, when amendments to the Plan were last submitted for approval. Six Council-approved Small Area Plans, other OP plans and recent major District government plans and initiatives such as moveDC, Sustainable DC, Age-Friendly DC and others will be incorporated as amendments. OP, in coordination with the District's 100 Resilient Cities program and in partnership with District and federal agencies, the public and other stakeholders, also will develop a new Resilience Element (chapter) and amendments to integrate resilience policies to relevant Citywide and Area Elements in FY17 to help make the District of Columbia more resilient to hazards and other major shocks.	09-30-2017
<b>DEVELOPMENT/ZONING REVIEW (1 Strategic Initiative-Operation Link)</b>		
Bring clarity and cohesiveness to the District's zoning regulations	In FY 2017 OP will work with communities, the Office of Zoning, Office of Attorney general, and Department of Consumer and Regulatory Affairs to identify and clarify technical corrections to the city's zoning regulations and prepare amendments to the text as needed to implement the Comprehensive Plan. Throughout 2017, OP will also attend community and agency meetings to explain the new regulations, as invited.	09-30-2017
<b>HISTORIC PRESERVATION (4 Strategic initiative-operation links)</b>		
Complete LGBTQ historical report	By September 30, 2017, OP will support the National Park Service's "Lesbian, Gay, Bisexual, Transgender and Queer Heritage Initiative" by completing a detailed historic context for the District's LGBTQ heritage and resources, provided NPS grant funding is obtained.	09-30-2017
Complete a 2020 DC Historic Preservation Plan	By March 31, 2017, OP will complete an updated 2020 DC Historic Preservation Plan for the years 2017 through 2020, building on the accomplishments and initiatives in the 2016 Preservation Plan.	03-31-2017
Implement new requirements for public notice	By June 30, 2017, OP will implement new legislative requirements for increased public notice of historic preservation applications submitted to the Historic Preservation Review Board and Commission of Fine Arts for review.	06-30-2017
Support developers seeking federal historic preservation tax credits	On at least five affordable housing projects, OP will provide technical support to developers seeking the federal historic tax credit for certified rehabilitation, through assistance with the identification and designation of eligible structures and the processing of applications for project certification, by September 30, 2017.	09-30-2017
<b>NEIGHBORHOOD PLANNING (1 Strategic Initiative-Operation Link)</b>		
Advance the planning of Anacostia Waterfront development efforts	Lead an inter-agency working group on the Anacostia Waterfront and convene it on a quarterly basis to enhance coordination and identify planning opportunities across agencies. Complete and publish the Buzzard Point Design Guidelines for the river walk, and apply the guidelines to the review of development applications. Initiate the public process for the Poplar Point Environment Impact Statement and Small Area Plan. Refine Poplar Point alternatives for site development and further discussion with the National Park Service around potential relocation sites for their facilities.	09-30-2017
<b>REVITALIZATION AND DESIGN (3 Strategic initiative-operation links)</b>		
Complete a small parks strategy	Develop and create a Small Parks Vision and Management Strategy in cooperation with the District Department of Parks and Recreation, District Department of General Services, District Department of Transportation, and District Department of Energy and Environment. The strategy will include a vision for making the most of District-owned small parks so they contribute to the growing recreational and environmental needs of the District and its residents, investigate coordinated approaches to maintain the parks, and explore opportunities for partnerships that can improve programming and management of small parks.	09-30-2017

Study pedestrian life to support DDOT	Undertake a pedestrian life study for key streets in partnership with DDOT. OP will analyze study in detail the use and functionality of public spaces and sidewalks along important neighborhood streets, to better understand the way the community uses them and the cultural and economic patterns of activity. These studies are designed to complement the District's Vision ZERO initiative and the District Department of Transportation's pedestrian safety projects by exploring ways to enhance the economic diversity, opportunity, and cultural appeal of public sidewalks to better serve both merchants and users.	09-30-2017
Support the revitalization of Downtown Pennsylvania Avenue	OP will partner with the NCPC to develop Square Guidelines for the redevelopment of the current FBI headquarters site (Hoover Building). OP will participate as a steering member of the Pennsylvania Avenue Initiative led by the National Capital Planning Commission and including GSA, DDOT, NPS, and the Downtown BID. The initiative will study the near- and long-term opportunities of the Avenue to achieve improved connectivity to surrounding neighborhoods, better governance and greater vitality and real estate value.	09-30-2017

Created on Dec. 15, 2015 at 4:14 PM (EST). Last updated by [Fowler-Finn, MeghanMarie \(OSSE\)](#) on Dec. 18, 2015 2:29 PM at 2:29 PM (EST). Owned by [Fowler-Finn, MeghanMarie \(OSSE\)](#).