

Office of Planning FY2020

Agency Office of Planning

Agency Code BDO

Fiscal Year 2020

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.

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.

Key Performance Indicators

Measure	Directionality	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 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)					
Satisfaction rating given by the Director of the Capital Improvements Program re: the consistency and quality of OP's contribution	Up is Better	100%	100%	100%	90%
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	96.6%	95.9%	97.8%	92%
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	100%	100%	100%	90%
Percent of stakeholder requests for planning assistance fulfilled	Up is Better	97.6%	98.9%	100%	80%
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	Not Available	100%	No Applicable Incidents	92%
Percent of OP's neighborhood plans that receive recognition from professional associations (American Planning Association (APA), Urban Land Institute (ULI), etc.)	Up is Better	100%	No Applicable Incidents	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	100%	100%	100%	95%

Measure	Directionality	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Target
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 customers OP engages who rate their interaction with OP as satisfactory or higher	Up is Better	96.1%	97.4%	98.1%	75%
Percent of relevant ANCs that OP engages in small area or neighborhood planning activities	Up is Better	100%	100%	100%	90%
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	96.5%	97.1%	97.5%	90%
Percent of historic landmark designations without owner objection	Up is Better	81.8%	94.1%	77.8%	85%
Percent of Development Revenue reports that meet the expectations of boards/commissions	Up is Better	95.2%	93.6%	92.8%	92%
Average number of cases reviewed per historic preservation staff	Up is Better	740.5	773.52	708.63	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	72.2%	88.9%	66.7%	65%
Average number of cases reviewed per zoning review staff	Up is Better	49.6	48	457	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	100%	100%	100%	92%
Percent of historic preservation projects properly noticed after implementation of new regulations	Up is Better	98.9%	97.2%	92.1%	90%
Percent of DC government project reviews concluded with adverse effects resolved by consensus	Up is Better	99.4%	99.7%	99.3%	90%

Core Business Measures

Measure	Directionality	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual
5 - Create and maintain a highly efficient, transparent, and responsive District government. (10 Measures)				
Contracts and Procurement - Percent of Small Business Enterprise (SBE) annual goal spent	Up is Better	New in 2019	New in 2019	Waiting on Data
Financial Management - Percent of local budget de-obligated to the general fund at the end of year	Down is Better	New in 2019	New in 2019	Waiting on Data
Financial Management - Quick Payment Act (QPA) Compliance - Percent of QPA eligible invoices paid within 30 days	Up is Better	New in 2019	New in 2019	100%
Human Resource Management - Average number of days to fill vacancy from post to offer acceptance	Down is Better	New in 2019	New in 2019	Waiting on Data
Human Resource Management - Percent of eligible employee performance evaluations completed and finalized in PeopleSoft	Up is Better	New in 2019	New in 2019	Waiting on Data

Measure	Directionality	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual
Human Resource Management - Percent of eligible employees completing and finalizing a performance plan in PeopleSoft	Up is Better	New in 2019	New in 2019	100%
IT Policy and Freedom of Information Act (FOIA) Compliance - Percent of "open" data sets identified by the annual Enterprise Dataset Inventory published on the Open Data Portal	Up is Better	New in 2019	New in 2019	95.6%
IT Policy and Freedom of Information Act (FOIA) Compliance - Percent of FOIA Requests Processed in more than 25 business days - statute requirements allow 15 business days and a 10 day extension	Down is Better	New in 2019	New in 2019	Waiting on Data
Human Resource Management – Percent of new hires that are DC residents (excludes temporary workers and contractors)	Up is Better	New in 2020	New in 2020	New in 2020
Human Resource Management – Percent of employees that are DC residents (excludes temporary workers and contractors)	Up is Better	New in 2020	New in 2020	New in 2020

*The above measures were collected for all mayoral agencies in FY2019. The 2019 open data inventory includes data for calendar year 2018. Due to data lags, FY2019 data for the following core business measures will be available in March 2020: Contracts and Procurement - Percent of Small Business Enterprise (SBE) annual goal spent; Financial Management - Percent of local budget de-obligated to the general fund at the end of year; Human Resource Management - Average number of days to fill vacancy from post to offer acceptance; Human Resource Management - Percent of eligible employee performance evaluations completed and finalized in PeopleSoft; and IT Policy and Freedom of Information Act (FOIA) Compliance - Percent of FOIA Requests Processed in more than 25 business days - statute requirements allow 15 business days and a 10 day extension.

