



Report for Council – November 24, 2014

Planning & Development Department Action Items:

2015 Contract with the Gahanna Community Improvement Corporation

The Department of Planning & Development is requesting that City Council approve the 2015 annual contract with the Gahanna Community Improvement Corporation (CIC).

Project Background & Justification

The City of Gahanna annually enters into an agreement with the Gahanna CIC for the purpose of promoting and encouraging the economic stability of the City. The agreement is attached for your review. This agreement outlines the activities that the Gahanna CIC will undertake on behalf of the City throughout 2015. It is important to note that there are a few modifications from the previous 2014 agreement. These modifications are listed below:

- 1) Reference the obligations outlined within the First Amendment of the Optical Fiber Use Agreement between the City and the CIC that was executed on March 13, 2014.
- 2) Extend the term by which the Gahanna CIC has to administer the obligations of the Urban Redevelopment Tax Increment Equivalent Fund Agreement until December 31, 2016.
- 3) Reference the assignment of the Network Service Agreement from Bluemile, Inc. to WideOpenWest Finance, LLC which occurred in August, 2013.
- 4) Delete the reference to keeping a copy of the liability insurance policy and property casualty coverage, with regards to 181 Granville Street, in the Department of Planning & Development. Copies are kept by the CIC Treasurer as well as in the CIC Dropbox.
- 5) Authorize the City to pay the Gahanna CIC for all eligible expenses incurred through the implementation of the Gahanna Land Bank Program in an amount up to and no more than \$75,000.

Budget Impact

The 2015 annual contract between the City and Gahanna CIC authorizes the use of lodging tax revenues as reflected in the 2015 budget appropriations. Under the 2015 annual contract, the Gahanna CIC will be authorized to receive 0.0833% of the collected lodging tax revenue. In addition, the CIC is eligible to be reimbursed for all eligible expenses that are incurred through the implementation of a Tax Increment Financing strategy and Land Bank Program on behalf of the City.

2015 Contract with the Gahanna Convention and Visitor's Bureau

The Department of Planning & Development is requesting that City Council approve the 2015 annual contract with the Gahanna Convention and Visitor's Bureau (CVB).

Project Background & Justification

The City of Gahanna annually enters into an agreement with the Gahanna CVB for the purpose of encouraging tourism and hosting community events within the City. The annual agreement with the Gahanna CVB and the Scope of Services are attached. There are no changes from the 2014 annual agreement.

Budget Impact

The 2015 annual contract between the City and Gahanna CVB authorizes the use of lodging tax revenues as reflected in the 2014 budget appropriations. Under the 2015 annual contract, the Gahanna CVB will be authorized to receive 66.67% of the collected lodging tax revenue.

Park Fee Modification

The Planning & Development Department respectfully requests approval to change section 148.12(c) of the Gahanna codified ordinances. This code section outlines the City's intent to charge a Park Fee to newly constructed residential units.

The Department is requesting to expand the type of residential development projects that are subject to the Park Fee and clarify when payment of the fee is due. This is important because the City is seeing a lot of market interest in non-single family residential products. The residents of these non-single family residential units will be using the City's park facilities and, as such, should be responsible for paying a Park Fee to the City.

Therefore, the Planning & Development Department respectfully requests approval to change section 148.12(c) of the Gahanna codified ordinances.

Planning & Development Department Updates:

Building Division Process Improvement Update

The Building Division has contracted with Supplier Six Sigma to complete a process improvement plan in order to reduce the time it takes to issue commercial alteration permits. The goal is to ensure that our process is as efficient as possible by eliminating unnecessary steps, improving existing steps, ensuring quality inputs and outputs, and providing a comprehensive evaluation of permitting software system. A project update is listed below.

The Building Division has met with Six Sigma two times in order to accomplish the following:

- Reviewed the Project Goals and defined the Project Scope
- Finalized Project Schedule
- Completed Process Flow for the Commercial Alteration Permit
- Completed Project Charter and SIPOC model
- Interviewed private contractors to get outside perspective on permit process

Our next meeting is scheduled for November 24th, with the goal of creating baseline metrics and identify errors in the current process.

Economic Development Plan Update

The Department has contracted with Ice Miller to complete an update to the City's Economic Development Plan. The goal is to create a plan that captures the market realities of the community, provides development scenarios for multiple priority areas, formulates business retention and attraction strategies and establishes a fiscal impact model with an actionable implementation strategy. A project update is listed below.

The Department has met and/or spoken with Ice Miller multiple times in order to accomplish the following components of Phase 1:

- Reviewed the Project Goals
- Finalized Project Schedule
- Established a Steering Committee which will provide technical guidance/feedback on the various phases of the project
- Identified a Stakeholder Strategy that will consist of interviewing small/medium/large and corporate headquartered businesses in order to determine the following:
 - what **is enabling** growth, what **could enable** growth, what **is inhibiting** growth and what **could inhibit** growth
- The Market Study has been initiated

Our next meeting is the first Steering Committee Meeting which will be held the first week of December. The goal is to formally introduce the Steering Committee to the Project and get their insight on the first and second phase of the project.

Extended Stay and Residential Hotel Update

The Department has recently met with the State Fire Marshall and the Fire Marshall's general counsel in order to gain an understanding of their inspection and certification process for hotels. We learned that the Residences of Central Park are certified by the Fire Marshall to operate as a Residential Hotel and that local zoning ordinances are not a consideration within the certification process. The Department is evaluating code changes to address future requests and business regulations to address existing extended stay hotels and similar facilities. We anticipate bringing forth these changes in the near future.

ED411 Invitation

The Mid-Ohio Development Exchange (MODE) is partnering with other Central Ohio economic development agencies to host an educational seminar called ED411. This annual event brings together local officials to discuss the impacts of private investments in the region, how company investment decisions are made and what resources are available to help companies grow and prosper in the region. It allows for interaction with regional and location officials through breakout sessions and presentations from national and local economic development experts.

This year's event will take place on Friday, December 5, from 8:00am to 2:00pm at the Ohio Union at Ohio State University. The cost of the event is \$25 per person, which includes breakfast, lunch and educational materials. The ED411 invitation is attached. The Department of Planning & Development respectfully requests that City Council strongly consider attending this event. It will be informative and provide a foundation for future economic initiatives in the City of Gahanna.

Planning Commission Update

On November 19, Planning Commission approved the following items:

825 Nob Hill Court (Carol S. Sandusky, applicant)

- Variance to Section 1141.08(c) of the Codified Ordinances to allow a deck to encroach 4.5 feet into the 10 foot side yard; current zoning Single Family Residential (SF-2)

397 Stoneridge Lane (L & F Brewing Co., dba 101 Beer Kitchen, applicant)

- Certificate of Appropriateness for an outdoor patio at 101 Beer Kitchen

Upcoming Meetings & Events:

- *Olde Gahanna Community Partnership: A Board Meeting will be held on Wednesday, November 26, 8:15am, at the Gahanna Historical Society Clark House, 101 S. High Street.*