

Office of Planning FY2019

Agency Office of Planning

Agency Code BDO

Fiscal Year 2019

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.

2019 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.

2019 Key Performance Indicators

Measure	Directionality	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Target
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)					
Percent of Geographic Information Systems (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 and influencing quality neighborhood outcomes	Up is Better	98.3%	96.6%	95.9%	92%
Satisfaction rating given by the Director of the Capital Improvements Program re: the consistency and quality of OP's contribution	Up is Better	Not Available	100%	100%	90%
2 - Catalyze improvements in the urban design, economic vitality, and livability of District neighborhoods by creating excellent, context-sensitive plans. (5 Measures)					
Satisfaction rating given by head of Public Space Commission re: the consistency and quality of OP's contribution	Up is Better	Not Available	100%	100%	90%
Percent of OP small area plans approved by the Council or other neighborhood plans supported by the relevant Advisory Neighborhood Commissions (ANCs)	Up is Better	No applicable incidents	No applicable incidents	100%	92%

Measure	Directionality	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Target
Percent of OP's neighborhood plans that receive recognition from professional associations (American Planning Association (APA), Urban Land Institute (ULI), etc.)	Up is Better	Not Available	100%	No applicable incidents	50%
Percent of discretionary developments/projects initiated within neighborhood plan boundaries that are guided by OP's small area or neighborhood plans	Up is Better	Not Available	100%	100%	95%
Percent of stakeholder requests for planning assistance fulfilled	Up is Better	Not Available	97.6%	98.9%	80%
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)					
Percent of relevant ANCs that OP engages in small area or neighborhood planning activities	Up is Better	Not Available	100%	100%	90%
Percent of customers OP engages who rate their interaction with OP as satisfactory or higher	Up is Better	Not Available	96.1%	97.4%	75%
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 Measures)					
Percent of historic property permit applications reviewed over the counter	Up is Better	96.7%	96.5%	97.1%	90%
Percent of historic landmark designations without owner objection	Up is Better	100%	81.8%	94.1%	85%
Percent of DC government project reviews concluded with adverse effects resolved by consensus	Up is Better	100%	99.4%	99.7%	90%
Percent of Development Revenue reports that meet the expectations of boards/commissions	Up is Better	94%	95.2%	93.6%	92%
Average number of cases reviewed per historic preservation staff	Up is Better	870.2	740.5	773.5	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	Up is Better	82.4%	72.2%	88.9%	65%
Average number of cases reviewed per zoning review staff	Up is Better	39.9	49.6	48	35
Percent of Historic Preservation staff reports that meet the expectations of the Historic Preservation Review Board Chair and the Mayor's Agent	Up is Better	Not Available	100%	100%	92%
Percent of historic preservation projects properly noticed after implementation of new regulations	Up is Better	Not Available	98.9%	97.2%	90%
5 - Create and maintain a highly efficient, transparent and responsive District government. (9 Measures)					

Measure	Directionality	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Target
HR MANAGEMENT - Percent of eligible employees completing and finalizing a performance plan in PeopleSoft (Updated by OCA)	Up is Better	Not Available	No data available	98.6%	Not Available
HR MANAGEMENT - Percent of eligible employee performance evaluations completed and finalized in PeopleSoft (Updated by OCA)	Up is Better	Not Available	87.5%	Waiting on Data	Not Available
FINANCIAL MANAGEMENT - Quick Payment Act Compliance - Percent of QPA eligible invoices paid within 30 days (Updated by OCA)	Up is Better	Not Available	No data available	Waiting on Data	Not Available
FINANCIAL MANAGEMENT - Percent of local budget de-obligated to the general fund at the end of year (Updated by OCA)	Down is Better	5.4%	2.9%	Waiting on Data	Not Available
CONTRACTS AND PROCUREMENT - Average number of calendar days between requisition and purchase orders issued (Updated by OCA)	Up is Better	Not Available	Waiting on Data	Waiting on Data	Not Available
CONTRACTS AND PROCUREMENT - Percent of Small Business Enterprise (SBE) annual goal spent (Updated by OCA)	Up is Better	162.1%	113.3%	Waiting on Data	Not Available
IT POLICY AND FOIA COMPLIANCE - Percent of "open" data sets identified by the annual Enterprise Dataset Inventory published on the Open Data Portal - (Updated by OCA)	Up is Better	Not Available	No data available	94%	Not Available
IT POLICY AND FOIA COMPLIANCE - Percent of FOIA Requests Processed in more than 25 business days - statute requirements allow 15 business days and a 10 day extension - (Updated by OCA)	Down is Better	44.4%	12.7%	Waiting on Data	Not Available
HR MANAGEMENT - Average number of days to fill vacancy from post to offer acceptance (Updated by OCA)	Down is Better	Not Available	Not Available	Not Available	New Measure