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
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)			
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

Operations Header	Operations Title	Operations Description	Type of Operations
Agencywide	Placemaking	Undertake placemaking projects to enliven and enrich properties, streets, neighborhoods, waterfronts, and the District.	Key Project
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	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)			
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	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
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

Operations Header	Operations Title	Operations Description	Type of Operations
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	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

Workload Measures

Measure	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual
1 - Agencywide (3 Measures)			
Number of public space applications submitted to OP for review	914	1151	1515
Number of analyses conducted and studies produced	112	109	115
Number of District agencies that have used OP research and analysis products to effectively support their work	81	130	116
1 - GIS & IT (1 Measure)			
Number of requests for mapping or geospatial services	156	111	108
1 - STATE DATA CENTER (1 Measure)			
Number of requests for Census or other demographics information	266	172	168
2 - NEIGHBORHOOD PLANNING (2 Measures)			
Number of requests for planning assistance or information received from civic organizations or other stakeholders	329	187	591
Number of neighborhood plans or major projects delivered	0	1	17
3 - Agencywide (2 Measures)			
Number of stakeholder engagement activities conducted by OP for purposes of education, dialogue, and/or feedback	New in 2018	35	85
Number of persons attending/participating in stakeholder engagement activities conducted by OP	New in 2018	1554	5787
4 - DEVELOPMENT/ZONING REVIEW (3 Measures)			
Number of cases filed for Zoning Commission review	85	84	77
Number of cases filed for Board of Zoning Adjustment review	341	304	301
Number of affordable housing units approved by the Zoning Commission through Planned Unit Developments	New in 2018	794	391
4 - HISTORIC PRESERVATION (6 Measures)			
Number of permit applications submitted to Historic Preservation Office staff	4832	5608	6669
Number of historic preservation cases submitted for Historic Preservation Review Board or U.S. Commission of Fine Arts review	601	741	721
Number of cases filed for historic landmark designation	23	17	8

Measure	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual
Number of historic preservation cases regarding District and federal government undertakings filed for State Historic Preservation Office review	1131	841	879
Dollar amount of historic homeowner grants issued	New in 2018	\$117,857	\$139,730
Number of archaeology cases regarding District and federal government undertakings filed for State Historic Preservation Office review	New in 2018	260	229

Strategic Initiatives

Strategic Initiative Title	Strategic Initiative Description	Proposed Completion Date
Citywide Planning (1 Strategic Initiative)		
Initiate a Food Processing and Innovation Center study on developing a central kitchen	Using FY 2020 enhancement funds, OP will initiate a Food Policy and Innovation Center study on developing a central kitchen, to fulfill a requirement in the Healthy Students Amendment Act of 2018.	09-30-2020
Comp Plan Updates and Amendments (2 Strategic initiatives)		
Develop a public engagement plan to inform the public of Comprehensive Plan amendments	As part of finalizing the amendment process for the District's Comprehensive Plan, OP will in launch a strategic public outreach initiative leveraging the District's Advisory Neighborhood Commissions as the primary vehicle to provide amendments to the remaining Comp Plan Elements.	02-29-2020
Finalize the Comprehensive Plan amendment process	To complete the amendment process for the District's Comprehensive Plan, OP will compile a legislative package, inclusive of an amended Comp Plan, guided by ANC resolutions, to the Council.	06-30-2020
Demographic Services (1 Strategic Initiative)		
Complete a full count of DC residents for Census 2020	For Census 2020, the District intends to undertake an extensive and broad campaign that reaches residents in all quadrants of the city and counts the full diversity of the District.	05-31-2020
Design Support (1 Strategic Initiative)		
Conduct a study in SW focused on planning, design, & resiliency of three parks	Lead a study on planning and design of three parks in Southwest DC, one of two key demonstration projects identified in Resilient DC. The study is intended to improve each park area for improved stormwater management. The study can be considered implementation of the Resilience DC Plan, focusing on recommendations on design opportunities and community priorities.	09-30-2020
Engagement (1 Strategic Initiative)		
Engage the public on housing	To gather input from DC residents, using surveys and attending community meetings, OP will construct an interactive series of public engagement activities to inform key aspects of the Housing for Equity and Growth initiative.	09-30-2020
Historic Preservation Planning (1 Strategic Initiative)		
Produce a study on land use regulations	Study the history of segregation and racism as expressed through land use regulations in the District of Columbia.	09-30-2020
Neighborhood Plans (1 Strategic Initiative)		

Strategic Initiative Title	Strategic Initiative Description	Proposed Completion Date
Begin a Small Area Planning process for the Congress Heights neighborhood	As a prelude to a future planning effort, OP will initiate a pre-planning analysis to further understand current housing pressures facing East of the River residents.	08-31-2020
Policy and Regulation Support (1 Strategic Initiative)		
Complete an affordable housing analysis	Help to implement Mayor Bowser's Mayoral Order and call to action to produce 36,000 new housing units by 2025, of which 12,000 will be affordable, by completing an analysis that will inform how the District can be more proactive in producing affordable housing more equitably throughout the city.	09-30-2020
Zoning Regulations Update (1 Strategic Initiative)		
Create new zoning to support affordable housing	Complete new zoning to help offer better options to produce more affordable housing, by proposing amendments to the District's Inclusionary Zoning. OP will also analyze options to implement Small Area Plan land use recommendations through special zoning amendments.	09-30-2020