2019 Operations

Operations Header	Operations Title	Operations Description	Type of Operations
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)			
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	Planning Pilots	Pilot planning tools to demonstrate the feasibility of new ideas or strategies in OP reports.	Daily Service

Operations Header	Operations Title	Operations Description	Type of Operations
CITYWIDE PLANNING	Capital Planning	Provide long-range capital planning services for schools, parks, and other public facilities.	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	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
2 - Catalyze improvements in the urban design, economic vitality, and livability of District neighborhoods by creating excellent, context-sensitive plans. (7 Activities)			
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
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
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
REVITALIZATION AND DESIGN	Revitalization And Design	Partner on planning and implementation efforts for Center City, coordinating with District and Federal Partners, businesses, and resident groups.	Key Project
Agencywide	Placemaking	Undertake placemaking projects to enliven and enrich properties, streets, neighborhoods, waterfronts, and the District.	Key Project
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
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)			
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
Agencywide	Engagement	Conduct meaningful public engagement through active projects and ongoing community conversations in all eight wards.	Daily Service
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)			
HISTORIC PRESERVATION	HPRB Staff Reports	Produce a staff report on each case before the Historic Preservation Review Board.	Daily Service

Operations Header	Operations Title	Operations Description	Type of Operations
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
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 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
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	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
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
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

2019 Workload Measures

Measure	FY 2016	FY 2017	FY 2018
1 - Citywide Planning (2 Measures)			
Number of analyses conducted and studies produced	Not Available	112	109
Number of District agencies that have used OP research and analysis products to effectively support their work	Not Available	81	130
1 - Demographic Services (1 Measure)			
Number of requests for Census or other demographics information	302	266	172

Measure	FY 2016	FY 2017	FY 2018
1 - Mapping Services (1 Measure)			
Number of requests for mapping or geospatial services	223	156	111
1 - Policy and Regulation Support (1 Measure)			
Number of public space applications submitted to OP for review	Not Available	914	1151
2 - Neighborhood Plans (2 Measures)			
Number of requests for planning assistance or information received from civic organizations or other stakeholders	Not Available	329	187
Number of neighborhood plans or major projects delivered	Not Available	0	1
3 - Education (2 Measures)			
Number of stakeholder engagement activities conducted by OP for purposes of education, dialogue, and/or feedback	Not Available	Not Available	35
Number of persons attending/participating in stakeholder engagement activities conducted by OP	Not Available	Not Available	1554
4 - Government Project Reviews (2 Measures)			
Number of historic preservation cases regarding District and federal government undertakings filed for State Historic Preservation Office review	Not Available	1131	841
Number of archaeology cases regarding District and federal government undertakings filed for State Historic Preservation Office review	Not Available	Not Available	260
4 - Historic Landmark Designations (1 Measure)			
Number of cases filed for historic landmark designation	Not Available	23	17
4 - Historic Preservation Reviews (1 Measure)			
Number of permit applications submitted to Historic Preservation Office staff	5221	4832	5608
4 - Homeowner Grants (1 Measure)			
Dollar amount of historic homeowner grants issued	\$187,916	Not Available	\$117,857

Measure	FY 2016	FY 2017	FY 2018
4 - HPRB Staff Reports (1 Measure)			
Number of historic preservation cases submitted for Historic Preservation Review Board or U.S. Commission of Fine Arts review	Not Available	601	741
4 - Planned Unit Developments (PUDs) (1 Measure)			
Number of affordable housing units approved by the Zoning Commission through Planned Unit Developments	Not Available	Not Available	794
4 - Zoning Staff Reports (2 Measures)			
Number of cases filed for Zoning Commission review	Not Available	85	84
Number of cases filed for Board of Zoning Adjustment review	Not Available	341	304

2019 Strategic Initiatives

Strategic Initiative Title	Strategic Initiative Description	Proposed Completion Date
Citywide Planning (1 Strategic Initiative)		
Cultural Plan Implementation	Finalize and release the Cultural Plan in coordination with EOM by the second quarter. After completion of the cultural plan, assemble and facilitate the Implementation Steering Committee. Move forward the cultural plan recommendations through related planning efforts and partnerships. These include: amending the Arts and Culture element of the Comprehensive Plan; coordination with DCPL, DPR and DPCS on master facility plans; and initiating partnership work with Culture 21. Undertake catalytic projects at the intersection of culture, health, housing and heritage including a creative placemaking program that links placemaking to improved health outcomes.	09-30-2019
Comp Plan Updates and Amendments (1 Strategic Initiative)		
Develop Comp Plan amendments	Develop amendments to the Comprehensive Plan for the National Capital: District Elements. OP will draft all amended chapters (25 Elements) and maps by Q2. Following EOM review and approval, the amended chapters and maps will be shared for public review and introduced to the DC Council as legislation. The timing of legislative introduction is still to be determined but is estimated for late spring or fall of 2019.	09-30-2019
Demographic Services (1 Strategic Initiative)		
Census 2020	While the EOM takes the lead on this citywide initiative, OP will conduct the 2020 Census Participant Statistical Areas Program, which allows participants to review and update selected area boundaries (census tracts and census block groups) for data tabulation, by the third quarter. Throughout the fiscal year, OP will assist in the development of a 2020 Census local campaign plan and strategy; provide oversight, monitoring and reporting on local government	09-30-2019

Strategic Initiative Title	Strategic Initiative Description	Proposed Completion Date
	activities in collaboration with the Regional Census Office; and provide data analyses and technical assistance to local officials and stakeholders to support census effort.	
Engagement (1 Strategic Initiative)		
Data visualization, tracking and reporting	Launch a data visualization platform by the end of the second quarter that provides demographic, socio-economic, real estate and other planning systems data. The platform will present data from OP's State Data Center and Geographic Information Systems in a more effective and interactive way. Coupled with reports and other tracking systems and publications, this platform will improve online information sharing with agency partners and the public.	03-31-2019
Historic Preservation Planning (2 Strategic initiatives)		
Complete two public awareness projects exploring diversity in D.C. history	OP will complete a historic context and site inventory for D.C. LGBTQ history, and will complete an online 20th Century Civil Rights Heritage Trail as the nucleus of an improved interactive educational website for the D.C. African American Heritage Trail.	09-30-2019
Complete GIS mapping for L'Enfant Plan	OP will complete Geographic Information System (GIS) mapping for the L'Enfant Plan, reflecting current conditions and identifying all contributing elements, for use in project reviews and in updating the historic landmark designation of the plan.	09-30-2019
Neighborhood Plans (1 Strategic Initiative)		
Complete planning study in Deanwood	Conduct a public life study or similar planning activity in Deanwood to evaluate public spaces and identify opportunities to enhance economic vitality. Build on OP's past Small Area Plan work and recent creative placemaking efforts. Consider extending analysis into adjacent Parkside/Kenilworth neighborhood.	09-30-2019
Planned Unit Developments (PUDs) (1 Strategic Initiative)		
Assist with innovative special plan zones and text	OP will work with District agencies, property owners, communities, and the Zoning Commission to draft new zones and text amendments that implement adopted plans and initiatives, as appropriate. These special zones and amendments will implement adopted small area plans, further housing initiatives and provide for design review.	09-30-2019
Planning Pilots (1 Strategic Initiative)		
Partner with WMATA to develop guidance for WMATA-owned development sites	Collaborate with WMATA and the Office of the Deputy Mayor for Planning and Economic Development to create strategies and guidance for the redevelopment of WMATA-owned sites that will be released for private development. Guidance should ensure the development objectives and RFP processes for these sites help meet Comprehensive Plan policies, address citywide District goals, and enhance the communities where these transit-accessible sites are located.	09-30-2019
Zoning Regulations Update (1 Strategic Initiative)		
Prepare year two assessment of the zoning regulations	After two years of using the revised zoning regulations, OP will work with the Office of Zoning, Office of Attorney General, and Department of Consumer and Regulatory Affairs throughout FY 2019 to make necessary changes and amendments to the text to clarify their intent, ensure they are easily understandable,	09-30-2019

Strategic Initiative Title	Strategic Initiative Description	Proposed Completion Date
	and implement the Comprehensive and adopted Small Area plans. OP will prepare an assessment of the penthouse regulations, use regulations and review processes to the Zoning Commission.	